

**9<sup>th</sup> April 2025 @ 14:30 hours**

**Meeting held at Lulsgate House and virtually using Microsoft Teams**

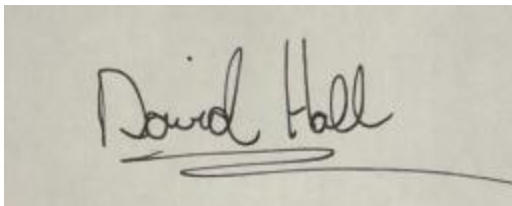
**Agreed Minutes of the Meeting**

**Present:**

David Hall, Chairman (DH)  
District Councillor Thomas Daw, North Somerset Council (TD)  
Councillor Hilary Burn, Cleeve Parish Council (HB)  
Councillor Laurie Vaughn, Wrington Parish Council (LV)  
Councillor Jill Patch, Winford Parish Council (JP)  
Councillor Roger Wood, Yatton Parish Council (RW)  
Councillor Barbara Harland, Backwell Parish Council (BH)  
Councillor Izzy Russell, Bristol City Council (IR)  
Tony Welch, Business West and Bristol Chamber and Initiative (TW)  
Joachim Steinbach, Parish Council's Airport Association (JSt)  
Rachel Seward, Airport Operations and Contracts Manager (RS)  
Dan Mills, Visit West (DM)  
Matt Kilyon, Chief Fire Officer, Bristol Airport (MK)  
Simon Crew, TUC (SC)

**Also in attendance:**

Claire Hennessey, Planning and Sustainability Director (CH), Bristol Airport  
Ian Drury, Head of Corporate Affairs (ID), Bristol Airport  
Tracy Comer, Media and Community Relations Manager, (TC) Bristol Airport  
Matthew Sharp, Planning Manager (MS), Bristol Airport  
Harry Ellis Corporate Affairs Executive (HE), Bristol Airport  
Andrew Goodchild, Head of Planning and Growth, (AG) Bristol Airport  
Alicia Fox- secretary

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1 member of public (in person)

### **3253. Public Participation**

Questions were submitted in advance by Jackie Head (JH) ahead of the meeting in accordance with the constitution.

The questions and answers were circulated prior to the meeting.

#### **Jackie Head, sent on 18 March 2025**

When do you plan to publish the outcome of your Masterplan consultation and are we able to see the results in full?

Response: As is normal practice with any large-scale application, all comments received during the consultation will be summarised within a consultation report which will be submitted to North Somerset Council alongside our planning application in the Summer (as we explained at the ACC meetings in December and January). Our response to the points raised will be captured in the consultation report.

In the interim, we will provide a summary of the consultation responses relevant to the Master Plan itself when we formally adopt the Master Plan in April / May this year.

JH- Asked for clarity on whether the Master Plan would be formally adopted at an ACC meeting or in a different way?

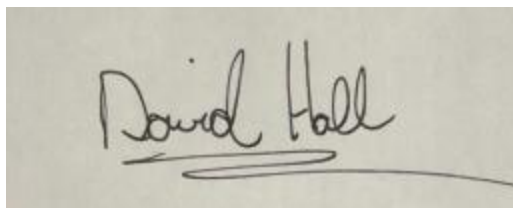
AG- Confirmed the Masterplan does not need to be brought to the ACC to be adopted but would be shared with ACC and uploaded to the airport's website.

JH- Asked how many people responded to the consultation? What percentages were in support or opposed the plans?

AG advised they had received just over 2400 responses which included some people representing organisations. Out of these responses just under 40% supported the Master plan and just over 40% were opposed to the plans, although some people caveated their support or their opposition. The remaining 20% were either neutral or did not answer the question. AG clarified that the responses were not as clear as a support or oppose as in some cases the responses were very detailed and raised a number of issues. The airport would include a summary of the responses and explain how the Master Plan had been amended when it is published.

HB Said that Cleve as a Parish Council just responded to the Master Plan as a consultation as opposed to supporting or objecting.

### **3254. Presentation from Bristol Airport Fire Services- Matt Kilyon** **Slides attached as Appendix A**

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MK advised the committee that he joined the Airport team in 2008 and feels honored to be part of it. The fire brigade based at Bristol Airport are an independent service owned by the Airport. He said the Airport has invested a lot in the fire brigade including a new fire station which was built in 2019. The team were heavily involved in the design of the new station and wanted to ensure it had the facilities for onsite training and teaching.

The team have a 2 minute response time within the airside location.

JSt Asked if a serious fire occurred in a local parish, and local fire service were unavailable, would the Airport's fire team respond?

MK Confirmed that the Airport fire brigade are classed as a category 2 responder and could then assist if the request came in.

They are looking to invest in a new vehicle to allow easier access within the car parks around the airport as a result of learning from incidents at other airports.

The team like to engage with the community and they have done this by:

- Donating retired fire gear to FireAid who support fire agencies around the world who are unable to afford their own protective clothing/shoes.
- Donated old fire hoses to different organisations including Noah's Ark Zoo.
- Work experience opportunities.

HB Asked if there are any chemicals in the water/foam that is used?

MK- Confirmed they have only been using PHAS free foam since 2008, and the ground water is checked frequently to ensure chemical free.

JP Asked whether the deicer they use has any impact on the ground water?

MK Advised the de icer they use is designed to go into the ground.

TW Asked if the newer planes which are made from a composite mix create any issues with regards to fires?

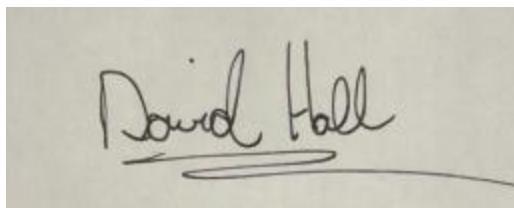
MK explained that the older aircraft are aluminum which has a low melting point, whereas composite breaks down differently and can cause jagged edges and dust. In terms of controlling and extinguishing a fire the material change does not create challenges, it just means the team need to manage the fire slightly differently.

TD Asked if the new fire vehicles have factored in Bristol Airport's target to be NetZero by 2030?

MK Advised the recently purchased vehicles aren't electric but future purchases would look at this if technology permitted.

BH Asked if the Airport fire brigade have good engagement with local communities/organisations? Do they work with the Airport Police team and have group training?

MK said it is important there is good engagement and communication with category 1 responders. The Airport has an emergency responder's forum which hold monthly meetings.

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They have had 16 training sessions over the last year with the other emergency services based at the Airport.

### **3255. Police update**

The report was read out by Tracy Comer

JP Told the committee she had attended a parking meeting last Thursday (3<sup>rd</sup> April) where there were also 3 police members in attendance. On her way home she passed 5 vehicles parked on the red lines by the roundabout at Lulsgate House. JP asked why the police had driven past these vehicles and not stopped to move them on?

JSt Expressed his concerns that cars are parked on double red lines, verges, layby and there appears to be no effective police managing the parking issues. He receives a lot of feedback from the local community that no action is being taken to benefit the local communities.

DH Advised that CG had previously explained it is very difficult to manage as the police move people on but then someone else then pulls up in their place.

AG Suggested at a future meeting, once agreed, a presentation is provided to the committee on the Parking Action Plan which has been put together by 3 organisations- Police, Airport and NSC.

HB Asked whether the parking action plan includes the A370 and parking within Cleeve?

AG Confirmed, partly in response to the issues raised during the recent consultation and partly reflecting the historic challenges, there are a series of actions and that the geography did extend to the A370 and communities including Cleeve. AG advised that the airport received a report this afternoon from the funded parking enforcement officer at NSC of the work completed over the last quarter which included a map of areas where investigations had taken place.

BH Told the committee that as community they are bracing themselves (Downside and Backwell) with the upcoming travel season fast approaching and hope the action plan will offer active immediate relief along with long term strategies. She acknowledges the Airport is committed to trying to help to alleviate the parking problems, but they really need to see the results.

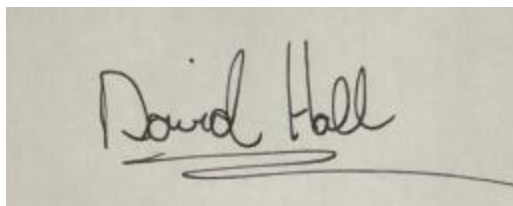
AG Confirmed they have short-, medium- and long-term actions within the plan. The short-term actions are to take place within 6 months and hope to agree plan with officers and Executive Cllrs at NSC later this month.

HB Said the measures need to be implemented by the beginning of the summer season, not waiting until the ACC in July.

TC Said she has been working for months to get the right people from NSC to hold a Parking Summit with Parish Councils to discuss parking issues more generally and to discuss the action plan.

AG- Confirmed the airport would be happy to share the parking plan with all local Parishes in advance of the ACC meeting in July.

TD Asked for the name of parking enforcement officer that is being paid for by the Airport.

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AG provided the name.

TD requested he is included in correspondence between the Airport and the parking enforcement officer as he would like to be able to represent residents.

HB Advised the Clerk to Cleve Parish Council had written to TC but not had not received an update on the Parking Summit.

TC Confirmed she has responded initially but can follow up clarifying they are still trying to facilitate the meeting to ensure the right people from NSC are in attendance.

### **3256. Apologies for Absence**

Dave Lees, Chief Executive Officer, Bristol Airport (DL)

Insp. Christian Gresswell. Bristol Airport (CG)

Wendy Walker, ABTA/GTMC (WW)

Steve Odonoghue, NATS

Catherin Gibson, Weston Town Council (CGi)

Neil Bromwich CBI (NB)

### **3257. Declarations of Interest for Local Authority Elected Members**

None

### **3258. Minutes from 22<sup>nd</sup> January 2025 (previously circulated)**

- The minutes were agreed as a true record of the meeting.
- Matters arising from previous meetings

**None**

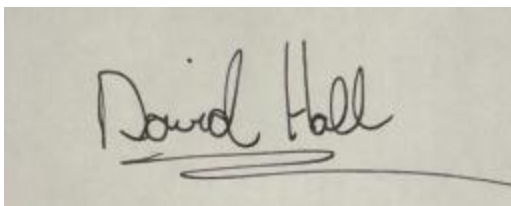
### **3259. Chief Executive Officer Report**

Attached as Appendix B

The report was circulated in advance of the meeting.

BH Said she felt that the report was very good and thanked the team for sharing it. She said that the feedback on the Master Plan was encouraging and asked if this means that changes within the Master Plan would be based on responses that have been provided.

AG Confirmed that the detailed responses that were submitted have been reviewed and are being factored into the detailed design and finalised plan however, the Master Plan will remain at a high level of detail, for example, a number of people requested travelators within the terminal, but this

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level of detail won't be shown on the Master Plan but would be included in the forthcoming planning application drawings. Other details and adjustments would be covered within the planning application.

BH Asked if there will be a summary detailing the changes that have made/planning to make?

AG Confirmed they will publish the Masterplan, and it will have a table alongside detailing changes that have been made or those which will be included within the planning application.

TD Said he was aware of the Airport stance on the joining of NSC and WECA? He asked whether the airport team were available to attend and give updates at the joint meetings.

CH Advised the Airport submitted a letter in support of NSC joining WECA and if there is more the Airport can do to support the collaboration then they will.

### **3260. Questions from members**

Attached as Appendix C

### **3261. Planning update**

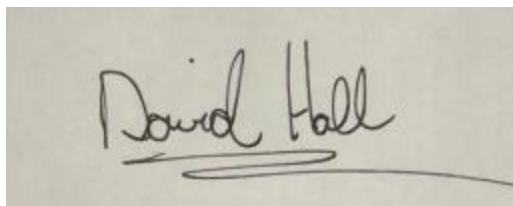
#### **12mppa Planning Permission**

##### **Approvals**

- Request to discharge conditions 27 (Contamination) and 28 (Remediation Strategy) related to the pending construction of the South and West Terminal Extensions. (24/P/2653/AOC – approved 25/3/25)
- Request to discharge condition 7 – Construction Environment Mitigation Plan for the South and West Terminal Extensions (24/P/2705/AOC – approved 4/3/25).
- Request to discharge condition 31 – Infiltration Testing to demonstrate no increased flood risk relating to the South and West Terminal Extensions (25/P/0073/AOC – approved 28/3/25)

##### **Pending**

- Request to discharge condition 6 – Parking Demand and Capacity Report. (24/P/2680/AOC – validated 20th December 2024)
- Request to discharge condition 36 – 15% Renewable Energy Requirement. (25/P/0336/AOC – validated 14th February)
- Non-material Amendment to 12mppa permission – relating specifically to the A38/Downside Road designs (25/P/0483/NMA – validated 7/3/25)
- Recently submitted the detailed bat survey information for the temporary Cogloop2 permission – (25/P/0752/AOC – validated 9/4/25)

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-Note – cattle are now roaming between the Avon Wildlife Trust Land and Lulsgate Wood – 7 Dexter cows – this was a commitment within our Integrated Landscape Biodiversity Mitigation and Management Plan

- Annual Monitoring Report 2024 shared with NSC. Copy to be shared with the ACC in the minutes – and then the intention is to publish the document next month.

#### **Update on Other applications submitted to North Somerset Council**

- (Ref 23/P/1884/AOC) – Landscaping scheme for MSCP2 – we intend to submit an updated landscaping scheme soon.
- Lounge C – enclosure of the external terrace. Discharge of Planning Condition 3 – 10% Renewable Energy Requirement (25/P/0439/AOC – approved 6/3/25)
- Non-material amendment to 10mppa – specifically the MSCP2/PTI – some design changes (25/P/0144/NMA – approved 19/3/25)

#### **Permitted Development Consultations**

No new PD approvals since the last ACC. There are currently no live PD consultations with NSC.

#### **Consultations and Applications to be Submitted in the Next Quarter**

- Some further discharge of condition requests related to the South and West Terminal Extensions.

(Due to the nature of operational development, there is the possibility of additional GPDO requests /planning applications in the next quarter.)

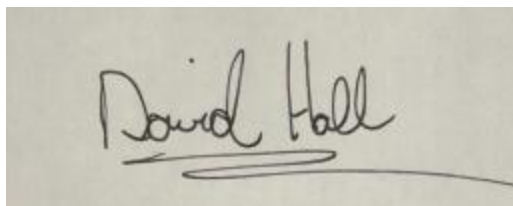
JST Asked if the Airport said they use 50% energy airport uses is renewable resources?

MS confirmed that the discharge of condition request was in relation to the South and West Terminals only, and the condition requires at least 15% (not 50%) of the ongoing energy requirements of the Terminal extensions to come from onsite renewable sources. We do have a separate target that Bristol Airport's own consumption comes from 25% direct onsite renewable energy and we do have an agreement with a solar farm in Norfolk to supply the airport with renewable energy.

JSt- Requested that evidence is provided to show the use of renewable energy.

HB Said it would be helpful if the Airport could in its AMR provide details such as X% is made from solar panels on site and X% is made from Norfolk solar panel farm.

BH Requested that the Parish Councils affected by the planning application to Downside Road layout changes are included at the concept phase to provide local knowledge.

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She said they want to be able to feed into the changes rather than changes going ahead and then NSC taking years to fix the issues.

MS Confirmed the application has already been submitted to NSC but they can send in a submission with comments and feedback.

CH Said that they have regular conversations with NSC around how they engage and communicate changes with local Parishes.

AG Also advised that he had made the point during discussions with NSC that residents felt disappointed and concerns with the lack of engagement.

HB requests that dispensations should be a standing agenda item as the issue is not going to go away. According to the media there is a shortage of Air Traffic Controllers in Europe which will have a knock-on effect to Bristol Airport. In October there were 82 dispensations and November 19 late flights.

She wants to see the reasons why each flight is coming in late or see changes in scheduling to stop the flights going past 11.30pm cut off. The night noise and ground noise is horrendous.

DH Asked AG why are there so many dispensations/late flights?

AG Explained that each dispensation is put forward by the airline and has a reason attached to it. These lists are then sent to NSC and it is for them to decide if it is allowed as a dispensation or if the flight needs to count towards the night flight quota.

HB- Welcomes seeing the reasons that are put forward, but Air Traffic Control cannot keep being put down. It should not be the residents that face the issues created by staff shortages, action is needed.

DH Agreed that HB has a valid concern around traffic controllers' shortage and wanting to understand the increase in dispensations. He requested the airport team take this away and come back with an answer.

AG Clarified that no one wants delayed flights or dispensations, the issue is dependent on many different factors. It is not something that is down to Bristol Airport they are just one component, however they can raise the issue again with the airlines. There have been changes to scheduling but SG is not here to advise on this.

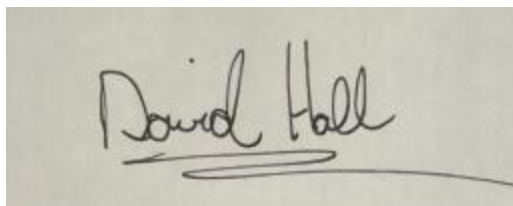
JSt Said there needs clear credible details on the night flights and dispensations.

## **REPORTS FOR INFORMATION AND QUESTIONS**

### **3262. Statistics (report attached)**

- (a) Passenger
- (b) Aircraft movements
- (c) Flyer volumes

No questions.

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### 3263. Reports:

- Draft Minutes – Environmental Effects Working Party minutes (will be going on website)

Update read out by CH

-This session was themed on biodiversity, and our ecologist Matt Johns provided an update on how we're progressing with enhancing biodiversity both on and offsite through our Integrated Landscape Biodiversity Mitigation and Management Plan. Projects include extending and enhancing bat roosts for the greater horseshoe bats, ongoing hedgerow and scrub maintenance, and tree and woodland management across onsite airport car parks to support work to improve species diversity for all fauna, including the restoration of a pond in the southeast of the Airport, adjacent to the new silver zone long stay car park.

-Presentation will be online, with the usual environmental report, for those who are interested.

-We also discussed having a pilot representative for one of the sessions per year to answer any flight related questions. Team are looking into this, but we agreed that questions would have to be very specific and related to our environmental reporting, not an opportunity to ask airline specific questions.

-We confirmed a date to visit Lulsgate wood in June to see some of the updates in action

-Members requested that at future sessions, we should focus on surface access and noise management. I cannot confirm the order yet, but will most likely be SA for the next one

JST- Presentation by Matt Johns was excellent and he felt encouraged by what he said.

- Bristol Airport Local Community Fund (these will be on the website prior to the ACC)

Update provided by TC

The last meeting was held in March, and they are now working with the new amount. Each application to the Community Fund can now request £12,000 rather than the previous amount of £8,000.

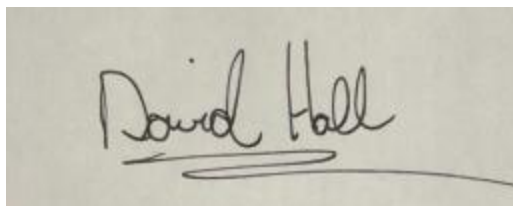
Projects which were approved at the March meeting included:

-Winscombe community Association for Solar panels on the roof of their new community centre. The full £12,000 was granted.

- Cleeve Tennis Club for repairs to their clubhouse windows and they received the requested £4000.

Diamond Fund- agreed to give grants totaling £13,000 across 14 different applications.

Including:

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-Felton volunteer litter pickers

-Farm Link Education at Lower Stock Farm in Wrington - School bus contribution for school trips to a local farm for schools within 6mile radius of the Airport.

-Baby Bank Network serves the whole of Bristol, buys toiletries and donate to families they believe are suffering with hygiene poverty in total 125 mums and new babies on this occasion.

-Wrington Local History Society with an information board

-Kids Corner (play park) in Cleeve with repairs

### **3264. Items of General Interest**

JP Attended another meeting on Passengers with Reduced Mobility. She said the attendees come from all organisations and needs. They received a presentation from the new ABM manager whose motto is to be proactive not reactive.

She was disappointed they had to meet in Southside car park as they were unable to book a meeting room in Lulsgate House. She said Southside is not a very accessible venue for those with disabilities.

### **3265. Notification of Items of Business for the Next Agenda**

A change to meeting dates/times

BH- Perhaps a change from meeting to meeting on day/time would be a good idea.

Re-election of Chair

HB Requested a presentation on SAF and Carbon offsetting.

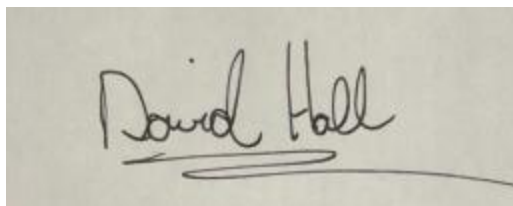
TC confirmed they are still trying to find the correct person to give an informative update.

### **3266. Any other business which the Chairman deems to be urgent**

None

### **Meeting closed 16.03**

Next meeting 16<sup>th</sup> July 2025.

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