

Minutes of the Full Council Meeting

Held in The Council Chamber of Emersons Green Town Council

19:00hrs on Thursday 18th of June 2026

WELCOME AND INTRODUCTIONS

Present: Cllrs James Hunt (Mayor), Bobbie Sunderland (Deputy Mayor), Graham Hutter, Kelly Allen, Lynne Paraskeva, Tina Potter, Andy Cowie, Ashlea Etches, Simon Budd

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

Apologies: Cllrs Abi Cohen, Colin Hunt, Rachael Hunt and Tracy Cannard.

Absent: Cllrs Eli Akatwijuka and Daryl Hembrough

Public: One member of the public was in attendance.

Notes: The meeting began at 19:00hrs. 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_2026.031 Declaration of Interest – Localism Act 2011.
No declarations were made.

FC_2026.032 Public Participation.
No representations made.

COUNCIL ADMINISTRATION

FC_2026.033 Minutes.
Resolved: To approve the *Minutes of the Full Council held on the of 14th of May 2026*, copies having been circulated, as a correct record, and the minutes were signed by the Mayor.

FC_2026.034 Councillor Vacancies and Applications for Co-option
Resolved:

- a. To co-opt Catherine Lombardo.
- b. Acceptance of Office form was signed by the new councillor.
- c. Development of a recruitment model for Working Groups was deferred for further exploration to then be shared as best practice.

Resolved:

- d. To appoint Cllr Catherine Lombardo to Finance & Partnership Committee and Youth & Community Services Committee

FC_2026.035 Outstanding items.
No outstanding items reported.

FC_2026.036 Correspondence.

Town Clerk reported on the various elements of correspondence that have been received, and circulated accordingly, regarding the SGC Special Expenses Consultation which appears later on the agenda.

Town Clerk also reported that EGTC were invited to create a post card representing our town as part of the UK Town of Culture 2028 competition, which will be used to showcase the breadth and diversity of towns participating in the competition in a specially create digital museum. Shortlisted towns will now be announced by the end of July 2026.

OPERATIONS

FC_2026.037 Reports

To receive reports from:

a. Committees:

Finance & Partnership Committee

Cllr Andy Cowie reported on the Finance & Partnership Committee meeting on 18th June.

- Cllr Andy Cowie was appointed as Chair and Cllr Colin Hunt was appointed as Deputy Chair.
- Two grants were approved, one to EGBC for £500 to hold a community carol service and the second for £600.00 to Men In Sheds towards a quality benchtop Wood Thickness planer with helical Cutterhead.
- Two policies were adopted, one for Emersons Green Town Council Events & Activities Code of Conduct and the Data Protection Policy.
- The AGAR was recommended for approval to Full Council.

Planning Committee

Cllr Simon Budd reported on the Planning Meetings.

- Decision of the Taylor Wimpey build of 150 houses and a site visit held recently with the decision being made potentially before the Local Plan come s out. Cllr Tracy Cannard attended the site visit with Paul and Cllr Hunt. Cllr Cannard raised concerns about procedures not being followed and also no reasonable adjustments had been made under the Disability Legislation concerning moving the site visit due to road noise. Taylor Wimpey is on the agenda for the Special Planning Scrutiny Committee, and finally the bridge to yate is due to open. Mangotsfield residents have seen road repairs done on Northcote Road and Peach Road.

Personnel Committee

Cllr Tina Potter advised that no meetings had taken place, however Jo's appraisal had been successfully completed.

Youth Work Committee

Cllr James Hunt advised that there had been no meetings to report on, however Jo Bryant, Clerk provided the following update:

- Lyde Green Session is over subscribed and very well received and are also circling back to work with other agencies to address anti social behaviour is addressed as source.
- Shea is completing a Community Safety B-tech Level 5 degree which is coming into the fore.

- Changes in the programme due to the closure of the skate park, so there is an agreement with the village hall for the CHOW to park up and access to the hall so that the area can continue to be served.
- Pomphrey Hill is now on the agenda and services are being delivered every Wednesday. Rodway under investigation as kids don't want to return there after school.
- Shea is engaging with Staple Hill and Mangotsfield, Bromley Heath and Downend, and Pucklechurch Parish Councils where he has demonstrated our services and the CHOW and already has agreement with Bromley Heath and Downend to look at utilising the pavilion at the playing fields and Pucklechurch have now established a working group to work with Shea ensure appropriate service delivery. Due to no POC we cannot charge commercial rates for these services but we can be reimbursed for direct costs.
- Social Value Awards – Shea and Jo attended the awards in Basingstoke. However their names were up in lights but EGTC did not win the awards – but watch this space.

Open Spaces Committee

Cllr Bobbie Sunderland reported on the Open Spaces meeting on 4th June.

- Cllr Bobbie Sunderland was appointed as Chair and Cllr Kelly Allen was appointed as Deputy Chair.
- **Parish Memorial Space:** public consultation on draft plans for a memorial space to be developed opposite the new secondary school in Lyde have received significant amounts of negative feedback from residents. After discussion the Committee agreed not to go ahead and to drop plans for a memorial space in Lyde Green.
- **Special Expenses Consultation:** agreed the document to be submitted to S Glos.
- **Allotment Tenancy Agreement:** agreed to add a section to the tenancy agreement not allowing the use of postcrete or concrete within the plots. Also agreed to add that there will be no refunds for rent paid if a tenant gives up their plot during the year.
- **Community Allotment Plot:** consultation with local schools and pre-schools indicates that there is not enough interest in a community plot and that it would take a disproportionate amount of staff time to run and maintain. Therefore, agreed not to pursue this.
- **Consulting Allotment Tenants** agreed to consult with tenants about a water harvesting and vegetable wash station in the car park area. This is part of the Watermark programme.
- **Rodway Hill Parking:** considering introducing parking deterrent on roadside strip adjacent to Rodway and beyond the area currently used for parking. Consulting with S Glos about options.
- **Town Council Flagpole:** agreed not to seek planning permission for a second flagpole and to continue to manage with one flagpole.
- **Sustainable Urban Drainage in Emerson Green Park:** agreed to commission an independent review of the Emerson Green sustainable drainage system. The way this system is managed impacts flood risks and wildlife habitat. Under the future Special Expenses arrangements, EGTC is likely to have to take responsibility for its maintenance.

b. Working Groups

Climate & Nature was presented by Cllr Bobbie Sunderland:

- CAN met on 9th June. Bobbie Sunderland was elected as Chair and Kelly Allen as Deputy Chair. Welcomed Ashlea Etches to the group.
- **Photography Competition** closes 30th June- still time to enter!
- **Open Gardens** 6th June – 12 gardens and the allotments welcomed visitors. Despite torrential rain we had a steady stream of enthusiastic visitors.
- **Twilight Birds, Bats and Chats** June 24th 8.30pm to 10.30pm in Emersons Green Park near the Dinosaur Garden. This event is organised by CAN and is part of Earthfest.
- **Watermark Town** – we have received £2,000 in funding from Wessex. Visiting various schools and community buildings to scope potential rainwater harvesting systems. Working in conjunction with S Glos. So far Blackhorse School, Mangotsfield Secondary School and the Library have expressed interest.
- We are creating short videos about our own water collection systems at home to help inspire others.
- **Sustainable Fashion** – we have taken on the stock and equipment of the Chepstow Clothes swap. Exciting opportunity to develop our own approach to clothes swaps. Aiming to hold two a year and the next one will be in Sept.
- Aiming to hold a Fashion Show in February 2027
- **Repair Cafe** - already on agenda for main meeting.
- **Pomphrey Orchard** and Pruning workshop- aiming to hold a pruning workshop in January 2027. The aim is to combine teaching new skills with rescuing the orchard.

c. External Bodies

No updated from External Bodies.

GOVERNANCE

FC_2026.038 Annual Governance and Accountability Return 2025/26

Resolved:

That items a-j are all received and approved as presented:

- a. Annual Internal Audit Report 2025/26, confirm independence of the Internal Auditor, and acknowledge any recommendations made.
- b. Explanation of Restatement of Accounts for 2024/25.
- c. Annual Governance Statement 2025/26.
- d. Annual Accounting Statements 2025/26.
- e. Bank Reconciliations for year ended 31st March 2026 are accurate and agree with the AGAR presented.
- f. Explanation of significant variances.
- g. Reconciliation between box 7 and 8 2025/26
- h. Asset Register as of 31st March 2026.
- i. Confirm there are no Trust Funds held.
- j. Dates for the exercise of public rights (between Monday 22nd of June 2026 and Friday 31st of July 2026).

PLANNING & STRATEGY

FC_2026.039 Special Expenses Consultation.

Resolved: For the Clerk to send a comprehensive response on behalf of the Town Council capturing all the salient points presented and discussed.

FC_2026.040 Community Repair Café Program.

Resolved: An EGTC Community Repair Café Program to be established on the second Saturday of the month, starting in September 2026 at the Town Council offices, 10am to 12pm. Repairs are free, but people can offer a donation. EGTC to register with Repair Café International with a one-off donation of £49, allowing access to helpful materials as well as putting us on EGTC initiative on the map.

FC_2026.041 Forward Plan.

The Town Clerk reported on upcoming agenda items and projects.

DATES & TIMINGS

FC_2026.042 Next Meeting.

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

Thursday 16th of July 2026 at 19:00hrs in the Emersons Green Town Council Chambers.

The business of this meeting was closed at 20:05 hrs.