



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

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**Meeting Notes for Neighbourhood Plan Steering Group 18th April 2023 7:30pm at
Emmaus Church**

1. Present

Richard Edwards (RE), Anuran Wickramasinghe (AW), Gary Sheppard (GS), John Miller (JM), Robert Goard (RG), Penny Riches (PR), Guest: Gill Cox (GC).

Apologies: Mike Harrison (MH), Nick Davies (ND), Peter Johnson (PJ)

2. Declarations of interest

None initially. During the course of the meeting GS identified a conflict of interest with the owners of the land south of Church Road.

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

Anchor Society discussions postponed until report on sites is available. **Action RG on-going.** GS to prepare the final grant figures – see financial report. **Action GS on-going.** NPSG is to register with SGC Planning to receive our own notifications. A request has been made but we are not yet receiving, ND to repeat request. **Action ND on-going.** All other actions from the previous meeting were considered to be completed and closed.

4. Financial Report & Project Plan

End of Year Summary - GS summarised the latest financial position from his report on the shared drive. This identified a spend of £4,884.44 and a potential handback of £1,980. Recent spend activity included £170 on land registry searches, return of money where VAT had been accounted and delay in utilisation of our consultant due to site evaluation hold up. After the discussion on the project plan, it was agreed that the land registry applications will be completed and the consultancy spend of £1,500 would be included in the 2022/23 accounts. On that basis the accounts will be finalised which should result in a handback to Locality of £480. **Action GS.**

The draft issue 6 of Project Plan, which included recent input from Stuart Todd was reviewed and explained. Pending the conclusion of the 2022/23 accounts and confirmation of new grant availability this will be finalised and circulated to the steering group for acceptance **Action RE.**

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

5. Feedback from Presentation Events

Approximately 100 people in total as attendees to the two events. RE responded directly to a few queries raised on submitted forms where email addresses were given. Most issues raised were as might be expected from neighbours adjacent to sites. The maps of sites were the key focus areas for attendees.

6. Evaluation of Sites

Update on status of AECOM's site evaluation work/discussion with Locality & SGC – there was no change to report on this. RE had yesterday emailed Dave Chapman, Locality, who had been on 2 weeks leave, had not heard from AECOM, but was hopeful he would by the end of the week.

A sub-group meeting had been held on 6th April to consider ways forward with potential sites. The AECOM interim report table (without flood risk and green belt constraints) was used to further consider site options, and the interactions between other sites. Care accommodation had not been considered. The output from the meeting was a modified version of the table which had been distributed to all of the Steering Group.

Since then MH had spoken with the landowner at the end New Passage, who now said he didn't wish his land to be considered. RE would speak with ND about his knowledge of other local land options. **Action RE.**

RE had been contacted by the owners of the land south of Church Road, part of which had been cleared recently, who were requesting a meeting with the Steering Group. It was agreed that should go ahead over the next few days with RE, ND and JM attending.

After reviewing the evaluation of sites document, the meeting agreed that the Steering Group should proceed with its own evaluation of sites.

Matters including community facilities and Parish Council owned land need to be taken up with the new Parish Council after the election. The clerk will be contacted to arrange a meeting.

Action RE.

The identification of landowners for a good number of sites is needed and will be pursued through land registry. **Action: GS.**

Detailed discussions on sites could not be accommodated in this meeting therefore a sub-group meeting was arranged for 4pm on 2nd May at Emmaus. But in the meantime if members could see tasks that they could take forward, they should notify the chair and as appropriate progress.

7. Neighbourhood Development Plan

With the draft vision, objectives and policies prepared and presented, there was no feedback requiring immediate change. Therefore there was no further action currently.

8. Planning Applications

RE had spoken with ND who was only aware of a reserved matters notice for the site behind Panitoni, which was not relevant for the Steering Group. It was noted that the travellers' site modifications on the north side of Bank Road has been passed. However, only one resident's objection was registered, when it was known that several were submitted. The chair of the PC had said the PC was not prepared to challenge the error in SGC's process.

9. Communication with other Agencies

RE attended and reported at the Parish Council meeting. It was noted that a number of PC members will be resigning in May and currently no one new has put their names forward for election.

GS, RE and ND attended a Zoom meeting with the consultant engaged by the PC for green belt extension. It was agreed that re-designation to all of Severn Beach into green belt would conflict with the objectives of the NP, therefore that work would not commence until after the NP is set. RE had received a document from ND which could be used as a model for establishing buffer zones and would distribute it to the Steering Group. **Action RE.**

Other interactions were as reported above.

10. Any other business

None.

11. Confirmation of Actions

Actions arising from the meeting were confirmed for the minutes.

12. Date(s) of future meetings

Agreed dates

16th May (previously agreed) – Apologies RG

17th June (agreed).

Meeting closed at 21:53.