



Action Sheet – Henbury, Brentry and Southmead NP – 29th March 2016

Minutes No.	Title of Report/ Description	Action and Deadline	Responsible officer	Action taken and date completed
3	Minutes of the meeting held on 8th December 2015	<p>Bradwell Grove, Southmead Highways have indicated that they are able to formally adopt this road. As this is Housing land, Housing has been asked to make this request to Highways on behalf of the Neighbourhood Partnership</p>	KH via Highways/ Housing	Housing has made the request to Highways to adopt Bradwell Grove and it's going ahead. Action completed
		<p>Henbury, Brentry, community centre aspirations Henbury Centre may be available for community asset transfer within the next 6 months as Bristol Charities are handing the venue back to the Council. The legal agreement expires in September 2016.</p>	KH – via Community Assets, BCC Property Services	<ul style="list-style-type: none"> • BCC has agreed that Bristol Charities can give 6 months' notice with immediate effect. • Bristol Charities will continue to manage the building, make it available for hire/use and take bookings during the 6 mths of their notice period (June to 5th Dec 2016). • The LinkAge service currently based in the building will move to the Barstaple Day Centre. • clarification is currently being sought about the process that BCC should follow to decide whether or not the building can be re-let for community use, so as to avoid any confusion and to better manage community expectations • <u>If</u> re-use is agreed in principle, expressions of interest will be invited through the Community Asset Transfer (CAT) process, which is expected to take up to 6 months • the first stage of the CAT process would take 9 weeks and the 2nd stage 8-10 weeks; after this, the views of the NP would

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				be sought and a final decision made by BCC
5	Public Forum: Highways/pavement resurfacing	Concerns were raised over the resurfacing of Charlton Mead Drive and the pavements in the area in general. b. Highways to investigate the particular areas of concern and an officer/engineers report to be brought back to the partnership highways sub group.	KH – via Highways Maintenance	<p>Shaun Taylor Highway Maintenance: An officer from the department has attended and considered the general area. His opinion was the slurry seal was generally fine. It is not unusual to have the odd minor imperfection with this type of blanket process. We are also very aware the finish also tends to improve with age and a few summers with the heat helping to smooth the surface will assist its appearance.</p> <p>Resident response: I fully understand why you use this treatment but ...why are plants and weeds still left in the pavement (and dog poo) as this has caused the slurry surface to crack already?</p> <p>Shaun Taylor Highway Maintenance: As part of the contractual responsibilities the contractor is required to grub out existing weeds. We have used weed killers in the past but now resist using that process due to the potential issues with using chemicals. The council has also recently reviewed its policy on using weed killers. The dog mess is clearly unacceptable.</p> <p>I have asked the team manager who looks after this area of work to inform the contractors management of these issues and ensure the teams working on the network are aware of</p>

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				their contractual responsibilities.
		c. A resident asked for confirmation on the regularity of checks to pavements/footpaths.	KH – via Highways Maintenance	Prestige Walking zones = Monthly Primary Walking Routes= Monthly Secondary Walking Routes= 3 monthly Link footways= 6 monthly Local access footways= 12 monthly
6.	Southmead Hospital development update	e. Southmead Hospital and the Council to work together to alleviate bus congestion problems experienced on Dorian Road. Advanced fixed date required to enable an application for this by the bus company. Confirmed that all dates would be available by the end of April.	Council/Simon Wood	
		f. Section 106 funds for cycling infrastructure to expire in June 2016. If not installed by that date Southmead Hospital will ask for the S106 back. The Committee to be kept in the loop. Confirm progress of Section 106 cycling	Keith Houghton	
		i. Alex Kittow from The Greenway Centre would like to learn from the success of the Southmead Hospital Travel plan. SW confirmed that Travel plan is now on the website. Suggested that Alex Kittow might want to talk to Gavin Pullin or Lucy McMillan at Southmead Hospital.	Greenway Centre	Contact details passed on to Alex Kittow

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7.	NP Business Report	That the following Wellbeing funding allocations be approved:	Keith Houghton, April 2016	
		a. Southmead Wellbeing funding allocations:		
		Southmead Young mums Healthy snack support £160		Actioned, but funding not yet released– still awaiting return on previous grant monitoring. This is being actioned, however
		The Mead: Supporting 1 edition of The Mead £1000		Actioned, but funding not yet released– still awaiting return on previous grant monitoring.
		North Bristol Wellbeing Choir £250		Actioned and funding released
		b. Henbury/Brentry Wellbeing funding allocations:		
		Henbury & Brentry Community Council Publication of Community Action Plan and Launch Event £1,801		Actioned and funding released
		Henbury & Brentry Community Council Henbury & Brentry Community Awards, 2016 £1,400		Actioned – funding not released – not returned Funding Agreement
		Henbury & Brentry Community Council School holidays Community Drop In Morning £600		Actioned - funding released
		Goram Events Ltd Supporting revival of the Goram Fair £500		Actioned - funding released
		c. Wellbeing Grant Monitoring:		
		The Neighbourhood Partnership AGREED that NP Co-ordinator to contact all groups with outstanding monitoring from 2014 onwards and a. require them to submit monitoring by the end April 2016 (expect where their project has not yet finished); that	KH	Actioned. All grant recipients contacted following March NP meeting and those groups granted Wellbeing with outstanding monitoring required to return previous monitoring. As you can see above, not all groups have responded. NPC will chase one more time to

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		any project which has been granted Wellbeing at the March 2016 NP meeting should have payment of their funding held back until they have completed all outstanding monitoring to the satisfaction of the NP Co-ordinator; that any group which fails to complete outstanding monitoring by the end April 2016 should a. be required to repay part or all of their Wellbeing Grant, as set out in the Funding Agreement and b. should be disallowed from receiving further Wellbeing throughout 2016/17. 2016 deadline.		secure successful completion of this action.
		f. Parks and Green Space Priorities:		
		The NP agreed the improvements into the neighbourhood plan in order to have access to the funding for the NP area:	KH	NP Plan updated
		1. Installation of fencing and access gate to the Crow Lane play area	Parks	Installed – action complete
		2. Improve disabled access to the Crow Lane play area (gate and path) and install disabled-friendly children’s swing and able-bodied swing set	Parks	Installed – action complete
		3. Improve accessibility of entrances to Doncaster Road Park and Badocks Wood	KH & Parks	Group has met to consider the improvements they want to achieve – further work is in progress to consult with Friends of Groups and immediate neighbours of the Parks. Aim to

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				complete September 2016
		h. Budget Allocations		
		m. Helen Wiggington invited to the next highways and traffic subgroup to confirm the status of any parking proposals.	KH	An echelon parking design has been put forward. But it raises road safety issues. To solve them would either mean getting rid of the parking on the opposite side of the road (which would overall reduce parking) or narrow the road, which will affect traffic flow and capacity.
		The Neighbourhood Committee RESOLVED		
		i. that £20,000 be allocated to the Wellbeing Fund	KH	actioned
		ii. that £1,000 be allocated to the Community Environment Budget to purchase the hanging baskets for this year	KH	Actioned – hanging baskets should be in place by 10 th June 2016
		iii. that the neighbourhood coordinator provide proposals over the next 12 months for the partnership to consider whether there are alternative uses for the £3,000 in future.	KH	Part of NP Plan
		Exploring 2016/17 Neighbourhood Budget Allocations		
		The Partnership AGREED the recommended setting up of a re-arranged Governance/NP Development event between March and June 2016	KH	Completed 4 th June 2016
		Highways Schemes & Traffic & Transport sub-group recommendations		
		The Partnership AGREED the recommended meeting of the Traffic	KH	Completed. Sub-Group met 6 th June 2016

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		and Transport sub-group.		
8.	Bristol Learning City and Employment Support	Meeting to be arranged with Learning City to enable the joint aspirations of Henbury, Brentry and Southmead neighbourhood plans to be progressed	KH	An Employment & Economy Group for Henbury, Brentry and Southmead is being established. Met on 7 th June for the first time.
11.	2nd City Wide Neighbourhood Partnership Event	The neighbourhood partnership AGREED to note the report and defer the discussion for a later date.	NP	An NP Citywide event is taking place on Wednesday 20th July 2016, 6.30pm – 8.30pm at Bristol Central Library.
Outstanding Actions from 8th December 2015 NP meeting:				
6j		The Partnership Agreed the following future meeting dates for 2016/2017: 28th June 2016 AGM; 27th September 2016; 13th December 2016; 28th March 2017	Keith Houghton to arrange venue bookings Dec/Jan 15/16	Mostly booked – later meeting still to be confirmed. NPC was waiting to see availability of the Henbury Centre for September 2016 meeting but it is not available. Will finalise remaining venue bookings in time for June NP meeting
7	Universal Credit and Welfare reform Update	The Partnership requested that this information be shared with the wider community via the Mead community newsletter.	Keith Houghton to liaise Katie Britten Jan/Feb 2016	Articles in both Mead and Henbury/Brentry still to go in – awaiting any changes following Budget and stabilisation of future funding for the Mead, now established.
9c	Neighbourhood Partnership Plan Update Report	NP Governance development: Agreed on two separate meetings for Southmead & Henbury & Brentry, if possible on the same day.	KH to action Jan/Feb 2016	Completed – 4 th June 2016
d		Agreed the proposal for an event to enable Henbury/Brentry to consider options for developing its community centre aspirations	KH to action	To be set in conjunction with H&BCC now the Community Plan is completed.
f.		Partnership agreed a meeting with Learning Partnership West to discuss (i) what they do and (ii) how they deliver	Partnership to share questions with LPW	Develop questions at 29 th March NP meeting. Questions weren't agreed at this meeting. January – March 2016 delivery report for Norht Bristol attached to the NP Update report (Item

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			through KH prior to the meeting and KH to arrange meeting	7).
g		South Gloucestershire CPNN impacts: lack of information emerging on the traffic mitigations being developed on the Bristol road network. KH informed the NP that Cllr Gollop was intending to ask for a briefing from City Transport. The NP strongly supported his initiative. NP requested that Southern Brooks Community Partnership in South Gloucestershire should be included in any information sharing	Cllr Weston & KH Jan 2016	Briefing for Councillors and NP traffic group chairs held by BCC Transport officers 26 th February 2016. Cllr Weston will verbally update the NP on 29 th March. Summer or autumn 2016 for a public event once the traffic modelling study is completed See NP Plan Update (Item 7)
Outstanding Actions from 22nd September 2015 NP meeting:				
12	Neighbourhood Partnership Plan Update	Keith Houghton to approach Neighbourhood Partnerships in North Bristol to consider a joint invitation to the Police and Crime Commissioner to discuss drugs concerns.	Keith Houghton, November 2015	To organise after the Police & Crime Commissioner elections in May 2016 See NP Plan Update (Item 7)
		Parks Grounds Maintenance: Keith Houghton to confirm that the neighbourhood partnership would like to take part in this work.	Keith Houghton, November 2015	Can deliver in Henbury/Brentry through current Parks Prioritisation meetings; Southmead still to explore how to deliver. See NP Plan Update (Item 7)