**AGENDA ITEM NO. 2**

# HENLEAZE, STOKE BISHOP AND WESTBURY-ON-TRYM NEIGHBOURHOOD PARTNERSHIP
## WEDNESDAY 15TH SEPTEMBER 2010 AT 7 PM
## TRINITY HENLEAZE URC CHURCH, WATERFORD ROAD, HENLEAZE, BRISTOL BS9 4BT

## MEMBERS

### Ward Councillors

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

### Neighbourhood Partnership Ward Members

Henleaze – Valerie Bishop (P), Joyce Fey (P), Rebecca Cotton (P), Simon Tomlinson (P)

Stoke Bishop – Carla Contractor (P), Tony Hoare (P), Gay Huggins (P), Peter Robottom (A) *(Keith Sheather substituted)*

Westbury-on-Trym – Alan Aburrow (P), Sue Boyd (P), Gill Brown (A), Tracy Tainton (P)

### Partners/Officers Attending

Chris Hammond - Area Parks Manager
Denise James - Clean & Green Project Officer
Alan Cox - Street Cleansing Officer
Greg Eynon - Bring Bank Officer
Mark Runacres – Police
Di Robinson Service Director, Neighbourhoods
Councillor Bev Knott - Executive Member
Hayley Ash - Area Coordinator

## 1. APOLOGIES FOR ABSENCE

Keith Sheather substituted for Peter Robottom.

## 2. MINUTES – HENLEAZE, STOKE BISHOP AND WESTBURY-ON-TRYM NEIGHBOURHOOD PARTNERSHIP – 16TH JUNE 2010

**AGREED - that the Minutes of the meeting of the Henleaze, Stoke Bishop and Westbury-on-Trym Neighbourhood Partnership held on 16th June 2010 be confirmed as a correct record and signed by the Chair.**

## 3. DECLARATIONS OF INTEREST

None declared.

## 4. GROUNDS MAINTENANCE

The report as circulated was presented by Chris Hammond. General comment made about too many cars parked on Stoke Hill preventing adequate clearing of gutters. Chris Hammond to look into. Also responsibility for trimming overhanging brambles was raised regarding the Stoke Lodge site. Chris Hammond suggested that this was not his responsibility but that as a one off he would get a team to trim the brambles.

**RESOLVED - (1) that the influence that the neighbourhood partnership could have on the current grounds maintenance contract and delivery of services be noted;**

**(2) that any changes requested to the contract would need to be delivered within the existing budgets for the contract; and**

**(3) that an environmental sub-group be set up to lead on influencing grounds maintenance projects in the partnership area.**

## 5. STREET CLEANSING

The report as circulated was presented by Alan Cox.

Comments made/points clarified -

- pie chart showing breakdown of street cleansing operations by percentage was for whole city. Request for same information for the partnership area if possible;
- confirmed that chemicals used for street cleansing were environmentally friendly. Details to be provided to Tracy Tainton via Hayley Ash Area Coordinator;
- extra cleaning was provided in the autumn to clear leaves;
- few complaints were received about the service;
- breakdown of spending priorities on an area basis to be provided and breakdown of money available for each ward to be provided , plus costs per tonnage of waste, which could inform the new city wide tender. Also information needed on how the NP could influence the new city wide tender. Councillor Knott and Di Robinson to coordinate;
- need for better marketing to educate residents on how and what to recycle - Greg Eynon to look into this
- Henleaze was a pilot area for curb side plastic collection, it was commented that the bins blew away when empty - Greg Eynon to feed back to the contractor
- private rear lanes were cleared if publicly adopted. Indemnity form needed to be filled out if private lanes were to be cleared;
- Greg Eynon to look at how often school crossing patrols were kept clear of leaf litter;
- some residents had cleared drains and dog faeces voluntarily.
- Black boxes were being left on the pavement after being emptied and were sometimes causing an obstruction for disabled people - Greg Eynon to feed back to the contractor.

**RESOLVED -** **(1) that the influence the neighbourhood partnership could have on the current street cleansing contract be noted;**

**(2) that any changes requested to the contract would need to be delivered within the existing budgets for the contract;**

**(3) that it be noted there was a new waste and cleansing contract currently being progressed which would make the neighbourhood partnership influence an integral part of the contract;**

**(4) that an environment sub-group be set up to lead on influencing street cleansing in the partnership area.**

## 6. BRINGBANKS

The report as circulated was presented by Greg Eynon. An amended table showing Correct Emptying and Cleansing Frequencies was also circulated. (The information will form part of the formal record of the meeting and be kept on the Minute Book).

Comments made/points clarified -

- some bring banks were not emptied often enough, Westbury Hill was cited as an example;
- tetrapaks still a problem Greg Eynon to find out answers;
- request to know costs per NP regarding recycling tonnage so spending could be better targeted, Greg to find out and provide details;
- feedback on bring bank usage could influence number of collections increasing or decreasing as appropriate;
- plastic recycling needed more publicity. Greg reported that there would be improved signage at bring bank sites. Also would look at advertising in the City Council's newspaper and including on leaflets about waste collection dates;
- size dimensions to be looked at for bring bank access ports;
- black collection boxes left on pavements could cause a trip hazard. Greg to look into solving this issue.

**RESOLVED - (1) that the partnership notes what influence was possible regarding bring banks within the current Waste and Cleansing contracts;**

**(2) to note that there was a new waste and cleansing contract being negotiated which would commence in November 2011 and that the contract would make the influence of local people integral to the contract;**

**(3) that an environmental sub-group be set up to lead on influencing bring banks in the partnership area, and that this group be supported by the relevant council officers.**

<<133>>

## 7. CLEAN AND GREEN

The report as circulated was presented by Denise James.

Comments made/points clarified -

- decisions on where to spend money could be made at the meeting on 6 December 2010;
- the budget could be shared with other Neighbourhood Partnerships subject to consultation and consideration with the respective Area Coordinators;
- process of allocating spending would be formulated by the environmental sub-group;
- there was concern that if there was a need for reactive measures then officers needed to have the powers to act after consultation with the subgroup and councillors;
- the Council could approach businesses to set up hanging baskets and if they were not able to afford the set up fee they could make a contribution;
- a graffiti hotline had been set up (0117 9222 100) and there was an online reporting facility;
- downloadable indemnity forms being considered to make the administrative process for graffiti removal simpler;
- private firms could be approached to remove graffiti and if necessary enforcement powers could be invoked.

**RESOLVED – (1) that the devolved budget of £1,500 (£500 for each ward) for the Clean and Green Project be noted;**

**(2) that the Area Co-ordinator liase with the Clean and Green Project Officer to develop costed proposals and report to a future Neighbourhood Partnership Meeting for Councillors to decide how the £1,500 (£500 for each ward) was spent, however if there was an issue which needed immediate action the officers could contact relevant councillors who would authorise reactive action as necessary;**

**(3) that an environmental sub-group be set up to lead on influencing Clean and Green projects in the partnership area.**

**ENVIRONMENTAL SUB GROUP**

The Environmental Sub Group would encompass all the issues raised in items 4, 5, 6 & 7. The Chair asked for volunteers to sit on the Group and the following Members of the Partnership/public came forward -

Tracy Tainton, Sue Boyd, Gay Huggins, Dennis Brown and Councillor Clare Campion-Smith.

It was emphasised that anyone interested could join the Sub Group. Terms of reference, frequency and timing of meetings would be clarified as soon as practicable with the emphasis being on flexibility so that participation would be as inclusive as possible.

It was mentioned that the amount of subgroups needed for the Neighbourhood Partnership were growing and there was a concern that members would be over burdened.

**8. AREA CO-ORDINATOR'S REPORT**

The Area Coordinator, Hayley Ash presented the report which outlined the agreement made so far by the Partnership in respect of the Wellbeing Fund, Formalising of the Wellbeing Process, Older Persons Wellbeing Fund and New Projects. In addition updates were given in respect of the three wards of the Partnership area.

The Partnership then received public forum submissions in respect of the following items -
*(The statements will form part of the formal record of the meeting and a copy will be kept on the Minute Book).*

**Canford Park submitted by Hilary Long**

The Partnership noted the statement.

**Stoke Lodge Playing Fields submitted by David Mayer and Hilary Long**

The Partnership noted the statements and a debate then ensued.

Arising from consideration of the statements the following points were clarified -

- the Stoke Lodge playing fields were not just about a 'natural freedom' of access but also their significant contribution to the local landscape character of the local area and Bristol;
- the recommendations of the briefing note submitted to the Stoke Bishop Neighbourhood Forum be rejected in their entirety, not just the fencing, by the Executive Member;
- that the existing status quo to allow unfettered public access, to ensure open access as of right, be continued;
- that the support of the Neighbourhood Forum for the creation of a joint officer/resident/councillor working group to consider any possible improvements to Stoke Lodge be noted;

The Executive Member Clare Campion-Smith confirmed that she had met with members from Friends of Stoke Lodge on site last year. She also confirmed that she recognised that fencing on the site was not wanted by the community and that she was pleased that there was strong support for her suggestion to form a Working Group to steer future changes to the site.

Since then the Executive Member had written to Annie Hudson, Strategic Director for Children's Services *(copy of the letter to form part of the formal record of the meeting and be kept on the Minute Book)* advising her of the recent Cabinet decision to support shared use of the site.

The Cabinet also agreed that no fencing should be erected and that a working party be set up to provide dialogue between the different users of the field and to be a problem solving forum if difficulties arose. The Cabinet had requested that the capital programme for CYPS be amended to reflect this decision.

With regard to proposed improvements to the pitch, changing room facilities and drainage these would be subject to standard planning regulations which would ensure proper public consultation before any work commenced.

It was envisaged that Stoke Lodge could be seen as a 'flagship' for shared use/access for other sites in the city.

The Chair encapsulated the debate by making the following statement -

'Neighbourhood Partnership notes the strength of feeling expressed at the Stoke Bishop neighbourhood forum has been relayed to the Director of CYPS and further notes the Executive Member's assurance that the proposal to fence Stoke lodge had

categorically been dropped and that the parkland would remain with open access for all as of right.'

On being put to the vote there was unanimous agreement to support the Chair's statement. The Executive Member was specifically asked by the Chair for her agreement and this was confirmed.

**RESOLVED - that the strength of feeling expressed at the Stoke Bishop neighbourhood forum be noted and that its views had been relayed to the Director of CYPS. It was further noted that the Executive Member had given an assurance that the proposal to fence Stoke Lodge had categorically been dropped and that the parkland would remain with open access for all as of right.**

## 9. WELLBEING

The Area Coordinator circulated the report and agreed recommendations from the Funding Panel *(copy of the report to form part of the formal record of the meeting and be kept on the Minute Book)*.

With regard to the Henleaze Society bid to renovate the Pheonix Hedge the Partnership noted that the funding bid had been suspended pending further information to address concerns that had been raised as set out in the report.

The concerns centred on proposed lighting and footway works that could take place after the ancient hedge had been repaired. It was suggested that this work was not yet time tabled and might not be carried out for two to three years. It was also suggested that other stakeholders including the school needed to be involved in the project to ensure on going maintenance of the new hedge.

After some debate it was proposed and seconded that a decision be deferred pending more information being submitted to the Sub Group addressing the concerns as identified. The report to also consider further funding for ongoing maintenance of the hedge. It was also suggested that the Henleaze Society and the Well Being Fund Sub Group meet quickly with all interested parties. The Henleaze Society to lead on this.

There was some opposition to this as some Members wanted work to start without further delay due to concerns regarding the timing of the necessary work to ensure that it was carried out during the correct season.

It was also suggested that the hedge work was necessary to comply with health and safety issues. The Chair pointed out that health and safety issues were a City Council matter and should be funded separately.

On being put to the vote there were nine in favour and five against the motion. It was therefore carried.

After due consideration of this issue and the other recommendations for funding it was -

**RESOLVED -**

1. **Mary Magdalene's Church receive £5,133.75;**

2. **Bristol Youth Theatre Studio receive £325;**

3. **Instep receive £365;**

4. **Henleaze Society deferred for re-submission pending a meeting of all stake holders and further information being received;**

5. **Trinity Henleaze URC receive up to £500.**

## 10. TREES FORUM

The Partnership welcomed Stephanie French. It had been proposed that Stephanie would represent the Partnership at the Bristol Tree Forum. Stephanie was seeking to set up a Tree Sub Group of the Partnership and was looking for volunteers to join the Group. One volunteer had been received from the Stoke Bishop area already.

In addition Stephanie circulated a letter she had written to the Council applying for Tree Preservation Orders (TPO's) on trees at Stoke Lodge playing fields as currently only six had statutory protection and there were many others on the site. The Partnership was asked to support this.

**RESOLVED - (i) that Stephanie French represent the Partnership at the Bristol Tree Forum;**

**(ii) that the application for TPO's for trees at Stoke Lodge site be fully supported.**

## 11. TRANSPORT SUB-GROUP

A report from the Transport Sub Group was presented by Alan Aburrow.

The Partnership also received a public forum submission from Hilary Long.
*(The statement will form part of the formal record of the meeting and a copy will be kept on the Minute Book).*

The Partnership noted the statement.

The Partnership were informed that the proposed funding to improve the Kellaway Avenue/Springfield Grove junction would be withdrawn and reconsidered by the Sub Group once formally constituted.

The following volunteered to be Members of the Sub Group namely, Alan Aburrow, Simon Tomlinson and Tony Hoare. The date of the next Sub Group would be 19 October 2010 at 7.30 or 8 pm with the venue to be decided.

**RESOLVED - (1) that Alan Aburrow, Simon Tomlinson and Tony Hoare be formally appointed to the Sub Group and that its next meeting would be Tuesday 19 October 2010 at 7.30 or 8 pm;**

**(2) that the terms of reference for the Transport Sub-Group be approved; and**

**(3) that the Traffic Issues identified in Issue 2 of the Transport Sub-Group's "Highway Issues" document be noted.**

After the decision had been made Councillor Hugill requested that a further item on the schedule attached to the report be brought to the attention of the Partnership relating to Stoke Road and proposals to widen it to allow for parking improvements and also to an associated scheme to close the slip road near the water tower.

The Partnership were supportive of the scheme relating to Stoke Road and it was agreed that a letter be sent to the highways department by the Chair stating the Partnerships support for this scheme and asking for full consultation on other traffic proposals for the area.

The Area Coordinator also agreed to speak to Alan Berridge, Traffic Management Officer.

## 12. THRIVING NEIGHBOURHOOD BOARD

Tony Hoare gave a brief update citing the importance of sharing information with other Neighbourhood Partnerships. A representative was needed for the next Board meeting to be held at Lockleaze next week. Tony volunteered to do this subject to the Partnership agreeing.

**RESOLVED - that Tony Hoare represent the Partnership at the next Board meeting to be held at Lockleaze next week.**

## 13. DATE AND TIME OF NEXT NEIGHBOURHOOD PARTNERSHIP MEETING

Trinity-Henleaze United Reformed Church (Bradbury Hall), Monday 6th December 2010 at 7 pm.

## 14. DATE(S) AND TIME(S) OF NEIGHBOURHOOD FORUMS

Joint Forum 10.00 am -3.30 pm on Saturday 20th November 2010 at Westbury C of E school.

## 15. ANY OTHER BUSINESS

### 1. Publicity of Neighbourhood Partnership meetings

Noted that a budget now existed for publicising NP meetings. Suggestion were invited. One idea was to include information in Council Tax bills. Di Robinson to look into this option.

### 2. Proposed Bus Shelter on Saville Road

The Partnership was informed of a proposal by Bristol University to site a bus shelter at Saville Road. The Downs Committee had

considered this and recommended that it should also be considered by the Neighbourhood Partnership.

It was noted that the Partnership had no power of veto however as this was an important issue it was suggested that a letter expressing concern be sent to Bristol University by the Chair asking them to delay their application so that the Partnership could give the matter further consideration at its next meeting on 6 December 2010.

This was agreed.

(The meeting ended at 10.10 pm)

CHAIR