

Pilning & Severn Beach Parish Council Neighbourhood Plan Steering Group



Hon Secretary Jonathan Edwardes
6 Vicarage Road, Pilning, Bristol BS35 4LN

T: 01454 631499

E: clerk@pilningsevernbeach-pc.gov.uk

Neighbourhood Plan Meeting Notes 22nd June 2021

1. Expected

Anuran Wickramasinghe; Gary Sheppard; Ian S Roberts; Jacqs Graham; John Miller; Jonathan Edwardes; Nigel Barton; Olga Taylor; Peter Tyzack; Richard Edwards
Observing
Kate Royston (SevernNet); Phil Hall (Almondsbury Parish Council)

2. Apologies

None

3. Review of actions from previous meeting

Minutes of the previous meeting agreed as a true record unanimously.

4. P&SB Proposal – Green Belt

The paper was presented to the group. The Green Belt wraps around the north of Bristol. Between the green belt and the built conurbation there were various gaps. All the gaps except the one in this parish have either been designated green belt or developed. This paper sets out the need to have this situation clarified. Policy officers have already stated that there is enough support re the coastal zone etc without making the land green belt. The ICI 1995 consent also reserves certain areas. The argument is that the area is rural the community would prefer it to remain rural. The community should not be put off by developers wanting to develop the land.

What impact will govt decisions have on our own strategy regarding Green Belt?

Current government decisions seem to favour the mass developments. However, as far as our Neighbourhood Plan is concerned, we must work within the law. If it changes in the future then the Neighbourhood Plan should reflect that.

Request for a map showing the Green Belt and development line.

Action PT & JE

Is there an application process to South Gloucestershire Council to get land designated as Green Belt?

It can be done by letter to South Gloucestershire Council with a map attached.

Action ISR

A commentary on the "Call for sites" has been sent to South Gloucestershire Council already. This could be included again with the Green Belt letter.

Concern was expressed that this matter goes outside the remit of the Steering Group.

There was support for the paper but the Neighbourhood Plan Steering Group cannot put forward policies that conflict South Gloucestershire Council or Govt policies.

The Steering Group could recommend support for the Parish Council in asking for the Green Belt land to be agreed and it is important that the Neighbourhood Plan reflects what

the parish wants. Communications with the parish will be able to demonstrate this and get the backing of the community.

Agenda item for the next Parish Council meeting

Action JE

5. Regeneration discussion paper - Presentation from AW

- Regeneration and holistic approach a presentation was shared with the Steering Group please see appendix A.

SevernNet Presentation

- The SevernNet representative gave details of the organisation and they are looking to grow stronger links with the area. Commenting on transport, it is a big problem for the area because of the special planning that has allowed the development of Western Approaches without section 106 or CIL monies being available to South Gloucestershire Council for transport. Kate to send a document that explains the new private bus services. The Severn Beach line is not being used due to the 2 hourly service and does not fit the times needed to get to work. Once the frequency of trains increases and reliability is improved there should be an improvement in footfall. Cycle routes have seen significant improvement and SevernNet will be monitoring how that develops. KR added that the Neighbourhood Plan is a good opportunity to be inspirational and not to be completely bound by restrictions from Govt and District Govt. Using the so called "golden thread of sustainability", building sustainability, climate and ecological emergency into the Neighbourhood Plan. Links will be sent to OT regarding information on this. It is important to make sustainability run through the whole plan and not just be seen to be added on. The group were recommended to look at the Frome Neighbourhood Plan.

What other help SevernNet can give?

SevernNet will try their best to help where they can.

6. NP Key Issues

It was asked that the comment regarding "a Bradley Stoke" be struck from the document.

The NP Key Issues document is based on the initial ideas of the Neighbourhood Plan and the meeting with the South Gloucestershire Council consultant. It will be used as a reference guide for future documents. Comments were discussed.

Concern over lots of items in Public Transport services being crossed out, can this be explained?

The Steering Group do not have any influence over the local or national policies, the group can recommend changes to infrastructure in the expectation that services will be improved.

Can the aspirations be kept but reframed?

Yes, the parish should be exploring ways to improve by means of infrastructure policies.

Transport improvements can be added to the aspirations document.

It was noted that businesses on Western Approaches are already running their own private bus services for staff to get to work.

Can the key issues document do more to counter the effects of climate change?

There will be a good opportunity to bring forward these issues of transport and climate change when the Steering Group consult with the parish. Requires a bit of thought beforehand.

7. Grant application

Report sent out previously with supporting appendixes. The report is split into two sections
Technical Support

Delegated members of the group made the technical support application to Locality (20/05/2021) for one element of the project namely the Housing Needs Analysis.

Pleased to report that has been agreed and the Steering Group will get support from a company called Aecom who work with Locality.

Next steps are.

a) Accept the technical support on behalf of the Steering Group

Proposed and seconded carried 8 for 2 abstained.

b) For the Steering Group to authorise the Chair, Vice Chair and Treasurer to initiate the project via conference call with Paul Avery of Locality (Aecom) as per his email dated 14th June

Proposed and seconded carried 8 for 2 abstained.

Grant application

Maximum available is £10,000 on the first claim. There is significant free technical support available. All the supporting documentation was sent prior to the meeting.

Application was deemed successful on 14th June, to be spent in accordance with the items identified in the application and agreed with Locality. If required a reapplication can be made to reallocated funds to another agreed part of the project.

Next steps are.

a) Accept the Grant on behalf of the Steering Group in line with Locality's offer letter and terms and conditions.

- Accept the grant on behalf of the steering group. It demands that the group have read and understood the conditions and breakdown in the grant and to understand the supporting quotes and information shown in the appendices sent previously. The question of delegated authority was raised and whether the Steering Group must go back to the Parish Council. It was explained that the delegation is for actions rather than authority. The Parish Council still have the authority and so are to be kept notified about how the project is progressing and raise any questions if they arise.

Action ALL

b) Complete the due diligence as detailed in Locality's offer letter.

- Needs to be completed by 02/07/2021

Action JE & GS

c) Continue to be the main contact for Locality and to set up the on-line account with them.

- Note the online account is for documentation regarding due diligence etc and not a bank account.
- Suggested that a RACI document is produced to ensure responsibilities etc are well defined.
- There is no problem with the Parish Council having designated funds within its accounts for the Neighbourhood Plan, liaising with the Parish Clerk to act as treasurer. It will also allow the Parish Council to reclaim any VAT.

Proposed that JE & GS collaborate to get this underway

Action JE & GS

To summarise the breakdown of the application

- £5000 on marketing / communication
 - production of questionnaires,
 - distribution and collation.
 - advertising
 - face to face meeting for the parish
 - £3000 consultant support where required
- Any excess will be returned to them. They are also keen for the NPSG to use their free technical support first.

8. NP Project Plan

Suggested that RE and GS get together to review the Project Plan with reference to the funds available.

Action RE & GS

9. Communications with other agencies

- Update from South Gloucestershire Council – nothing to update at the moment.
- Update from Aecom – please see details under 7. Grant application.
- Update from Hydrock – OT thanked AW for the introduction and chat. OT will share details of the informal chat with the group.

10. Website Development

- Further work has been undertaken to improve and update the Neighbourhood Plan pages on the Pilning & Severn Beach Parish Council website. If anyone feels if there is anything missing from the website, please let OT & JE know.
- Request for a progress to date page and a next page was given.
- Check of the minutes needs to be made as there is a duplication.
- Draft minutes need to be agreed before publication JE and OT to sort out.

Action OT & JE

11. Review Terms of Reference v2

A request has been made to update the ToR to better reflect the how the group is operating. It was a templated document from South Gloucestershire Council and unless something is particularly wrong then it does not need to be changed. However, for example, European planning law no longer applies.

The document is to be sent out again to the whole group that the amendments can be agree for ratification at the next meeting.

Action ALL

It was proposed to vote if meeting notes should be produced in 7 days or 14 days.

4 7 days, 4 14 days 2 something else.

Sending the link

Action JE

12. Agreement on next steps

GS & JE to undertake the work with Locality and Aecom re the grant application.

RE suggested that work keeps going to draw up the Parish questionnaire.

ISR additional site suggestions to be mapped and further suggestions are submitted for inclusion. JE to assist ISR with mapping the sections.

Action ISR & JE

Current "Call for sites" plans across all the joint sites in Pilning & Severn Beach and Almondsbury account for 7756 houses plus mixed-use developments. Swanmoor Stoke appears to be a development similar in scale to Buckover north of Thornbury. Proposed electoral boundary changes would mean the same MP covers both new developments. The NP Newsletter for In View has had some formatting issues; to be resolved.

Action JG & RE

13. Any other business

Suggestion that the Steering Group have a stall or information at the 4th September event at Severn Beach. Possible suggestion box.

In View, potential for distributing the surveys, regrettably they will not be able to deliver.

14. Dates for next meetings

Suggested dates.

20th July

17th August

16th September

There being no other business the meeting closed at 20:52