



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

9th August 2022

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 15<sup>th</sup> August 2022 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 item 5. 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

## **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\_2022.35 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\_2022.36 Declaration of Interests under the Localism Act 2011.**

**PL\_2022.37 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\_2022.38 To approve the minutes of 18<sup>th</sup> July 2022 meeting.**

The Chair will be asked to sign the minutes.

**PL\_2022.39 To discuss any outstanding items from the previous minutes.**

**PL\_2022.40 Planning Applications.**

- a) P22/03717/HH - 23 Springleaze Mangotsfield (Erection of first floor and two storey side extension to provide additional living accommodation. Installation of front ramp.)
- b) P22/03875/ADV - 5-7A St Lukes House Emerson Way (Display of 1no. non illuminated fascia sign and 5 no. non illuminated window vinyl signs.)
- c) P22/03998/HH – 13A And 13B Cossham Street Mangotsfield (Erection of first floor front extension to form additional living accommodation to both dwellings and raising of garage rooflines. Erection of side porch and erection of a single storey extension to garage to form garden room for 13B Cossham Street.)
- d) P22/04225/HH - 5 Shipley Mow Emersons Green (Erection of a single storey rear extension to form additional living accommodation.)
- e) P22/04265/HH - 39 Adderly Gate Emersons Green (Erection of a single storey rear extension to form additional living accommodation.)
- f) P22/04286/HH - 37 Forgetmenot Way Emersons Green (Erection of single storey rear and side extension to form additional living accommodation. Erection of rear extension to detached garage to form storage area.)

**PL\_2022.41 Planning Decisions for noting.**

- a) P20/04560/F - Land Adjacent To Orchard Farm Cottage Pomphrey Hill Mangotsfield (Change of use of land to mobile home site to facilitate the stationing of 3 No. mobile homes with associated hard-standings and landscaping works) – PERMIT (The Town Council did not Object to revised plans).

- b) P22/01914/RM – Land at Bristol And Bath Science Park Dirac Crescent Emersons Green (Erection of 1 no Research and Development Building (forming Inhalation Centre of Excellence) (Class E) and associated works with appearance, landscaping, layout, scale and access to be determined. Approval of Reserved Matters to be read in conjunction with Outline Planning Permission PK13/2502/O) – PERMIT (The Town Council did not Object, however, Members noted and fully supported the comments of the South Gloucestershire Council Landscape Officer).
- c) P22/02460/HH – 53 Church Farm Road Emersons Green (Erection of a single storey rear extension and partial garage conversion to form additional living accommodation) – PERMIT (The Town Council did not comment).
- d) P22/02689/TRE – 29 Bissex Mead Emersons Green (Works to no.1 Scots Pine to crown lift to 4 metres and remove deadwood covered by South Gloucestershire Council Tree Preservation Order KTPO3/91 dated 29 July 1991) – PERMIT (The Town Council did not comment).
- e) P22/02919/HH – 11 Morley Avenue Mangotsfield (Demolition of existing conservatory. Erection of single storey rear extension to form additional living accommodation and single storey front porch extension to provide utility and downstairs shower room) – PERMIT (The Town Council did not Object).
- f) P22/03025/HH – 11 Fouracre Road Downend (Installation of rear dormer window to facilitate loft conversion) – WITHDRAWN (The Town Council did not comment).
- g) P22/03187/HH – 329 Badminton Road Winterbourne (Raising of ridge line to facilitate installation of 2no dormers and roof extension. Erection of a single storey rear extension to form additional living accommodation. Erection of a detached garden room) – WITHDRAWN (The Town Council made No Comment).
- h) P22/03191/HH – 9 Cornflower Road Lyde Green (Erection of two storey rear extension to provide additional living accommodation) – REFUSAL (The Town council raised an Objection due to the lack of any provision for parking).
- i) P22/03291/HH – 12 Leap Valley Crescent Downend (Alterations to existing rear extension roof and erection of single storey rear extension to form additional living accommodation) – PERMIT (The Town Council did not Object).
- j) P22/03300/HH – 134 Westerleigh Road Downend (Conversion of existing detached garage to form residential annexe, with alterations to access and associated works) – SPLIT DECISION – PART REFUSAL for the conversion of existing detached garage to form residential annex, PART APPROVAL for alterations to access and associated works (The Town Council did not Object subject to the adequate provision of parking for both the existing dwelling and proposed annexe).
- k) P22/03423/HH – 16 Lupin Close Lyde Green (Erection of single storey side and rear extensions to form additional living accommodation. Erection of front porch) – PERMIT (The Town Council did not Object in principle, however, Members were concerned with the loss of a parking space).
- l) P22/03539/F – Units 1-4 Graham House Emerson Way Emersons Green (Alterations to external fenestration to ground floor rear and side elevations of existing retail/commercial units 1-4 Graham House) – PERMIT (The Town Council did not Object).
- m) P22/03561/HH – 32 Bissex Mead Emersons Green (Conversion of integrated garage into living additional living accommodation) – PERMIT (The Town Council did not Object subject to the adequate provision of parking).
- n) P22/03571/HH – 16 Fouracre Crescent Downend (Erection of a single storey side and single storey rear extensions to form additional living accommodation) – PERMIT (The Town Council made No Comment).

#### **PL\_2022.42 Correspondence.**

- a) South Gloucestershire Council – Notification of a consultation for the draft Biodiversity and Planning Supplementary Planning Document (SPD). The

consultation is open from 15<sup>th</sup> July until 9<sup>th</sup> September 2022, further information can be found at: [Biodiversity and Planning SPD - South Gloucestershire Online Consultations \(southglos.gov.uk\)](https://www.southglos.gov.uk/consultations)

- b) LI22/3597/STM – An application from Butties Sandwich Bar, Mobile Street Trader, for the renewal of street trading consent in all area of South Gloucestershire to sell pre packed sandwiches, crisps, snacks and drinks 07.00 – 18.00 seven days a week.

**PL\_2022.43     Date of next meeting Tuesday 30<sup>th</sup> August 2022 at 10.30am**