



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

25th of July 2023

To Councillors: David Somers (Deputy Mayor) Simon Budd, Colin Hunt, Rachael Hunt and Patricia Morgan

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 31st of July 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,

Richard Hull

Richard Hull
Clerk's Assistant

Emersons 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, Emersons 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

AGENDA

31st of July 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_2023.038 To welcome members of the public and introduce all Councillors and guest speakers.

The Chairman will welcome members of the public, introduce all Councillors and guest speakers, describe the emergency procedures, and make any necessary safety announcements.

PL_2023.039 Declaration of Interests under the Localism Act 2011.

Members are reminded of the legal requirements concerning the declaration of interests. Forms held with South Glos should be regularly updated. A Member must declare a disclosable pecuniary interest which he/she has in any item on the agenda. A Member with a disclosable pecuniary interest in any item may not participate in any discussion of the matter at the meeting and must not participate in any vote taken on the matter at the meeting. In addition, the Council's Standing Orders require a member with a disclosable pecuniary interest to leave the room where the meeting is held while any discussion or voting takes place.

PL_2023.040 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 in accordance with the guidance notes.

PL_2023.041 To approve the minutes of 17th of July 2023 meeting.

Mover: Cllr Dave Somers (Deputy Mayor)

Seconder: TBC

Motion: That the Minutes of the Planning Committee meeting held on 17th of July 2023, copies having been circulated, be approved as a correct record, and signed by the Chairman.

PL_2023.042 To discuss any outstanding items from the previous minutes.

PL_2023.043 Planning Applications.

- a) P23/01982/TRE – 107 Pinkers Mead Emersons Green (Works to 1 no. Oak tree (A) to crown reduce to a finished height of 10 metres and radial spread of 4.5 metres. Works to 1 no. Oak tree (B) to crown reduce to a finished height of 7 metres and radial spread of 4.5 metres. Trees covered by Tree Preservation Order KTPO 03/91 dated 29th July 1991).
- b) P23/02086/TRE – 10 Hill View Blackhorse Lane Downend (Works to 1 no. Ash tree to crown reduce by 3.5m and spread on North, East and South side by 2.5m. Spread on West side reduced by 1.5m tree covered by KTPO 03/91 dated 29/07/1991).
- c) P23/02109/HH – 8 Stockwell Avenue Mangotsfield (Erection of a single storey rear and side extension to form additional living accommodation).
- d) P23/02113/PNRE - David Lloyd Leisure Club Willowherb Road (Prior notification of the intention to install roof mounted solar panels.)
- e) P23/02139/ADV - 1 Brook Office Park Folly Brook Road Emersons Green (Display of 2.no internally illuminated built up lettering signs; 1.no non-illuminated built up lettering sign; 1 no non-illuminated sign; and 1 no flagpole.)

PL_2023.044 Planning Decisions for noting.

- a) P23/01581/HH – 12 Campanula Gardens Emersons Green (Erection of a single storey rear extension to form additional living accommodation. Erection of front porch) – APPROVED (The Town Council did not object).
- b) P23/01621/HH – 38 Church Farm Road Emersons Green (Erection of a two storey front extension to form additional living accommodation) – APPROVED (The Town Council did not object in principle, however, Members raised concerns over the close proximity of the proposed location of the front door to the off street parking provision. Members also sought assurance that the off street parking provision would adequately accommodate two vehicles without compromising the adjacent public footpath).
- c) P23/01904/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 3.35m, for which the maximum height would be 3.85m, and for which the height of the eaves would be 2.95m) – PRIOR APPROVAL NOT REQUIRED (The Town Council did not object).

PL_2023.045 Correspondence.

- a) PT.7723 Temporary Road Closure Order for Henfield Road Pucklechurch – notification from South Gloucestershire Council of the intention to make the above order which will close, temporarily, to vehicles that length of Henfield Road which extends from a point of 73 metres north of its junction with Grove Paddock in a northerly direction for a distance of 80 metres. The order is required in connection with chamber construction works and will be operative from 29 August 2023 for a maximum period of eighteen months. The measures may not be implemented for the whole of the period but only when traffic signs are in position, the works are anticipated to be of five days duration. Documents circulated to Members.

PL_2023.046 Dates and timings.

- To note the next meeting of the Planning Committee will be on Monday 14th of August 2023 at 1030hrs in the Emersons Green Town Council Chamber.
- To note the time that the business of this meeting was closed.

At the discretion of the chair, Councillors may be invited to make Parish announcements, and take part in a general discussion after the meeting.