



Action Sheet – Henbury, Brentry and Southmead NP – 28th June 2016

Minutes No.	Title of Report/ Description	Action and Deadline	Responsible officer	Action taken and date completed
4	Minutes of the previous meeting	b. KH confirmed that Wellbeing grant monitoring was still outstanding from some groups and would be chased a final time	Keith Houghton	KH is still following these groups up
		c. The Neighbourhood Partnership agreed to write to the Police and Crime Commissioner to make a formal request to hold a public meeting in North Bristol. The Neighbourhood Partnership Coordinator to invite neighbouring Neighbourhood Partnerships to the event.	Keith Houghton	KH has responded to an e-mail from William Hatfield, the Crime Commissioner’s Digital, Events and Engagement Coordinator, enquiring about visits to Forums. Has suggested that drugs is a key focus and is exploring the most useful way of engaging in our NP and other North NP areas.
		d. It was confirmed that the Section 106 funding for cycling infrastructure due to expire in June 2016 was being utilised. Keith H to seek more information from BCC Transport	Keith H to seek more information from BCC Transport	See update in Item 2 at Item 3.4, NP Business Report
6.	Neighbourhood Partnership AGM Report 2016	a. Confirmed that the Henbury, Brentry and Community Council would normally elect 8 representatives in order to hold 2 in reserve/substitutes in the event of any absence. Nominations to be sent and considered at the next Henbury, Brentry and Community Council meeting.	Interested Residents	H&BCC have selected two further Resident Members for the NP: Charles Claxton and Andy Hollick
		c. Resident members requested clarification and a legal definition of	Keith Houghton	KH has taken this back to Neighbourhood Management team and this will be amended to

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		‘Devolved Powers’, with particular regard to ‘decisions relating to council-owned community centres and buildings’.		reflect that NPs are invited to share views on community buildings, not to make decisions on them
7.	Neighbourhood Partnership Business Report	That the following Wellbeing funding allocations be approved:	Keith Houghton, July 2016	All have been administered
		a. Southmead Wellbeing funding allocations:		
		Fonthill Primary School, The Garden Courtyard Project: £1,000		
		Friends of Badock's Wood, Looking After Badock's Wood - Advice Leaflet: £500		
		Southmead Festival Committee, Health & Wellbeing at Southmead Festival: £400		
		Working in Southmead for Health, Greenway Playscheme, £1,000		
		North Bristol Domestic Abuse Forum, Autumn Conference, £135		
		b. Henbury/Brentry Wellbeing funding allocations:		All have been administered
		Henbury and Brentry Community Council, Community Action Plan Launch: £400		
		Welcome Club, Entertainment for older people, £480		
		Working in Southmead for Health, Supporting Extend Group in Henbury: £480		
		Blaise Community Garden,		

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		Replacement of faulty roof: £1,800		
		Emmanuel Chapel Youth – summer trip: £400		
		North Bristol Domestic Abuse Forum, Autumn Conference, £135		
		That the following Wellbeing funding allocations were not approved:		All have been administered
		Southmead Development Trust, Falls Prevention		
		Branch Community Church, IMPs Toddler Group		
		Henbury Community Art Group, equipment request		
		to set up a working group to produce a report for the September Neighbourhood Partnership on the options for using Neighbourhood Partnership Budget to employ a Fundraiser be approved; and in addition that the Neighbourhood Partnership Co-ordinator should formally approach Avonmouth and Lawrence Weston and Horfield and Lockleaze with a view to progressing this to a detailed proposal for a decision in September 2016.	Keith Houghton	Avonmouth & Lawrence Weston are interested in joint working on Fundraiser; Horfield and Lockleaze are not considering this option. The working group has not been set up yet. The NP Plan prioritisation meeting needs to happen first to identify which work to direct to the Fundraiser initiative.
		hold a further Governance and Neighbourhood Partnership development event which could include consideration of allocation of other Neighbourhood Partnership	Keith Houghton	Not been possible to organise this meeting in the short period between end of June and September during the summer holiday season. Date being agreed at the NP meeting

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		budgets be approved.		
8.	Neighbourhood Partnership Plan Update Report	Fonthill Flood Defence work: whether the agricultural growth was a natural defence against flooding or a contributor to the flooding problem which needed to be removed. Flood Risk manager to investigate ownership of the land and report findings.	Patrick Goodey	Awaiting response – verbal update at the NP meeting
		To present the Neighbourhood Partnerships work around access to parks as an example of good practice for shared conversations at the July Citywide Neighbourhood Partnership meeting.	Keith Houghton	Actioned – excellent presentation at the Event by Deana Perry and Cllr Massey
9.	Green Capital Projects Update 3 (Ed Norton, Lifecycle)	of funding options that could be explored either via an application through the Neighbourhood Partnership Wellbeing fund or via a 2012 Olympics legacy fund administered by Quartet Community Foundation entitled '14 Fund'. The information would be passed on to the team's fund raiser by Ed Norton.	Ed Norton	Information passed on to Lifecycle
		the use of volunteers to build capacity in the scheme. The team would be interested in exploring this further. The Neighbourhood Partnership Coordinator to pass on details of people who could progress this work. Serge Chapman	Chrissie Decker and Keith Houghton	Information passed on to Lifecycle

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12.	Matters Arising	events and surveys taking place in the community and the Neighbourhood Partnership Co-ordinator was asked to circulate an email to all residents with the details, including the Job Club and Southmead Festival.	Keith Houghton	NPC will use Facebook, e-mails and local websites to distribute information
Outstanding Actions from 8th December 2015 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.
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)