



EMERSONS GREEN  
TOWN COUNCIL

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

12th July 2022

To Councillors: Simon Budd, Colin Hunt, Rachael Hunt, Caroline Johnson, Patricia Morgan,  
Richard Nichols and David Somers

Dear Councillor,

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 18th July 2022 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.

Yours faithfully,

*Donna Simmons*

**Donna Simmons**  
Clerk's Assistant

# Emerson's Green Town Council Meetings

## Guidance Notes

### Recording of Council Meetings

To comply with The Openness of Local Government Bodies Regulations 2014, all of 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 item 5. 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, Emerson's 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, 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 it 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**

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.

**PL\_2022.24 To welcome members of the public and introduce all Councillors and guest speakers.**

The Chair, or a delegated officer, will be asked to describe the emergency procedures and make any necessary safety announcements.

**PL\_2022.25 Declaration of Interests under the Localism Act 2011.**

**PL\_2022.26 To receive representations from the press and public.**

Members of the press and public will be given the opportunity to ask questions of the committee for a maximum of five minutes per person.

**PL\_2022.27 To approve the minutes of 04<sup>th</sup> July 2022 meeting.**

The Chair will be asked to sign the minutes.

**PL\_2022.28 To discuss any outstanding items from the previous minutes.**

**PL\_2022.29 Planning Applications.**

- a) P22/03561/HH – 32 Bissex Mead Emersons Green (Conversion of integrated garage into additional living accommodation).
- b) P22/03571/HH – 16 Fouracre Crescent Downend. Adjoining parish application (Erection of single storey side and rear extensions to form additional living accommodation).
- c) P22/03613/HH – 49 Jubilee Crescent Mangotsfield (Erection of two storey side extension and single storey rear to form additional living accommodation).
- d) P22/03662/F – Land to rear of 27 Fouracre Avenue Downend. Adjoining parish application (Demolition of existing storage building and garage to form new access and erection of 1no. new dwelling with associated works, (resubmission of P21/07519/F).
- e) P22/03682/HH – 26 Emerson Way Emersons Green (Demolition of existing rear conservatory. Erection of single storey rear extension to form additional living accommodation).
- f) P22/03753/RVC – 266A Badminton Road Downend (Variation of condition 5 to amend the parking layout attached to permission PK11/1473/F. Erection of 1 no. detached dwelling with new vehicular and pedestrian access and associated works).

**PL\_2022.30 Planning Decisions for noting.**

- a) P22/01789/HH – 193 Colliers Break Emersons Green (Installation of 1 no. rear dormer to facilitate loft conversion) – PERMIT (The Town Council did not Object).
- b) P22/02631/HH – 32 Springfield Avenue Mangotsfield (Erection of a single storey side and rear extension to form additional living accommodation) – PERMIT (The Town Council did not comment).
- c) P22/02721/HH – 77 Adderly Gate Emersons Green (Erection of a single storey detached garage) – PERMIT (The Town Council did not Object).
- d) P22/03178/HH – 98 Bye Mead Emersons Green (Erection of a single storey rear extension to form additional living accommodation) – PERMIT (The Town Council did not Object).
- e) P22/03186/HH – 100 Bye Mead Emersons Green (Erection of a single storey rear extension to form additional living accommodation) – PERMIT (The Town Council did not Object).

**PL\_2022.31 Correspondence.  
None**

**PL\_2022.32 Items to report (no decisions can be made at this time)**

**PL\_2022.33 Date of next meeting Monday 01<sup>st</sup> August 2022 at 10.30am**