



Action Sheet – Henbury, Brentry and Southmead NP – 27th September Meeting

Minutes No.	Title of Report/ Description	Action and Deadline	Responsible officer	Action taken and date completed
27 th September 2016				
4a	Matters Arising	Invite to Sue Mountstevens, Police & Crime Commissioner – Date to be sourced, agreed with her office and promoted with a request for questions	Keith Houghton	Potential date of 20 th March 2017 on offer, venue Greenway Centre Hall. BUT the BCC spending freeze doesn't allow any spend on room bookings so it's difficult to secure the room from NP sources. Explore other options?
5	Public Forum	Letter to Cabinet Member Cllr Bradshaw about the poor quality road surfaces in the Southmead Estate	Keith Houghton & Chris Windows	Still to do
6 Item 2c	NP Business Report	Evening meeting to be convene to work on the Neighbourhood Plan	Keith Houghton	4 th January 2017 booked.
6 Item 2e		Consideration to alternative funding options and sustainable use of s106 & CIL monies	Keith Houghton to contact Jim Cliffe to discuss options	Clarify nature of the options being considered
6 Item 3b	Highways Schemes	Moving the 13 th December NP meeting date	Keith Houghton	Unable to re-arrange until we know when the Sth Gloucestershire traffic modelling results will be available – KH pursuing Transport officers
6 Item 3c		13 th December date to be offered to the Traffic & Transport Sub-group.	Keith Houghton	
6 Item 3d		s.106 monies from the Southmead Hospital must be spent within a given time. Concern that the schemes implemented may not mitigate the problems and	Keith Houghton to discuss with Oliver Coleman	The limited waiting is the main proposal that Highways decided not to deliver until we could monitor the impact of the lining restrictions that we have put in and we have no particular timescale in mind as we want to give the chance to let the new restrictions settle down and the Hospital car park to

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		enquires need to be made as to whether action can be taken to retain funds or if an alternative option is available		open.
6 Item 3e		Name of Officer replacing Nigel Lapworth	Keith Houghton	No specific officer has been assigned to cover NP areas – work will be assigned within the Highways team as it is agreed to whichever officer is most appropriate
7	Plan Update Report	Long Live Southmead Health Promotion to be put in forward plan for scheduling	Keith Houghton	Could put on agenda for March 2017 NP meetings?
AoB		Fixing the venues for future NP meetings.	Keith Houghton	Dependant on future of NP meetings and upcoming explorations of future of neighbourhood working (event on Saturday 4 th February 2017)
28 th June 2016				
4b	Minutes of the previous meeting	KH to chase outstanding Wellbeing grant monitoring forms.	Keith Houghton	
4c	“	KH to write to Police and Crime Commissioner to arrange a public session to discuss policing priorities and invite neighbouring NPs	Keith Houghton	See option of 20 th March 2017 event
6a	Neighbourhood Partnership AGM Report 2016	Nominations to be sent for consideration at the next Henbury, Brentry and Community Council meeting.	Residents	done
6c		Clarify legal definition of ‘Devolved Powers’, with particular regard to ‘decisions relating to council-	Keith Houghton	This needs amendment across all NPs in time for 2017 AGMs

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		owned community centres and buildings’.		
7	Neighbourhood Partnership Business Report	<ul style="list-style-type: none"> • KH to set up a working group to produce a report for the September Neighbourhood Partnership on the options for using the Neighbourhood Partnership Budget to employ a Fundraiser. • KH to formally approach Avonmouth and Kingsweston and Horfield and Lockleaze to discuss appetite for a joint funding and joint partnership arrangement. 	Keith Houghton	<p>See NP Business Report – access to NP budgets is restricted in the BCC spend freeze and future budgets for NPs are under review so the funding to carry forward this work is not currently available for the NP to use for a Fundraiser. NP budgets for future work will be decided in February 2017 by the Full Council meeting, taking into account the Corporate Plan budget consultation outcomes</p> <p>A&LW NP are interested but the same condition applies to their funding, which cannot be accessed at present.</p>
		<ul style="list-style-type: none"> • KH to arrange a further Governance and Neighbourhood Partnership development event which could include consideration of allocation of other Neighbourhood Partnership budgets. • KH to identify individuals to take forward individual pieces of work. 	Keith Houghton	Arranged for 4 th January 2017
8	Neighbourhood	<i>Fonthill Flood Defence Work</i>	Patrick Goodey	

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	Partnership Plan Update Report	<ul style="list-style-type: none"> Flood Risk manager to investigate ownership of the ring of land around the football pitch and report findings. Identify whether the shrubbery could or should be cut back. 		
		<ul style="list-style-type: none"> KH to submit Southmead Access to Parks work as an example of good practice to Citywide Neighbourhood Partnership meeting. 	Keith Houghton	done
		<ul style="list-style-type: none"> KH to submit nominations Cllr Weston and resident Anthony Hollick to represent Henbury, Brentry and Southmead on the Wellbeing Fund working group. 	Keith Houghton	done
9b		<ul style="list-style-type: none"> Pursue funding options to continue the bike back project over the summer months: e.g. an application through the Neighbourhood Partnership Wellbeing fund or via the '14 Fund'. 	Ed Norton	done
9c		<ul style="list-style-type: none"> Explore options for 	Chrissie	done

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		recruiting volunteers to support the bike scheme	Decker/Keith Houghton	
12a	Matters Arising	<ul style="list-style-type: none"> Partnership members were asked to report any instances of hate crime or racism to the police or SARI particularly in the light of recent events. 	All	done
12b	“	<ul style="list-style-type: none"> KH to circulate the community events and surveys via email to all residents, including the Job Club and Southmead Festival. 		Done