



EMERSONS GREEN
TOWN COUNCIL

198 Westerleigh Road, Emersons Green, Bristol, South Gloucestershire, BS16 7AN

Clerk: Ian Lyons **Email:** clerk@emersonsgreen-tc.gov.uk **Tel:** 0117 3026989

10th January 2023

To Councillors: Simon Budd, Colin Hunt, Rachael Hunt, Caroline Johnson, Patricia Morgan,
Richard Nichols and David Somers

Dear Councillor,

You are hereby summoned to a meeting of the **Planning Committee** of Emersons Green Town Council to be held in **The Council Chamber of Emersons Green Town Council** on **Monday 16th January 2023 commencing at 1030hrs** for the transaction of the business on the **agenda attached**.

For your convenience, I have attached some useful guidance notes should any of your constituents wish to attend the meeting.

Yours faithfully,

Donna Simmons

Donna Simmons
Clerk's Assistant

Emerson's Green Town Council Meetings

Guidance Notes

Recording of Council Meetings

To comply with The Openness of Local Government Bodies Regulations 2014, all of our Council meetings are open to the public and may be recorded.

For clarity, all types of recording, and use of social media, *are* permitted at our Council meetings, which are always open to the public.

However, out of courtesy, and for practical reasons, we request that visitors who wish to record our meetings provide us with as much notice as possible. For example, our Council Chamber has limited space. Nevertheless, we will do our best to accommodate the media requirements of visitors, on a first come first served basis.

Distractions

In all cases, please *do not* cause a distraction, or you may be asked to leave by the Chair. For clarity, the definition of a distraction is entirely at the Chair's discretion.

As a minimum, please avoid using flash photography or any equipment that creates a loud noise, without prior approval.

Public Participation

During the meeting, public participation will take place *only* during this item. For practical reasons, this will be limited to a maximum of 30 minutes. During this item, the public are welcome to make representations, ask questions, and give evidence, regarding the business on the agenda.

To aid the meeting process, Emerson's Green Town Council request that all members of the press and public email their questions in advance to clerk@emersonsgreen-tc.gov.uk, no later than 1200hrs on the day before the meeting. In this email, the public are asked to confirm whether they will be in physical attendance or require an officer to read out the question on their behalf.

Furthermore, priority of physical attendance at a Council meeting will be given to the press and those who have sent their public questions in advance, particularly if they are willing to read it out themselves. After that, the remaining seats will be allocated on a first come first served basis.

At the Chair's discretion, all individual representations will be limited to no more than 5 minutes. During the meeting, the Chair will call for representations from visitors who have indicated that they wish to speak. Similarly, it is also possible for written representations to be received at this point.

Standing Orders

For your convenience, a copy of our Council's standing orders, and all other policy documents, that govern the conduct of our meetings can be found on our website at:

<https://www.emersonsgreen-tc.gov.uk/town-council/council-policies/>

Emergency evacuation procedure: Leave via the Emergency Exit within the Council Chamber or out of the Main Entrance and convene in the Town Council Parking Spaces within the Car Park

A G E N D A

Members are reminded that this Council has a legal *duty* to consider the following legislation in the exercise of all its functions: The Freedom of Information Act 2000, The Data Protection Act 1998 & The Equality Act 2010. In addition, the Council has a *duty* to comply with the Local Government Transparency Code (2015). Furthermore, in carrying out the Council's functions, this Council *must* consider the impact of all decisions on reducing crime and disorder in the area and have regard to the protection of biodiversity. Finally, a Code of Conduct has been adopted by this Council for members to follow.

PL_2022.125 To welcome members of the public and introduce all Councillors and guest speakers.

The Chair, or a delegated officer, will be asked to describe the emergency procedures and make any necessary safety announcements.

PL_2022.126 Declaration of Interests under the Localism Act 2011.

PL_2022.127 To receive representations from the press and public.

Members of the press and public will be given the opportunity to ask questions of the committee for a maximum of five minutes per person.

PL_2022.128 To approve the minutes of 03rd January 2023 meeting.

The Chair will be asked to sign the minutes.

PL_2022.129 To discuss any outstanding items from the previous minutes.

PL_2022.130 Planning Applications.

- a) P22/07121/F – Land off Newlands Lane Emersons Green (Erection of 1 no. sub-station to be installed within existing service yard (in association with planning permission P22/05070/F)).

PL_2022.131 Planning Decisions for noting.

- a) P22/04913/F – Land West Of 10 Baynton Meadow Emersons Green (Erection of 1.6 to 2.0 metre high fencing to facilitate change of use of amenity land to private C3 amenity space as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended)) – APPROVE (The Town Council did not Object).
- b) P22/05884/HH – 63 Emerson Way Emersons Green (Erection of a single storey rear extension to form additional living accommodation. Conversion of garage to form living accommodation) – APPROVE (The Town Council did not Object to the amended plans relating to the site boundary line).

- c) P22/06544/HH – 31 Adderly Gate Emersons Green (Erection of a single storey rear extension to form additional living accommodation) – APPROVE (The Town Council did not Object).
- b) P22/06924/RVC – 17 The Folly Downend (Variation of condition 5 attached to permission P20/10523/F to replace the proposed plans and elevation plans. Erection of two storey side and rear extension, single storey rear, second floor side extension to form loft conversion and additional living accommodation) – WITHDRAWN (The Town Council did not Object subject to the approval of the South Gloucestershire Council Transport Officer regarding the adequate provision of parking).

PL_2022.132 Correspondence.

- a) South Gloucestershire Council – Notification of the intention to make an order the effect of which will be to close, temporarily, to vehicles that length of Henfield Road which extends from its junction with Coxgrove Hill in a northerly direction for a distance of 270 metres. The order is required to allow electricity cabling works and will be operative from 6th February 2023 for a maximum of eighteen months. The closure, may not be implemented for the whole of the period but only when traffic signs are in position and only for so long as necessitated by the works which are anticipated to be three weeks duration. Documents circulated to Members prior to the meeting.

PL_2022.133 Date of next meeting Monday 30th January 2023 at 10.30am