



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

21st February 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 27th February 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_2022.155 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_2022.156 Declaration of Interests under the Localism Act 2011.

PL_2022.157 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_2022.158 To approve the minutes of 13th February 2023 meeting.

The Chair will be asked to sign the minutes.

PL_2022.159 To discuss any outstanding items from the previous minutes.

PL_2022.160 Planning Applications.

- a) P23/00542/ADV – Unit B1 The Village Emersons Green (Installation of 1 no. externally illuminated fascia sign and 2 no. internally illuminated signs).
- b) P23/00561/HH – 38 Emet Grove Emersons Green (Erection of a single storey rear extension and garage conversion to form additional living accommodation),
- c) P23/00568/F – Land at Harlequin Office Park Fieldfare Emersons Green (Erection of 1no. single storey Drive Thru retail / bakery unit (Class E) and 1 no. part single storey and part two storey Drive Thru restaurant (Sui Generis), including erection of customer order displays and associated canopies, play equipment and outdoor seating, together with car parking, landscaping and associated works).
- d) P23/0063/TRE – 10 Hill View Blackhorse Lane Downend (Works to fell 1 no. ash as covered by Tree Preservation Order KTPO3/91 dated 29th July 1991).

PL_2022.161 Planning Decisions for noting.

- a) P23/00148/TRE – 8 Langley Mow Emersons Green (Works to 2no. Oaks to crown reduce back to previous pruning points, leaving cuts no bigger than 75mm covered by Tree Preservation Order KTPO03/91 dated 29 July 1991) – APPROVED (The Town Council did not Object subject to the approval of the South Gloucestershire Council Tree Officer).

PL_2022.162 Correspondence.

- a) LI22/1043/STM – An application has been received from Gio's Gelato for the renewal of a Mobile Street Trader license for the selling of ice cream and confectionary throughout the South Gloucestershire area. Trading hours are Monday to Sunday 9am to 9pm.

PL_2022.163 Date of next meeting Monday 13th March 2023 at 10.30am