

DISCLAIMER

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**ANNUAL MEETING OF THE
ST GEORGE NEIGHBOURHOOD PARTNERSHIP
HELD AT 7.00 p.m. ON 25TH JUNE 2013
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 ward
P	Councillor Peter Hammond	St George West ward
P	Councillor Fabian Breckels	St George East ward
P	Councillor Steve Pearce	St George East ward
P	Laura Gosling	Resident St George East
P	Philip Bird	Resident St George West
P	Pete Franklin	Resident St George West
P	Judith Price	Resident St George East
P	Michael Deadman	Resident St George East
A	Margaret Gray	Bristol Equalities Representative
P	Rob Acton-Campbell	Friends of Troopers Hill
P	Susan Acton-Campbell	St George West Community First Panel
P	Grenville Johnson	Kensington Rd Residents Association & NW
P	Fiona Russell	Secretary, Meadow Vale Community Assoc
P	Jo Curtis (substitute for Richard Curtis)	Church Rd Action Group
P	Alex Wingrove	Youth Representative
P	Vicky Holmes	Friends of St George Park

OFFICERS:

P	Abdulrazak Dahir	BCC, Area Co-ordinator
P	Jeremy Livitt	BCC, Democratic Services
P	Gillian Douglas	BCC, Safer Bristol – Service Director
P	Kurt James	BCC, Acting Neighbourhood Working Service Manager – Neighbourhoods Team
P	John Atkinson	BCC, Neighbourhood Working Co-ordinator – Neighbourhoods Team
P	Sergeant Darren Warr	Avon & Somerset Police
A	Inspector Oliver Cosgrove	Avon & Somerset Police
A	Denise James	BCC, Clean and Green
A	Shaun Taylor	BCC, Highways

OTHER ATTENDEES:

P	Keiron Coles	Elected as a Youth Representative at the Meeting
P	Len Hynam	Resident
P	Helen Bone	Vivid Regeneration
P	Jonathan Platt	Director – Local Architects

1. CHAIRING ARRANGEMENTS

Grenville Johnson was the Neighbourhood Partnership Chair for Agenda Items 1 to 8. Rob Action-Campbell was the Neighbourhood Partnership Chair for Agenda Items 9 to 14.

Cllr Ron Stone was the Neighbourhood Committee Chair – Decisions required under Agenda Items 11 and 12.

2. WELCOME, INTRODUCTIONS & APOLOGIES FOR ABSENCE

Attendees were welcomed and introductions were made.

Apologies for absence were received from Margaret Grey, Richard Curtis, Denise James, Ruth Quantock and Gemma Dando. It was noted that James Billingham was no longer a member of the Neighbourhood Partnership.

3. MINUTES OF PARTNERSHIP MEETING HELD ON 16TH APRIL 2013
(Agenda Item 4)

RESOLVED: that the minutes of the meeting held on 16th April 2013 be confirmed as a correct record, subject to the amendment that Fiona Russell is the Chair not the Secretary of the Meadowvale Community Association.

Matters arising

Mayor's Visit - 9th July – 1pm to 6pm – Councillor Fabian Breckels indicated that he had some suggestions for the above and would forward these to the Area Co-ordinator.

Members also noted the Action Tracker setting out progress on items from 16th April meeting and previous meetings.

Neighbourhood Committee items:

4. DECLARATIONS OF INTEREST
(Agenda Item 6)

The following Declarations of Interest were made:

Neighbourhood Partnership Members (not a statutory requirement)

Fiona Russell – Chair, Meadowvale Community Association – in respect of Agenda Item 8 – Meadow Vale Community Centre Report and Request for Well Being Funding for Meadow Vale Community Centre

Philip Bird – Business Advice on Community Transport – in respect of Agenda Item 11 – Well Being Budget Report and as a Trustee of the 32nd Bristol (1st Whitehall) Scout Group – in respect of Agenda Item 11 – Wellbeing Budget Report

Neighbourhood Committee Members

Ron Stone – Trustee of Meadowvale Community Association in respect of Agenda Item 8 – Meadow Vale Community Centre and Agenda Item 11 – Well Being Funding for Meadow Vale Community Centre

5. DEVELOPMENT OF NEW BYELAWS FOR PARKS AND GREEN SPACES

Members noted a Public Forum statement from Jon Usher and spoken to by Philip Bird in Jon's absence. The statement expressed concern about the potential to ban cycling in Bristol's Parks and Green spaces.

Gillian Douglas (Service Director – Safer Bristol) introduced the report. During the discussion, the following comments were made:

- (1) There needed to be sufficient demonstration of a significant number of particular problems in Bristol Parks prior to the introduction of any byelaws ;
- (2) Analysis had shown problems in certain areas, such as loud music, setting fires, barbecues and wildlife. Concerns over cycling would only be included where there was a clear evidence of a problem (ie tackling it in connection with Anti-Social Behaviour – a nuisance to other park users and residents) and might involve cyclist's attention being directed towards areas on pathways where they should stick to. The use of first hand observational tracking could be done to monitor ASB as part of the consultation;
- (3) The consultation would last until 13th September – so far, 224 responses had been received and two thirds of people had indicated they wanted a byelaw;
- (4) It was hoped that any new byelaws would provide the Police with the appropriate toolkit to discourage certain types of behaviour (ie threaten with a fine if required). Once byelaws were established, they would not require a significant amount of officer time to enforce. There was a close working relationship between the Police, Neighbourhood Partnership Teams and Safer Bristol in this area with increased use of Fixed Penalty Notices where required. There was also generic legislation which could be applied for public nuisance. Members attention was also drawn to Natural England's byelaw model for different nature reserves which could also be useful;
- (5) Where there was a lack of knowledge among the public about byelaws, the use of Notice Boards and the spreading of information by other means (ie Community Groups) should be considered;
- (6) Byelaws could be site and time specific if required;
- (7) It was noted that, following the introduction of any new byelaws, old byelaws would be repealed.

6. **NEIGHBOURHOOD PARTNERSHIP REVIEW (NPR)**

The Neighbourhood Partnership considered the report of the Neighbourhood Partnerships and Neighbourhood Working Services Manager (agenda item no. 6).

Kurt James introduced the report and, during the discussion, the following points were made:

- (1) A survey of the NPR had taken place between February and April 2013;
- (2) An overwhelming number of those surveyed knew about Neighbourhood Partnerships (NPs) and Neighbourhood Forums and liked them. However, some comments had been made suggesting some improvements. It was hoped these would strengthen their aims, purposes, roles and responsibilities. Improvement for community engagement and communication was important;

- (3) 94% of those surveyed had stated that they thought a decision should be made locally, 75% stated that they believed more power should be brought down to NPs;
- (4) It was hoped that, following assessment of the comments made, work could begin on strengthening NPs by December 2013;
- (5) The review should consider greater standardisation of the Terms of References and processes for NPs across the city to enable delivery to be compared across the city. In addition, it was noted that St George was the only NP that had produced an Annual Report for the last 5 years – this should be a requirement for all NPs to enable easier comparison between areas;
- (6) Certain functions, such as resurfacing, required an inordinate amount of time and resource for NPs and should more appropriately be transferred back to highways officers. It was confirmed that issues such as the type of functions carried out by NPs, would form a part of the review;
- (7) Some NP members were disappointed that the NP review did not include a review of the existing boundaries. They felt Hillfields had more things in common with the St George West than Frome Vale. Another issue that was raised concerned the difficulties that some NPs had conducting their NP business if the Neighbourhood Committee were not quorate.

Members sent their best wishes to Gemma Dando (Neighbourhood Partnership Manager) who had just started a period of maternity leave.

The Neighbourhood Committee noted the report and requested that their comments be taken into consideration as part of the Review.

7. NEIGHBOURHOOD WORKING PRIORITIES

The Neighbourhood Partnership considered a report of John Atkinson, the Neighbourhood Working Co-ordinator (Agenda Item 7).

Members noted that there had been a range of data surveys and information from service user groups. Arising out of these, 24 priorities had been identified, out of which it was proposed that members choose 10 as a final number.

It was also noted that there were themes which could also identify locations. For example, it was proposed that Provisional Priority 7 should also include the Kingsway Area of St George East as well as Blackswarth Road in St George West.

The Neighbourhood Committee RESOLVED that

- (1) the St George Neighbourhood Partnership chooses 10 Neighbourhood working priorities from the shortlist in table 1 – NP members did this at the end of the meeting**
- (2) that the Neighbourhood Working Co-ordinator provides regular update reports to future NPs – AD to add to Action Tracker**

8. MEADOWVALE COMMUNITY CENTRE REPORT

The Neighbourhood Partnership considered a report of Helen Bone, Vivid Regeneration (Agenda Item no. 8).

She made the following points:

- (1) She thanked Fiona Russell, Rob and Susan Acton-Campbell and Councillor Ron Stone amongst others involved in this piece of work;
- (2) The study had considered the centre, what's needed now and in the area. An event had taken place at the centre involving Councillors and residents. There had been increased engagement in the process from the Management Committee;
- (3) Jonathan Platt of Graham Carruthers Partnership Ltd (Chartered Architects) indicated that his assessment of the buildings on the site was that they are not fit for purpose (ie for a modern Community Centre, as well as not complying with necessary Health and Safety legislation).
- (4) There had been consideration of a number of options – for example, increased use of the park (although this was difficult – there was a significant amount of dog fouling on site), integration of the park with the buildings or co-location of staff with the Children's Centre staff;
- (5) A further meeting of the Steering Group was required – funding from Quartet might be available. It might be appropriate to set up a Trust;
- (6) The members noted that relocation should be a seriously considered option – if the area was opened up, it might make the park more attractive to use;
- (7) The needs of the local community needed to be met (ie family support needs, health needs) in as flexible a way as possible.
- (8) It was noted that the Area Co-ordinator would make arrangements to ensure that the Steering Group was set up to discuss this in more detail.

ACTION: AD

9. AGM ELECTIONS FOR MUNICIPAL YEAR 2013/14

The Neighbourhood Partnership decided on the following elected posts for the 2013/14 Municipal Year:

- (1) Neighbourhood Partnership Chair – Grenville Johnson indicated that he was not standing for re-election . He explained that he would be involved in the St George In Bloom Event in 2014 and his local Neighbourhood watch and wanted time to concentrate on these areas of work. Following a proposal from Councillor Peter Hammond, all Members thanked Grenville Johnson for all the work he had carried out in his role as Chair of the NP, despite having recently suffered a period of ill health and wished him well as a continuing member. The Area Co-ordinator indicated that he had received one nomination for this post (Rob Acton-Campbell).

Councillor Ron Stone expressed concern that, given the large number of other bodies with which Rob Acton-Campbell was involved, it could prove onerous to take on this additional responsibility. Mr Acton-Campbell confirmed that he would be standing down from the Well Being Group and also less involved in the Web Team

RESOLVED – that Rob Acton-Campbell be elected as Chair of the Neighbourhood Partnership for 2013/14.

At this point, Rob Acton-Campbell took over the Chair from Grenville Johnson.

(2) Neighbourhood Partnership Vice-Chair

The Area Co-ordinator indicated that he had received one nomination for this post (Councillor Fabian Breckels)

RESOLVED – that Councillor Fabian Breckels be elected as Vice-Chair of the Neighbourhood Partnership for 2013/14.

(3) Neighbourhood Treasurer and Secretary

It was noted that these posts would not be filled pending the outcome of the Neighbourhood Partnership Review.

(4) Neighbourhood Committee Chair

The Democratic Services Officer called for nominations from the Neighbourhood Committee members. Councillor Hammond moved, seconded by Councillor Pearce that “Councillor Ron Stone be appointed as Neighbourhood Committee Chair for 2013/14.”

RESOLVED – that Councillor Ron Stone be appointed Neighbourhood Committee Chair for 2013/14.

(5) Co-optee Places for the Operations Sub-Committee

The following Neighbourhood Partnership members put their names forward for the above Sub-Committee:

- (1) Grenville Johnson
- (2) Philip Bird
- (3) Fiona Russell

10. **AGM REPORT**

The Neighbourhood Partnership considered a report of the Area Co-ordinator (agenda item 10).

The following points were made:

- (1) Appendix 1 should include Vicky Holmes (Friends of St George Park);
- (2) Business Groups (a) Park Insurance could be approached as they had indicated a willingness to support projects with funding (b) TESCO Bellhill had also indicated they were prepared to support community groups with funding;
- (3) 1 Non-voting Member – Bristol NHS – AD indicated that he would continue to chase this group to see if they wished to nominate representative **ACTION: AD to pursue and add to Action Tracker**
- (4) CYPS Representative – It was noted that Jimmy Taylor had not attended any NP meetings over a number of years. It was agreed that the Area Co-ordinator should contact CYPS to see if they wanted to appoint a new representative to the NP. It was noted that the CYPS representative should be a council employee, and not be employed by their contractors
ACTION: AD
5 Young Person Representative – it was noted that there was a vacancy for an additional young person to join the NP. IT was noted that Kieron Coles regularly attended NP meetings and had expressed a request to join.
RESOLVED – that Kieran Coles be appointed as a member of the Partnership ACTION AD

The Area Co-ordinator confirmed that the dates of the meetings were as set out in the report, with the exception of the meeting of the Environment Sub-Group of Thursday 29th August 2013 which had been brought forward to 22nd August.

- (5) Walkabouts – The Area Co-ordinator confirmed that he would ensure Councillors were included on the mailing list. **ACTION: AD and include on Action Tracker.**

The Neighbourhood Committee RESOLVED that –

- (1) the NP membership and charring arrangements for 2013/14 as set out above be confirmed**
- (2) the NC and NP Terms of Reference and the NC financial operating framework be confirmed**
- (3) the devolved budgets and influence on services be noted**
- (4) the meeting schedule including subgroups and forums be agreed subject to the change indicated in (4)**
- (5) the financial statement and expenditure from 2012-13 be noted; and**
- (6) the dates for updating the NP action plan and communications plan be noted.**

11. WELLBEING BUDGET REPORT

The Neighbourhood Partnership considered a report from the Area Co-ordinator (agenda item no. 11) setting out the financial position to date, and

recommendations from the Wellbeing Subgroup relating to current applications and the current fast track process.

Members noted the decisions required by the Neighbourhood Committee.

The NP Chair handed over to the NC Chair, Councillor Ron Stone, for the Neighbourhood Committee to consider the WellBeing applications listed in the report under Part 6 as follows:

32nd Bristol (1st Whitehall) Scout Group

Upon being put to NC vote, the recommendation for £1,064 was **UNANIMOUSLY APPROVED.**

Crofts End Church

The Area Co-ordinator referred to comments made by the Panel in respect of this application. He drew attention to a copy of these which was tabled.

The Chair of the Well Being Sub-Group (Susan Acton-Campbell) indicated that the Sub-Group had recommended approval of £750 for this application instead of the £950 requested since it had included £200 running costs which were specifically excluded under the Terms and Conditions of the approval process. The Sub-Group had recommended that Greater Fishponds be requested to contribute the remaining amount which had been requested since the Project was based within Hillfields.

Upon being put to NC vote, the recommendation for **£750 was UNANIMOUSLY APPROVED.**

WASP

It was noted that this appraisal only affected those residents of the WASP Estate.

Upon being put to NC vote, the recommendation for **£520 was UNANIMOUSLY APPROVED.**

Meadowvale Community Association

Councillor Ron Stone declared an interest in this item as a Trustee of the Meadowvale CA and relinquished the Chair for its duration to Councillor Fabian Breckels. He indicated that he would not be participating in the debate or voting on it.

It was confirmed that some of the costs related to some photocopying work that the Area Co-ordinator had carried out on their behalf.

The items requested by the Group included ingredients for cakes, toiletries and tombola items

Upon being put to NC vote, the recommendation for **£700 was UNANIMOUSLY APPROVED.**

Following concerns raised by one NP member, there was a discussion concerning the need for a wider NP influence in NC decisions, particularly from those NP members who were not on the Well Being Sub-Group. It was agreed that in future NP would be asked for their comments before NC members make their decision

Members noted decisions which had been made since the last meeting under the contingency arrangements, including an application for £540 concerning 3 hanging baskets to be installed on street lamp columns made by the Kensington Road Residents Association. Some members queried the 'urgent' nature of the application

Fast Track Approval Process

The NP then discussed proposals from the Well Being Sub-Group for a revised version of the fast track process that had already been circulated for comment. This would ensure that the delegation of authority to approve grants to the Area Co-ordinator would be limited to £1000 instead of £2000 as was currently the case.

The Area Co-ordinator referred to the Neighbourhood Partnership Review currently taking place and suggested that a decision on this issue be postponed pending the outcome of this.

A number of NP members expressed concern about:

- (1) the period of time within which applications could be accepted under this arrangement;
- (2) the arrangements for making decisions under the fast track e-mail process.

A number of Councillors referred to their role as guardians of public funds and expressed concern at any process that delegated authority in this way.

Following further discussions, it was **RESOLVED (unanimously) by the Neighbourhood Partnership to suspend the fast track process completely pending the NP review with a future meeting to consider its reintroduction subject to the outcome of the review.**

The Neighbourhood Committee RESOLVED that:

- 1. the financial report for 2013/14 be noted.**

2. the amount committed by the Neighbourhood Committee but not yet paid be noted.
3. the applications supported from contingency be noted.
4. the Wellbeing applications received since March 2013 be approved as follows:-
 - 32nd Bristol (Whitehall) Scout Group - £1,064
 - Crofts End Church - £750
 - WASP - £520
 - Meadowvale Community Association - £700

The Neighbourhood Partnership **RESOLVED** that the current fast track process be suspended completely pending the NP review with a future meeting to consider its reintroduction subject to the outcome of the review. **ACTION: AD**

12. DEVOLVED SERVICES REPORT

The Neighbourhood Partnership considered a report from the Area Co-ordinator which provided an update on Devolved Services (agenda item no. 10).

The Chair of the NP handed over the Chair to the NC Chair for consideration of the following item.

Parks Section 106 Funding for Proposed Improvements to Meadowvale Green Space

Councillor Ron Stone indicated that he had no interest in the Meadowvale Area itself and would, therefore, not be declaring an interest.

Following a brief discussion, it was **RESOLVED (unanimously)** that **£5,652 of Parks Section 106 funding be spent to progress proposed improvements to Meadowvale Green Space.**

The Neighbourhood Committee RESOLVED that: £5.652 of Parks Section 106 funding be spent to progress proposed improvements to Meadowvale Green Space. ACTION: AD

13. ST GEORGE NEIGHBOURHOOD PARTNERSHIP REPORT

The Neighbourhood Partnership considered a report from the NP members (agenda item no. 13) which provided an update from the Neighbourhood Partnership sub-groups.

NP members noted the Draft Internet Protocol which had been prepared by the NP Webteam and which had been circulated beforehand, and the updated

version that had been tabled at the start of the meeting.

The Neighbourhood Partnership adopted the Protocol

11. PUBLIC FORUM

The Neighbourhood Partnership received the 2 following Public Forum statements:

- (1) Re Agenda Item 5 - Byelaw Report – Jon Usher, resident St George West and Sustrans Area Manager, West of England (Philip Bird to speak on his behalf at the meeting) – SEE MINUTE NUMBER 5 ABOVE
- (2) St George West – Community First Plan – Susan Acton-Campbell, St George West, Community First Panel.

12. ITEM TO ADD TO FUTURE MEETING

It was suggested that an item on the St George Festival should be added to the Agenda for the next meeting.

DATE OF NEXT MEETING: Tuesday 17th September 2013 at 7.00 p.m. TBC.

(The meeting ended at 9.21pm)

CHAIR

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