

## Minutes of the Full Council Meeting

held in the Council Chamber, Emersons Green Town Council,

1900hrs on Thursday 18<sup>th</sup> of July 2024.

**Present:** Cllrs James Hunt (Mayor), Colin Hunt, Graham Hutter, Tina Potter, Rachael Hunt, and Simon Budd.

**In attendance:** Joanne Bryant, Town Clerk.

**Apologies:** Councillors Bobbie Sunderland (Deputy Mayor) and Kelly Allen.

**Public:** One member of the public attended the meeting.

**Notes:** The meeting began at 1905hrs. All resolutions are passed with a majority vote, by a show of hands, unless otherwise stated.

### **FC\_2024.048 Welcome and Introductions.**

**Minutes:** The Mayor welcomed everyone present and the emergency procedures were explained.

### **FC\_2024.049 Declaration of Interest – Localism Act 2011.**

**Minutes:** The Mayor reminded members of the requirement to declare an interest. No interests were disclosed.

### **FC\_2024.050 Public Participation.**

**Minutes:** The member of public advised she was applying for co-option and gave an overview of why she had applied.

## COUNCIL ADMINISTRATION

### **FC\_2024.051 Minutes.**

**Resolved:** The *Minutes of the Full Council meeting held on the 20<sup>th</sup> of June 2024*, copies having been circulated, were approved as a correct record, and signed by the Mayor.

### **FC\_2024.052 Outstanding items.**

**Minutes:** The Clerk provided an update on the recruitment of an Assistant Clerk.

**FC\_2024.053 Applications for Co-option**

**Resolved:** That Rosemary Shakespeare, Eli Akatwijuka, and Lynne Paraskeva be co-opted to Emersons Green Town Council. Rosemary Shakespeare signed an Office of Acceptance form. Eli Akatwijuka and Lynne Paraskeva will be invited to the offices to sign theirs.

**INTEL & CURRENT AFFAIRS**

**FC\_2024.054 Crime Update.**

**Minutes:** The Council have not received a report from Avon and Somerset Police, but we have been informed of increased police presence in Lyde Green.

**COMMUNICATIONS**

**FC\_2024.055 Correspondence.**

**Minutes:** Green Community Travel thank Emersons Green Town Council for their recent grant award and would like to present at a future meeting about the impact this has made.

**OPERATIONS**

**FC\_2024.056 To note any updates from Committees.**

**Minutes:** At the invitation of the Mayor, Cllr Graham Hutter provided a verbal summary from the Finance & Partnership Committee, then Cllr Simon Budd provided a verbal summary of the work of the Planning Committee.

**FC\_2024.057 To note any updates from Working Groups.**

**Minutes:** No reports received.

**FC\_2024.058 To note any reports from external bodies.**

**Minutes:** On behalf of South Gloucestershire Council, Cllr Rachael Hunt reported that the planning application P24/00395/HH has been called for consideration at Development Management Committee on 1<sup>st</sup> August 2024.

**POLICIES & PROCEDURES**

**FC\_2024.059 To ratify decisions taken by Finance & Partnership Committee**

**Resolved:** Decision to adopt the following amended policies is ratified.

- Financial Regulations (new NALC version)
- Terms of Reference for Finance & Partnership Committee

**LEGAL**

**FC\_2024.060 Dibden Lane Allotments**

**Resolved:** New lease agreement signed 23<sup>rd</sup> May 2024. Associated plan to be signed by 2 members. Town Clerk to sign and submit Land Transfer document along with the completed lease agreement and associated plan. Land registry search to be completed to ensure registrations are complete and accurate.

## PLANNING & STRATEGY

### **FC\_2024.061 Forward Plan**

**Minutes:** The Council received the circulated document *Forward Plan* and discussed its priorities.

## DATES & TIMINGS

### **FC\_2024.047 Next Meeting.**

**Minutes:** Cllr James Hunt (Mayor) announced that the next meeting of the Full Council was scheduled to take place:

**Thursday 19<sup>th</sup> of September 2024 at 1900hrs in the Emersons Green Town Council Chamber.**

Cllr James Hunt (Mayor) concluded the formal business of the meeting at 1932 hrs and invited attendees to contribute to an informal 'roundtable' discussion afterward.

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