



**Pilning & Severn Beach  
Neighbourhood Plan Steering Group**

6 Vicarage Road, Pilning, Bristol BS35 4LN

T: 01454 631499

E: neighbourhoodplan@pilningsevernbeach-pc.gov.uk

**Meeting Notes for Neighbourhood Plan Steering Group 14<sup>th</sup> June 2022 7:30pm  
Emmaus Church, Severn Beach**

**1. Present**

Richard Edwards (RE) (Chair) Anuran Wickramasinghe (AW) (Vice Chair), Gary Sheppard (GS), Nick Davies (ND), John Miller (JM), Penny Riches (PR) and Robert Goard (RG)

**Apologies**

Jonathan Edwardes (JE)

**Absent**

Mike Harrison (MH), Ian Roberts (ISR)

**2. Declarations of interest**

None

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

New members PR & RG had been given access to shared drive and email distribution list.

Contact with SevernNet and Cycling project. No update from MH – **Action MH ongoing**

Bios for PR & RG received and uploaded. MH bio is still required - **Action MH.**

PT to be reimbursed for maps if not covered by PC - **Action GS.**

JE has put 'Planning' up as standing agenda item and supplied link to planning applications.

ND had submitted response on Plot 3 to PC.

AW had forwarded information provided by Hydrock's Flood Risk division.

GS enquired about technical support available for flood risk (see financial report)

RE had emailed business who'd not responded and spoken at the SevernNet forum.

RE had circulated list for character assessment for members to select their areas.

RE had yesterday circulated draft vision, aims and objectives, and restructured NDP.

Project plan comments received from Stuart Todd, incorporated and issued as Issue 4.

GS has submitted the grant application, which has been approved by Locality, he is waiting for confirmation that funds have been lodged into the Parish Council's bank account.

JE has included the Severnvalle Festival as an agenda item and uploaded May e-newsletter

RE had contacted ISR to establish status on his areas of work and asked him to keep Steering Group informed. ISR absent at meeting so PT to speak with him - **Action PT**

**4. Financial Report**

GS gave treasurer's report, which is available in detail on the shared drive.

He had spoken with Dave Chapman at Locality regarding available technical support. Flood risk is not available, but he will ask Simon Hargreaves to address in Design Codes.

3 key environmental technical reports available:

SEA – (Strategic Environmental Assessment).

HRA – (Habitats Regulation Assessment).

EIA – (Environmental Impact Assessment).

Steering Group needs to request confirmation from Danny Dixon, SGC that SEA and HRA is required. - **Action RE.**

Decision to be made on EIA based on findings of the SEA and HRA.

Other technical support packages we should be considering at the appropriate time are:

- Site viability
- Site options and assessment
- Evidence base and policy development
- Master planning
- Plan Health Check Review

## 5. Planning Applications

Further discussion on Plot 3 for which ND has submitted his statement to PC. Steering Group members encouraged to submit own objections. Discussions around Plot 3 and accumulative land raising implications, which appear to be overlooked.

New application: Plot 2 Western Approach. Reserve matters application not required. Nick to draft a statement for submission to PC. Draft to be circulated to Steering Group members - **Action ND.**

PT advised the PC is still working with SGC on Orchard Pools.

## 6. Survey of Businesses / Groups

Sub group met 31<sup>st</sup> May. Some of ISR's approaches were redistributed and a few groups and small businesses are still to be approached. Otherwise for other businesses who have not responded it was decided to close the survey

Land owners and farmers surveys was considered not necessary as it will be captured by the calls for sites and there are no longer large working farms in the Parish.

Analysis of the survey results being done for each group by GS, AW and RE.

## 7. Parish Character Assessment

30 areas identified for Character Assessments and the assessments have been started with approx. 60% of Pilning completed. The allocation of Steering Group members to undertake assessments was up-dated. Steering Group members to continue completing the surveys and filling the gaps. PT volunteered to look at the completed assessments to add anything from his knowledge.

## 8. Design Codes Work

Visit from Simon Hargreaves, AECOM to look round the Parish took place 24<sup>th</sup> May. RE, AW and JM participated. Simon has sent through a Design Code Scoping document which we need to review and accept by Thursday – **Action All by 16/6/2022.**

Also received was AECOM's map of six developed Character Assessment areas for their work. RE explained how this worked and how AECOM's and the Steering Group's areas related.

We will supply all our Character Assessments to AECOM when they are available a copy of the work being done with the Parish Character Assessment. Photos also requested.

## 9. Call for Sites

A notice has been prepared to go in July's In View. An application form has been prepared.

Both to be set up on the NP pages of the PC website - **Action JE**

Once live, notices/posters to be placed in shops and Parish notice boards and also put on social media. Notice/poster to be sent to PT - **Action RE**

## **10. Visions, Aims & Objectives**

Draft NDP with an initial vision and aims and objectives has been prepared by RE. This is to be review by steering Group members, making any amendments in tracked changes prior to next meeting. **Action All by 12/7/2022.**

## **11. Communication with other Agencies**

AW Parish Council meeting on 6<sup>th</sup> June No comments. Recognition of all the work done by the Steering Group.

GS has discussed grants and technical support with Locality.

RE, GS, ND attended online meeting 14 June with Strategic Infrastructure-led Masterplan for Severnside to review their draft document. RE will distribute a link for the document and prepare and distribute a list of comments - **Action RE.** Steering Group to review and add any further comments on the document - **Action: All.**

## **12. Severnvalle Festival Presence**

Agreed to attend on 9 July and book spot - **Action RE.**

Stand to show: selection of survey result boards, banners, call for sites information and pointers to Strategic Infrastructure-led Masterplan the masterplan.

Provide paper slips for web address for the latter those interested in looking and commenting.

Selection of maps of parish to be identified - **Action RG by 20/6/2022** and sent to GS for printing - **Action GS**

Use pins to identify homes of visitors to stall on map. GS & RE have gazebos and tables. All to do a duty if available,

## **13. Any other business**

RG asked about Swanmore Stoke development - discussed, but outside of Parish so not in NP.

GS suggested a Social to celebrate the efforts of the Steering Group - **Action GS to investigate.**

## **14. Confirmation of Actions**

## **15. Date(s) of future meetings**

Agreed dates

12<sup>th</sup> July

16<sup>th</sup> August

Meeting closed at 21:55