



EMERSONS GREEN  
TOWN COUNCIL

**Minutes of the Full Council Meeting**

**Held in The Council Chamber of Emersons Green Town Council**

**19:00hrs on Thursday 14<sup>st</sup> of May 2026**

**INTRODUCTIONS**

**Present:** Cllrs James Hunt (Mayor), Bobbie Sunderland (Deputy Mayor), Graham Hutter, Kelly Allen, Colin Hunt, Lynne Paraskeva, Abi Cohen, Tina Potter, Rachael Hunt, Andy Cowie, Daryl Hembrough, and Eli Akatwijuka

**In attendance:** Jo Bryant (Town Clerk), Jane Wray (Deputy Clerk)

**Apologies:** Cllr Simon Budd.

**Public:** Two members of the public were in attendance.

**Notes:** The meeting began at 19:30hrs. All resolutions were passed with a majority vote, by a show of hands, unless otherwise stated.

The Mayor welcomed everyone, described the emergency procedures, and made any necessary safety announcements.

**FC\_2026.010 Election of Mayor**

**Resolved:** To elect James Hunt as the Mayor, a Declaration of Acceptance of Office was signed.

**FC\_2026.011 Election of Deputy Mayor.**

**Resolved:** To elect Bobbie Sunderland as the Deputy Mayor.

**FC\_2026.012 Declaration of Interest – Localism Act 2011.**

No declarations were made.

**FC\_2026.013 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**

**FC\_2026.014 Minutes.**

**Resolved:** To approve the *Minutes of the Full Council meeting held on the of 16<sup>th</sup> of April 2026*, copies having been circulated, as a correct record, and the minutes were signed by the Mayor.



**FC\_2026.015 Councillor Vacancies and Applications for Co-option**

The Town Clerk confirmed that 3 casual vacancies were now available due to the disqualification of Cllr Andrej Turk, having not attended a qualifying meeting for more than 6 months, and following the publication of a LGA 1972 Section 87(2) notice for 14 days, with no requests being received by the Returning Officer to fill the casual vacancy, and:

- Resolved :**
- a. To co-opt Ashley Etches and Tracy Cannard
  - b. All new Councillors signed their Acceptance of Office forms.

**FC\_2026.016 Outstanding items.**

None reported.

**FC\_2026.017 Correspondence.**

None received.

## GOVERNANCE

**FC\_2026.018 Committee and Working Group Structure & Membership.**

**Resolved:** Tracy Cannard be appointed to the Planning Committee, Ashley Etches be appointed to Open Spaces and Allotments.

**Resolved:** To change the name from Youth Work Committee to Youth & Community Services.

**Resolved:** Ashley Etches be appointed to Climate & Nature (CAN), Abi Cohen, James Hunt, Tina Potter and Lynne Paraskeva be appointed to Youth Engagement and Abi Cohen, James Hunt and Rachael Hunt be appointed to Community Cohesion.

**FC\_2026.019 Delegation Arrangements for Committees.**

**Resolved :** To adopt the Scheme of Delegation (no change) for Emersons Green Town Council, copies having been circulated.

**FC\_2026.020 Schedule of Meetings 2026-2027.**

**Resolved :** To confirm Committee and Council dates.

**FC\_2026.021 Conflict of interest.**

**Resolved :** To confirm that Emersons Green Town Council have no conflict of interest with BDO LLP.

**FC\_2026.022 Standing Orders**

**Resolved :** To adopt the Standing Orders (no change) for Emersons Green Town Council, copies having been circulated.

**FC\_2026.023 Financial Regulations**

**Resolved :** To adopt the Financial Regulations (updated) for Emersons Green Town Council, copies having been circulated, and approved accordingly.

**FC\_2026.024 Direct Debits, Standing Orders and Subscriptions**

**Resolved :** To review the list of ongoing Direct Debits, Standing Orders, and annual subscriptions, as circulated, and approved accordingly.

To received reports from:

a. Committees

**Finance & Partnership Committee**

Cllr Tina Potter summarised the following grants that had been approved:

- **Ham Farm Festival — £5,000.00** approved for a youth festival.
- **The Brightwell Group — £500.00** approved for therapy and practical support for local people.
- **Royal British Legion — £769.00** approved to fund a portable speaker system for the Mangotsfield Remembrance Day service and future events.

**Personnel Committee**

Cllr Tina Potter advised no meetings have taken place and that the Clerk and herself will be meeting in June to carry out her appraisal.

**Planning Committee**

Cllr Colin Hunt summarised that they are waiting the large planning application from Taylor Wimpey and the travellers site at Pomphrey Hill has gone to appeal.

**Open Spaces**

Cllr Bobbie Sunderland summarised the meeting held on the 7<sup>th</sup> May:-

**Local Climate and Nature Action Plan** – resolved to submit to Full Council in May.

**Manor Road and Rodway litter** – serious amounts of litter and fly tipping on the west side of Manor Road on the edge of the wildlife area. Paul to investigate whether Community Pay-back can help with this.

**Rodway Common Ecology Report** – our current report dates from 2011 and needs updating. Seeking quotes for a Preliminary Ecological Appraisal.

**Rodway Common Land Hire Deposit** – resolved to return the deposit paid in case of damage to the site to Paulos Circus. The site was left in good condition.

**Special expenses consultation** – general support for the idea of taking on responsibility for more of our green spaces. Concerns raised about the actual details of the arrangement. Particular concern regarding the management of Lyde Green Open Spaces, which are excluded from this potential new arrangement.

**Memorial Bench** – resolved to allow the Memorial Bench to be used in the small garden area to the rear of Emerson Green Village Hall which is being worked on by Shea with participation from the young people.

**Keep Britain Tidy Campaign** -resolved to buy stickers and posters for £150 to remind people to dispose of dog poo in a responsible manner.

**Orchard Complaint** – a local resident living close to the Orchard maintained by Friends of Emerson Green Park raised a complaint with EGTC about the rainwater collecting structure currently being built in the orchard. South Glos gave permission for the structure and visited and checked the structure in

response to the complaint and concluded that there were no grounds for complaint.

**Future Plans** – discussion of possible opportunities to use the funding set aside for Open Spaces Projects.

### **Youth & Community Services**

Cllr Abi Cohen advised that the committee had moved to a 3 monthly cycle however the CHOW is being greatly received by the youth. Also the team and Lyde Green Community Centre and Emersons Green Town Council have been **nominated for the Best Social Value Collaboration Award** at the **Stronger Together: SNG Social Value Supplier Awards 2026** for their work on the **Lyde Green Big Social** programme.

#### b. Working Groups

##### **Climate and Nature**

Cllr Bobbie Sunderland advised that the group met on the 21<sup>st</sup> April and provided the following summary:-

##### **Water Mark Programme**

Still working up the programme.

##### **Sustainable Fashion**

In principle we would like to aim for two clothes swaps per year. Currently discussing with Chepstow Clothes Swap if we can take over their equipment and stock.

Aiming to put on another Sustainable Fashion Show in Spring 2027

##### **Open Gardens 6th June 2026 11am to 3pm**

This year we have 12 open gardens and the Allotments.

##### **Twilight Birds Bats and Chats – 24th June Emerson Green Park 8.30pm to 10.30pm**

Organised by CAN and part of the Earthfest Programme, this will be a relaxed evening learning about bats and an opportunity to chat. There will be refreshments.

##### **Repair Café Meeting**

The inaugural meeting of people interested in supporting our Repair Café met on Tues 5th May. There were twelve of us representing a wide range of skills and expertise. Ideas coming from the meeting was to aim to start in Sept, and to hold a monthly Repair Café on second Saturday of the month from 10 am to 12 noon. The Council Offices are the best venue we have at present but may need to move to a larger venue if it is very successful. There will be a second meeting of this group soon to discuss more details such as insurance, disclaimers, admin etc.

#### c. External Bodies

##### **Avon & Somerset Constabulary**

The Clerk highlighted a report that the local PCSO's had sent to the Council. The PCSO's are very responsive to our needs especially addressing the antisocial behaviour in both Lyde and Emersons Green. PCSO Sam Norster will also be at Sainsbury's on Saturday 17<sup>th</sup> May 1:00 – 2:30pm to engage with the community and listen to their concerns. Noted that new speed

bumps are in the Sainsbury's car part to reduce cars using the car park as a racing track.

**Rachael Hunt – South Gloucestershire Councillor**  
Local Plan moving forward but will keep us updated.

## PLANNING & STRATEGY

**FC\_2026.026 Local Climate & Nature Action Plan**

**Resolved :** To adopt the Local Climate & Nature Action Plan brought forward by Open Spaces Committee, copies having been circulated.

**FC\_2026.027 Special Expenses Consultation.**

South Gloucestershire Council Special Expenses Consultation was considered, details having been circulated. Comments will continue to be brought forward with a view to council making a formal response to the consultation following its June meeting. Consultation closes 19<sup>th</sup> of June 2026.

**Minuted:** Cllr Rachael Hunt left the meeting.

**FC\_2026.028 Armed Forces Covenant**

**Resolved :** To confirm signing the Armed Forces Covenant, copies having been circulated. Mayor to attend the official signing ceremony taking place at Armed Forces Day on 20<sup>th</sup> June 2026.

**FC\_2026.029 Forward Plan.**

The Town Clerk reported on upcoming agenda items and projects.

## DATES & TIMINGS

**FC\_2026.030 Next Meeting.**

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

Thursday 18<sup>th</sup> of June 2026 at 1900hrs in the Emersons Green Town Council Chambers.

The business of this meeting was closed at 20:30