



Name:

Date:

Signed:

Minutes of the Full Council

Held in The Council Chamber of Emersons Green Town Council

19:00 hrs on 15th of October 2026

WELCOME AND INTRODUCTIONS

Present: Cllrs James Hunt (Mayor), Bobbie Sunderland, Abi Cohen, Graham Hutter, Colin Hunt, Kelly Allen, Eli Akatrwikuka, Andy Cowie, Daryl Hembrough, Lynne Paraskeva, Ashlea Etches and Rachael Hunt

Apologies: Cllrs Tina Potter, Tracy Cannard, Simon Budd, and Catherine Lombardo

In attendance: Joanne Bryant (Town Clerk)

FC_2026.063 Declaration of Interest – Localism Act 2011.
No declarations made.

FC_2026.064 Public Participation.
Two members of the public in attendance from Avon & Somerset Police.

COUNCIL ADMINISTRATION

FC_2026.065 Minutes.
Resolved: To approve the *Minutes of the Annual Meeting of Full Council held on the 17th of September 2026*, copies having been circulated, be approved as a correct record, and signed by the Mayor.

FC_2026.066 Outstanding items.
The Clerk shared the new CYN contract status.

FC_2026.067 Correspondence.
Official correspondence to the Council, copies having been circulated, noted regarding the cessation of the 2025 Drama Creative CYN contract.

FC_2026.068 Committee and Working Group Membership
Resolved: Committees changes to membership:

1. Eli Akatrwikuka steps down from Planning and Open Spaces
2. Tina Potter and Catherine Lombardo step down from Finance & Partnership
3. Simon Budd appointed to Personnel Committee
4. Ashlea Etches appointed to Finance & Partnership.

OPERATIONS

FS_2026.069 Notice of Conclusion 2025/26
The Notice of Conclusion of Audit issued by BDO LLP following completion of the external audit of the Council's Annual Governance and Accountability Return (AGAR) for the financial year ended 31 March 2026, copies having been circulated, was received and noted.

FC_2026.070 Reports

To note reports from:

a. Committees

1. Finance & Partnership Committee

Cllr Andy Cowie reported that:

Grants & Donations - A grant was approved for One Planet Matters for £2854.00 for equipment to support Friends of Black Horse Meadows, and donations received through CAN events were to be donated to as follows:

- Repair Café - £6.50
- Clothes Swap est £30-40 - St Peters Hospice (new Mangotsfield shop)
- Autumn Gathering est £100 be split 50/50 between Friends of Emersons Green Park and Friends of Black Horse Meadow

Van insurance was renewed with current provider – Ageas for an annual premium of £1254.06.

Christmas Hampers - to enable the Town Council to provide hampers to food bank, Bromford Housing Association and school food bank was approved for £1500.00.

Notice of Completion – External Audit has been signed off.

First draft of Budget and Special Expenses was presented to the committee and is still work in progress.

Policy & Finances

- A new Communications Policy was approved.
- Payments list was approved – total amount £49,513.77
- Review of Financial income and expenditure is good and on track with a couple of overspends and some underspend.

2. Open Spaces Committee

Cllr Bobbie Sunderland reported that:

Rainwater Harvesting at the Allotments - Reviewed quotes from suppliers of reconditioned IBCs. These can hold 1,000 litres of water. The aim is to encourage Allotment Tenants to collect more water from the roofs of their huts to mitigate against the drought conditions experienced this year and reduce cost to the Council of water from the troughs. Currently contacting Tenants to gauge if there is sufficient interest to justify doing a bulk order to be delivered to the Allotments. Tenants have been given until 31st of October to express interest.

Request from Pomphrey Hill to have a Town Council notice board on the site. Agreed in principle to this request. Seeking clarification from Pomphrey about position and quotes for a notice board.

Request from Paulos Circus to return in Spring 2027 was resolved to accept their request.

3. Youth & Community Services Committee

Cllr Abi Cohen reported that we now have 187 registered young people and over 1300 attendances with approximately 7 sessions per week currently undertaken. Popular activities include cooking, gaming, and circus skills amongst others.

EGTC Youth Club - Work is underway to scope and establish our own regular centre-based youth 'club', with Emersons Green Village Hall, where we will

create a welcoming and safe space for all, starting with décor and soft furnishing, which can be easily packed away.

Creative Youth Network - The new CYN contract is being worked on, along with the monitoring mechanism, to continue their open-access centre-based provision for another 12 months. Complaint acknowledged and responded to as mentioned previously in this meeting.

Neighbouring parish engagement: Downend engagement is a little slower at present with Pucklechurch extremely active very quickly. We have agreed for the CHOW to go to Downend Roundtable Firework Display on Friday 6th of November 2026 which should raise awareness of our service both in our own parish and the wider area.

Alcohol and Drugs Awareness: In response to anti-social behaviour in the area (particularly Lyde Green), we are working with Creative Youth Network to bring in Alcohol and Drugs Awareness staff from South Gloucestershire Council. The plan is to deliver a joint session and introduce some informal learning around drugs and alcohol, including the dangers of taking substances, getting involved with county lines and the impact that moving drugs around using e-bikes and other methods can have on young people. This is being developed in response to wider issues within the community, as well as some of the young people who are known to both organisations. The emphasis will be on creating an environment where young people can ask questions, have honest conversations, and understand the risks without feeling judged.

Community Engagement: looking to do 'Chill & Chat' sessions from November, taking Coffee Morning to other areas of the town. We have also allocated £2,500 budget (at the Town Clerks discretion) for other pop-up community activities and events specifically aimed at the older generation with day trips to be added to our programme.

Team development: The team will be adding to their first aid knowledge with additional training this month in addition to some ongoing youth work qualifications amongst the team and recruiting individuals to work on the centre-based programmes.

4. Planning Committee

Town Clerk advised there was little to report at present however the committee are expecting to hear more about the development north of Lyde Green with the Eco Village and associated plans in the near future.

5. Personnel Committee

Town Clerk reported that it was agreed to look at some additional youth workers to run the new open-access sessions, and that the town clerk and committee chair had recently caught up over general staff welfare, wellbeing, and development.

b. Working Groups

Climate and Nature Group

Cllr Bobbie Sunderland reported that Climate and Nature Group met on the 13th of October.

Clothes Swap was held on 19th September at EGVH – this was a very popular event with people queuing out of the door just before opening time. Thanks to Paul and Daryl for transporting the stock and equipment. We raised £44 for St Peter's Hospice.

Autumn Gathering and Photography and Art Exhibition - 4th Oct EGVH
Live music from Page Park Ukulele Band and a whole range of displays and activities including, spoon carving, apple pressing, zero waste cooking to mention a few. James presented prizes for the Photographic and Art competition. We raised £132 to be shared between Friends of Emersons Green Park and Friends of Blackhorse Meadows.

Repair Café 10th Oct EGTC Offices - this was the second Repair Café. We had more volunteers this time and a few less items to repair than at the launch. A very positive and friendly event.

Wetland Walk 13th October A group of us explored all the ponds and streams from the south end of Emersons Green Park up to the pond near Blackhorse School with Peter Coleman- Smith from the volunteer group that care for the Trym. Highlighted issues with the Sustainable Urban Drainage in Emersons Green Park and potential funding opportunities to work on Blackhorse Pond.

Forthcoming events

Peoples' Emergency Briefing – film screening at 7pm Wed 25th November at Resound

Bulb Planting – Friday 27th November 10am to 12 noon planting on land owned by Persimmon and recently cleared by Wessex Water for drainage work, just south of Emersons Green Park and alongside Church Farm Road.

c. External Bodies

1. Avon & Somerset Police

Team changes:

PCSO's Sam Norster and Danile Pop in attendance. PCSO Sam Norster reported on improved staffing levels within the team now focused on the area. The team cover a large area from Westerleigh and Tormarton down to Wick and Nimlet. This is predominantly rural but includes the urban areas of Emersons Green and Lyde Green. Team representative hope to be able to attend parish council meetings more regularly.

Community Engagement:

We are addressing reports of anti-social behaviour in the Thistle Close area of Lyde Green through targeted, intelligence-led patrols. Regular *Talk to Us* events continue at Sainsbury's, Emersons Green every four weeks, providing residents with an opportunity to discuss concerns with local officers. Additional sessions focusing on hate crime and knife crime awareness are also planned.

Officers regularly patrol around local schools to promote safety, tackle parking, and driving issues, and build positive relationships with young people and their families. We currently support 10 schools across the area and are available to attend schools and youth groups to discuss policing and community safety topics. Residents are encouraged to report suspicious activity directly to police via 101 or online reporting, as the police do not monitor community social media groups.

Rural and Community Safety:

Rural burglaries have reduced, but residents are encouraged to remain vigilant and keep properties, vehicles, and valuables secure. Stable owners should ensure tack and equipment are safely stored following recent break-ins.

Patrols on the Bristol to Bath Cycle Path have been increased following recent incidents, with further enforcement planned to tackle the use of illegal scooters and improve safety for users.

Business Engagement:

Anti-social behaviour at Emersons Green Retail Park has reduced following enforcement action, including banning notices for persistent offenders. Work is also underway with the site owners to tackle car meets and racing, with speed humps and ANPR systems being introduced to deter anti-social driving.

Local Priorities:

Disrupting prolific and high-impact shoplifting offenders

Neighbourhood officers will focus on identifying and targeting prolific shoplifters who are having the greatest impact on the community within Emersons Green Retail Park.

Addressing anti-social behaviour at Emerson Green and Lyde Green

There has been an increase in anti-social behaviour from youths in the Emersons Green retail park and Lyde Green. Working alongside local businesses, we are seeking to identify the youths involved and start anti-social behaviour proceedings to address their behaviour.

Investigating rural burglaries

We will assist in the investigation of rural burglaries by carrying out local enquiries, collating CCTV evidence and being available to offer support and reassurance to those impacted.

2. South Gloucestershire Council

Cllr Rachael Hunt reported for SGC that the Local Plan Examination in Public has been completed, so we await the next steps. Whilst it technically does not apply to us, SGC have reopened their Creative High Street Funds scheme and there may be some initiatives particularly in Open Spaces, or with Downend as we work more closely together, that may qualify.

3. ALCA

The Town Clerk reported that the ALCA AGM is scheduled to take place on Saturday 5th December 2026, where ALCA will present their intention to become an incorporation. Two representatives of Emersons Green Town Council will be able to vote, but anyone can attend. The Town Clerk will hold one of the voting positions.

PLANNING & STRATEGY

FC_2026.071 Mangotsfield Remembrance

Resolved: To approve the acquisition of two wreaths for 2026 Remembrance, and for future wreaths to be acquired under delegated authorities by the Town Clerk.

FC_2026.072 Forward Plan.

The Town Clerk reported on upcoming agenda items and projects.

DATES & TIMINGS

FC_2026.073 Next Meeting.

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

Thursday 19th of November 2026 at 1900hrs in the Emersons Green Town Council Chambers.

The meeting was closed at 19:45hrs.