



198 Westerleigh Road, Emersons Green, Bristol, South Gloucestershire, BS16 7AN  
**Town Clerk:** Joanne Bryant **Email:** [clerk@emersonsgreen-tc.gov.uk](mailto:clerk@emersonsgreen-tc.gov.uk) **Tel:** 0117 3026989

30th of July 2025

To Councillors: Simon Budd, Colin Hunt, Rachael Hunt, Graham Hutter, Tina Potter and Eli Akatwijuka.

Dear Councillors,

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 the 4th of August 2025 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.

After the meeting, there will be the usual opportunity to share parish notices and other useful information with colleagues.

Of course, if you cannot attend for any reason then please send me your apologies by letter or email.

*Joanne Bryant*

**Joanne Bryant PSLCC CiLCA**  
**Town Clerk**

# Emersons Green Town Council Meetings

## Guidance Notes

### Recording of Council Meetings

To comply with The Openness of Local Government Bodies Regulations 2014, all 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, the 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 them 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<sup>1</sup>**

### **4th of August 2025**

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.

## **INTRODUCTION**

### **PL\_2025.058 Welcome and Introductions.**

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

### **PL\_2025.059 Declaration of Interest – Localism Act 2011.**

Under Section 31 of Localism Act 2011 and in accordance with the Councils' Code of Conduct (section 27(6) (d)), any declarations of disclosable pecuniary or personal interests must be declared and Standing Orders followed. Requests for dispensations can be considered if received in advance of the meeting and in writing to the Clerk (Proper Officer) – Localism Act 2011 S33.

### **PL\_2025.060 Public Participation.**

Members of the 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.

## **COUNCIL ADMINISTRATION**

### **PL\_2025.061 Minutes.**

To consider that the *Minutes of the Planning Committee Meeting on the 21st of July 2025*, copies having been circulated, be approved as a correct record, and signed by the Chair.

### **PL\_2025.062 Outstanding items.**

To receive an update from the Committee Clerk.

### **PL\_2025.063 Planning and Licensing Applications.**

To consider the Schedule of Planning and Licensing Applications at Appendix A.

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<sup>1</sup> All items are routine business, at the discretion of the Chair, unless otherwise stated.

**PL\_2025.064 Planning Decisions.**

To note the Schedule of Planning Application Decisions at Appendix B.

**COMMUNICATIONS**

**PL\_2025.065 Correspondence.**

To note official correspondence to the Committee, copies having been circulated.

**PL\_2025.066 Next Meeting.**

To note the next meeting of the Planning Committee is currently scheduled for:

**Monday 18th of August 2025 at 1030hrs in Emersons Green Town Council Chambers.**

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.

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**Schedule of Planning & Licensing Applications.**

Items to be considered at the meeting on the 4th of August 2025:

<b>DATE</b>	<b>REF NO</b>	<b>LOCATION</b>	<b>PROPOSAL</b>	<b>EGTC COMMENTS</b>
17/07/2025	P25/01745/TRE	15 Bampton Close Emersons Green South Gloucestershire BS16 7QZ	Works to 1no. Oak to prune the branches overhanging the neighbour garden and the garden of 15 Bampton Close by approximately 3/4 metres, and crown thinning of up to 30%. covered by Tree Preservation Order KTPO 03/91, dated 29 July 1991.	
16/07/2025	P25/01760/O	Land North Of London Road And South And East Of Webbs Heath South Gloucestershire	Erection of up to 950 no. dwellings including 75 units of specialist elderly accommodation, community infrastructure, a mixed-use hub, mobility hubs, the laying out of green infrastructure and open space, the creation of a new means of access onto the A420 London Road and Webbs Heath, pedestrian and cycle connections to Warmley Community Forest and off-site improvements, new drainage infrastructure, and associated earthworks (Outline) with access to be determined, all other matters reserved.	

**Schedule of Planning Application Decisions.**

Items to be noted at the meeting on the 4th of August 2025:

<b>DATE</b>	<b>REF NO</b>	<b>LOCATION</b>	<b>PROPOSAL</b>	<b>EGTC COMMENTS</b>	<b>PLANNING DECISION</b>
30/05/2025	P25/01337/HH	21 Aster Crescent Emersons Green South Gloucestershire BS16 7LZ	Erection of single storey rear conservatory.	No Objection.	Approve with Conditions
10/06/2025	P25/01410/CLP	67 Westbourne Road Downend South Gloucestershire BS16 6RY	Installation of 1no. rear dormer and loft conversion.	No Objection.	Approve Certificate of Lawfulness