



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

8<sup>th</sup> of August 2023

To Councillors: Simon Budd, Graham Hutter, 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 14<sup>th</sup> of August 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

# 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](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** **14<sup>th</sup> of August 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.

**Beforehand    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\_2023.047    Election.**

To receive and consider nominations for the position of Chairman.

**PL\_2023.048    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\_2023.049    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\_2023.050    To approve the minutes of 31st of July 2023 meeting.**

**Mover:**            TBC  
**Seconder:**        TBC

**Motion:**            That the Minutes of the Planning Committee meeting held on 31<sup>st</sup> of July 2023, copies having been circulated, be approved as a correct record, and signed by the Chairman.

**PL\_2023.051    To discuss any outstanding items from the previous minutes.**

## **PL\_2023.052 Planning Applications.**

- a) P23/01744/HH – 1 Grove Paddock Pucklechurch. Adjoining Parish Application. (Erection of 1no single storey four bay detached storage garage to include a change of use from nil use to residential (class C3) Description changed to include change of use of land on which the garage is located as the land is currently not in residential use (outside the curtilage of no.1 Grove Paddock)).
- b) P23/02221/F - Land At 27 Fouracre Avenue Downend. Adjoining Parish Application. (Demolition of existing storage building and garage to form new access and erection of 1no. new dwelling with associated works (re-submission of P21/07519/F)).
- c) P23/02228/HH - 19 Rushy Way Emersons Green (Demolition of conservatory and part garage conversion to provide additional living accommodation).
- d) P23/02232/HH - 20 Homeground Emersons Green (Erection of single storey rear extension and garage conversion to form additional living accommodation).
- e) P23/02237/HH - 8 Church Lane Downend. Adjoining Parish Application. (Demolition of existing garage and erection of a two and single storey side extension to form additional living accommodation (Resubmission of P23/01718/HH)).

## **PL\_2023.053 Planning Decisions for noting.**

- a) P23/01555/TRE - Apple Blossom Dibden Lane Emersons Green (Works to crown thin the top canopy of 1no Oak Tree by 15%. On North West side of crown cut back to previous points from property cuts no bigger than 75mm. On South East side of crown cut back to previous points to balance crown, cuts no bigger than 75mm. Covered by Tree Preservation Order SGTPO 06/99 dated 17th June 1999) – APPROVED (The Town Council did not raise an objection, subject to the approval of the South Gloucestershire Council Tree Officer).
- b) P23/01718/HH - 8 Church Lane Downend. Adjoining Parish Application. (Demolition of existing garage and erection of a two storey side extension to form additional living accommodation) – WITHDRAWN (The Town Council made no comment).
- c) P23/1924/HH - 56 Sundew Road Emersons Green (Erection of Summer House (Part-Retrospective)) – REFUSED (The Town Council raised an objection, members felt that the proposal was an overdevelopment of the site).
- d) 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) – APPROVED (The Town Council did not raise an objection, subject to the approval of the South Gloucestershire Council Tree Officer).

## **PL\_2023.054 Correspondence.**

- a) South Gloucestershire Council – Notification from Streetworks department of a proposed location for a telecoms site between Emerson Way and Bishop Road Emersons Green.

**PL\_2023.055 Dates and timings.**

- To note the next meeting of the Planning Committee will be on Tuesday 29<sup>th</sup> 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.