



# **Pilning & Severn Beach Parish Council Meeting held on Monday 4<sup>th</sup> September 2023. Pilning Village Hall, Cross Hands Road, Pilning BS35 4JB 7pm**

**COUNCILLORS:** Peter Tyzack (PT); Mike Pruett (MP); Nick Davies (ND) and Ian Roberts (ISR);  
Jet O'Neill (JO) Olga Taylor

Five members of the public.

Also attending Jonathan Edwardes (JE) Parish Clerk and Richard Edwards (RE) Neighbourhood  
Plan Steering Group

**DEATHS:** The meeting held a silence in remembrance of those who had recently died  
Tom Blackburn of Severn Beach  
Les Liddiatt of Northwick  
Steven Pearce of Severn Beach

## **1 Apologies for absence**

Simon Johnson (SJ) District Councillor

## **2a Co-option of Councillors**

The Parish Council received an application from Alison Dark (AD) and after consideration

### **Proposed ND and agreed unanimously**

Alison Dark signed the Acceptance of Office and the Clerk received the Declarations of Interest

## **2b Declarations of Interest**

To receive declarations of interest under the Localism Act 2011 – being any pecuniary interest in  
agenda items not previously recorded on Members' Register of Interests.

Alison Dark declared an interest in agenda item 6.

## **3 Minutes of the previous Parish Council Meeting**

The minutes of the previous Parish Council Meeting held on the 3<sup>rd</sup> July were unanimously  
approved as a true record.

## **4 Matters arising**

Sea wall signage – South Gloucestershire Council report that they do not have a budget for the  
works. Parish Council advised to apply to them to get it considered.

**Resolved for the Clerk to ask how much the signage would cost, with a view to the  
Parish Council funding it.**

**Action JE**

A403 traffic calming – District Councillor has backed the scheme, so the project can be progressed  
to the feasibility stage.

**Resolved to continue this item**

**Action JE**

GWR Grant application – Regret that the grant application to GWR for a planter at Pilning station  
was unsuccessful

**Item closed**

South Gloucestershire Council Grant Application – the grant application for an electric bike for Parish Council use was unsuccessful

**Item closed**

Litter bin by Pilning shop – The Clerk has written to the landowner, no reply yet. Consideration to be given to the second site mentioned at the site meeting

**Resolved to continue this item**

**Action JE**

Library volunteers – The Clerk has written to the librarian in charge of Severn Beach library but no response yet

**Resolved to continue this item**

**Action JE**

Centenary Oak tree sapling – The Clerk has written to the correspondent stating the difficulties in finding a suitable location for the sapling. Correspondent to come back with further suggestions. Suggestion from Severn Beach village committee member that they could consider planting it at the playing field.

**Resolved to continue this item**

**Action JE**

Severn Beach Railway line foot Crossing – Noted there is an online meeting with ASEA Tuesday 5<sup>th</sup> September at which Parish Council will attend.

914 bus to Thornbury – The former 622 bus has started operating as the 914 and is not just a school bus it can be used by the general public as well.

**Item closed**

**5 Correspondence**

Christmas tree support – the hole has been dug for the Green Lane Christmas tree support. Metalwork fixed. Date needs to be planned for the concrete to be delivered.

**Resolved for the Clerk to liaise with PT**

**Action PT & JE**

E-Scooter trial – Concern over certain stretches of road in the parish not being suitable for e-scooters, namely A403 and Northwick Road.

**Resolved for the Clerk to write to the rental firm requesting these roads are not included**

**Action JE**

Bilsham Lane patching – this work only appears to be in small patches. Much larger sections of the road need to be rebuilt and resurfaced.

**Resolved for the Clerk to write to South Gloucestershire Council detailing the additional work that is required**

**Action JE**

**6 Accounts for Payment**

See appendix B

Planit Gardens July Invoice	£156.75
Planit Gardens August Invoice	£166.25

**Subtotal** **£322.00**

**Revised grand total (July and August)** **£13288.19**

**Accounts were approved. One abstention, see declaration of interest**

**Action JE**

**.1 Bank reconciliation for the previous month see appendix C**

To comply with Parish Council Financial Regulation 3. viii the Chairman was presented with the bank reconciliation.

**Resolved that the bank reconciliation report for July and August 2023 be approved.**

**7a Public Participation**

Binn wall – Environment Agency are not looking after the sea wall properly; brambles are growing out onto the path and the area is looking uncared for.

**Resolved for the Clerk to write to Environment Agency**

**Action JE**

Ukrainian refugee – contact had been made with a Ukrainian refugee temporarily placed at Ableton Court.

Primary schools – concern raised whether there may be RAAC (reinforced autoclaved aerated concrete) in any of the local school

**Resolved for the Clerk to write to each school and ask**

**Action JE**

**7b Report from District Councillor**

No report received

**8 AGENDA ITEMS**

**.1 To decide on a donation to Severn Area Rescue Association (SARA).**

Given the great work this charity does in the parish the following proposal was made.

**Proposed by PT to grant £250, seconded ISR approved unanimously**

**Action JE**

**.2 To decide on an updated design for the recent conflicts' memorial and sculpture relocation**

Memorial Councillors were presented with an updated design of the memorial.

As per minute 8.1 of July 2023 meeting, the representatives were asked if they had contacted the Royal British Legion regarding the design. They will forward the information to the Clerk after the meeting.

Sculpture - Moving the "Forgotten landscape" sculpture, PT has been in contact with the original installer who understands how the item is displayed. A new location has been identified for the sculpture.

**Proposed ISR seconded by PT that the Clerk be delegated up to a maximum cost of £2000 to get the sculpture moved. Agreed unanimously**

**Action PT & JE**

**.3 To decide on a grant to Severn Beach Village Hall**

There was discussion around the merits of each element of the grant application.

**Resolved that the Parish Council needs more information before considering this grant**  
**Action JE**

**.4 To receive a report on FACE, Agency for youth services provision.**

ND is looking with SJ, into the possibility of securing some youth provision for the parish. Council was informed that it is at the first stage of a bidding process via FACE (Foundation for Active Community Engagement) who are a youth and community charity based in Filton. PT asked if the Parish Council are expected to pay towards this provision, at present no.

**.5 To decide on reporting four serious road repairs needed in the Parish**

- 5.1 Green Lane bridge - over the M49 and Severn Tunnel, both sides settlement issues
- 5.2 Marsh Common Road – two dips right across the road, apparently caused by badger damage.
- 5.3 Speed cushion that appears higher than the specified height on Cross Hands Road
- 5.4 Northwick Road – former railway bridge – very bad settlement issues. Been reported many times before.

Plus

- 5.5 Green Lane – where the road crosses the former railway line, former railway drainage ditch needs to be refilled and levelled
- 5.6 Northwick Road - poor surface on at the bend by the Grange.

**Resolved to ask the Clerk to contact South Gloucestershire Council and Highways England as required to request a site meeting for each location and to request action to remedy the issues.**

**Action JE**

**.6 To decide on a grant to Bristol Avon Rivers Trust**

Consideration was given to this grant application; it was felt the amount request was too high. BART have been helping residents over the summer to test water in local rhines.

**Proposed MP seconded by PT that a grant of £100 be made to Bristol Avon Rivers Trust**

**Action JE**

**.7 To confirm restatement of figures on 2022 / 2023 AGAR**

External auditors have requested that four figures from 2021/2022 Annual Governance and Accountability Return (although they are correct) as annotated with “restated” and resubmitted.

**Resolved that the Clerk and Chairman annotate the Section 2 AGAR form as mentioned above**

**Action ND & JE**

**.8 To decide on paying to remove brambles at Severn Beach Playing Field**

Proposal to remove the brambles, the Clerk to check with the contractor regarding scrub and small trees.

**Proposed (subject to the caveat above) Agreed unanimously**

**Action JE**

**.9 To decide on Parish Council Tree Policy and commission survey**

Tree management policy, circulated previously to Councillors.

**Proposed to adopt the policy – all agreed**

**Action JE**

A requirement of the tree policy is for the Parish Council to carry out a three-year inspection on the trees in its care. As this is the first inspection all the trees will be surveyed.

Clerk presented three quotes for consideration.

**Proposal the Wotton Tree Consultancy be contracted to undertake the survey.**

**Proposed PT seconded JO all agreed**

**Action JE**

## **.10 To decide on improvements to kerbside benches on the Binn Wall**

Further survey work is required to make a proper decision on this matter. ND to assist with photographic evidence.

**Action ND**

**Resolved to add to the October agenda**

**Action JE**

## **9. The Neighbourhood Plan**

The Parish Council were pleased to receive a report from Richard Edwards regarding Neighbourhood Plan Steering Group. See appendix D

PT asked about the project plan timescale. RE - Due to central grant funding not being available for three months, the plan will be reviewed and amended to recognise this.

ND it is disappointing how much impact the decision on P23/0117/F will have on the Neighbourhood Plan and that South Gloucestershire Council can ignore the emerging plan in such a careless manner.

## **10 PLANNING**

### **.1 Items from the public relating to planning matters.**

P23/0117/F – see comments under Neighbourhood Plan.

### **.2 To decide undelegated applications for consideration.**

Consideration was given to P23/02306/ADV, this application would benefit from making spaces available for a truck stop facility as part of the car parking arrangements.

### **.3 To report South Gloucestershire Council planning decisions.**

P23/01296/RM Former Avlon Works Severn Road Hallen South Gloucestershire BS10 7ZE Drainage infrastructure works with appearance, landscaping, layout and scale to be determined (Approval of Reserved Matters to be read in conjunction with outline permission P21/06880/F). Approve with Conditions.

P23/01779/RVC 22 Beach Avenue Severn Beach South Gloucestershire BS35 4PB Variation of Condition 2 to substitute the approved plan number 2011-07B with PA22/326/03 and Condition 4 to refer to the substituted plan attached to planning permission P22/01507/RVC. Variation of condition 2 attached to permission P21/00013/F to alter the approved plans (and so include an additional side window). Erection of 1no. replacement dwelling and associated works. Approve with Conditions.

P23/01417/HH 40 Beach Road Severn Beach South Gloucestershire BS35 4PF Demolition of existing conservatory and erection of two storey and single storey rear and side extensions to form additional living accommodation. Approve with Conditions.

P23/01661/CLE Salthouse Farm Park Shaft Road Severn Beach South Gloucestershire Continued use of land as a caravan site together with ancillary buildings, amenity and ancillary areas, two residential dwellinghouses (use class C3) and agricultural grazing land. Split decision

P23/01436/F Land At The Nurseries New Passage Road Pilning South Gloucestershire BS35 4LZ Change of use of land from agricultural (sui generis) to residential (Class C3) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended). Refusal.

P23/01852/PNRE Severn View Industrial Park Central Avenue Hallen South Gloucestershire BS10 7SD Prior notification of the intention to install roof mounted solar panels. Prior Approval Granted.

P23/00117/F Land South Of The Northwick Road And Bank Road Junction Pilning South Gloucestershire BS35 4HA Change of use of land to gypsy and traveller caravan site to facilitate the stationing of 1 no. mobile home, 1 no. touring caravan and the erection of 1 no. amenity unit with other associated works. Approve with Conditions.

**.4 To receive an update on outstanding enforcement issues.**

There are many ongoing enforcement issues, however there is no update for this meeting.

**.5 To decide on professional legal advice – ref Orchard Pools**

Waiting for the outcome of a meeting between SJ and another District Councillors about the next steps

**11 PARISH EVENTS**

.1 Pebble display working group, still unable to get any interest in making a plinth from a local tradesperson.

**Resolved for PT to ask the contractor moving the sculpture to quote for the work (see above 8.2).**

**Action PT**

.2 ND thanked the organisers of the annual Pilning Flower show that had taken place on August Bank Holiday weekend. A great well organised community event.

**12 UPDATES**

**12.1 Village Halls**

**12.1.1 Severn Beach Village Hall**

None

**12.1.2 Pilning Village Hall**

Discussion regarding the recent request to the management committee in respect of insurance costs being recouped by the Parish Council.

**Resolved for the Clerk to write to the committee with further explanation**

**Action JE**

**12.1.4 Pilning Playing Field**

Request to put a new backing board on the notice in the car park, little spots of strimming required around the smaller play equipment. Some litter particularly burnt items round the teen hut.

**Action JE**

**12.2 Allotments**

**12.2.1 Severn Beach Allotments**

The Clerk has relet another allotment. Many plots are not being worked properly which is a shame. There are now at least three plots that will not be having their contracts renewed in January. Hardly any waiting list at all at Severn Beach

**Action JE**

**12.2.2 Pilning Allotments**

Couple of allotments are looking a bit shabby and need attention. There is quite a waiting list for Pilning plots.

Clerk to contact plot holders in need of encouragement

**Action JE**

## 12.3 Burial Grounds

### 12.3.1 To receive a report from the Cemetery Clerk

The Council received a report from the Cemetery Clerk with quotes for attending to some of the oldest graves in the cemetery. After discussion

**The Councillors resolved that they would like further information from the Cemetery Clerk.**

**Action OM**

Northwick churchyard looking generally tidy. Main gate into the churchyard would benefit from repainting, hedge cutting and some gravel added under the smaller entrance gate.

**Action JE**

### 12.3.2 To decide on a programme of pollarding and removing fir trees at Pilning Cemetery

Report and recommendations circulated to Councillors previously.

Summary of the options that were given

1. Do nothing
2. Pollard all the fir trees
3. Cut down half of the fir trees
4. Cut down half of the fir trees and pollard the rest
5. Cut down all the fir trees

After a discussion the following proposal was put

Option 5 to remove all the fir trees and replace (in time) with a native species hedge.

**Proposed ND all in favour**

**Acton JE**

**Resolved for the Clerk to get quotes, agenda item at October's meeting**

**Acton JE**

### 12.3.3 Northwick Tower update

ISR in a position to assist with leading the project to restore the tower.

**Resolved for the Clerk to update ISR with any relevant details**

**Action ISR & JE**

## 12.4 Railway Stations

### 12.4.1 Pilning Station

Train service has been patchy due to strikes recently. Issues over stopping the Saturday afternoon service as this has been an IET unit which are not currently permitted to stop. Special stop orders have been put into the following Portsmouth train instead.

### 12.4.2 Severn Beach Station

Bike shelter lights are still on all night, the shelter is now being used for its intended purpose with bikes regularly left there.

## 13 Communication

### 12.1 In View

## 14 Reports from external meetings

None

**15 Update from Councillors on “Report it” reference numbers.**

Note item 8.5 of these minutes.

**Date of Next Meeting**

The date of the next Parish Council meeting will be on Monday 2<sup>nd</sup> October at Emmaus Church Centre Severn Beach. There being no other business the meeting was closed at 21:40

**Pilning & Severn Beach Parish Council – Full Council meeting 4<sup>th</sup> September 2023**

Minutes approved as a true and accurate record and signed as so by the Chairman presiding.

APPROVED



## APPENDIX A – CORRESPONDENCE

<b>Date</b>	<b>Type</b>	<b>Detail</b>	<b>Action</b>
28/06/2023	Email	SARA - donation	Agenda
28/06/2023	Email	Litter bin options	Noted
28/06/2023	Email	OS licence (customer) number is changing	Noted
28/06/2023	Email	National Highways notification - M49 safety barrier replacement	Posted publicly
28/06/2023	Email	South Gloucestershire Online Consultations	Circulated
28/06/2023	Email	Aarhus	Noted
26/06/2023	Email	RiverBlitz Information water test kits	Circulated
29/06/2023	Email	Orchard Pools   Pilning & Severn Beach	Circulated
29/06/2023	Email	MUGA at Severn Beach	JE replied
29/06/2023	Email	The Care Forums Dialogue Team launches South Gloucestershire Cost of Living Survey	Noted
29/06/2023	Email	Oak tree idea	JE replied
29/06/2023	Email	Allotments, cemetery, playing field report	Noted
29/06/2023	Email	New volunteer litter picker	JE replied
29/06/2023	Email	Feedback regarding Severn Beach toilets being locked	JE replied
29/06/2023	Email	Wording for memorial bench	JE replied
30/06/2023	Email	Active Travel Grants from South Gloucestershire Council	Circulated
30/06/2023	Email	Pilning Community Page Comment	JE replied
30/06/2023	Email	Sevenside Festival	Noted
30/06/2023	Email	Filming Consultation - Severn Beach	JE replied
30/06/2023	Email	Coronation donation	JE replied
30/06/2023	Email	Communications update regarding the current waste service disruption	Noted
02/07/2023	Email	ANDREWS' TREE	JE replied
03/07/2023	Email	Pilning & Severn Beach Parish Council   Report July 2023	Circulated
03/07/2023	Email	Severn Beach   Signage for the public	JE replied
03/07/2023	Email	Petition - New Passage, Pilning (20mph speed limit)	Noted
03/07/2023	Email	Cross hands update	Circulated
04/07/2023	Email	Coronation Grant Application	JE replied
04/07/2023	Email	Station Road, Cribbs Causeway - Resurfacing Works	Noted
04/07/2023	Email	Channel 4 Filming Enquiry	JE replied
04/07/2023	Email	Renewables for Town & Parish Council Buildings - Webinar Thursday 20th July 11.30-12.30	Circulated
05/07/2023	Email	Changing how we sell tickets at stations	Noted

05/07/2023	Email	Inspection of P06 allotment	JE replied
05/07/2023	Website	Compliant regarding non bin collection	JE replied
05/07/2023	Email	Water testing, RiverBlitz	Noted
06/07/2023	Website	Cow parsley complaint	JE replied
06/07/2023	Email	Contact details for WERN agent	JE replied
06/07/2023	Email	Pilning And Severn Beach Parish Council: Audit Queries	JE replied
06/07/2023	Email	Volunteering enquiry	JE replied
07/07/2023	Email	Panattoni	Noted
08/07/2023	Website	Contact from PSBPC website re NPSG	JE replied
09/07/2023	Email	Festival Report	Noted
10/07/2023	Email	A Forgotten Landscape - relocation of sculptures	Noted
10/07/2023	Email	Newsletter/magazine for residents	Circulated
10/07/2023	Email	Active Travel Grants from South Gloucestershire Council	Noted
10/07/2023	Email	Memorial bench	JE replied
10/07/2023	Website	Contact from PSBPC website re NPSG	Forwarded to Neighbourhood Plan Steering Group
10/07/2023	Email	Christmas tree	JE replied
11/07/2023	Email	Channel 4 Filming Enquiry	JE replied
11/07/2023	Email	Cycle route 1	JE replied
11/07/2023	Email	A403 Speed calming feasibility study request	JE replied
11/07/2023	Email	Fly tipping	JE replied
12/07/2023	Email	Apply for funding to plant trees	Circulated
12/07/2023	Email	Festival monies	JE replied
12/07/2023	Email	Beach Road and Promenade Garden Brambles	JE replied
12/07/2023	Email	Climate and Nature Emergency Engagement Forum 20th July 19.30-21.00	Circulated
12/07/2023	Email	Pilning village hall	Noted
12/07/2023	Website	Volunteering enquiry	JE replied
13/07/2023	Email	Sevenside Festival Printing	JE replied
13/07/2023	Email	Pilning Litter Bin	JE replied
13/07/2023	Email	Oak tree sapling idea	JE replied
13/07/2023	Email	PT.7054 Temporary Closure - Various Footpaths, Aust and Severn Beach	Circulated
14/07/2023	Email	Severn Festival Invoices	JE replied
14/07/2023	Email	Severn Beach Promenade Sculptures	JE replied

14/07/2023	Email	Flood Warden Summer Newsletter 2023	Circulated
14/07/2023	Email	Riverside park trees	JE replied
14/07/2023	Email	Fallen tree	Actioned JE
14/07/2023	Email	Pilning & Severn Beach Parish Council   Report July 2023	Circulated
14/07/2023	Email	A Forgotten Landscape, sculptures	Noted
16/07/2023	Email	Message re Ableton Court	Noted
17/07/2023	Website	Helping Hands Home Care	Noted
17/07/2023	Email	Pebble display at Severn Beach	JE replied
18/07/2023	Email	Agenda 27/7/23 TPC Forum Bradley Stoke 1000-1200	Circulated
18/07/2023	Email	King Charles III England Coast Path - Commencement of new access rights	Circulated
18/07/2023	Email	Minutes of Pilning Village Hall / Parish Council Working Group Meeting	Circulated
18/07/2023	Email	Level Crossing standards	JE replied
19/07/2023	Email	On demand buses	JE replied
19/07/2023	Email	Severn Beach Village Hall Minutes	Circulated
20/07/2023	Email	Severn Beach   Signage for the public	JE replied
20/07/2023	Email	Parish Tree Care	Noted
20/07/2023	Email	Parish Online Newsletter #41	Noted
20/07/2023	Email	SCAF: Planning Watch - 20 July 2023	Circulated
21/07/2023	Email	Bus 622	Noted
21/07/2023	Email	Training Course	JE replied
24/07/2023	Email	PC support for M49 junction planning application	JE replied
24/07/2023	Email	Waste and Recycling Update	Noted
25/07/2023	Email	Agenda for Development Management - Sites Inspection, Friday, 4th August, 2023, 10.00 am	Circulated
25/07/2023	Email	Neighbourhood Plan Steering Group Grant	JE replied
25/07/2023	Email	Your attendance certificate for Essential Councillor	Filed
25/07/2023	Email	West of England Bus Service Changes - 3 September	Noted
25/07/2023	Email	Recent conflicts war memorial	Noted
26/07/2023	Email	[Legal Notice] Changes to the Google Workspace Terms of Service	Noted
26/07/2023	Email	URL for tennis court survey	JE replied
26/07/2023	Email	TPC FORUM @ Brook Way Activity Centre, Brook Way, Bradley Stoke, BS32 9DA	Circulated
27/07/2023	Email	South Gloucestershire Council Circulated list	Circulated
28/07/2023	Email	Northwick Churchyard	Noted
29/07/2023	Email	Theft from my allotment plot: number 13	JE replied
31/07/2023	Website	Lorry driver feedback	JE replied

01/08/2023	Website	Access to bench seats on the Binn Wall	JE replied
01/08/2023	Email	A403 Traffic calming	Noted
01/08/2023	Email	Binn Wall Signage Severn Beach	Noted
01/08/2023	Email	RiverBlitz - water testing	Noted
01/08/2023	Email	War memorial planter	Actioned JE
02/08/2023	Email	ASEA-A3A-Footpath	Noted
02/08/2023	Email	Dog waste bin, New Passage	JE replied
03/08/2023	Email	Communications regarding waste service return to normal	Noted
03/08/2023	Email	Invitation: ASEA Ecology Mitigation and Flood Defence Project 5 September, 6pm	Circulated
04/08/2023	Email	Pebble display info	Noted
04/08/2023	Email	Personal event invitation on behalf of PCC Mark Shelford	Circulated
07/08/2023	Email	Spam issues	Noted
07/08/2023	Email	Volunteering enquiry	JE replied
07/08/2023	Email	Pilning Village Hall Management Committee minutes	Circulated
08/08/2023	Email	Friends of Suburban Bristol Railways (FoSBR) - Latest Newsletter	Circulated
09/08/2023	Email	Licensing idea for Promenade Gardens	Noted
10/08/2023	Email	UP TO DATE GUIDE TO TAKING PART IN D-DAY 80 - 6TH JUNE 2024	Noted
11/08/2023	Email	GWR's Community Rail and Stakeholder Conference, Tuesday 13 September	Circulated
11/08/2023	Email	GP Access Survey	Circulated
13/08/2023	Email	Severn Beach allotment wood pile	JE replied
14/08/2023	Email	Question regarding Neighbourhood Plan meetings	JE replied
14/08/2023	Email	support/help - neighbourhood plan	Forwarded to Neighbourhood Plan Steering Group
15/08/2023	Email	GreenSeas' Real World Impact!	Circulated
15/08/2023	Email	Overgrown hedge Church Road Severn Beach	JE replied
15/08/2023	Email	Pilning Village hall question	Noted
15/08/2023	Email	Severn Beach Station	JE replied
15/08/2023	Email	Couple of follow up questions CH, nature action group, speeding on Redwick	JE replied
15/08/2023	Email	Panattoni car park	JE replied
15/08/2023	Email	Virtual Pop-Up Planning Training session	Circulated
17/08/2023	Email	Neighbourhood Plan Steering Group meeting agendas	JE replied
17/08/2023	Email	PT. 7729 - E scooter trial	Circulated
17/08/2023	Email	SB at 100	Noted

21/08/2023	Email	Beach Rd - hedge complaint	JE replied
21/08/2023	Email	Parish Noticeboards	JE replied
21/08/2023	Email	Magnox/NDA Oldbury Site Community Engagement Event - 5th September 2023	Noted
21/08/2023	Email	Bristol Energy Network Newsletter August 2023	Circulated
22/08/2023	Email	West of England Bus Service Changes - 3 September	Noted
22/08/2023	Email	UKRAINIAN ART FRONTIER	Circulated
22/08/2023	Email	Grant application from Pilning & Severn Beach Parish Council	Noted
22/08/2023	Email	Town and Parish Council Planning Engagement Forum meeting on 17 October 2023 at 2pm	Circulated
23/08/2023	Email	Homes for Ukraine Update	Circulated
24/08/2023	Email	Christmas Tree - base	Noted
24/08/2023	Email	Relyon Guarding & Security Services Ltd - Updated bank details	Noted
25/08/2023	Email	Pilning & Severn Beach Parish Council: Audit Queries	Agenda
25/08/2023	Email	Severn Beach village hall netting	Agenda
25/08/2023	Email	Outcome: GWR Customer & Community Improvement Fund	Matters arising
27/08/2023	Email	Missing Drain Cover	Reported
30/08/2023	Email	Youth Provision - supported by Parish Council funds	JE replied

## APPENDIX B – ACCOUNTS FOR PAYMENT

DATE	PAYEE	DESCRIPTION	LEGAL REF	NET VAT	VAT	TOTAL
03/07/2023	ELMTREE GARDEN	Grass Cutting	LG MP 1979 s19	£716.00	£254.64	£1,527.82
03/07/2023	ELMTREE GARDEN	Northwick Cemetery	s214	£223.00		
03/07/2023	ELMTREE GARDEN	Pilning Cemetery	s214	£334.18		
03/07/2023	MRS N HILLS	Severn Beach Toilet	PHA 1913 s87	£33.33		£33.33
04/07/2023	COMPTON PUBLISHING	Severn Fest Expenses	s137	£83.00		£83.00
04/07/2023	COMPTON PUBLISHING	Severn Fest Expenses	s137	£44.00		£44.00
04/07/2023	BAEMS LTD	Severn Fest Expenses	s137	£167.50		£167.50
04/07/2023	PLANIT GARDENS	Pilning Playing Field	LG MP 1979 s19	£76.00		£234.25
04/07/2023	PLANIT GARDENS	Play equipment general	s111	£9.50		
04/07/2023	PLANIT GARDENS	General Maintenance	s111	£49.00		
04/07/2023	PLANIT GARDENS	Pilning Cemetery	s214	£19.00		
04/07/2023	PLANIT GARDENS	Allotments	SHaH 1908 ss23 ss25	£80.75		
04/07/2023	AKGIBL GBP	Flood Insurance	s111	£236.11		£236.11
04/07/2023	SEVERN BEACH PTA	Coronation Grant	s137	£1,691.00		£1,691.00
04/07/2023	MINIMIX LTD	Concrete for GCR benches	s137	£342.80	£68.56	£411.36
05/07/2023	ALCA	Councillor Training	s111	£40.00		£40.00
07/07/2023	GOOGLE	Email & Data Storage	s111	£73.60		£73.60
07/07/2023	EMMAUS CHURCH	Meeting Room Hire	s111	£60.00		£60.00
11/07/2023	AFORD AWARDS	Flower show awards	s137	£81.27	£16.25	£97.52
12/07/2023	DANNY LOVETT	GCR Benches	s137	£325.00		£325.00
12/07/2023	EMMAUS CHURCH	Neighbourhood Plan Steering Group Meetings				
		Localism Act 2011 ss116-121		£100.00		£100.00
13/07/2023	O2	Mobile Phone	s111	£12.90	£2.58	£15.48
17/07/2023	BT	Telephone	s111	£53.92	£10.78	£64.70
19/07/2023	NOW PENSIONS	Pension Contribution	s112	£140.78		£140.78
20/07/2023	ADD PLANT	GCR Benches	s111	£330.00	£66.00	£396.00
20/07/2023	EMMAUS CHURCH	Monies to Parish Council in error	s111	£50.00		£50.00
20/07/2023	S J MILLER	Monies to Parish Council in error	s111	£250.00		£250.00
21/07/2023	DUNKLEYS	Payroll preparation	s111	£135.00	£27.00	£162.00
24/07/2023	MR J EDWARDES	School prizes	s137	£200.00		£200.00
31/07/2023	MRS O MCINTOSH	Wages	s112	£96.00		£96.00
31/07/2023	MR J EDWARDES	Wages Office & Broadband	s112	£1,379.16		£1,379.16
01/08/2023	ELMTREE GARDEN	Tree work at Pilning Playing Field	LG MP 1979 s19	£390.00	£78.00	£468.00
01/08/2023	ELMTREE GARDEN	Grass Cutting	LG MP 1979 s19	£716.00	£254.64	£1,527.82
01/08/2023	ELMTREE GARDEN	Northwick Cemetery	s214	£223.00		
01/08/2023	ELMTREE GARDEN	Pilning Cemetery	s214	£334.18		
03/08/2023	MRS N HILLS	Severn Beach Toilet	PHA 1913 s87	£33.33		£33.33
07/08/2023	GOOGLE	Email & Data Storage	s111	£82.19		£82.19

09/08/2023	GLASDON UK	Binn Wall bench - Jones	s111	£701.41	£140.28	£841.69
14/08/2023	O2	Mobile Phone	s111	£12.90	£2.58	£15.48
17/08/2023	BT	Telephone	s111	£53.67	£10.73	£64.40
18/08/2023	NOW PENSIONS	Pension Contribution	s112	£127.58		£127.58
23/08/2023	HMRC	Tax & NI	s111	£193.89		£193.89
31/08/2023	MR J EDWARDES	Wages Office & Broadband	s112	£1,351.67		£1,351.67
31/08/2023	MRS O MCINTOSH	Wages	s112	£132.00		£132.00
31/08/2023	HMRC	Tax & NI	s112	£189.53		£189.53
		<b>TOTALS</b>		<b>£11,974.15</b>	<b>£932.04</b>	<b>£12,906.19</b>

APPROVED

## **Neighbourhood Plan Steering Group (NPSG) Report to Parish Council 4<sup>th</sup> September 2023** **– delivered by Richard Edwards**

NPSG meetings since the last PC meeting on 3<sup>rd</sup> July were on 18<sup>th</sup> July and 15<sup>th</sup> August. Matters discussed and arising since as follows:

### **Steering Group Membership:**

Gill Cox was elected on to the Steering Group at our July meeting. Sadly, at the same meeting we learnt of the loss of long-standing SG member and Vice Chair, Anuran Wickramasinghe who is moving out of the Parish. John Miller was elected to the role of Vice Chair.

### **Meeting Attendance:**

We were pleased to welcome Simon Johnson at our July meeting, where we also had 10 members of the public present as guests. With 4 guests also present in August, we are pleased by the increased interest and believe those attending have left meetings happier and with a better understanding of the NP and the work being done.

### **Funding:**

Government funding for 2023-24 for the Neighbourhood Planning Support Programme was eventually made available on 24<sup>th</sup> July. We have applied for grant funding, comprising £400 from last year's return and the additional and final £8,000 we are eligible for. We are still awaiting news on the success of our application. The funding situation has set back our programme probably by 3 months.

### **Meeting with SGC at Yate 6th July:**

Members of the NPSG had a positive meeting with Strategic Planning. Unfortunately, other departments who could talk about SGC land assets could not attend. Discussions focused on solutions for flood risk and Green Belt that would be required before reaching the Regulation 14 consultation. SGC put us in contact with consultants JBA who have worked with them on strategic flood risk including on the latest issue of SGC's Flood Risk document. We await their response following a Teams meeting on 9<sup>th</sup> August. For Green Belt we aim to engage with consultant Stuart Miles. We have drafted summary specification documents for our position for both flood risk and green belt to help the consultants once they are able to start work when we have the necessary funding.

Since our SCG meeting, they responded on 16<sup>th</sup> August with a schedule of information on our potential sites using both their Housing and Economic Land Availability Assessment (HELAA) and comments from other departments.

### **Evaluation of Sites:**

With the need to find the strategic solutions for flood risk and Green Belt the Steering Group has scaled back its activity on evaluation of individual sites except where availability has not been clear or where we have been contacted by landowners or their agents. There is now only one site, potentially for parking, in New Passage, where we have been unable to engage with landowners.

The NPSG raised an objection to and attended the SGC planning committee meeting for the planning application for the traveller site on the corner of Bank Road and Northwick Road. We were very disappointed by the approval outcome and the impact this may have on the objectives of the NP for Piling. The planners and councillors, with one notable exception, were not prepared to consider the progress the NP has made and granted approval against Green Belt policies on the basis of fear of an appeal if they rejected it. On this basis, the Parish is at great risk of any similar future applications



being approved. Whilst provision of traveller sites was declared outside the scope of the HNA, both the NP and the Parish should consider options for mitigation of this risk. One positive thing to come out of this case is we at least know who the landowner is and can approach them directly.

For the railway sidings land SB, we have had separate Teams meeting with SGC Transport Planning and the landowner. We are trying to arrange a combined meeting and discussions with network rail.

We have had correspondence from two landowners in Pilning in connection with potential windfall sites, one of these we have already received a call for sites form, the other is new and we anticipate receipt of a form shortly.

### **Public Engagement**

The Steering Group had a stand at the Severnside Festival on 8th July and at Pilning Flower Show on 26<sup>th</sup> August. Concerns by residents living close to potential changes, as well as speculation circulating on social media around loss of community amenities continue to be common themes.

### **Planning Applications:**

We are now receiving our own notifications and continue to review relevant applications at our meetings. In our August meeting an application for changing two bridges over rhines to culverts was reviewed. It was considered that the principle of culverting rhines and potential for reduction in maximum water flow and issues in long-term keeping them clear should be raised by the Parish Council to ensure it is considered by the drainage board.

### **Parish Council Meeting Minutes:**

At the July meeting it was agreed that the PC meeting minutes should record, in attendance, the presence of the person who was representing the Neighbourhood Plan, so that the public can see that we were present. This was not done in the July minutes.

**Next SG meeting** 19<sup>th</sup> September 7pm.

Thank you and any questions.