

DISCLAIMER

The attached Minutes are DRAFT. Whilst every effort has been made to ensure the accuracy of the information and 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

Minutes of the meeting of the Henleaze, Stoke Bishop & Westbury-on-Trym Neighbourhood Partnership held at Portway Rugby Centre, Sea Mills, Bristol 7 March 2016 at 7 pm

Members

Ward Councillors

Henleaze - Clare Champion-Smith (A), Glenise Morgan (P)
Stoke Bishop - Peter Abraham (A), John Goulandris (P)
Westbury-on-Trym - Geoff Gollop (P), Alastair Watson (P)

Neighbourhood Partnership Ward Members

Henleaze - Valerie Bishop (A), Helen Furber (P), Vacancy x 2 (A)
Stoke Bishop - Gay Huggins (P), Alan Preece (P), Peter Robottom (P)
Peter Weeks (A)
Westbury-on-Trym - Alan Aburrow (P), Sue Boyd (A), David Mayer (P),
Vacancy (A)

Other representatives: Graham Donald (Co-optee) (P), Stephanie French (Co-optee - Tree Champion) (P), Wendy Hull (Co-optee - Neighbourhood Watch) (P), Paul Bolton-Jones (Police Neighbourhood Manager) (P), Jenny Hodges (Equalities representative) (P).

Also present: Andrew McGrath-Neighbourhood Co-ordinator, Steve Gregory-Clerk to the Neighbourhood Partnership, Mark Spurduty (Area Manager, Transport)

1. Welcome and introductions, apologies for absence.

Apologies were received from Valerie Bishop, Peter Weeks, Sue Boyd, Councillor Peter Abraham and Councillor Clare Champion-Smith.

2. Minutes of the meeting of the Neighbourhood Partnership held on 7 December 2015

The Minutes of the meeting held on 7 December 2015 were confirmed as a correct record and signed by the Chair.

3. Declarations of interest

Councillors Gollop and Morgan declared that they were members of 'Friends of Downs and Avon Gorge'.

4. Public forum

Subject	Name	Number
Bristol Walking Alliance	Councillor Glenise Morgan	1
Elections/status of NP's	Hilary Long	2

Statement 1 - The Partnership received a statement from Councillor Glenise Morgan requesting that the Neighbourhood Partnership become members of the Bristol Walking Alliance.

Members felt that there were a number of issues that needed more investigation before deciding on this and was suggested that the Environment Working Group for further consideration.

On being put to the vote (9 for, 1 against) the Partnership agreed that this be referred to the Environment Working Group.

Statement 2 –

The Partnership received a statement about the desirability of holding 'hustings' to allow candidates in the forthcoming NP Ward representative elections, to address potential voters.

Concern was expressed that this approach might deter voters and that a better option might be to find ways of improving awareness amongst the local population about the work of the Neighbourhood Partnership and considered options such as Facebook, Twitter, Instagram. The NP also felt that it was important to give greater publicity of the NP's achievements too date.

Mark Sperduty (Area Manager, Transport) offered to publish press releases in respect of highway schemes that had been completed as a result of the NP's work. This was agreed and the NP also felt

that this approach should be expanded wherever possible to other areas of its work.

5. Police

Paul Bolton-Jones (Police Neighbourhood Manager) gave an update on matters in the NP3 area –

1. The revised boundaries for the NP would be matched by the Police areas;
2. Changes meant that crime statistics would change for some areas eg Stoke Bishop/Sea Mills, now higher crime statistics;
3. New PCSO for Stoke Bishop due to start w/c 14 March 2016, this would mean that there would now be two PCSO's for the area;
4. Police teams had been reorganised with one Sergeant supervising two police officers in the NP3 area;
5. The closure date for Southmead police station was not known at the current time.

6. Feedback from Working Groups

(i) Transport

The report and recommendations 1 to 4 were noted.

With regard to the remaining section of bus lane on the approach to the White Tree roundabout the NP were informed by Mark Sperduty Area Manager, Transport, that a report was being drafted regarding information about traffic flows. However the preliminary conclusion was that there was little difference to traffic flows as a result of the new bus lane and that the evidence pointed to the reconfigured roundabout, rather than the bus lane itself, that was contributing to the increase in congestion. It was hoped that the report would be published, in full, in the near future.

For further comparison it was suggested that the bus lane be removed to see if different a conclusion was arrived at given recent traffic flow issues. The Chair asked for a vote to see if this idea had broad support. The majority of the NP was in favour but Councillor Glenise Morgan, Graham Donald and Peter Robottom asked that their vote be recorded as against.

The Chair confirmed that this vote was not a decision but was a useful mechanism to define the views of the NP. It was also acknowledged that this matter had been discussed on several occasions at earlier meetings.

An update on Cribbs/Patchway New Neighbourhood was given –

There had been a delay due to Filton Airfield being sold to Wessex Water which had complicated the owner agreements, but it was understood that there was prior tacit agreement with Persimmon, Redrow, Baylis and La Salle Investments for £5,850 per house, S.106 money, with the projected number of 6,500 houses this amounted to a total of £38M.

Bristol City Council was originally offered £2M for traffic mitigation but this had been increased to £9M broken down as –

A4018 corridor - £4.74M
A38/B4056 - £2.875M
Crow lane junction - £1.896M
Total spend - £9.511M

Any rail or new station developments were not included as it was considered that there would only be 300 extra car movements at peak time from the 6,500 houses.

Predictions and uncertainties

- 1) Charlton Road would become cycle only + bus lane to prevent CPNN traffic using it;
- 2) Lack of a Park and Ride might be a problem;
- 3) Impact of East of Harry Stoke New Neighbourhood;
- 4) Increase in journey times along A4018.

Mark Sperduty invited members to write direct to him if they had any queries or concerns with regard to the proposals as discussed.

Neighbourhood Committee Decision

The Neighbourhood Committee considered a proposal from the Chair of the Transport Working Group for expenditure of £2,000 from the NP's Devolved Minor Traffic Schemes budget for the installation of high-viz LED halos at a Zebra Crossing on Coldharbour Road, as a "minor works" project. This would be

subject to £2k match-funding from the Bishopston, Cotham & Redland NP.

One being put to the vote it was unanimously –

Resolved – that the expenditure of £2,000 for the installation of high-viz LED halos at a Zebra Crossing on Coldharbour Road, subject to £2k match-funding from the Bishopston, Cotham & Redland NP, be approved.

(ii) Environment report (including Tree report)

The report was noted.

Neighbourhood Committee Decision

Resolved that -

- 1. The purchase and installation of play equipment on Stoke Lodge playground from the NP's CIL funds, for £3,986, be approved;**
- 2. The funding of £5,000 from the NP's CIL funds, for improvements to the PROW's as detailed in the report, be approved;**
- 3. The funding of £980 from the NP's funds, to provide an information board at the Roman Villa, Sea Mills, be approved.**

(iii) Communication

The report was noted.

Helen Furber drew attention to 4 follow up points from the January minutes.

1. A meeting was proposed, between Knowle Media Centre and representatives of 5 NP's, for the third week of March.
2. Elections for ward reps were due to take place at the Forums on 10 and 11 May. In advance, election notices would appear in the April edition of BS9 and would be supplemented by inclusion in other local publications and by using posters and fliers - especially for those not within the BS9 distribution area.

3. The Communications Group took overall responsibility for the Mayor's visit on 21 January. It went well and letters thanking us had been received from the Mayor.

4. At the January meeting it was agreed that a request should be made to the NP Committee - at March NP3 meeting - for £2,000 to be allocated to a fund managed by the Neighbourhood Co-ordinator on behalf of the NP. The money allocated could (subject to agreement) be used to fund, for example, ongoing website and advertising costs. The Chair of the NP and the Chair of the Communication Working Group to be consulted prior to any expenditure.

Neighbourhood Committee Decision

Resolved – that the £2,000 funding, as specified in point 4 above, be approved.

(iv) Older people

The report was noted.

(v) Governance Working Group

The report was noted and recommendations and Terms of Reference (TOR) agreed subject to the following amendments –

1. Wording of TOR paragraph 13 (g) to be amended to read –

‘The Chairs of the Working Groups will normally be members of the NP, elected by the Working Group. If a Working Group elect a Chair that is not a member of the NP then that person must offer themselves to be co-opted to the NP, which should be proposed for ratification by the NP at its next meeting following the election of the Working Group Chair. The NP also retains the right to remove the Chairs of any Working Group if it is deemed necessary to do so’;

2. TOR paragraph 13 (f) to now read ‘Interested residents may join the Working Groups, with the exception of the Governance WG and the Well Being panel. With regard to the Well Being panel there are seats reserved for Resident reps but these are limited and are subject to an election at the first meeting following the NP AGM’;

2. The reference to W-o-T (TOR paragraph 1), for name of new Partnership, be in full to read Westbury-on-Trym;

3. On the recommendation 4 of the report the first sentence to be amended to read – ‘In the first year of the new boundaries, 1 Sea Mills rep (*living within the NP3 part of Sea Mills*) will be nominated rep on the NP’.

7. Wellbeing

The Partnership received a report of the Neighbourhood Co-ordinator regarding the allocation and recommendations of the Wellbeing Panel.

The Neighbourhood Committee Members present voted on the recommendations as set out in the report.

On being put to the vote it was unanimously –

Resolved - that the funding allocation as recommended by the Wellbeing Panel as set out below be approved –

Name	How much Requested	Discussion and Recommendation
Busy Bees Pre-school Group	£356.79	<p>The NP is not allowed to pay salary support costs as originally requested. As an alternative 3 x Kindles with 3 protective casings and memory cards were purchased instead.</p> <p>Recommendation:</p> <p>Pay cost of £356.79 in full.</p>
Friends of Downs and Avon Gorge	£1,090.00	<p>The Panel expressed concern that the volunteer figures are incorrect. As three NPs border the Downs, the panel considers it appropriate that the other 2 neighbouring NPs also contribute towards this project.</p> <p>Why hasn't the applicant applied for the amount of the cheapest quote</p>

Name	How much Requested	Discussion and Recommendation
		<p>provided?</p> <p>The Panel is aware of the good work this group performs (the NP has funded it before). But the group can't keep coming back to this NP. It needs to seek other sources of funding as well.</p> <p>Recommendation:</p> <p>Award £600 and ask the 2 neighbouring NPs to assist as well</p>
<p>School's Out Henleaze</p>	<p>£883</p>	<p>Excellent group, good cause.</p> <p>1 abstention due to a declaration of interest. 7 in favour, 0 against</p> <p>Recommendation:</p> <p>Fund fully = £883</p>
<p>Stoke Bishop CA</p>	<p>£3,000</p>	<p>One verbal quote secured so far. The Panel will need the 2 quotes.</p> <p>The applicant will need to assure the Panel that it is complying with its listed building requirements when the work is performed.</p> <p>Recommendation:</p> <p>Fund £3,000 with the following conditions:</p> <p>1. Two quotes are obtained and forwarded to</p>

Name	How much Requested	Discussion and Recommendation
		<p>the NPC Afternote: (copies available for inspection) 2. The SBCA must guarantee the panel that it is able to find any additional money if the cost of the work is above £3k. Afternote: Confirmation received</p>
<p>Stoke Lodge Playground</p>	<p>£3,968</p>	<p>The NP Environment Working Group, at its meeting on 14th January 2016, agreed to formally recommend paying for this project from the NP's CIL funds.</p> <p>Recommendation:</p> <p>The Panel recommends fully funding this application <u>only if</u> the NP Committee doesn't agree to fund it from the NP's CIL funds</p>
<p>Horfield and Henleaze Children's Centre</p>	<p>£3,000</p>	<p>Concern was expressed that the NP may be being asked to fund something that doesn't benefit residents from the NP area. The NPC was asked to investigate with the applicant the following concerns:</p> <ol style="list-style-type: none"> 1. What actually is the project? Not clear what it does and what the benefit would be 2. What is the project's start date? 3. Where will the project be based? 4. What proportion of the

Name	How much Requested	Discussion and Recommendation
		<p>project beneficiaries live in the HSBWOT NP area?</p> <p><u>Afternote:</u> NPC contacted the applicant on 19th January 2016.</p> <p>Decision deferred</p> <p>Further investigation required.</p>

8. Neighbourhood Co-ordinator's report

The Partnership considered a report of the Neighbourhood Co-ordinator updating on various issues and for decision.

Points raised/discussed –

1. Date of Henleaze and Stoke Bishop Forums to be changed, Henleaze from 1/11/16 to 3/11/16 and Stoke Bishop from 3/11/16 to 1/11/16;
2. NP City Wide Events - agreed NP should have input/contribute, Chair to invite members to participate;
3. Neighbourhood Plan – NP felt that updates was an officer responsibility and that reviews done by the Working Groups, and changes were required, must provide specific detail and not just refresh.

Resolved – that:-

1. The brief updates from the last forums be noted;
2. The verbal update on the citywide Parks meeting be noted;
3. The brief update on the Mayor's visit to the NP, be noted;
4. The meeting schedule (*as amended above*) be noted;
5. The updates on this NP's devolved budgets and the update on non-devolved S106 funding allocated to this NP area, be noted;
6. The report on the recent Citywide NP conference be noted and the recommendations made in the report be agreed;
7. The information regarding the NP Plan be noted and that it be agreed that the working groups should review and update their parts of the plan and provide specific details rather than just refresh and that officers be responsible for producing an update for the NP at regular intervals.

9. Any other business

1. Pending the boundary changes that would take place in the spring of 2016, Councillor Gollop expressed his thanks for all the work done by the Chair and members of the NP. Also thanked Councillor Glenise Morgan for her work as Glenise would not be standing for re-election in May 2016.
2. Tree report reference to Church Avenue should read Church Road in paragraph 4 page 23.

(The meeting ended at 9.15 pm)

CHAIR