

DISCLAIMER

The attached minutes are DRAFT minutes. Whilst every effort has been made to ensure the accuracy of the information, statements and decisions recorded in them, their status will remain that of a draft until such time as they are confirmed as a correct record at the subsequent meeting.



Agenda Item No: 4

Minutes of the meeting of Horfield and Lockleaze Neighbourhood Partnership

Thursday 03 March 2016 at 6.00pm

Filton Avenue Infant and Junior School, Lockleaze Road, Bristol, BS7 9RP

Present:

(A) De-notes absence (P) De-notes present

Ward Councillors

Horfield – Claire Hiscott (P) and Olly Mead (P)

Lockleaze – Gill Kirk (P) and Estella Tincknell (P)

Partners

Representatives of people who live and work in the Neighbourhoods of Horfield and Lockleaze

Fiona Deas (P) – Horfield Resident

Martyn Chinn (P) – Lockleaze Resident

Steve Barratt (P) – Horfield Resident

Anna George (P) – Horfield Resident & Chair Environment Group

Robert Hall (P) – Henleaze Resident (Horfield Ward)

Frances Robertson (P) – Horfield Resident and Chair Traffic and Transport Group

Officers:-

Caroline Hollies - Neighbourhood Co-ordinator

Ruth Quantock - Democratic Services Officer

Other interested parties

Neighbourhood Policing Inspector Paul Bolton-Jones Avon & Somerset Police

Nicola Hazell, Groundwork South

Selina O'Sullivan, Groundwork South

Janie Adams, North Bristol Advice Centre

Rachel Varley, Connect Lockleaze

David and Angela Thomas, Lockleaze residents
Emily Shimell, South Lockleaze & Purdown Neighbourhood Group
David Walwin, South Lockleaze & Purdown Neighbourhood Group
Wendy Baverstock – Henbury and Brentry NP and local resident
Jayne Whittlestone – United Communities

1. Welcome and Introductions

The NP Co-ordinator welcomed everyone to the meeting. It was agreed that Cllr Estella Tincknell would be Chair of the NP for this meeting and during the course of the meeting Cllr Claire Hiscott was elected Chair of the Neighbourhood Committee.

2. Apologies for absence

Apologies had been received from Alex Wood.

3. Minutes of the meeting held on 03 December 2015 and 27 January 2016

The meeting agreed to cross reference the minutes the minutes of the meeting on 3rd December to the minutes of the meeting on 27 January 2016. **Action Ruth Quantock**

Subject to the above amendment to the minutes of the meeting held on 03 December, both sets of minutes were confirmed as a correct record and signed by the Chair

3a. Ongoing Action Sheet

The ongoing action sheet had been circulated at the start of the meeting. An update was provided by the NP Co-ordinator and other NP members. It was agreed that the actions marked 'complete' were indeed complete and could therefore be dropped from the ongoing action sheet before the next meeting. **Action Ruth Quantock**

4. Declarations of Interest

None declared during the meeting.

5. Proposed Community Asset Transfer – Eastville Library Building

David Walwin and Emily Shimell representing South Lockleaze & Purdown Neighbourhood Group (SLAP) gave a presentation to the NP on their Business Plan for Eastville Library which had recently been submitted to John Bos, BCC Community Assets Manager for consideration under the Community Asset Transfer process.

The following key issues were noted:-

- Eastville Library will be closed on 31st March 2016. SLAP have applied under the CAT process to take over the lease of the building on 01 April 2016.
- The Lease will be subject to a Service Level Agreement (SLA) which will set out a range of services that SLAP will need to deliver each year from the property. The rent will be reduced to a peppercorn for as long as the SLA is complied with.
- SLAP will be responsible for the upkeep of the property and for all outgoings associated with managing and operating it, including all repairs, maintenance and insurance.
- The NP was invited to make any comments on the proposal. A report will then be prepared for consideration by the Service Director Property who will make a final decision on the proposed CAT as soon as possible.

The following comments were made by the NP:-

- The group were congratulated on the production of such a detailed and robust business plan.
- It was very heartening to see that the project had gained such enthusiastic support and ownership from the local community. A word of caution was noted regarding the longevity of support over the 10 year lease and what provision had been made for longer term funding and support. In response SLAP confirmed that whilst they had some initial thoughts about future self-funding, until the lease had been approved they had not gone into any further detail at this stage.
- Westbury-on-Trym Village Hall is managed by a Committee of local volunteers with help from fundraising events and revenue from the many users of the Hall and private bookings. They would be a good point of contact for SLAP. There may also be opportunities for sharing

booking arrangements with other community organisations eg Lockleaze Neighbourhood Trust etc.

- It was important not to under estimate the upkeep of the building and the cost of repairs. It was also important to get a building survey done to assess the physical state of the building before taking on the lease from the council.

The Neighbourhood Partnership fully supported the proposals and wished the South Lockleaze & Purdown Neighbourhood Group every success in this exciting venture.

6. Communication and Engagement Plan

The Neighbourhood Partnership considered a report of the NP Co-ordinator which provided an update on communication and engagement and how the profile of the city wide NPs can be raised both centrally by BCC and NP's locally.

1. Communication

The NP agreed to develop a Communications Plan. **Action Caroline Hollies.**

NP Members were advised that the NP now has a Facebook page, supported by Ruth Revell and Anna George.

David Thomas gave an update on a new monthly community newspaper, the Horfield and Lockleaze Voice which is due to be launched in May 2016.

2. Engagement Plan

An update was provided by the NP Co-ordinator on the key mile stones for the NP Plan refresh which would culminate in the approval of the next 3 year plan at the annual NP meeting in June 2016.

7. The Vench Improvement Programme

The Neighbourhood Partnership considered a report of Nicola Hazell, Operations Manager, Groundwork South (agenda item 7) which asked the

NP to approve the proposal for Stage 3 of the Vench Adventure Playground enhancement project and formally award a further £100,000 'in principle' S106 funding.

- STAGE 2 progress - They had worked with SPLASH Projects to carry out various works on the site
- There was an underspend of £5005 on Stage 2 which as previously agreed by the NP would be rolled over to Stage 3.
- STAGE 3 - Extensive community consultation on the design of the enhancements to the adventure playground to inform Stage 3 of the project had been undertaken.

The following key issues were noted during discussion that took place:

- Concerns were raised that this report had not gone through The Vench's Steering Group for a recommendation to the NP which had previously been agreed as the due process to be followed. GroundWorks indicated that it had been emailed out to the Chair of the steering group. As Chair of the Steering Group, Cllr Tincknell indicated that she couldn't recall receiving this email.
- The NP felt that response to the consultation that had taken place over the period October 2015 – January 2016 was low (70 and 59 from the on-line survey)
- The composition of the Steering Group needed to be reviewed as there were currently no resident representatives. **Action: Caroline Hollies**

The Neighbourhood Partnership RESOLVED that Groundworks South carry out further work on this report, including agreeing it with the Steering Group. This will need to come back to the NP for approval.

It was noted that if Groundworks needed any further advice or support before the next NP meeting they should contact the NP Co-ordinator.

8. Business Report

The Neighbourhood Partnership considered a report of the NP Co-ordinator (agenda item 8) which set out progress of the work of the NP and working groups since the last meeting and asked the Neighbourhood

Committee to make decisions on a number of funding requests for NP devolved budgets.

The following key issues were noted during the discussion:

1) Older People's Shopping bus (addendum to the Business report)

Janie Adams, Community Support at Home Co-ordinator NBAC explained that for the last 2 years the Community Support at Home Project has been running a fortnightly shopping bus which takes local residents over 55 years old to a supermarket nearby. However, partners Bristol Community Transport have recently had their funding cut by BCC and Friday 26th February had been the last trip. The NP were asked to fund £1704 to continue this service which provided a safe and supported environment for users therefore reducing the risk of falling and associated injuries and a chance to socialise and help to combat isolation.

The NP felt that in view of the benefits of the project including improving the general health and wellbeing of its users, funding this service would be money well spent.

The Neighbourhood Committee RESOLVED to approve funding of £1704 for the Older People's Shopping Bus (£799.50 from Wellbeing budget and £904.50 from the previous year's underspend on this budget)

It was also agreed that going forward the NP would look at the possibility of making funding commitments over a longer term for certain community projects or annual events held in Horfield and Lockleaze.

Action Caroline Hollies/Grants Panel to take forward

2) Environment Group

The group had looked at suggestions for environmental projects across Horfield and Lockleaze and they had recommended that the NP allocate £1320 for annual meadows and £1080 for 6 hanging baskets from the Neighbourhood budget.

The Neighbourhood Committee RESOLVED that the above project be funded – total cost £2400

The Neighbourhood Partnership RESOLVED that Maskelyne Avenue ASB and all weather surfacing for Horfield Childrens Playground be added to the NP Plan.

3) Traffic & Transport Group

The group had recommended that the NP allocate £4000 for this part of the scheme. As in previous years the group recommended that the NP allocated £4000 for parking restrictions (mostly junction protection) on Romney Avenue and Sheldon Road. As in previous years the group recommended that the NP allocated £5000 for minor works in 2016/17 (lines and signing).

The Neighbourhood Committee RESOLVED to approve:-

1) £4000 for Romney Avenue Parking Scheme

2) £5000 for minor works

4) Grants Networking Event

The event had been held on 3rd February 2016. There had been a programme of 10 talks by groups who had benefitted from Wellbeing and Green Capital funding over the past 2 years. The evening was a great success with new connections being made and information shared between groups.

Based on previous applications and experience to date, the Grant Panel felt that £20,000 from the Neighbourhood Budget should be allocated to the Wellbeing Grant for 2016/17.

a) Wellbeing grant funding priorities

Additional priorities had been suggested by the Grants Panel; Re-use & recycling, Arts and Culture and Support for carers.

Following discussion by the NP it was felt that the more priorities on the list, the more difficult the process would be to manage. It was agreed that the current list of priorities would remain the same and if there was more evidence to support additional priorities then these would be considered at a future meeting.

The Neighbourhood Committee RESOLVED to allocate £20,000 for Wellbeing Grant for 2016/17.

5) Neighbourhood Budget

The report included a table which set out the Neighbourhood Budget for 2015/16, a running total of funding to date and the balance remaining.

The Neighbourhood Committee RESOLVED to approve £515 overspend on Clean & Green Budget to be taken out of the Wellbeing budget which currently had an underspend.

6) Forums

It was noted that only 8 residents had attended the last Horfield & Lockleaze joint Forum which was very disappointing. Greater communication and engagement was needed to improve attendance.

Action Caroline Hollies / Communications group.

7) City-wide NP Event

The NP noted the report but there was insufficient time for discussion.

Action: Caroline to identify an additional representative of this NP to accompany Anna and help plan the next event.

8) City-wide Neighbourhood Partnership Plan issues

Eight key priorities shared by NPs across the city had been identified as set out in the report and the Neighbourhood teams have been working on these to find city-wide solutions.

9) Meeting dates for 2016/17

The proposed meeting dates for working groups/Forums/NP meetings for 2016/17 and venues were noted

9. Neighbourhood Partnership Plan report

Wendy Baverstock attended the meeting to talk about the Henbury and Brentry Community Action Plan 2015 – 2020 which had been produced as the community's 'vision' following a Ward wide resident survey. 400 residents had responded to the survey and the H&L NP were keen to find

out about the methods used for communication and engagement with residents.

The NP noted the update on progress against actions in the H&L NP Plan.

10. Any Other Business

1) Jayne Whittlestone, Communities Housing Association explained that there was a risk that EU funding that had been awarded to CHA and used for community projects may have to be paid back (£125,000) because there had been a misunderstanding in the interpretation of the EU funding regulations. The local MEP was supporting their appeal against paying back the money and CHA were asking for support from all their partners including the NP.

It was agreed that the details of the issue would be circulated and if felt appropriate the Chair of the NP would respond on behalf of the NP in consultation with partners. **Action Jayne Whittlestone / Caroline Hollies**

2) A future report was requested by the NP on the impact of the Cribbs Patchway (Filton Airfield development) new neighbourhood. **Action Caroline Hollies**

3) Neighbourhood Policing Inspector Paul Bolton-Jones introduced himself to the NP as the successor to Mark Runacres. He explained that he covered Bristol North which included 6 Neighbourhood Partnerships. He was keen to engage with the NP and work in partnership to keep residents informed of their work and to understand the local issues.

Neighbourhood Policing Inspector Paul Bolton-Jones referred to the recent tragic event in Lockleaze and the NP wished to send their condolences to the family of Shamus Mcnama. It was noted that at the appropriate time the NP would work with other local organisations to support a memorial.

The NP congratulated Joseph Iles (Horfield Policing team) who had been awarded PCSO of the Year (Bristol) at the recent Neighbourhood Policing Awards.

Date of next meeting, 7.00 pm Monday 20th June 2016, venue tbc

(The meeting ended at 9.50 pm)

Chair