



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

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**Meeting Notes for Neighbourhood Plan Steering Group 17th June 2025 7pm at
Emmaus Church, Severn Beach**

1. Present

Richard Edwards (RE), John Miller (JM), Robert Goard (RG), Nick Davies (ND), Peter Johnson (PJ), Gill Cox (GC), Mike Harrison (MH).

Apologies: Gary Sheppard (GS), Stuart Todd (Stuart says he has been asked to focus his time on other NP matters in the SGC area at the moment).

Guests: None.

2. Declarations of interest

ND advised he is currently engaging with Stuart Miles for some private work.

3. Review of actions from the previous meeting of 13th May and matters arising

For the parking surveys, GS had prepared and distributed a summary spreadsheet on 23/5. This is now on the shared drive. It was agreed surveys would continue up to our next meeting, then we would conclude.

At the last meeting it was reported that the M49 link road project had all its land deals and would mobilise at the end of May. Since, and without signs of mobilisation, it was discovered that a land deal was still outstanding and there will be further delay. RE has had email exchanges with the project manager who will advise when the situation changes. He also promised to update SGC's website which had not reported on the project since March 2024. The NPSG's June newsletter will reflect this. RE had written to Claire Young to advise of the situation, as she had also attended the SevernNet transport forum where the original news on land deals and mobilisation had been presented.

News had recently come out from Locality as follows: *'MHCLG has informed us that, as a result of the spending review, they cannot proceed with commissioning new neighbourhood planning support services for 2025 onwards. Unfortunately, this means that we cannot open to applications for new grants or technical support. We are able to complete all technical support packages agreed by MHCLG by the end of March 2025 and we have until the end of March 2026 to do so depending on the timetable for each package'.*

The Steering Group believes this will not affect the technical work that is already in hand. However, it is unclear what this will mean for funding to take us through Regulation 14 consultation, booking rooms etc. This news puts even greater urgency to make the NP in this financial year.

All other actions are covered under the agenda items below, together with any matters arising.

4. Flood Risk Update

There had been continuing difficulties in getting responses and progress from JBA in addressing our comments on the draft Level 2 SFRA report. With the help of a changes review sheet scrutinised by RE, ND and GS, this had been concluded and an accepted PDF copy of the SFRA and invoice was received on 13/6. The report is now on the shared drive.

It was agreed that this can now be sent to AECOM for them to re-commence their work and shared with SGC and the EA for information. **Action RE.**

The signed Statement of Common Ground had been received from SGC on 19/5.

5. Development of the NDP

RE and MH had met up on 15/5 and 16/6 to edit content of the NDP. Just prior to the meeting, MH had distributed the latest version in PDF, which was displayed and reviewed to some extent at the meeting. RE and MH explained the main changes made to the document, which now includes all the identified policies which are clearly identifiable. There will now essentially two stages of review for the NDP prior to Regulation 14 consultation. The first is the current review that needs to be completed urgently so the it can be sent to AECOM. It will not be necessary for things like links and references to be completed now, with outstanding issues remaining highlighted in yellow. The AECOM work is expected to take 6 weeks when a second review will be made which will include a detailed grammar/plain English check. The actions are therefore as follows:

A list of edits required now will be sent to MH. **Action RE**

The document will be edited as quickly as possible for sending to AECOM. **Action MH**

The document will be sent to AECOM. **Action RE.**

Members of the steering group to review the current PDF version and send any comments for amendments to RE, identifying page numbers and clause numbers. **Action ALL.**

Comments will be collated and forwarded to MH. **Action RE.**

6. Evaluation of Sites

The site allocation policies from the draft NDP will be sent to landowners/developers, asking if they have any information that would be beneficial to the SEA and HRA work. **Action RE.**

The agent for the land behind the doctors' surgery had emailed a site plan. This did not show any allocation of sheltered accommodation. This has been challenged by RE and GS reminding them of the objectives of the NP. A response is awaited.

The owner/developer of the land south of Church Road had asked for a NP progress update and sent an arboricultural report and an ecology report that can be sent to AECOM.

A letter had been received from Stuart Rackham confirming he is acting as the agent for the site in Vicarage Road.

7. Planning Applications

P25/01092/F Installation of miniature railway. This had been validated since our last meeting. Discussion agreed that this was aligned with evidence for the NP which included; providing a community asset, encouraging public use of Promenade Gardens, an activity for visitors and residents, and set up of a support group (identified as shortfalls in the survey). The only concern raised was possible impact in delivering the carpark in the corner of Promenade Gardens. A supportive comment would be prepared and circulated before posting on the planning portal. **Action RE & ND.**

There were no new planning applications relevant to the NP identified for discussion at this meeting.

It was noted that the certificate of lawfulness for the land raising east of the M49 (Farm Lane) had been approved despite our objections. Better news was that a notice has been served by SGC Enforcement to developers of Orchard Pools and land north of the A403 to return it to its original state.

8. Public Q&A

None.

9. Financial Report

GS had submitted the end of year grant return to Locality on 11/6. He had to do this without the invoice from JBA which only came in on 13/6, but Locality now has that too.

An enquiry will be made to Locality concerning the availability of previously agreed funds for the current financial year. **Action GS.**

10. Communication with other Agencies

- RE had received an email from Chris Wilmore, SGC about the enforcement of weight restrictions on the M48 bridge. This was a case of mistaken identity as Chris had incorrectly thought RE had raised this at a PC meeting.
- RE attended the PC working group meeting for Maintenance & Facilities on 2/6.

Contacts with other agencies are considered to be already identified earlier in these notes.

11. Any other Business

A consultation by SGC on EV charging points in Severn Beach has been distributed identifying a location outside Faith House on Station Road. Discussion agreed whilst we supported provision of EC charging in the Parish and would be including them in the carparking proposal for the railway sidings site; this was in the wrong location and would take up scarce parking spaces that are already well-used. A response from the NPSG will be prepared, distributed and sent to SGC. **Action RE & ND.**

An email had been received from Michael Fishpool, SGC, concerning our comments on the draft Local Plan. It addressed two of our comments; the lack of reference to the Strategic Infrastructure Led Masterplan and reference to the Severnside Spine Road. The later was now included in the Local Plan and providing the land is safeguarded, that was considered acceptable. For the SILM, we are disappointed, given the effort and money put into it, SGC appear to be dropping it. A response from the NPSG will be prepared, distributed and sent to SGC. **Action RE & ND.**

12. Confirmation of Actions

Actions arising from the meeting were confirmed for inclusion in the minutes.

13. Date(s) of Future Meetings

Agreed dates:

15th July 7pm at Emmaus (previously agreed). Apologies PJ.

19th August 7pm at Emmaus (agreed). Note change of date to that in the draft agenda.

Meeting closed at 20:56.