



EMERSONS GREEN  
TOWN COUNCIL

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

**Clerk:** Ian Lyons **Email:** [clerk@emersonsgreen-tc.gov.uk](mailto:clerk@emersonsgreen-tc.gov.uk) **Tel:** 0117 3026989

4<sup>th</sup> April 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 **Tuesday 11th April 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](mailto: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

## AGENDA

11<sup>th</sup> April 2023

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\_2022.184 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\_2022.185 Declaration of Interests under the Localism Act 2011.**

**PL\_2022.186 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\_2022.187 To approve the minutes of 13<sup>th</sup> March 2023 meeting.**

The Chair will be asked to sign the minutes.

**PL\_2022.188 To discuss any outstanding items from the previous minutes.**

**PL\_2022.189 Planning Applications.**

- a) P23/01120/HH – 3 Rodway Hill Mangotsfield (Erection of 1no. rear raised terrace).
- b) P23/01167/PNRE – Unit 101 Emerald Park Emersons Green (Prior notification of the intention to install roof mounted solar panels).
- c) P23/01173/HH – 18 Valley Gardens Downend (Installation of 1no side dormer and a hip to gable roof extension to form additional living accommodation. Creation of external raised platform with steps. (re-submission of P22/06645/HH)).
- d) P23/01186/CLP – 116 Westerleigh Road Downend (Change of use from dwellinghouse (Use Class C3) to a small 6 bed HMO (Use Class C4) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended)).
- e) P23/01200/PNRE – Unit 107 Longmead road Emersons Green (Prior notification of the intention to install roof mounted solar panels).
- f) P23/01201/PNRE – Unit 201 Longmead Road Emersons Green (Prior notification of the intention to install roof mounted solar panels).
- g) P23/1202/PNRE – 400 Emerald Park Emersons Green (Prior notification of the intention to install roof mounted solar panels).
- h) P23/01203/PNRE – Unit 106 Longmead Road Emersons Green (Prior notification of the intention to install roof mounted solar panels).

**PL\_2022.190 Planning Decisions for noting.**

- a) P23/00542/ADV – Unit B1 The Village Emerson Way Emersons Green (Installation of 1 no. externally illuminated fascia sign and 2 no. internally illuminated signs) – APPROVED (The Town Council did not Object).
- b) P23/00703/HH – 188 Willowherb Road Emersons Green (Erection of a single storey side extension to form additional living accommodation) – APPROVED (The Town Council did not Object).
- c) P23/00755/HH – 7 Dibden Road Downend (Demolition of Existing Conservatory. Erection of single storey side and rear extension to provide additional living accommodation) – APPROVED (The Town Council did not Object).
- d) P23/00804/PNH – 20 Morley Avenue Mangotsfield (The erection of a single storey rear extension which would extend beyond the rear wall of the original house by 3.05 metres, for which the maximum height would be 3.80 metres, and for which the height of the eaves would be 2.90 metres) – PRIOR APPROVAL NOT REQUIRED (The Town Council did not Object).

**PL\_2022.191 Correspondence.**

- a) Correspondence and accompanying documents from a Town Planning Agent on behalf of EE Ltd for a proposed telecommunications development on Emerson Way Emersons Green, (google maps street view - <https://goo.gl/maps/KQZUk3Zo329ijro69>). The proposal will form a base station with a street pole 17.5m in height and associated ground-based cabinets. The agent has asked for any comments before a formal application is submitted – circulated to Members prior to the meeting.

**PL\_2022.192 Date of next meeting Monday 24<sup>th</sup> April 2023 at 10.30am**