



AGENDA NO: 4

**ANNUAL GENERAL MEETING OF THE
ST GEORGE NEIGHBOURHOOD PARTNERSHIP
7.00 PM ON 26TH JUNE 2012
AT SUMMERHILL METHODIST CHURCH HALL,
5 AIR BALLOON ROAD, ST. GEORGE, BRISTOL BS5 8LB**

PRESENT:

MEMBERS OF THE PARTNERSHIP

P	Councillor Ron Stone	St George West
A	Councillor Peter Hammond	St George West
P	Councillor Fabian Breckels	St George East
A	Councillor Alex Pearce	St George East
P	Philip Bird	Resident St George West
P	Jonathan Usher	Resident St George West
A	Judith Price	Resident St George East
P	Michael Deadman	Resident St George East
P	Margaret Gray	Bristol Equalities Representative
A	Susan Acton-Campbell	Friends of Troopers Hill
A	Grenville Johnson	Kensington Rd Residents Association & NW
P	Ann Radnedge	Chair, Meadow Vale Community Assoc
P	Richard Curtis	Church Rd Action Group
A	James Billinghamurst	Littleescapes
P	Vicky Holmes	Friends of St George Park

OFFICERS:

P	Abdulrazak Dahir	BCC, Area Co-ordinator
P	Ruth Kenrick	BCC, Democratic Services
A	Police Inspector Graham Fox	Avon & Somerset Police
P	Denise James	Clean and Green
P	Police Sergeant Darren Warr	Avon & Somerset Police
P	Jenny Butterfield	BCC, Parking Services Somerset Police
P	Wayne Dewfall	BCC, Parking Services

OTHER ATTENDEES:

P	Eric Fortune	Resident
P	Sally Shenton	Chair of Friends of St George's Park (FOSGP)
P	A Mead	Resident
P	Len Hynam	Resident
P	Michelle Watkins	FOSGP
P	Jo Curtis	Church Rd Action Group
P	John Llewellyn	Resident
P	Dominik Ljubic	Redfest

1. CHAIRING ARRANGEMENTS

Cllr Fabian Breckels was Chair of the Neighbourhood Partnership (NP) (agenda items 1-4 and 12-15)

Cllr Ron Stone was Chair of the Neighbourhood Committee (NC) (agenda items 5-11)

2. WELCOME AND INTRODUCTIONS

All were welcomed and introductions made.

3. APOLOGIES FOR ABSENCE

Apologies were received from Councillors Pearce and Hammond,

Grenville Johnson, Susan Acton-Campbell, Rob Acton Campbell, Judith Price, Police Inspector Graham Fox and James Billinghurst.

4. MINUTES OF PARTNERSHIP MEETING HELD ON 13TH MARCH 2012

Page 6, Other Attendees - it was pointed out that Vicky Holmes had been present at the last meeting but it had not been recorded.

The NP was reminded to sign the attendance sheet which is circulated during the meeting.

P8, Parks and Green Space Strategy, last sentence - it was pointed out that this should be NC not NP.

The Neighbourhood Partnership RESOLVED that the minutes of the meeting held on 13th March 2012 be confirmed as a correct record and signed by the Chair, subject to the amendment noted above.

Action: RK

Matters Arising

Concerns were raised that at the last meeting information was tabled to assist in the decision making process, however there were not enough copies to go round the NP members. This situation was not satisfactory and it was requested that papers are made available and circulated in advance of the meeting. If in exceptional circumstances this was not possible, officers were requested to ensure that enough copies were brought to the meeting.

Action: RK/AD to communicate to officers

P7, Community First Panel for St George West - it was clarified that this group was not a sub-group of St George NP Wellbeing Panel. It was a totally independent voluntary group made up of local residents.

P16 Parking Services. In response to comments made by the NP at the last meeting, Wayne Dewfall and Jenny Butterfield were in attendance to answer specific questions.

It became apparent that there were numerous issues to be discussed and it was agreed that a meeting would be arranged between Wayne Dewfall and the Traffic and Transport sub-group (and any other interested parties) to look at these in more detail.

Action: AD

Wayne indicated that it would be helpful if he could receive detailed information relating to specific issues in advance of this meeting so that responses can be prepared for discussion. The NP were asked to email

AD with specific concerns and issues so that he could collate them to forward on to DW. **Action: ALL**

WD indicated that a paper had been produced for the local Neighbourhood Delivery Team and it was agreed that this would be circulated to members of the NP. **Action: DW**

Neighbourhood Committee items

5. DECLARATIONS OF INTEREST

None.

6. WELLBEING REPORT

The Neighbourhood Partnership received a report from the Area Co-ordinator (agenda item no. 6) which set out the financial position to date. The NP were also asked to consider the recommendations of the Wellbeing Panel relating to current applications.

The following main issues were noted during the discussion that took place:-

- Primrose Close Social Club. The Wellbeing Panel had some concerns about the wooden structure in terms of security and fire risk. Information was awaited from Landlord Services regarding the specification that the council would recommend and whether the installation as proposed would be supported. It was agreed that this decision be deferred pending further clarification from Landlord Services. It was noted that in the event of satisfactory information being received, the application could only be fast tracked if the funding agreed by the NC was under £1000, anything more would need to come back to the next NP meeting.
- The NP thanked the Wellbeing Panel for their hard work and the NC upheld their recommendations as set out in the report.

The Neighbourhood Committee RESOLVED:

- 1. that the financial report for 2012/13 be noted;**
- 2. that the Wellbeing Panel Summary Appraisal Sheets be noted;**
- 3. that the following application approved through the agreed 'exceptional circumstances' process be noted:-
Kensington Road Residents Association – maximum of £648;
and**
- 4. that the following wellbeing applications which had been received since the last meeting be approved :-
1) Bristol & Anchor Almshouse Charity and LinkAge - £928.50
2) Redfest - £1380**

7. ANNUAL BUSINESS REPORT

The Neighbourhood Partnership received a report from the Area Co-ordinator (agenda item no. 7) which set out the financial position to date.

The following main issues were noted during the discussion that took place:

- Clean and Green bid to Citywide budget - It was noted that the amount carried over to 2012/13 was £340 and not £510 as stated in the report.
- 5 Wellbeing Budget - The Area Co-ordinator confirmed that where there was a 'No' in the monitored column, it indicated that the information had not yet been received, not that the project was not being monitored.
- Cllr Stone indicated that in future it would be helpful for the Neighbourhood Committee to have sight of applications made to St George West Community First Panel for funding through the Community Development Foundation. The Area Co-ordinator indicated that as this body was independent to St George NP, he would need to speak to the Chair, Susan Acton-Campbell to see whether this would be possible. **Action AD**

The Neighbourhood Committee RESOLVED:

1. **that the footways resurfacing devolved budgets for 2011-12 be noted;**
2. **that the carriageway surface dressing devolved budgets for 2011-12 be noted;**
3. **that the local traffic schemes devolved budgets for 2011-12 be noted;**
4. **that the clean and green devolved budgets for 2011-12 be noted;**
5. **that the wellbeing budget devolved budgets for 2011-12 be noted;**
6. **that the Section 106 parks devolved budgets for 2011-12 be noted; and**
7. **that the Section 106 traffic devolved budgets for 2011-12 be noted.**

8. AGM REPORT 2012-13

The Neighbourhood Partnership received a report from the Democratic Services Officer (Clerk to the meeting), (agenda item no. 8) to confirm and/or note a range of procedural matters.

The following main issues were noted during the discussion that took place:-

- Membership. A number of amendments to the membership outlined in Appendix 1 were noted.
- It was pointed out that the residents on the NP represented themselves and were not 'resident representatives' as stated. It was agreed that row B be changed to Resident Members. **Action RK**
- Mr P Franklin explained that prior to this meeting he had expressed an interest in being a resident member on the NP, however he understood from officers that the number of resident members for each Ward had reached its quota. It had however been suggested by officers that as he was the Chairman of the Board of Governors at Summerhill Junior School, he would be able to put himself forward as a representative of this community group. Members of the NP pointed out that whilst representation of the Board of Governors at Summerhill was to be welcomed, a nomination would need to come from the group rather than by self nomination. Mr Franklin, suggested this would not be a problem but indicated that he wanted to be a resident member on the NP so an election would therefore be appropriate. The Chair of the Neighbourhood Committee indicated that the NP were keen to increase public participation and not turn away residents who were interested. Following further discussion it was proposed that as there were 3 places currently vacant under D 'other' community groups, this category be reduced to 1 place and the number of resident members on the NP be increased by 1 per Ward. This was unanimously agreed by the NP. **Action RK**
- Rob Acton-Campbell to represent Friends of Troopers Hill.
- Susan Acton-Campbell to represent St George Community First Panel.
- In response to a question regarding the representation of St George West Community First Panel on the NP, the Area Co-ordinator was unable to confirm whether the representative proposed had been nominated through the group or was self nominated. The Area Co-ordinator agreed to clarify this following the meeting. **Action AD**
- Membership of Sub-groups. A number of amendments to the membership outlined in Appendix C were noted.
- The NP were reminded that it was not necessary to be a Member of the NP to sit on a sub-group. In relation to the Environment subgroup, it was clarified that this was a list of contact names that had previously expressed an interest.
- It was agreed that the Operation Subgroup review the NP membership structure and mechanism for residents to join the NP membership. **Action: Operation subgroup**

The Neighbourhood Committee RESOLVED:

1. that the membership of the Partnership outlined in Appendix 1 (as amended) for 2012-13 be agreed;
2. that the terms of reference for the Partnership be noted;
3. that the appointments to sub-groups and other bodies be agreed/noted (Appendix 2);
4. that the devolved budgets and influence on services be noted;
5. that the Neighbourhood Partnership Action Plan/Priorities be noted; and
6. that the times and dates of the Neighbourhood Partnership meetings for 2012-13 be confirmed as follows:

2012

Tuesday 11th September 2012

Tuesday 11th December 2012

2013

Tuesday 26th March 2013

Tuesday 25th June 2013

9. ADJUSTMENTS TO CLEAN AND GREEN PROJECT FUNDING CRITERIA AND PROCESS; AND CONFIRMATION OF DECISION-MAKING PROCESS FOR CLEAN AND GREEN FUNDS

The Neighbourhood Partnership considered a report of the Area Environment Officer (agenda item no. 9).

a) Adjustments to Clean and Green Project Funding Criteria Process and confirmation of decision-making process for Clean and Green funds.

The following main issues were noted:-

- Comment was made that it seemed unfair that the allocation of Clean and Green citywide budget was based on a criteria which prioritised six Wards across the City when for example fly tipping in St George was as much of a problem as anywhere else.
- It was agreed to formally request changing the specific criteria from 6 wards to Super Output Areas. **Action AD**
- It was suggested that decisions on spend be delegated specifically to the Area Environment Officer rather than 'officers in Environment and Leisure Services'

The Neighbourhood Committee RESOLVED –

1. that the changes that apply to the Clean and Green fund city wide budget from the date of the Partnership meeting, to the end of the 2012-13 financial year be noted; and
2. that decisions on devolved Clean and Green funding for 2012-13 be delegated to the Area Environment Officer, with an understanding that the Councillors agreement will be sought by email.

b) May Gurney update

The Area Environment Officer presented this update from May Gurney, the new contractor for the council's waste collection, recycling and street cleansing services.

The following main issues were noted:-

- A more detailed report from May Gurney will be on the agenda for the next NP meeting. It was requested that a representative of May Gurney be invited along to meet with the members of the NP.

Action DJ

- The Area Environment Officer requested that issues be reported to her in the first instance so that she is made aware of the issue and can co-ordinate a response.

c) Community Tree Planting Programme

The Neighbourhood Partnership considered a report from the Area Environment Officer which outlined a proposal from TreeBristol to develop a tree planting plan for St George Park.

The following main issues were noted:-

- The NP welcomed the proposal and it was agreed that the tree planting scheme would be drawn up by the Environment Sub-group in consultation with The Friends of St George Park. **Action Environment Sub-group.**

The Neighbourhood Partnership RESOLVED that –

1. a tree planting plan for St George Park be approved; and
2. the Environment sub-group in consultation with the Friends of St George Park be involved in drawing up the scheme.

10. DEVOLVED HIGHWAYS SERVICES UPDATE

The Neighbourhood Partnership received a report of Area Co-ordinator (agenda item no. 10) on the devolved highways services.

The Neighbourhood Committee RESOLVED:

1. that the update on 2012-13 highway schemes be noted;
2. that the update on devolved Section 106 schemes for 2012-13 be noted; and

3. that the under-spend from the 2011-12 schemes be noted.

10b. PARKS INVESTMENT PLAN, S106 FUNDING RELEASE REQUEST

The Neighbourhood Committee were asked to agree two projects, identified by the Environment Sub-group for S106 spend of £3,684 as set out in Appendix 1 of the report.

The Neighbourhood Committee RESOLVED that:-

- 1) the two projects identified at Meg Thatchers Open Space and Rodney Road Playing Fields as detailed in Appendix 1 of the report be agreed**
- 2) it be noted that the costings for these projects are an approximate figure and may require a small amount of additional S106 funding.**

11. COMMUNITY SAFETY DELIVERY AGREEMENT

The Neighbourhood Partnership considered a report from the Community Safety Officer (agenda item no. 11) relating to the draft Safer Bristol Delivery Agreement.

The Neighbourhood Committee RESOLVED that the Safer Bristol Delivery Agreement be agreed

Neighbourhood Partnership items

12. ST. GEORGE NEIGHBOURHOOD PARTNERSHIP (SGNP) ANNUAL ACHIEVEMENT REPORT

The Neighbourhood Partnership received a report from the Area Co-ordinator (agenda item no. 12) summarising some of the achievements of the St George Neighbourhood Partnership in 2011-12.

The following main issues were noted:-

- It was important to publicise these achievements and it was suggested that the report be published on the NP website.
Action: AD, PB and JA
- Project 2: St George Park Lake. It was pointed out that shrubs were not planted as stated in the report. The Area Environment Officer indicated that shrubs will be planted in due course.

The Neighbourhood Partnership RESOLVED that the Annual Achievement report be noted.

13. ST GEORGE NEIGHBOURHOOD PARTNERSHIP COMMUNITY ENGAGEMENT PLAN

The Neighbourhood Partnership received a report from the Area Co-ordinator (agenda item no. 13) requesting agreement of the proposed engagement plan and the dates for meetings of Neighbourhood Partnerships , Neighbourhood Forums and sub-group meetings in 2012/13.

The following main issues were noted:-

- The meetings of the Environment Sub-group and Wellbeing Sub-group had already been set in advance and it was agreed that the dates in the engagement plan would be updated to reflect these. It was agreed that the dates of Partnership Activities would be circulated for the information of NP members (Appendix 3 attached). **Action RK**

The Neighbourhood Partnership RESOLVED that the Engagement Plan be agreed (as amended).

14. AGM ELECTIONS FOR MUNICIPAL YEAR 2012/13

- Neighbourhood Partnership Chair
The Area Co-ordinator indicated that one nomination had been received for Grenville Johnson.

The Neighbourhood Partnership RESOLVED that Grenville Johnson be appointed Chair of the Neighbourhood Partnership for the municipal year 2012/13

- Vice-Chair of the Neighbourhood Partnership
Two nominations had been received from Cllr Fabian Breckels and Philip Bird. Some background information was circulated in respect of each candidate and a secret ballot was undertaken. The counting of the ballot papers were supervised independently by Police Sergeant Darren Warr as a non-voting Member of the NP.

Cllr Fabian Breckels had received the most votes (6 votes to 3)

The Neighbourhood Partnership RESOLVED that Cllr Fabian Breckels be appointed Vice-Chair of the Neighbourhood Partnership for the municipal year 2012/13

- Treasurer and Secretary
No nominations had been received for the role of Treasurer. In respect of the post of Secretary one nomination had been received for Anne Radnedge. The Area Co-ordinator explained that the operation of this NP had evolved over the years in-line with the other NPs across the City and there is general consensus that these roles were no longer necessary. AD indicated that the structure would be reviewed along with the NP membership structure. **Action AD.**

15. PUBLIC FORUM BUSINESS (Items not associated with an agenda item)

One item had been received from St George West Community First Panel which updated the NP on the funding of local projects in St George West through the Community Development Foundation. The Panel asked that NP members raise the profile of the availability of this funding for projects in St George West.

16. DATE OF NEXT MEETING

The next meeting would be held on Tuesday 11th September 2012 at 7.00 pm at Summerhill Methodist Church, 5 Air Balloon Road, Bristol BS5 8LB.

(The meeting ended at 9.00 pm)

CHAIR

St George Neighbourhood Partnership

Membership for 2012/13

The St George Neighbourhood Partnership steering group consist of:

- 4 X local councillors forming the Neighbourhood Committee (NC).
- 6 X independent resident members (3 X per ward)
- 6 X local community/voluntary organisations and faith communities
- 2 X young people
- 2 X local businesses

	Who	N0	Name	Term
Ward Councillors				
1	St George West	2	Cllr Ron Stone (Chair)	31/05/13
2			Cllr Peter Hammond	31/05/15
3	St George East	2	Cllr Fabian Breckels	31/05/15
4			Cllr Alex Pearce	31/05/13
B	Resident Members			
5	St George West	3	Philip Bird	June 13
6			Jonathan Usher	June 13
7			Pete Franklin	June 13
8	St George East	2	Judith Price	June 13
9			Michael Deadman	June 13
10			X1 Vacant	
Equality reps				
11	Young Peoples rep	0	X 2 Vacant	
11	Bristol Equalities Representative	1	Margaret Gray	June 13
D	Community/voluntary & faith communities			
11	1 X Friends of Troopers Hill	1	Robert Acton-Campbell	June 13
12	1 X Kensington Rd Residents Association & NW	1	Grenville Johnson	June 13
13	1 X Meadowvale Community Association	1	Ann Radnedge	June 13
14	1 X Church Rd Action Group	1	Richard Curtis	June 13
15	1 X Friends of St George Park	1	Victoria Holmes	June 13
16	1 X Other (St George West Community First Panel)	1	To be confirmed (see minute of annual meeting – AGM report)	June 13

	Who	N0	Name	Term
E	Local businesses			
17	1 X Littleescapes	1	James Billinghamurst	June 13
18	Other	0	X1 Vacant	
	Total voting members	17		
	Officers (non-voting)			
	Area Co-ordinator	1	Abdul Razak Dahir	
	Neighbourhood Police Inspector	1	Inspector Graham Fox	
	Fire and Rescue	1	Chris Bailes	
	Bristol NHS	0		<i>Awaiting</i>
	Children & Young People partnership	1	Jimmy Taylor	
	Democratic Services	1	Ruth Kenrick	
	Total non voting members	5		
	Total	22		

St George Neighbourhood Partnership Membership of Sub-groups

NB You do not have to be a member of the NP to sit on a sub-group
– all interested parties are able to attend

Operations

Cllr Fabian Breckels

Cllr Ron Stone

Grenville Johnson

Wellbeing

Carmel Williams

Christine Hooper

Susan Acton-Campbell

Richard Curtis

Rob Acton-Campbell

Environment

Jane Kilpatrick

Judith Price

Kate Gascoyne

Rob Acton-Campbell

George Ramel Hammer

Vicky Holmes

Michele Watkins

Margaret Clemence

John Hooper

Tristan Styles

Tony Mountford

Michael Deadman

Justine Langford

Carol Clague

Lorraine Rosser

Pat Jones

Phillip Bird

Mary Lewis

Margaret Clements

Lyn Bray

Brenda Hook

Peter Hook

Roy Mantich
Terry Honey
Soying Guo
Richard Newth
Nicola Pearce
Nicola Longder
Maureen Lindsay
Tony Potter
Sally Shenton
Brian Shallis
Betty Shallis
Len Hynam
Michael Deadman
Geoff Sims
Ruth Soandro
Steeve Beese
Julie Beese
Joanne Gadd
Mervyn Bishop
Rebecca Lisle-Taylor

(NB this is a list of contact names who have previously expressed an interest in the work of the Environment group)

Traffic and Transport

Laura Gosling
Fabian Breckels
Kim Warren
Clare Willott
Darren Warr
Rob Acton-Campbell
Nathan Potteccary
Marc Griffiths
James Billinghamurst
Richard Fudge
John Clague
Carol Clague
Michael Deadman
Leonard Hynam
Steve Beese

Julie Beese
Joanne Gadd
Mervyn Bishop

Appendix 3

Dates of Meetings 2012/13

Type of Engagement	Actions	Lead/Support	Dates				On Target? R/A/G
			Q1	Q2	Q3	Q4	
Partnership Activities	▪ 4 x Neighbourhood Partnership meetings	Area Co-ordinator	11/9/12	11/12/12	26/3/13	25/6/13	G
	▪ 4 x Neighbourhood Forum meetings	Neighbourhood Development Officer	21/8/12	13/11/12	12/2/13	28/5/13	G
	▪ Task Groups	Champions and relevant officers					
	- Traffic & Transport		13/7/12		20/2/13		G
	- Environment		19/7/12	18/10/12	27/2/13	6/6/13	G
	- Well-Being		23/7/12	29/10/12	18/2/13	21/5/13	G
- Operations		31/7/12	6/11/12	7/2/13	23/5/13	G	