



**Pilning & Severn Beach  
Neighbourhood Plan Steering Group**  
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## **Meeting Notes for Neighbourhood Plan Steering Group 13<sup>th</sup> June 2023 7:30pm at Emmaus Church**

### **1. Present**

Richard Edwards (RE), Anuran Wickramasinghe (AW), Gary Sheppard (GS), Mike Harrison (MH), Nick Davies (ND), Robert Goard (RG). Guest: Gill Cox (GC).

### **Apologies:**

John Miller (JM), Peter Johnson (PJ).

### **2. Declarations of interest**

ND identified conflict of interest with matters of Parish Council land and assets.

### **3. Review of actions from the previous meeting and matters arising**

RG has spoken with Richard Pendlebury at the Anchor Society. Discussions should be able to progress soon with the availability of sites determined.

RE has still been unable to register directly with SGC Planning for the NPSG to receive our own notifications. Awaiting notification of a fix from SGC. **Action RE on-going.**

2023/24 Grant Application – position of availability still not declared by the government. Our plan will be to claim the hand back and additional Stage 2 grant of £8,000 once available.

#### **Action GS on-going.**

Bristol Diocese has confirmed ownership of Glebe land and will notify the NPSG if there is any more Glebe land in the Parish.

All other actions from the previous meeting were considered to be completed and closed, with any matters arising described below.

GS had investigated the new build in Hallen, but as it was a change of use and done as two small applications there were no lessons to be learnt for us.

Meeting with new Ward Councillor Simon Johnson took place on 22/5. He was very positive about work done on the NP and would be supportive.

### **4. Election of Secretary**

On the premise that the Secretary role was an Officer of the Steering Group and note taking did not necessarily need to be an associated duty, with AW continuing to record actions during meetings, RG agreed to take this position on. He was proposed by AW and seconded by ND and unanimously elected.

With the Steering Group now down to seven members RE said it would be a good time to find some additional members. Gill Cox was thanked for expressing an interest in joining the group and will be sent an application form. **Action RE**

### **5. Financial Report & Project Plan**

GS reported that the repayment of the remaining grant to Locality had been delayed with the Clerk to the PC, but this had now been made. There was no new activity to report and grant funding for the current year is still not available. GS expressed the need for caution with expenditure until funding was confirmed to be available.

## 6. Evaluation of Sites

### AECOM Report

The emails from Francis Shaw, Locality had been sent to ST and DD. Locality had been instructed not to issue the AECOM report, which would be revisited once the NPSG had moved flood risk and green belt solutions forward.

### Review of progress of Steering Group activity

The table in MS Word format, has continued to be modified to record progress (available on the shared drive 'P&SB Evaluation of Sites - post Steering Group Meeting 16052023).

The map of sites was 'spotted' to indicate; confirmed availability (green), not available (red) and in discussion (amber).

### Severn Beach

NP1. ND, RE and RG met with the landowner (via Zoom) and the agent on 12/6. It was a very positive meeting with a willingness to work with the NPSG along the lines and timescales discussed. The owner is also keen to leave a positive legacy. The agent will prepare a note to the NPSG to confirm the understanding. **Concluded this site should be considered as available for housing for circa 70 to 80 units.**

NP8. The ownership and intentions of the strip of Glebe Land had been ascertained. There is no current need to investigate other adjacent pieces of land. The landowner of NP8 has been approached and has passed our details onto his developer who is considering an options agreement, but despite reminding the owner, the developer has failed to come back to us. Despite making an initial informal approach to developer, and then others more directly to the director and through the office reception, the developer appears unwilling to engage with us. **It was concluded that this land cannot currently be considered for new housing. But the north end should continue to be identified for carparking/retail as aligned with SGC.** RE has been in contact with Ben McGee at SGC transport planning, they will issue their revised proposal to us shortly.

NP6. Need to establish who owns the title to the land for the school and whether, in principle, the LEA would consider release of land to the owner/developer to construct a road. A meeting is to be arranged as soon as possible with SGC/LEA to discuss. **Action RE/DD on-going.** This will be a wide ranging, multi-departmental meeting with SGC to address a number of issues discussed in this Steering Group meeting and recorded in these meeting notes. The owners of NP6 had confirmed that they had not approached the Village Hall Trust, and that the Abbott Road entrance to site was their solution for a suitable entrance off of an adopted highway and could provide suitable access for some 50 units to the southern end of the site. The owners had not undertaken further work on an access to the north, but were happy for the NPSG to talk with the LEA/SGC about this. **Concluded, pending access solution, the north end of this site should be considered as available for housing circa 70 units.**

NP3. Nothing new to report. **Concluded that this is only currently under consideration for improved community and recreational facilities, which could attract some funding from the owner of NP6 should some land be released for an access road.**

NP26. JM & RE attended meeting with owners of the Tea Cottage on 26/5 to inform them of potential options on and around the site. Need to take forward potential release of SGC land potentially for parking and retail use at multi-department meeting with SGC. **Conclusion, this land should be considered for carparking and possible retail.** JM & RE observed an alternative possibility for parking at either end of the elevated land which

includes the Francis Barr Walk. Some suggestions were made around other ways a licensed café/bar/restaurant could be provided. ND indicated his aspirations for making better use of the grass area used for the centenary celebration, e.g. with a bandstand/popup bar facility with availability of electricity and water.

NP7. GS has made contact with National Highways England, but their response has not been positive. GS to continue correspondence. **Concluded that we should take forward the small field site with the landowner and SGC/PC for parking, assuming nothing is forthcoming with NHE.**

### **Pilning**

NP14. No further activity since meeting agent. **Concluded that this site should be considered for new housing 20-25 units.**

NP13. RE, AW & RG met with PC on 23/5 to brief them on the NP and options that we consider are open to them for their land and assets. At the PC meeting on 5/6 the PC voted in favour of supporting the NP by confirming availability of their land and assets. Use of this land may require allocation of other sites for village hall and park/recreational facilities. **Concluded that this site should be considered for the provision of up to 70 dwellings.** Need to speak with SGC about resurrecting the modified entrance in the first set of plans for the new school.

CfS4. RE had spoken with owner, who had assumed access for developing this site would be through playing field. It was suggested to them they should explore whether access through the Old School/Indian Church land could be a possibility. Note this site is not currently to be considered as housing quota likely to be filled by other sites and in any case it is not connected to other residential areas, unless the playing field is developed.

NP 15. GS & RE attended a meeting with owners of land behind the surgery B&D on 19/5, which was very supportive of the NP and would consider use of the land for different developments including; extending the existing medical facilities, provision of care accommodation, community hall and housing. Due to its location next to medical facilities and being in the centre of the village this is considered the preferred site for care accommodation in the Parish.

NP 15. The land on the corner of Bank Road and Northwick Road (A) RE has been in contact with the solicitor representing the landowner. The landowner is being put under some unpleasant pressure to sell this land to the travellers who have applied for planning permission on this land. But may be close to agreement. NPSG to contact the solicitor again to urgently request a meeting. **Action RE.**

NP 15. The PC had agreed that the allotments (C) could be considered as a site for development. Perhaps accommodating up to 12 units? Further consideration needed for site for new and larger allotments.

NP15. RE had visited the traveller site (E) east of the allotments on 13/6 and left his contact details to be passed on to the owner.

**It was concluded that NP15 should be taken forward as a site potentially for extending the medical practice, new community facilities, care accommodation and housing.**

NP16. This was put on the back burner last meeting. **However, it was concluded that, if allowed to be included in the NDP, this land should be earmarked for future housing development only.**

MH has been speaking with owner of St Peter's Farm, Bank Road, who had lack of awareness of NP. To discuss with owner whether they would submit a CfS form for dwellings in barn area. **Action MH on-going.**

### **New Passage**

NP11. Approach son of deceased landowner via registered email. Two emails have been sent but there has been no response. **Action GS on-going.** Approach owner of small piece of land opposite No. 5 New Passage. Message sent to partner of owner, awaiting response. **Action ND ongoing.** GS has made enquiries to Bristol Water for access and parking through their entrance, but this looks unworkable not least due to numbers of truck movements. **Concluded that unless some land does become available, parking for the end of New Passage would need to be stated as 'aspirational' in the NDP due to the current non-availability of suitable land.**

To look into putting further site detail into Parish Online. **Action ND & GS- on-going.** Further contact details has to be provided to GS for inclusion in the Land registry spread sheet.

## **7. Neighbourhood Development Plan**

Now site availability is clearer and proposals are made for the individual sites, work should progress the NDP to take it to Regulation 14 consultation. Additionally, movement should be possible with SEA and HRA. It was recognised that we have £1,500 to spend on the services of Stuart Miles and that further grant money could come through. GS advised caution in spending what we have right away. To arrange a discussion with Stuart Miles on scoping his work with the most beneficial contribution of his expertise to complete the NDP giving the cap on current funding and needs for site specific flood risk assessments within the NP. **Action GS & RE.** The strategy on flood risk will be addressed in the meeting to be arranged with SGC.

## **8. Planning Applications**

The Panattoni car parking application had submitted a travel plan. Although the original objections still stand it was not thought appropriate for the NPSG to submit another objection.

The owners of Salthouse Farm have carried out further work on site. SGC appear to have taken or have threatened to take enforcement action and the owner has submitted an application for a certificate of lawfulness. Agreed that there was nothing for the NPSG to submit on this, noting park homes were not a consideration in the scope of the NP. ND to provide application number for those interested in responding to the application. **Action ND.**

## **9. Communication with other Agencies**

RE attended and reported at the Parish Council meeting. Other communications with Locality and SGC as described above.

## **10. Any other business**

Sevenside Festival 8<sup>th</sup> July stand booked. Tables and gazebo to be provided **Action RE & GS.** We will use the materials prepared for the March/April presentations. A duty rota will be repaired and distributed. **Action RE.** Initial availabilities: ND early, GS pm, MH ok, RG ok, AW and JM will be also manning a stand for Emmaus so available part time, RE ok.

Simon Johnson will be attending our next meeting, so we need to consider what matters, in particular, need to be on the agenda. Hopefully the SGC meeting will take place before this and so appropriate issues may be clearer.

**11. Confirmation of Actions**

Actions arising from the meeting were confirmed for the minutes.

**12. Date(s) of future meetings**

Agreed dates

18<sup>th</sup> July (previously agreed) Start time 7pm

15<sup>th</sup> August (agreed). Start time 7pm – GS may be late, AW tentative.

Meeting closed at 22:13.