



Name: James Hunt (Mayor)

Date: 17th of July 2025

Signed: ORIGINAL SIGNED

Minutes of the Full Council Meeting

Held in the Council Chamber, Emersons Green Town Council,

19:00hrs on Thursday 19th June 2025

INTRODUCTION

Present: Cllrs James Hunt, Bobbie Sunderland, Tina Potter, Graham Hutter, Andrej Turk, Abi Cohen, Kelly Allen, and Eli Akatwijuka.

In attendance: Joanne Bryant (Town Clerk), and Jane Wray (Deputy Town Clerk & RFO).

Apologies: Cllr Rachael Hunt, Lynne Paraskeva, Colin Hunt, and Simon Budd.

Absent: Cllr Daryl Hembrough.

Public: None.

Notes: The meeting began at 1900hrs. All resolutions were passed with a majority vote, by a show of hands, unless otherwise stated.

Welcome and Introductions.

The Mayor welcomed everyone present, and the emergency procedures were explained.

FC_2025.016 Declaration of Interest – Localism Act 2011.
No declarations of interest were made.

FC_2025.017 Public Participation.
No members of the public were present.

COUNCIL ADMINISTRATION

FC_2025.018 Minutes.
The *Minutes of the Full Council meeting held on the 15th of May 2025*, copies having been circulated, be approved as a correct record, and signed by the Mayor.

FC_2025.019 Outstanding items.
At the invitation of the Mayor, the Town Clerk provided an update.

FINANCE

FC_2025.020 Creative Youth Network.

Resolved: To approve a new 12-month contract, with a revised delivery of youth programmes for 2025/26 at net value of £66,566.00.

FC_2025.021 Emersons Green Village Hall Reserve Funding.

Resolved: To approve a Reserve Funding Release for EGVH of £6,000 for Seniors Lunches for July to December 2025 inclusive.

FC_2025.022 Annual Governance and Accountability Return 2024/25.

Resolved: That items a-i are all received and approved as presented.

- a. Annual Internal Audit Report 2024/25, confirm independence of the Internal Auditor, and acknowledge any recommendations made.
- b. Annual Governance Statement 2024/25.
- c. Annual Accounting Statements 2024/25.
- d. Bank Reconciliations for year ended 31st March 2025 are accurate and agree with the AGAR presented.
- e. Explanation of significant variances.
- f. Asset Register as of 31st March 2025.
- g. Confirm there are no Trust Funds held.
- h. Confirm no conflict with BDO LLP.
- i. Dates for the exercise of public rights (between Monday 23rd of June 2025 and Friday 1st of August 2025).

COMMUNICATIONS

FC_2025.023 Correspondence.

Official correspondence to the Council noted, copies having been circulated. One Councillor wanted his objection noted to the flying of the Pride Flag for the remainder of the month of June, substituting the Union Flag.

OPERATIONS

FC_2025.024 To note reports from Committees, Working Groups, and External Bodies.

Cllr Graham Hutter gave an update for the Finance & Partnership Committee (F&PC) advising on approved grants.

Cllr Bobbie Sunderland reported on behalf of the Open Spaces Committee. It was agreed to increase the frequency of bin emptying for two specific bins to twice weekly. The committee also reviewed seven potential locations in Lyde Green for an alternative memorial space. Their preferred site is outside the new secondary school on Honeysuckle Road, with a second option located further along the same road. Both sites offer ample space and present opportunities to involve the school in the project. Additionally, the committee approved the installation of a bolt on the allotment gate to allow it to be securely held open when vehicles are accessing the allotment car park.

Cllr Tina Potter provided an update on behalf of the Personnel Committee, confirming that the Town Clerk's annual appraisal had been successfully completed. It was also confirmed that maternity cover is now in place for the upcoming leave of absence of one of the Assistant Clerks.

Cllr Abi Cohen provided an update on behalf of the Youth Work Committee, confirming they had reviewed blueprints for a mobile unit solution and have delegated authority to the Youth Liaison Officer to obtain three quotes for the build. The committee also approved a spend of £2,000 for the Youth Liaison Officer to purchase initial equipment and marketing materials.

Jo Bryant, Town Clerk confirmed there was no update from the Planning Committee.

Cllr Bobbie Sunderland provided an update on behalf of the Climate and Nature Group. She reported that in June, nine Community Nature Reserve gardens opened to the public, attracting a wide range of visitors and receiving positive feedback. Two members of the group were also interviewed live on BCFM, helping to raise awareness of the initiative. A draft of the Local Climate and Nature Action Plan is currently in progress, with the next phase focusing on engagement with other community groups. Upcoming activities include an Autumn Gathering on 4th October at EGVH, and a Clothes Swap and Talk scheduled for 25th November. The group is also continuing to seek volunteers to help with repairs at the Repair Shop.

Jo Bryant, Town Clerk reported from external bodies. SGC have confirmed over 2,000 public comments on their Regulation 19 Local Plan. NALC has confirmed that the MHCLG has withdrawn its funding for the Neighbourhood Planning Support Programme. In addition, MHCLG has published the outcome of its consultation on remote meeting attendance and proxy voting, confirming that hybrid/remote participation and proxy voting are progressing to the next stage.

PLANNING & STRATEGY

FC_2025.025 Forward Plan.

The Town Clerk gave an update on upcoming agenda items and projects.

DATES & TIMINGS

FC_2025.026 Next Meeting.

To note the next meeting of the Full Council, currently scheduled for:

Thursday 17th of July 2025 at 1900hrs in the Emersons Green Town Council Chambers.

The meeting closed at 1930 hrs.