

Friday 27th February 2026

To Councillors: Maggie Tyrrell (Chair), Helen Ball, Fiona Deas, Gil Gilroy, Chris Davies, Jayne Stansfield

Please take notice that a meeting of the **Planning Committee** of Thornbury Town Council will be held in the **Council Chamber of the Town Hall on Thursday 16 April 2026 at 7.30pm.**

Committee members are hereby **summoned** to attend the above meeting for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder.



Hannah Bowden, Chief Executive

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime & Disorder, Health & Safety, Human Rights and the need to conserve biodiversity.

Public participation: Please note that this meeting is open to the public. Please take note of the guidance notes for public participation [provided](#).

Emergency Evacuation procedure: Please familiarise yourself with the emergency evacuation procedure on display in the Council Chamber and acquaint yourself with the nearest emergency exit. The assembly point, in the event of any evacuation, is the area between the Town Hall and Costa.
If you would not be physically able to use the stairs in the event of a fire, please inform us of your intention to attend this meeting no later than 9.00am on the Monday before, so that appropriate arrangements can be made.

AGENDA

1. To receive any apologies for absence
2. To receive any members declarations of interest
3. To receive any representations from the public
4. To approve the minutes of the Planning Committee meeting of 22 January 2026
5. To note the following comments made under delegated authority and submitted on the following dates:
6. To consider the schedule of planning and licensing applications
7. To note the schedule of planning and licensing application decisions made by South Gloucestershire Council
8. To receive minutes from the Town Centre Partnership meeting held on the 10th December 2025

9. To review the Terms of Reference for recommendation to Full Council
10. To review the proposed meeting dates for the 2026-27 civic year for recommendation to Full Council
11. To note that the deadline for submission of items to the Chief Executive for inclusion in the next agenda is 9am Tuesday 12th May 2026
12. Date of the next meeting: 7.30pm on Thursday 21st May 2026, to be held at the Town Hall

MEMBERS OF THE PUBLIC PLEASE NOTE: Some Planning Application comments and consultation responses are submitted outside of Planning Committee meetings by the Clerk under authority delegated in the Standing Orders. Details of Town Council comments submitted under delegated authority are published at the bottom of the 'Transparency' page on our website: <https://www.thornburytowncouncil.gov.uk/transparency/>

**Minutes of the Meeting of the Planning Committee
held on Thursday 22 January 2026 at Council Chamber, Town Hall at 7:30pm**

Members Present: Cllr Maggie Tyrrell (Chair)
Cllr Jayne Stansfield
Cllr Chris Davies
Cllr Fiona Deas

Officers Present: Hannah Bowden (Chief Executive Officer)
Administration Officer (Minutes)

Members Absent: Cllr Gil Gilroy
Cllr Helen Ball

There were no members of the public in attendance

PC2526.28 TO RECEIVE ANY APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs Helen Ball and Gil Gilroy.

PC2526.29 TO RECEIVE ANY MEMBERS DECLARATIONS OF INTEREST

There were no members' declarations of interest.

PC2526.30 TO RECEIVE ANY REPRESENTATIONS FROM THE PUBLIC

There were no members of the public present.

PC2526.31 TO APPROVE THE MINUTES OF THE PLANNING COMMITTEE MEETING OF 23 September 2025

It was **RESOLVED** unanimously to approve the minutes of the Planning Committee meeting of 23 September 2025 as an accurate record, and the minutes were signed by the Chair.

PC2526.32 TO NOTE AND RATIFY PLANNING APPLICATION COMMENTS MADE UNDER DELEGATED AUTHORITY AND SUBMITTED ON THE FOLLOWING DATES:

- PC2526.32.1 - 14 October 2025**
- PC2526.32.2 - 3 November 2025**
- PC2526.32.3 - 19 November 2025**
- PC2526.32.4 - 19 December 2025**

It was **RESOLVED** unanimously to ratify comments regarding planning applications considered and submitted under delegated authority.

PC2526.33 TO CONSIDER THE SCHEDULE OF PLANNING AND LICENSING APPLICATIONS AND SUBMIT REPSONSES

It was **RESOLVED** unanimously to submit comments to South Glos Council on the planning and licensing applications, as detailed in the attached schedule.

PC2526.34 TO NOTE THE SCHEDULE OF PLANNING AND LICENCE APPLICATION DECISIONS MADE BY SOUTH GLOUCESTERSHIRE COUNCIL

The schedule of planning and licencing decisions made by South Gloucestershire Council was noted.

PC2526.35 TO RECEIVE NOTICE OF WORKS FOR PROPOSED COMMUNICATIONS INSTALLATION

The works for the proposed communications installation were noted.

PC2526.36 TO RECEIVE MINUTES FROM THE TOWN CENTRE PARTNERSHIP MEEETING ON 17.09.2025

The minutes from the Town Centre Partnership meeting of the 17 September were received.

PC2526.37 TO RECEIVE UPDATE ON POLICE ENGAGEMENT SESSIONS

The Chief Executive provided an update on police engagement sessions. Session details are available on the police website. The Chief Executive was asked to establish attendance figures. The Town Council expressed support for the Police in building community relations within Thornbury.

PC2526.38 TO NOTE THAT THE DEADLINE FOR SUBMISSION OF ITEMS TO THE CHIEF EXECUTIVE FOR INCLUSION IN THE NEXT AGENDA IS 9AM ON TUESDAY 24 FEBRUARY 2026.

It was noted that the deadline for submission of items to the Chief Executive for inclusion in the next agenda is Tuesday 24 February 2026.

PC2526.39 DATE OF THE NEXT MEETING: 7:30PM ON THURSDAY 5th MARCH 2026, TO BE HELD AT THE TOWN HALL

The date of the next meeting was noted to be 7:30pm on Thursday 5th March 2026 at the Town Hall.

[Meeting closed: 20:34]

THORNBURY TOWN COUNCIL

PLANNING APPLICATIONS considered at the Planning Committee meeting on 22.01.26

DATE	REF NO	LOCATION	PROPOSAL	COMMENT
17.12.25	P125/02805/F	3-5 Horseshoe Lane Thornbury South Gloucestershire BS35 2AZ	Erection of replacement plant and associated works.	No objection
17.12.25	P25/02127/F	Land North of Milbury Heath Road Buckover South Gloucestershire	Installation of hardstanding to form carpark and outdoor garden centre sales area (Retrospective).	No objection
18.12.25	P25/02865/PNMD	Unit 3 Crossways Business Park Crossways Lane Thornbury South Gloucestershire	Prior notification for the change of use of building from commercial (Class E) to 1 no. dwellings (Class C3) as defined in the Town and Country Planning (Use Classes) Order 1987 as amended.	No Objection
22.12.25	LI25/9006/PREMIS	Units 1 To 3 The Courtyard High Street Thornbury South	The Yard at No.8 is a bakery, pizzeria and bar. It will operate within both buildings, and across all of the outside space	OOM – No objection

		Gloucestershire BS35 2AQ		
24.12.25	P25/02719/F	Land At Morton Farm Old Gloucester Road Thornbury South Gloucestershire BS35 3UF	Extension of hardstanding and change of use of land and building from agriculture to storage and distribution and manufacture of timber products (Use Classes B2 and B8) together with ancillary sales, formation of parking and associated works. (Retrospective)	Objection The Town Council supports the comments of the Conservation Officer. The proposed industrialisation and commercialisation of the site would be out of keeping with the character of the area, which is not designated or designed for commercial use. The proposal would also have a harmful and unacceptable impact on the setting of nearby listed buildings.
24.12.25	P25/02721/F	Land At Morton Farm Old Gloucester Road Thornbury South Gloucestershire BS35 3UF	Change of use of agricultural 'building 04' to general industry/ storage and distribution (Use Classes B2 and B8). Extension to east elevation of 'building 03' (use Class B2/B8) extension to hardstanding, formation of bund, additional parking area and other works in association with the uses permitted under PT15/3803/F. (Retrospective)	Objection The Town Council supports the comments of the Conservation Officer. The proposed industrialisation and commercialisation of the site would be out of keeping with the character of the area, which is not designated or designed for commercial use.

24.12.25	P25/02727/F	Land At Morton Farm Old Gloucester Road Thornbury South Gloucestershire BS35 3UF	Change of use of land from agriculture to storage and distribution (Use Class B8) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended). Extension of hardstanding, erection of fences and gates (retrospective)	Objection The Town Council supports the comments of the Conservation Officer. The proposed industrialisation and commercialisation of the site would be out of keeping with the character of the area, which is not designated for commercial use. The extension of hardstanding to accommodate large vehicles, undertaken without planning permission, is regrettable and contributes to the adverse impact on the rural landscape
24.12.25	P25/02915/HH	3 Waterford Close Thornbury South Gloucestershire BS35 2HS	Erection of single storey rear extension and front porch. Installation of render.	No Objection
05.01.26	P26/00007/TRE	11 Warwick Place Thornbury South Gloucestershire BS35 1EZ	Works to 1.no Walnut tree to Pollard back to previous points covered by Tree Preservation Order TPO 39 dated 14th December 1971.	No objection The Town Council raises no objection to the proposal, subject to the comments and approval of the Tree Officer.
05.01.26	DOC26/00005	Unit 3 Mead Court Cooper Road	Discharge of condition 4 (Cycle Parking) attached to Planning Permission P25/00679/F. Change of use from General/Industrial (Class B1 and B8) to	No objection

		Thornbury South Gloucestershire BS35 3UW	Healthcare services, Office and Recreational and Fitness use (Class E) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended).	
06.01.26	LI26/0146/STS	Cooper Road Thornbury South Gloucestershire BS35 3UW	Renewal, Street Trader Static	No objection
08.01.26	P25/02752/F	Verge At Vattingstone Lane Opposite Quarry Road Alveston	Erection of 1 no. micro battery energy storage system with associated works.	Object Thornbury Town Council objects to this proposal on the grounds that it would compromise the intended development of the site as set out in the new Local Plan. While the Town Council recognises the potential value of micro battery energy storage systems in principle, it considers that the proposal, as currently presented, is not sufficiently sympathetic to its surroundings. The Council would only support such development if appropriate visual mitigation were secured, including the provision of suitable landscaping and screening, in order to soften its appearance and ensure the development is more in keeping with the character and setting of the area.
12.01.26	P26/00048/TCA	South Gloucester Recovery Team 26 Gloucester Road Thornbury South	Works to pollard 1.no Sycamore Tree by 2.5m. Works to crown reduce 1.no Eucalyptus Tree to by 3.5m. Trees	No objection

		Gloucestershire BS35 1DG	situated within the Almondsbury Conservation Area.	The Town Council raises no objection to the proposal, subject to the comments and approval of the Tree Officer.
12.01.26	P25/02677/O	Land West Of Spring Farm Morton Street Thornbury South Gloucestershire BS35 1LB	Outline planning application for the demolition of existing buildings/structures and severable, phased development of up to 350 dwellings including potential for later living/care accommodation (Use Classes C2 and C3), a flexible community hub (non-residential uses to include Use Classes E and F2), publicly accessible open space, land to deliver renewable energy generation, landscaping and biodiversity enhancements, and associated infrastructure and engineering works including footpaths/cycleways and SUDs. All matters reserved except for access from Oldbury Lane.	<p>Object</p> <p>The Town Council objects to the proposed increase in the number of dwellings on this lane, which has already been subject to a high level of development. The existing deficit in infrastructure within the town and the surrounding area must be addressed before further development is permitted.</p> <p>The proposal would lead to increased traffic volumes on a narrow lane that is not designed to accommodate heavy traffic flows, even with the proposed signalisation of the road junction. In addition, the site access at Morton Street is located on a blind bend, raising significant highway safety concerns that would need to be robustly addressed.</p> <p>The capacity of Junction 14 of the M5 should also be reviewed considering this development, as there are serious concerns that it would be unable to accommodate the additional traffic generated.</p> <p>The Thornbury Neighbourhood Plan does not support development outside the defined local development boundary, and the proposal is therefore contrary to the adopted neighbourhood planning policy.</p>

				<p>The proposed development would have a detrimental impact on nearby listed buildings, harming their setting and historic significance.</p> <p>There is a lack of public transport provision and the statements regarding T1 bus route are considered spurious. There is no legal obligation for the developer to extend the T1 bus service into the proposed development, and any diversion of the route would invalidate the assumptions made regarding journey times.</p>
15.01.26	LI26/0364/STM	All areas of South Gloucestershire	New Mobile Street Trader	No objection
16.01.26	P26/00062/CL	11 Maize Close Thornbury South Gloucestershire BS35 1BQ	Erection of single storey rear extension.	No objection
APPLICATIONS RECEIVED AFTER PAPERS WENT OUT				
19.01.26	P26/00108/TCA	Tyndale House Sheiling School Park Road Thornbury South Gloucestershire	Gloucestershire Works to fell 6 no. Leylandi and 1no. Ash Tree situated within Thornbury Conservation Area.	<p>No objection</p> <p>The Town Council raises no objection to the proposal, subject to the comments and approval of the Tree Officer.</p>

19.01.26	Road closure order PT.8648	High Street – that length which extends from its junction with Castle Court to its junction with Chapel Street	<p>The road is to be closed for the holding of the Thornbury High Street Craft Fair and Family Fun Days and any queries regarding the proposed order should, in the first instance, be addressed to this Department.</p> <ul style="list-style-type: none"> • Saturday 4 April • Saturday 18 April • Saturday 2 May • Saturday 16 May • Saturday 6 June • Saturday 20 June • Saturday 4 July • Saturday 18 July • Saturday 1 August • Saturday 15 August • Saturday 5 September • Saturday 19 September • Saturday 3 October • Saturday 17 October • Saturday 7 November • Saturday 21 November • Saturday 5 December • Saturday 19 December <p>The times of the closures are: 08:00 to 18:00 hours</p>	<p>Support</p> <p>Thornbury Town Council supports this application.</p>
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THORNBURY TOWN COUNCIL

PLANNING APPLICATIONS considered at the Planning Committee meeting on 05.03.26

DATE	REF NO	LOCATION	PROPOSAL	COMMENT
27.01.26	P26/00158/HH	33 Waterford Close Thornbury South Gloucestershire BS35 2HU	Erection of two storey rear and single storey side extension to form additional living accommodation.	
28.01.26	P26/00129/F	High Point Cutts Heath Road Buckover South Gloucestershire	Erection of single storey extension to facilitate conversion of existing residential outbuilding into 1no. dwelling and associated works.	
29.01.26	P26/00058/RM	Land West Of Park Farm Butt Lane Thornbury Bristol South Gloucestershire BS35 1RA	Erection of 386no dwellings and a local centre (Use Classes E and F1). Approval of reserved matters for Phases 2a and 3 with appearance, landscaping, layout and scale to be determined: to be read in conjunction with PT18/6450/O (approved under appeal ref APP/P0119/W/21/3288019)), as well as 25no custom build plots. Discharge of conditions 6 (phase details), 10 (electric vehicle charging scheme), 21 (energy statement), 25 (noise assessment), and 32 (lighting design strategy) attached to appeal decision APP/P0119/W/21/3288019.	

29.01.26	P26/00146/ADV	Coop Food Thornbury 9 High Street Thornbury South Gloucestershire	Display of 1no. non-illuminated surround sign and 1no. internally illuminated logo panel on new ATM	
29.01.26	P26/00161/F	Coop Food Thornbury 9 High Street Thornbury South Gloucestershire	Installation of ATM to shopfront.	
30.01.26	P26/00181/F	Land At Cleve Wood Farm Grovesend Road Thornbury South Gloucestershire BS35 3TS	Erection of 1no self build dwelling with associated works	
03.02.26	P26/00202/TRE	10 Stokefield Mews Thornbury South Gloucestershire BS35 1BW	1BW Works to 1no. Sycamore to crown reduce by 7-10m in height and 5-8m in width covered by SGTPO1/15 dated 8th June 2015.	
03.02.26	P26/00135/RM	Land West Of Park Farm Thornbury South Gloucestershire	Land West Of Park Farm Thornbury South Gloucestershire Erection of 5 no. custom build dwellings with appearance, landscaping, layout, and scale to be determined. (Approval of Reserved Matters to be read in conjunction with outline permission PT18/6450/O).	
06.02.26	P25/01369/O	Land At Vattingstone Lane Alveston South Gloucestershire	Erection of up to 132no. dwellings, including associated open space, landscaping and heritage corridor, creation of new vehicular access off Vattingstone Lane, provision of new pedestrian and cyclist links, surface	

			water drainage infrastructure, and associated works (outline) with access to be determined, and all other matters reserved.	
09.02.26	P26/00195/HH	4 Ladden Court Thornbury South Gloucestershire BS35 2DQ	Erection of single storey side extension to provide additional living accommodation.	
09.02.26	P26/00272/HH	27 Tilting Road Thornbury South Gloucestershire BS35 1ES	Erection of two storey side extension to form additional living accommodation.	
11.02.26	P26/00277/ADV	Thornbury United Reformed Church Chapel Street Thornbury South Gloucestershire BS35 2BJ	Display of 1no. banner.	
16.02.26	P26/00295/F	Marlwood School Vattingstone Lane Alveston South Gloucestershire BS35 3LA	Demolition of vacant buildings and replacement with hard and soft landscaping works.	
17.02.26	DOC26/00061	West Park House Midland Way Thornbury South Gloucestershire BS35 2NT	Discharge of conditions 6 (Servicing Management Plan), 8 (Travel Plan), 14 (Soft Landscaping), 17 (External Lighting), 18 (LEMP) and 20 (Public Art) attached to Planning Permission P23/02925/F. Demolition of existing Class E building, and erection of a	

			foodstore (Class E), with 95no. car parking spaces, access, servicing and landscaping.	
18.02.26	P26/00354/HH	6 Orchard Avenue Thornbury South Gloucestershire BS35 2LZ	Conversion of car port to garage.	
24.02.26	P25/02677/O	Land North Of Oldbury Lane Thornbury South Gloucestershire BS35 1LB	Notification of site visit letter. Outline planning application for the demolition of existing buildings/structures and severable, phased development of up to 350 dwellings including potential for later living/care accommodation (Use Classes C2 and C3), a flexible community hub (non-residential uses to include Use Classes E and F2), publicly accessible open space, land to deliver renewable energy generation, landscaping and biodiversity enhancements, and associated infrastructure and engineering works including footpaths/cycleways and SUDs. All matters reserved except for access from Oldbury Lane.	
25.02.26	P26/00391/HH	46 Gloucester Road Thornbury South Gloucestershire BS35 1JQ	Erection of single storey rear extension to form additional living accommodation.	

26.02.26	P26/00304/CLP	28 Barley Fields Thornbury South Gloucestershire BS35 1AJ	Installation of 5no. roof lights to facilitate the conversion of the loft.	
APPLICATIONS RECEIVED AFTER PAPERS WENT OUT				

THORNBURY TOWN COUNCIL

PLANNING DECISIONS noted at the Planning Committee meeting on 05.03.26

REF NO	LOCATION	PROPOSAL	TTC COMMENT	PLANNING DECISION
P25/02802/HH	9 Hillbrook Road Thornbury South Gloucestershire BS35 2EZ	Demolition of existing conservatory. Conversion of existing garage. Erection of single storey rear extension to form additional living accommodation.	No objection	Approve with conditions
P25/02865/PNMD	Unit 3 Crossways Business Park Crossways Lane Thornbury South Gloucestershire	South Gloucestershire Prior notification for the change of use of building from commercial (Class E) to 1no. dwellings (Class C3) as defined in the Town and Country Planning (Use Classes) Order 1987 as amended.	No objection	Prior Approval Granted with Conditions
P26/00007/TRE	11 Warwick Place Thornbury South Gloucestershire BS35 1EZ	Works to 1.no Walnut tree to Pollard back to previous points covered by Tree Preservation Order TPO 39 dated 14 th December 1971	No objection The Town Council raises no objection to the proposal, subject to the comments and approval of the Tree Officer.	Approve with conditions
P25/01940/HH	2 Homefield Thornbury South Gloucestershire BS35 2EW	Erection of concrete block retaining wall to include a temporary 1.1m high fence on top to be kept for the temporary period of 6 months (part retrospective)	No objection. Consider Thornbury Neighbourhood Plan when determining application.	Approve with conditions

P25/02805/F	3-5 Horseshoe Lane Thornbury South Gloucestershire BS35 2AZ	Erection of replacement plant and associated works.	No objection	Approve with conditions
DOC26/00005	Unit 3 Mead Court Cooper Road Thornbury South Gloucestershire BS35 3UW	Discharge of condition 4 (Cycle Parking) attached to Planning Permission P25/00679/F. Change of use from General/Industrial (Class B1 and B8) to Healthcare services, Office and Recreational and Fitness use (Class E) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended).	No objection	Discharge of conditions decided.
P25/02785/HH	7 Elmdale Crescent Thornbury South Gloucestershire BS35 2JH	Erection of single storey rear extension to form additional living accommodation.	No objection	Approve with conditions
P25/02915/HH	3 Waterford Close Thornbury South Gloucestershire BS35 2HS	Erection of single storey rear extension and front porch. Installation of render.	No objection	Approve with conditions
LI25/9006/PREMIS	The Yard Units 1 To 3 The Courtyard High Street Thornbury South Gloucestershire BS35 2AQ	APPLICATION FOR A NEW PREMISES LICENCE	No objection	Granted
P26/00048/TCA	South Gloucester Recovery Team 26 Gloucester Road Thornbury South Gloucestershire BS35 1DG	Works to pollard 1.no Sycamore Tree by 2.5m. Works to crown raise 1.no Eucalyptus Tree to 3.5m. Trees situated within the Almondsbury Conservation Area	No objection. The Town Council raises no objection to the proposal, subject to the comments and approval of the Tree Officer.	No objection

P25/02199/HH	Pound Cottage Church Road Thornbury South Gloucestershire BS35 1HJ	Erection of 1no. double garage and home office.	Object. Inappropriate design within this sensitive historic area in close proximity to Grade 1 and 2 listed buildings. Support the conclusions of the conservation officer.	Approve with conditions
P26/00108/TCA	Tyndale House Sheiling School Park Road Thornbury South Gloucestershire	Works to fell 6 no. Leylandi and 1no. Ash Tree situated within Thornbury Conservation Area.	No objection The Town Council raises no objection to the proposal, subject to the comments and approval of the Tree Officer	No objection
P26/00062/CLP	11 Maize Close Thornbury South Gloucestershire BS35 1BQ	Erection of single storey rear extension.	No objection	Approve certificate of Lawfulness.

Minutes of the Town Centre Partnership Meeting

Wednesday, 10th December 2025

Present: Cllr Helen Ball (Thornbury Town Council)
Cllr Chris Davies (Thornbury Town Council and South Gloucestershire Council)
Cllr Maggie Tyrrell (Thornbury Town Council and South Gloucestershire Council)
Cllr Chris Bloor (Thornbury Town Council)
Isabella Osilaja (South Gloucestershire Council)
Sandra Davies (Love Thornbury)
Marc Maddox (Avon and Somerset Police)
Ben Jones Hill (Avon and Somerset Police)
Thornbury Town Council Administration Officer (minute taking)

1. Apologies

Apologies for absence had been received from Alan Cole (St Mary's Centre and Thornbury Chamber of Commerce), Alice Jennings (South Gloucestershire Council), James Murray (Thornbury Town Council) and Jayne Stansfield (Thornbury Town Council and South Gloucestershire Council).

2. Notes from meeting on 17th September 2025

The notes from the meeting on the 17th September 2025 were received.

3. Report back on action points

- ***Parking Charges – an update from Chamber of Commerce***

The consensus from the Chamber of Commerce is that parking charges are definitely having a negative impact on trade. This is not helped by the roadworks along the A38 resulting in a quieter town.

- ***Parking Charges and an update from South Gloucestershire Council***

A 6-month review has been carried out on parking charges and once collated, will be shared with other parties. Feedback is still being collected from businesses.

The roadworks at the top of Alveston Hill will be completed by Christmas and the hill will open to traffic for the Christmas period from the 24th December 2025 until the 5th January 2026. In January, there will be some overnight closures for resurfacing works but the one-way traffic system will continue until February.

- ***Town Entry Signs***

South Gloucestershire Council does not have a standard design for town entry signage. Therefore, any new signs the group wishes to pursue will need to be independently designed and funded.

- ***Bunting***

Bunting cannot be hung across the High Street. As there is limited interest in installing bunting unless it can span the High Street, it was agreed that there is no benefit in pursuing this further.

- ***Promoting Thornbury Initiative***

St Mary's Centre, the Chamber of Commerce and Thornbury Town Council have expressed support in principle for a promotional campaign to advertise Thornbury,

including potential bus-side advertising and possible 'Visit Thornbury' advertisements in local newspapers in surrounding areas. The group suggested the Easter break in early April as a possible trial period for these initiatives.

There was a discussion regarding coaches bringing football supporters and day trippers into Thornbury, and the current lack of a designated coach stop. The Communications Officer at Thornbury Town Council has been advised that visiting coaches may drop passengers in the High Street and then park at the Leisure Centre, which helps to facilitate easier access for visitors.

4. Organisation Updates:

- ***Chamber of Commerce and St Mary's Centre***

An update had been circulated.

- ***Love Thornbury***

Several events are in the pipeline for next year starting with a Vintage Car Fare (with a twist) in April, PRIDE in June and Bring the Seaside to Thornbury in August. Volunteers are much needed and recruitment will begin after Christmas. Thornbury Town Council are welcome to have a gazebo up at these events.

- ***Avon and Somerset Police***

Overall Thornbury is still a lovely community with low crime rates compared to other areas in Bristol and South Gloucestershire. Police are doing what they can with limited resources. There has been a restructuring of police boundaries, and the Thornbury area has been aligned with South Gloucestershire resulting in police predominantly coming from Emersons Green rather than Patchway.

- ***South Gloucestershire Council - Members***

Funding for high street Christmas events is available until the 31st December 2025 from South Gloucestershire Council.

- ***South Gloucestershire Council – Officers***

Officers reported that the Fossway at Oldbury is becoming increasingly problematic due to the road collapsing, and repairs are expected to be costly. This is likely to have an impact on budgets in other areas.

By September Thornbury should have a Local Neighbourhood Plan and will have more control over planning in the area.

- ***Thornbury Town Council***

A Walking Festival is being held in February 2026 with tickets available from January.

5. Any Other Business

There was no other business.

6. Date of Next Meeting

The date of the next meeting is on Wednesday, 18th March 2026 at 2.00 pm.

TERMS OF REFERENCE - PLANNING COMMITTEE

These terms of reference should be read in conjunction with Thornbury Town Council Standing Orders.

1. COMPOSITION

- 1.1 The Committee shall consist of a minimum of 6 Councillors.
- 1.2 The Town Mayor (ex officio) and the Deputy Town Mayor (ex officio) shall be given first opportunity of membership, which they may decline.
- 1.3 Councillors who are not members of the Committee may attend the meeting, but they may not vote on a decision.

2. CHAIR

- 2.1 The Committee Chair will be elected at the Annual Meeting of the full Council.
- 2.2 The Chair's period of office is for one year.
- 2.3 The Committee shall elect a Vice-Chair at the first meeting after the Annual Town Council Meeting. The Vice-Chair's period of office is for one year.
- 2.4 The Chair, if present shall Chair the Committee meeting.
- 2.5 In the absence of the Chair and Vice-Chair a vote of committee members will appoint a Chair for that meeting.
- 2.6 If not previously trained, Councillors serving as Chair will be required to attend relevant training within six months of appointment

3. QUORUM

- 3.1 The Committee shall be subject to a quorum of 4 or one third of its membership whichever is greater.

4. CONDUCT OF THE MEETING

- 4.1 All meetings of the Committee shall be convened in accordance with Thornbury Town Council Standing Orders and current legislation.

5. AREA OF OPERATIONS

The Committee shall be responsible for the following Town Council functions:

- 5.1 Reviewing Planning applications within the town boundary.
- 5.2 Reviewing and responding to planning relevant applications submitted to the Town Council for comment by South Gloucestershire Council that relate to out-of-boundary applications, where there is considered to be impact on the town. This may include, for example, impact on infrastructure or services. 'No comment' submission will be provided where no impact on the town of Thornbury is expected.
- 5.3 Reviewing transport issues connected to the town.
- 5.4 Considering and responding to consultations relating to development the town area.

- 5.5 To receive minutes and reports from the Town Centre Partnership
- 5.6 To consider and comment on plans affecting the town's future development.
- 5.7 To consider and progress any workstreams resulting from the Neighbourhood Plan

6. POWERS AND RESPONSIBILITIES

- 6.1 Making recommendations to Council on any investigation or review into any of the areas of responsibility.
- 6.2 To undertake all powers and duties of the Council in respect of Neighbourhood Planning and Development under the Localism Act.
- 6.3 To make representations to the Local Planning Authority on applications for planning permission which have been notified in accordance with the relevant legislation.
- 6.4 To consider applications relating to trees and tree preservation orders and convey comments to the Planning Authority.
- 6.5 To make suggestions as requested in respect of Street naming.
- 6.6 To act as consultee and make representations as required in respect of all matters relating to roads and highways including road signs, street furniture, car parking, street lighting, traffic management, traffic regulations and bus services.
- 6.7 To act as consultee and make representations as required on any strategic planning documents that concern the town.
- 6.8 To consider all planning matters relating to Highways, Footpaths and Bridleways.
- 6.9 To promote all elements of equality in the built environment.
- 6.10 To seek to promote design, solutions and strategy in applications and plans to help address issues in relation to Climate Change and promote ecological benefits.

7. HEALTH AND SAFETY

- 7.1 To satisfy itself that Health and Safety and governance procedures are being followed in relation to the committee remit.

8. ENVIRONMENT

- 8.1 To give due consideration to environmental, conservation and climate change matters in carrying out the functions of the Committee and in reaching all decisions.

9. EQUALITY AND DIVERSITY

- 9.1 To consider equality and diversity (race, gender, sexual orientation, marital status and disability), tackling disadvantage, reducing social exclusion, and supporting society's most vulnerable groups, in carrying out the functions of this Committee.

10. FURTHER INFORMATION

- 10.1 The Committee shall appoint sub committees and working groups as and when it is deemed necessary and shall set out Terms of Reference for those bodies
- 10.2 The Committee shall undertake reviews of Terms of Reference as and when appropriate for sub-committees and working groups under its remit and should make recommendations to Full Council regarding its own Terms of Reference.
- 10.3 Committee members are required to undertake appropriate training within 6 months of taking a seat on the Committee.

Meeting Calendar 2026-2027 Civic Year - DRAFT - VERSION 1

	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY										
MON		1								1	1												
TUE		2			1	CN		1		2	2												
WED		3	1			2		2		3	3												
THUR		4	2	P		3	1	3		4	4	P	1										
FRI	1	5	3		4	2		4	1	BH	5	5	2										
SAT	2	6	4	1	5	3		5	2	6	6	3	1										
SUN	3	7	5	2	6	4	1	6	3	7	7	4	2										
MON	4	BH	6	3	7	5	2	7	4	8	8	5	3	BH									
TUE	5		F&GP	4	8	FC	S	3	8	F&GP	5	9	F&GP	9	FC	6	4						
WED	6		10	8	5	9	7	4	9	6	10	10	7	5									
THUR	7		11	9	6	10	8	5	10	P	7	11	11	8	6								
FRI	8		12	10	7	11	9	6	11	8	12	12	9	7									
SAT	9	13	11	8	12	10	7	12	9	13	13	10	8										
SUN	10	14	12	9	13	11	8	13	10	14	14	11	9										
MON	11	15	13	10	14	12	9	14	11	15	15	12	10										
TUE	12	AMFC	16	C&N	14	FC	11	15	OS	13	F&GP	10	FC	15	CN	12	FC	16	OS	13	F&GP	11	AMFC
WED	13		17	15	12	16	14	11	16	13	17	17	14	12									
THUR	14		18	16	13	17	P	15	12	17	14	18	18	15	P	13							
FRI	15		19	17	14	18	16	13	18	15	19	19	16	14									
SAT	16		20	18	15	19	17	14	19	16	20	20	17	15									
SUN	17		21	19	16	20	18	15	20	17	21	21	18	16									
MON	18		22	20	17	21	19	16	21	18	22	22	19	17									
TUE	19	OS	23	21	OS	18	22	20	CN	17	OS	23	23	20	CN	18							
WED	20		24	22	19	23	21	18	22	19	23	24	24	21	19								
THUR	21	P	25	23	20	24	22	19	24	21	P	25	25	22	20								
FRI	22		26	24	21	25	23	20	25	BH	22	26	26	BH	23	21							
SAT	23		27	25	22	26	24	21	26	23	27	27	24	22									
SUN	24		28	26	23	27	25	22	27	24	28	28	25	23									
MON	25	BH	29	27	24	28	26	23	28	BH	25		29	BH	26	24							
TUE	26		30	28	25	29	27	24	29	TCC	26		30	27	ATM	25							
WED	27			29	26	30	28	25	30	TCC	27		31	28	26								
THUR	28			30	27		29	P	26	31	TCC	28		29	27								
FRI	29			31	28		30	27		29			30	28									
SAT	30				29		31	28		30				29									
SUN	31				30			29		31				30									
MON					31	BH		30						31	BH								

Please note the following:

- Meetings are usually held in the Council Chamber, Town Hall, but the ATM may take place at an alternative venue. Please refer to the published agendas for confirmation.
- Additional meetings may be held beyond those shown on this calendar. See published agendas for details.
- August: council in recess

BH	Public holidays
TCC	Town Council Closed

- * Additional meetings scheduled as required
- ** Except July/August
- *** Except September

AMFC	Annual Meeting of the Full Council	7.30pm	Yearly	In line with legislative requirements
FC	Full Council	7.30pm	Once every two months	Alternate months, second Tuesday of the month
F&GP	Finance and Gernal Purpose Committee	7.30pm	Once every two months	Alternate months, second Tuesday of the month
S	Staffing	7.30pm	Held annually *	First Tuesday of October
OS	Open Spaces	7.30pm	Once every two months	Third Tuesday of the month
P	Planning	7.30pm	Every six weeks**	On a Thursday
CN	Climate and Nature	7.30pm	Every two months***	Third Tuesday of the month
ATM	Annual Town Meeting	TBC	Yearly	Fourth Tuesday in April