



**Henbury, Brentry and Southmead  
Neighbourhood Partnership  
Tuesday, 29<sup>th</sup> March 2016 @ 19:00hrs  
at Henbury School Hall, Station Road, Henbury BS10 7QH**

**Present:**

**Ward Councillors:**

Councillor M Weston (Henbury)	P
Councillor C Windows (Henbury)	P
Councillor B Massey (Southmead)	P
Councillor J Smith (Southmead) (Chair)	P

**Other members of the Partnership:**

Adrian Boyce (Brentry)	P
Lynne Haynes (Brentry)	P
Antony Skelding (Brentry)	P
Rose Carr (Henbury )	P
Marilyn Britton (Henbury)	A
Darien Jay (Henbury)	A
Charles Claxton (Henbury)	P
Janet Smith (Henbury)	P
Joan Bennett (Southmead)	P
Pat Newport (Southmead)	A
Ian Thornley (Southmead)	A
Toni Anderson (Southmead)	A
Deana Perry (Southmead)	P
Alex Kittow (Southmead)	P

**Also Present:**

Keith Houghton, Area Co-ordinator  
Louise deCordova, Democratic Services  
Simon Wood, Director of Estates, Facilities and Capital, Southmead Hospital  
Jane Taylor, BCC Employment & Skills Service Manager

Members of Public attending: 8 people were in attendance, including:

Mike Murch  
Alan Piper  
Christine Portch  
Christine Eggleton

Andy Hollick  
Howard Windsor  
Noelle Evans  
Helen Godwin

**1. Welcome and Introductions**

Mark Weston, Chair, Welcomed everyone to the meeting and led introductions.

**2. Apologies for absence**

Apologies were received from Pat Newport, Darien Jay, Marianna Pafiti-Georgiou, Ian Thornley, and Marilyn Britton

**3. Minutes of the meeting held on 8<sup>th</sup> December 2015**

**The Neighbourhood Partnership AGREED:**

**That the minutes of the meeting held on 8<sup>th</sup> December 2015 be confirmed as a correct record.**

**Action Sheet:**

The partnership reviewed the action sheet. All updates relating to outstanding actions were noted.

**Bradwell Grove, Southmead**

- After inspection, 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.

**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.

**4. Declarations of Interest**

None

**5. Public Forum**

Highways/pavement resurfacing	Deana Perry – Southmead resident
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The partnership considered a public forum statement from Deana Perry, Southmead resident, reference highways and pavement resurfacing.

- a. 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.

**Action: Keith Houghton**

- c. A resident asked for confirmation on the regularity of checks to pavements/footpaths.

**Action: Keith Houghton**

## **6. Southmead Hospital development update (agenda item 7)**

The Neighbourhood Partnership received an update report on the current Southmead Hospital development, from Simon Wood, Director of Estates, Facilities and Capital Planning, North Bristol NHS Trust.

The following points were noted:

- a. Hospital to receive a phased handover of car parking in July and will start to issue new car park passes to staff which may alleviate some of the car parking in surrounding residential streets. However this may also lead to those staff parking further away taking those spaces.
- b. Continued successfully to run a travel plan, investing in cycling facilities and a 'try before you buy' initiative for electric and manual bicycles. This has proved popular with participants with 17-20% of staff now cycling to work.
- c. Buses: Success in getting commercially viable bus services routes through Southmead site, 24 services to the entrance and a further 11 services on outskirts of the site. All the new services were now commercially viable. Redesign imminent to front of hospital to enable lay over for 4 buses. Viable alternative for many staff and customers. Staff Car parking revenue helping to fund measures to reduce the number of car users.
- d. Parking around the Hospital: Roads around hospital still clogged during the day. Council brought forward consultation process for traffic regulation orders, primarily double yellow for health and safety concerns/single yellow lines and some city car club spaces to reduce parking. Formal consultation has started and runs to 18<sup>th</sup> April 2016
- 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.

**Action: 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 plans.

**Action: Keith Houghton**

- g. The Hospital expected to keep 55 spaces at BAWA, by September the remaining car parking to be let go.
- h. Hospital working to communicate all the alternative options available to staff to encourage staff not to park in residential areas. Invested in travel plan for 10 years and have good statistics regarding resulting behaviour change. Each year more people moving to alternatives and encouraging less car use.
- 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.

**Action: Greenway Centre**

- j. Police are still able to go out on request, where there are concerns raised from residents about access and health and safety obstructions by parked cars

**The Neighbourhood Partnership AGREED to note the report and the comments and actions arising**

**7. NP Business Report** (agenda item 6)

The Neighbourhood Partnership considered a report from Keith Houghton, Neighbourhood Partnership, Co-ordinator.

**Wellbeing Fund Decisions**

- a. To note the latest Wellbeing Fund balance available allocation in 2015/16 of £2,152 for Southmead and £4,510 for Henbury & Brentry.
- b. The Councillors on the Partnership considered the recommendations for Southmead Wellbeing Fund awards and the Henbury/Brentry Fund awards.

**The Neighbourhood Committee RESOLVED to approve the recommendation of the Southmead Wellbeing Panel to allocate £1,410 from the 2015/2016 Wellbeing Fund for the applications received as set out below:**

<b>Organisation</b>	<b>Purpose</b>	<b>Amount</b>
Southmead Young mums	Healthy snack support	<b>£160</b>
The Mead	Supporting 1 edition of The Mead	<b>£1000</b>
North Bristol Wellbeing Choir	To continue to provide support to the choir's running costs	<b>£250</b>
<b>Total Allocation</b>		<b>£1,410</b>

<b>Southmead balance remaining</b>		<b>£742</b>
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The Neighbourhood Committee **RESOLVED** to approve the recommendation of the Henbury/Brentry Wellbeing Panel to allocate £4,301 from the 2015/2016 Wellbeing Fund for the applications received as set out below:

<b>Organisation</b>	<b>Purpose</b>	<b>Amount</b>
Henbury & Brentry Community Council	Publication of Community Action Plan and Launch Event	<b>£1,801</b>
Henbury & Brentry Community Council Events Group	Henbury & Brentry Community Awards – 2016	<b>£1,400</b>
Henbury & Brentry Community Council Events Group	School holidays Community Drop In Morning	<b>£600</b>
Goram Events Ltd	Supporting revival of the Goram Fair	<b>£500</b>
<b>Total Proposed Allocation</b>		<b>£4,301</b>
<b>2015/16 Funds remaining to allocate</b>		<b>£209</b>

The Neighbourhood Committee **RESOLVED** to approve the recommendations not to fund the applications as set out below:

<b>ORGANISATION</b>	<b>PURPOSE</b>	<b>AMOUNT REQUESTED</b>	<b>REASON</b>
Blaise Community Garden	Building repairs and equipping classroom for education and meeting purposes	£2,910	Panel agreed this organisation has had a lot of funding in 2015/16 – want to ask them to approach alternative funders. Requests far exceed available funds this round
Henbury & Brentry Community Council	Henbury & Brentry Community Council core funding	£850	Panel agreed not to fund as it's for core costs which are not eligible in themselves as a Wellbeing grant, only as a partial element of project delivery
Brentry Primary School	The Gardening & allotment project: Extension of allotments	£2,835	strong support for the aims of this project but requests far exceed available funds this round. Encourage school to speak with H&BCC members who know community members who would donate unwanted greenhouses etc; also to seek alternative

			funding
Henbury & Brentry Community Council Events Group	Henbury & Brentry Elderly Lunch - 2016	£700	Panel sought more information on proposed venue costs; how beneficiaries are chosen; catering costs and transport costs, including quote. Asked applicant to bring back to next round
Henbury Court Fast Friends	Allotment and Easter Activities For Fast Families	£550	Did not meet minimum score to be considered for funding: Panel suggested approaching hardware stores for in-kind donation of garden shed – offer to assist writing letter
North Bristol Wellbeing Choir	Contribution to North Bristol Wellbeing Choir running costs	£250	Panel agreed to defer in light of lack on information about use of Choir by local residents

#### **Wellbeing grant monitoring**

- c. The Partnership was invited to agree the recommendation that the NP Co-ordinator contact all beneficiaries of wellbeing with outstanding monitoring from 2014 onwards and request compliance or 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.
- d. In response to a resident's question it was clarified that the accountable body can sometimes be different from the group that actually receives the money. However as the accountable body could sometimes be accountable for more than one group it was even more important for the accountable body to be responsible for maintaining the relationship and ensuring that monitoring was carried out as agreed.
- e. Councillors asked for the names of the groups that had not returned their monitoring forms. The Neighbourhood Coordinator named The Henbury/Brentry Community Council, The Mead, Southmead Young Mums.

**The Neighbourhood Partnership AGREED that the Neighbourhood Coordinator progress the action as recommended and detailed in the report with an April 2016 deadline.**

**Action: Keith Houghton**

#### **Parks and Green Space Priorities**

- f. Bristol City Council had unlocked funding for Parks and open spaces exclusively for the priorities set out in Neighbourhood Partnership Plans. The Partnership was invited to agree the recommendations of the Henbury and Brentry PIP Working

group and recommendations from the Southmead research into the needs of disabled people to adopt the following improvements into the neighbourhood plan in order to have access to the funding for the NP area.

1. Installation of fencing and access gate to the Crow Lane play area
  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
  3. Improve accessibility of entrances to Doncaster Road Park and Badocks Wood
- g. In response to a resident's question it was clarified that Southmead had developed a Parks Improvement Plan 3-4 years ago and Brentry/Henbury had not and therefore needed to develop its own distinct plan as it had no identified priorities.

**The Neighbourhood Partnership AGREED that the Neighbourhood Coordinator progress the action as recommended and detailed in the report.**

### **Budget Allocations**

- h. The Partnership was invited to agree the budget allocations recommendations:
1. Allocation of £20,000 to a wellbeing fund for the new area of Henbury, Brentry and Southmead
  2. Allocation of £2,500 is added to the underspend of £2,017.19 Community Environment Budget to create a £4,517 fund for 2016/17 and the same hanging basket display as 2015 funded from this budget.
- i. Councillors asked what impact the ward boundary changes would have on budget allocation, including the carryover of any underspends between neighbourhood partnerships. The understanding that the funding would be centrally allocated on a per councillor basis. As the number of councillors will not change the funding is also not expected to change and therefore it will be unlikely that additional funding in the form of an underspend would be forthcoming.
- j. A resident suggested an increase in the wellbeing budget above £20,000 however it was thought that this might impact negatively on other spend such as funding for minor road works.
- k. Councillors raised concern regarding the Community Environment Budget suggesting that due to the historic underspend in this budget only £1,000 should be allocated this year in order to pay for hanging baskets. The Neighbourhood Coordinator reminded that partnership that the budget had been originally intended to cover additional work such as supporting the Be Proud of BS10 initiative and improvement clean ups. Councillors suggested if future Be Proud of BS10 initiatives were brought forward then these could be considered by the partnership at a later date as there was existing road and transport activity than needed to be paid for.
- l. Councillors commented that a long term view needed to be taken regarding the future funding of hanging baskets in commercial areas, and whether this was the best use of partnership funds every year. Suggested that this could be the focus of

wider discussion at a future wellbeing group. For example diverting the spend to wild flower bed meadows instead. Councillors asked what else £3,000 could buy for the area as an alternative to hanging baskets.

**Action: Keith Houghton**

- m. In response to a question from a resident it was confirmed that if echelon parking was introduced it would use existing road hardware and not infringe on the pavements and therefore not affect the hanging baskets. The parking may be reliant on the implementation of 20mph zones. Helen Wiggington invited to the next highways and traffic subgroup to confirm the status of any parking proposals.
- n. Councillors suggested that a raised flowerbed may be an option for future spend if the area was planted with annually flowering bulbs. More cost effective than a hanging basket that has a shorter life.

**The Neighbourhood Committee RESOLVED**

- i. that £20,000 be allocated to the Wellbeing Fund
- ii. that £1,000 be allocated to the Community Environment Budget to purchase the hanging baskets for this year
- 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.

**Action: Keith Houghton**

**Exploring 2016/17 Neighbourhood Budget Allocations**

- o. The Partnership was asked to support the set-up of a Governance /NP development group to include consideration of a range of uses for its neighbourhood budget.
- p. With the stability of councillors and mayor over the next 4 year term, it was agreed that this could also include consideration on how the rotating chair position worked and other housekeeping issues as well as consideration of funding a fund raiser. It was also an opportunity for the neighbourhood partnership to think strategically about the next 4-10 years. All members of the partnership to be invited to the group discussion.

**The Partnership AGREED the recommended setting up of a re-arranged Governance/NP Development event between March and June 2016**

**Action: Keith Houghton**

**Highways Schemes & Traffic & Transport sub-group recommendations**

- q. The Partnership was asked to support the set up of a Traffic and Transport sub-group to develop recommendations to be brought to the 28<sup>th</sup> June NP meeting for decision.



**The Partnership AGREED the recommended meeting of the Traffic and Transport sub-group.**

**Action: Keith Houghton**

**Latest Devolved Section106 Contributions and Community Infrastructure Levy contributions**

- r. The Partnership noted the position with the s.106 funds and CIL monies held.
- s. It was confirmed that Brentry Hospital Housing Development was devolved monies and councillors asked the neighbourhood coordinator to establish whether there were proposals on the table with regards to forthcoming S106 monies for the partnerships consideration.

**The partnership AGREED to note the report and actions arising.**

**Action: Keith Houghton**

**8. Bristol Learning City and Employment Support**

The Neighbourhood Partnership received a report from Jane Taylor, BCC Employment & Skills Service Manager. (The presentation is attached to the minutes)

The following was noted from the discussion that followed the presentation:

- a. Important that the Partnership champions skills and learning in its Neighbourhood Plan and supports organisations to work together and persuade employers and agencies in the area to support the plans.
- b. Councillors wanted clarification on how the Partnership could get involved in Learning City and how it could improve education attainment in the area. Would like an idea of the clear steps necessary for the Partnership to progress this work and the aspirations in the Partnership Plan.
- c. Councillors were concerned that so much emphasis was put on the value of university education over other forms of education. University isn't for everyone and there are not enough graduate jobs available. Much more should be made of the value of apprenticeships.
- d. Councillors advised that Learning City was looking at the Dunmail site to create a place for young people to learn a trade and skills which are in short supply and that it was important to give young people good careers advice
- e. Noted that the BCC website had useful information about the demographics of the new wards
- f. Officers considered that it was important for young people to have an equal choice in whether they attend university or take up apprenticeships and where young people live should not be a barrier to them attending university if they want to.
- g. Devolution will provide more decision-making ability over skills and education provision in the region.

- h. Confirmed that residents and families were very much part of the developing strategy for Learning City and work is continuing with residents at neighbourhood level.
- i. Influencing careers advice is part of the devolution agenda, developing clear standards about what good careers advice look like. Ability for progression tracking to ensure that the impact of the investment was known.
- j. Meeting to be arranged with Learning City to enable the joint aspirations of Henbury, Brenty and Southmead neighbourhood plans to be progressed.

**Action: Keith Houghton**

**The Partnership AGREED to note the presentation, comments and actions arising.**

**9. NP Green Capital Projects Update**

The Partnership considered the presentation, verbal update and report tabled by Charles Claxton, Blaise Community Garden. (attached)

Confirmed that a donation had previously been received from the Friends of Blaise of £1500 and it was likely that they would contribute a future sum in match funding in due course.

The Partnership noted that the Lifecycle update would be brought to the partnership at a later date.

**The Partnership AGREED to note the presentation and report.**

**10. Neighbourhood Partnership Plan Update Report**

The Partnership considered the report of Keith Houghton, Neighbourhood Partnership Co-ordinator and recommendations.

**The Partnership AGREED to the recommendations as listed in the report.**

**11. 2nd City Wide Neighbourhood Partnership Event**

The Partnership noted the report from Hayley Ash, North Area Neighbourhood Manager.

**The neighbourhood partnership AGREED to note the report and defer the discussion for a later date.**

**12. Date of Next Meeting:**

The Chair asked the Partnership to note that this was Cllr Jenny Smith's final meeting as a member of the Neighbourhood Committee and thanked her on behalf of the

Neighbourhood Partnership for her contribution over many years to the community and neighbourhood partnership.

**The date of the next meeting Tuesday 28th June 2016, 7.00pm - The Greenway Centre, Doncaster Road, Southmead BS10 5PY**

(The meeting ended 21:01 at hrs).

CHAIR