



Pilning & Severn Beach Parish Council Meeting held on Tuesday 6th April 2021. Virtual Meeting via Zoom 7pm

COUNCILLORS: P Tyzack (PT) (Chairman); S Binns (SCB); K Weeks (KW); M Pruettt (MP); I Roberts (ISR); Carol Woodhouse (CW); Heather Rickards (HR); Alex Smith (AS); Jacqs Graham (JG); Olga Taylor (OT)

Also attending Jonathan Edwardes Parish Clerk (JE), District Councillor Robert Griffin (RG) and five residents of the parish.

DEATHS: The meeting held a silence in remembrance of those who had recently died.
Tim Hale of Pilning

1 Apologies for absence

None

2 Declarations of Interest

None

3 Minutes of the previous Parish Council Meeting

The minutes of the previous Parish Council Meeting held on the 1st March 2021 had been previously circulated and were agreed unanimously as a true record.

4 Matters arising

Tree preservation orders. Contact from South Gloucestershire Council Arboreal services noting where the trees are. MP contacted South Gloucestershire Council for a site meeting, MP to chase this up.

MP to contact South Gloucestershire Council regarding trees suffering from ash die back with a view to getting them replaced as required.

Resolved to contact South Gloucestershire Council

Action MP

Resolved creation of a map to show all the trees with TPOs.

63/116 Action JE & MP

Northwick notice boards ordered and are due for delivery. JE to make a final check with the property owner.

63/117 Action JE

Waste cart. The Severn Beach cart will be reallocated to another litter picker.

63/118 Action JE & MP

Hinkley Connection JE confirmed that the presentation will come at the start of the May meeting. Almondsbury Parish Council have been invited. JE has had no reply.

Fly tipping on Station Road. South Gloucestershire Council cameras have been deployed elsewhere.

Request to RG to ask South Gloucestershire Council to get more cameras to help combat fly tipping.

Action RG

Litter on A403 PT explained that although road closures have taken place to clear litter the A403 is still in a bad state. PT to share photographs from the road taken on the 3rd April 2021.

Action PT

Resolved the clerk to send these to Mark King.

63/123 Action JE

BAM Nuttall footpath improvement JE contacted BAM with suggested date for a meeting, waiting for confirmation.

Resolved for the Clerk to chase up this item.

63/124 Action JE

Traffic surveys and speed surveys on A403 no reply from South Gloucestershire Council yet.

Resolved for the Clerk to chase up this item.

63/125 Action JE

Traffic in Severn Beach. Useful meeting with South Gloucestershire Council Highways. Promised a redesign of the mini roundabout. PT gave South Gloucestershire Council Highways a proposal for the Gorse Cover Road / Church Road junction. No revised plan received back yet.

Resolved for the Clerk to chase up this item.

63/126 Action JE

Tree planting scheme details have been received by JE from SCB. The Woodland Trust have not yet opened their scheme for submissions.

Resolved for SCB and JE to work together on this.

Action 63/127 JE & SCB

Request for amounts of CIL money received. JE has forwarded these to councillors. Action 59/980

Pilning Station A positive reply from GWR regarding the state of Pilning station car park. South Gloucestershire Council enforcement could see no case to answer. Although the car park had appeared tidy it has become untidy again.

Pump track PT has been chasing this item, nothing further to report currently.

Cemetery railings one side has been installed.

Tree watering Tim Dark has investigated bowsers and he would need to modify his van to make one fit. He is also concerned that it will take too long to do and the water tap will need to be changed at the allotments to fill the tank, leaving it available to misuse.

Resolved to pass this back to South Gloucestershire Council

Action PT

Report it references. Mixed response from South Gloucestershire Council to the report it references. Outstanding Report it items to be included in the letter to Mark King ref 63/123 above

Action PT & JE

Neighbourhood Plan additional member of the Neighbourhood Plan Steering Group needs to be co-opted For the May agenda.

63/115 Action JE

Severn Beach play equipment JE met with Sam Croft re the installation of the new equipment by Dragon Play. JE to get a quote from the for matting issues on play equipment.

63/128 Action JE

Cemetery bin stickers JE has obtained these and fixed them to the bin.

5 Correspondence

Community led housing webinar PT to forward notes and slides to councillors.

Action PT

South Glos Heritage Meeting. No one was able to attend from the Parish Council

Resolved to send a letter to Jane Marley apologising and asking for any notes and slides.

63/129 Action JE

Items to ask BAM Nuttall about

- Assistance with signage regarding the historic part of the Binn Wall

- Ask about the new parking place created for BAM Nuttal at Shaft Road and whether it could be left for the community to be used afterwards.
- Hedgerows, what are the plans for replanting.
- Replacement of the life expired bench at New Passage.

MAF grant money the clerk has a date to speak to South Gloucestershire Council full council.

63/130 Action JE

Loss of post box on Station Road. The Clerk has written again to Royal Mail to ask for an update.

Agenda item for the May meeting

63/131 Action JE

6 Accounts for Payment

Please see Appendix B

Two new items to mention Hi vis vests for the litter pickers £17.20 and Clerk training £40.00.

Proposed SCB and seconded JG, accounts for payment were approved unanimously.

7 Public Participation

New Passage Bench Vandalism. A resident noted one of the benches had been vandalised at New Passage. This had already been picked up as an issue and replacement bench slats will be installed. 63/132.

Lack of a bin on the sea wall. The same resident asked if a bin could be put on the sea wall between New Passage and Shaft Road. PT suggested a sign be put up showing where the nearest bin is. JE to ask South Gloucestershire Council for a schedule for emptying of the bins.

Resolved for JE to speak to South Gloucestershire Council regarding an additional bin.

63/133 Action JE

Resolved to undertake an audit of bins.

63/134 Action JE

8 AGENDA ITEMS

8.1 To decide on future action regarding bikes on Western Approaches.

A resident who rents a field next to Western Approaches is being blighted by motorbikes. A public footpath crosses the field making it difficult to enclose. The Police have been called numerous times to move people on. Bristol & Avon are the landowners, the issue could be subject to planning enforcement as they are allowing their land to be used as cycle / speedway track, disturbing residents and damaging the quality of the field.

Resolved MP to approaching B&A and or SGC

Action MP

8.2 To consider a residents parking scheme for Severn Beach.

Numerous communications / complaints from residents in Severn Beach regarding parking. A suggestion was made that a residents parking scheme could be a solution to the problem of visitor parking. One comment made to a councillor was "Why should residents have to be penalised to stop visitors parking in Severn Beach". MP has been in contact with Avon & Somerset Police beat manager, the police would support any moves to increase double yellow lines in Severn Beach. The top priority should be to increase the amount of parking available. RG commented that the problem has reduced recently but he had letters from residents all along the sea wall. RG agreed that extra parking is required. With the current ban on international travel and the English Coastal Path now being advertised there could be a longer-term increase in visitors. South Gloucestershire Council had in a previous report identified that Severn Beach needs sixty-eight extra parking spaces predominantly for rail commuting. South Gloucestershire Council needs to work with the developer adjacent to Severn Beach station to create the parking spaces. If required a compulsory purchase order by South Gloucestershire Council should be used to get the scheme underway.

The land at Shaft Road is also another location that should be seriously considered for additional parking.

Resolved not to go ahead with a residents parking scheme but to put further pressure on South Gloucestershire Council to create parking additional parking spaces. RG asked to take this to South Gloucestershire Council.

Action RG

8.3 To consider request for signage on Gypsy Platt.

Request from a resident to put up the same "respect" signs as are on the Sea wall along Gypsy Plat. JE has had outline agreement from South Gloucestershire Council to do this. Councillors to review the signage as the bridleway is different to the sea wall. MP asked to draft one for the next meeting.

Resolved to reconsider appropriate signage.

Action MP/ALL

8.4 To decide on whether to clean Pilning & Severn Beach War Memorial.

The Clerk had been approached by a resident to get the Pilning & Severn Beach Parish War memorial cleaned. Agreed that the memorial could be cleaned off with a soft brush and water by volunteers, the resident is happy to lend a hand to do this. Care needs to be taken around the inscriptions. Suggested to have a working party to clean the memorial.

Resolved HR to organise a working party to clean the memorial.

Action HR

8.5 To decide repairs to the teen hut at Pilning Playing Field.

The Clerk had previously given councillors three options to deal with the damage to the teen hut.

- Only remove the left-hand broken sheet leaving the right-hand sheet.
- Remove both sheets leaving the teen hut open.
- Replace both sheets with polycarbonate or another material.

Vote proposed and seconded to replace like for like. Nine in favour one against

63/138 Action JE

8.6 To decide on amending Financial Standing Order 7ii increasing security regarding electronic payments.

The clerk explained that the current system in Standing Order 7ii did not cope well with the pandemic as it involved two people being in proximity with each other. Also, that HMRC demand that wages are paid on the day the payroll is run not sometime later. Taking the lead from another council that uses this standing order. The amended Standing Order would be 7ii. To ensure that the Council mandate of no one person being able to authorise a transaction, the Clerk will email invoices to the three approved signatories and will only action the payment once written agreement has been given by at least two of the three signatories.

Vote to adopt the amended Standing Order, nine in favour one abstention (due to communication dropping out)

63/139 Action JE

8.7 To decide on arrangements for June 7th meeting regarding Covid restrictions.

The Clerk explained as the law currently stands after the 7th May the Parish Council will need to return to in person meetings. The next Parish Council meeting is scheduled before the final lockdown restrictions are ended. Three options

- Not to hold a public Parish Council meeting in June
- Hold a working party online that cannot make any decisions.
- Delegate powers to the clerk for the month of June

Resolved for the Digital Working Group to consider broadcasting and hybrid meetings to consider this issue. To be added to May agenda

64/140 & 141 Action JE

9 The Neighbourhood Plan

Neighbourhood Plan Steering Group Chairman stated that work has been done setting the group up. The Clerk has another person to add to be co-opted to the Steering Group. To be added to the May agenda.

64/142 Action JE

10 Severn Beach Centenary

PT has been in contact with The Wurzels to see if they would come and perform. PT to go back to the Lord Lieutenant about dates and availability.

Resolved to carry out a survey to be undertaken as to whether residents want a royal visit.

Action OT

A resident has suggested the Duchess of Cambridge would be a good choice to attend any celebration.

OT suggested Edward Penfold could be approached.

Action OT

CW suggested that any centenarians could be approached, two suggestions were made.

Resolved for councillors to make discreet enquiries.

Action ALL

11 Updates

11.1 Village Halls

11.1.1 Severn Beach Village Hall

Nothing to report from the hall.

11.1.2 Pilning Village Hall

No minutes have been received from the latest meeting.

11.1.3 Pilning Playing Field

Reported that the field is looking tidy. The teenagers at the Playing Field have requested a larger teen shelter, a new swing set and a zip wire. Councillors considered the swing and zip wire idea.

Resolved for the Clerk to report back.

Swings 64/143 Action JE

Zip wire 64/144 Action JE

11.2.1 Severn Beach Allotments

All the allotments are paid up and the three allotments not started yet have been contacted by the Clerk.

Request for a skip for Severn Beach allotments, same size skip as in 2020.

Resolved to get a skip for Severn Beach allotments

64/145 Action JE

11.2.2 Pilning Allotments

It was reported that all the allotments are being worked and looking tidy. Requested that the grass is cut on the fallow plot.

64/146 Action JE

11.3.1 Pilning Cemetery

Reported that most of the Christmas decorations have now been removed and it was noted that some had been removed before the volunteers had to remove them, which was welcomed. The next items to be tackled will be glass bottles and vases, particularly broken glass. Encouraging reports about the new cemetery railing looking good. Bin stickers JE has obtained and fitted the stickers.

11.3.2 Northwick Cemetery

Reported that Northwick cemetery is looking alright. The Clerk has seen the improved drainage ditch and Mr Griffiths was grateful for the help given by the new neighbours. The footbridge in the corner of the cemetery has been reported to Public rights of Way at South Gloucestershire Council as it has collapsed into the ditch.

11.3.3 Northwick Tower update

Following the APM JE is to continue working towards getting grants for the building.

11.4.1 Pilning Station

Report that the station bin is full and GWR have been made aware. Concern over land to the north of the station being used by Allsorts was mentioned. The land adjacent to the station was sold recently and Allsorts claim to have permission from the new owners to use it. The car park has been tidied up on Saturdays but during the week it is a different matter. The Parish Council can only realistically get involved with matters about the car park.

11.4.2 Severn Beach Station

MP has contacted Mark Hopwood and South Gloucestershire Council and he is making a log of the noise from the 165/166 units.

12 Communication

12.1 In View

Content will include: -

- Annual Parish Meeting
- Northwick Tower.
- Advertising the Annual General Meeting
- Repairs to the teen hut.
- Comment about the cemetery tidy up.
- Centenary – to include a survey regarding a royal visit.

13 Reports from external meetings

None

14 Update from Councillors on "Report it" reference numbers.

None

15 Planning

P21/00660/PND Avlon Works Severn Road Hallen South Gloucestershire BS10 7ZE Prior notification of the intention to demolish all buildings and structures (excluding the electrical substation), including their associated slabs and foundations alongside areas of hard standing, car parks, basements, channels and trenches. Prior Approval Granted with Conditions.

P20/24217/F 53 Prospect Road Severn Beach South Gloucestershire BS35 4QB Erection of a two-storey side extension to form additional living accommodation. Approve with Conditions.

P20/23909/F Unit 1 Central Park Goldcrest Way Severn Beach South Gloucestershire Erection of permanent tent structure for storage (Class B8). Approve with Conditions.

P21/00291/RVC 8020 Western Approach Distribution Park Severn Beach South Gloucestershire BS35 4GG Variation of condition 3 attached to permission P20/20469/RVC, previously P20/07847/F to replace the site plan and include additional sprinkler plan. P20/20469/RVC-Variation of condition no. 3 attached to planning permission P20/07847/F to amend proposed site plan and to add two additional plans. P20/07847/F-Erection of 2no buildings (Unit 1 for light industry (Class B1c) and Unit 2 for a flexible business use (B1c, B2 and B8)) with ancillary offices, access, parking, landscaping and associated works. (Amendment to previously approved scheme (PT18/3709/F). Approve with Conditions.

P21/00655/F 14 Beach Avenue Severn Beach South Gloucestershire BS35 4PB Extension of existing vehicular access. Approve with Conditions.

P20/22965/F 29 Beach Avenue Severn Beach South Gloucestershire BS354PD Demolition of existing dwelling. Erection of 1 no. detached dwelling with associated works. Approve with Conditions.

P21/00936/CLP Warburtons Bakery 8010 Western Approach Distribution Park Severn Beach South Gloucestershire BS35 4GG Erection of single storey extension to form office area. Approve Certificate of Lawfulness.

P20/18143/F Warburtons Bakery 8010 Western Approach Distribution Park Severn Beach South Gloucestershire BS35 4GG Erection of extension to form additional area for storage and distribution (Class B8) with associated works. Approve with Conditions.

P21/01121/PDR 48 Cranmoor Green Pilning South Gloucestershire BS35 4QF Erection of a single storey rear extension and conversion of existing garage to form additional living accommodation. Approve with Conditions.

P21/01170/PNH 52 Wainbridge Crescent Pilning South Gloucestershire BS35 4LJ Erection of single storey rear extension which would extend beyond the rear wall of the original house by 4 metres for which the maximum height would be 3.5 metres and for which the height of the eaves would be 2.75 metres. Prior Approval Granted.

P21/00264/F Land at 4 Northwick Road

Consideration has been given to the site at Northwick.

- The work has been undertaken already.
- Inappropriate in the green belt
- Northwick is a hamlet with no amenities.
- No public transport
- That it is close to grade II listed buildings.
- Previous planning applications were given on appeal because of children needing to be school.
- Heavy goods vehicles accessing the site.
- Not within the settlement boundary.
- No exceptional circumstances for a farm workers accommodation.
- Not a rural exception site for low-cost housing.
- What is South Gloucestershire Council's strategy for travellers' sites? SGC are supposed to have a 5-year forward plan but this does not appear to be in place.
- South Gloucestershire Council have no teeth to enforce.
- Change of land use from agricultural to keeping of horses, moving the gates inwards.
- This site is not suitable for this development.

Resolved to write two letters one to enforcement regarding the existing site at Northwick Road and letter of objection to 4 Northwick Road.

64/151 & 64/152 Action JE

Site to the west of Tesco

Consideration has been given to the site.

- Most of the site is within the 1957 consent.
- Additional land has been added to the left of the 1957 consent. Taking in adjacent pasture
- Arbitrary line has been drawn onto the map.
- Although the land was in ICI ownership it is not covered by the 1957 consent.

Resolved to write to the officer for the case pointing out the anomaly of the boundary and considering existing rights of way.

64/153 Action JE

P21/01529/F Land to The South of Church Road

- Business needs more space.
- Development has allegedly started, saying the business is operational at the site – which it is not.
- The business is dealing with processing road sweeping machines, road waste, muck, grit and dust.
- Applicant considers that it is green and sustainable as they are consolidating two sites into one. Moving the site to a green field out of Bristol.
- Concern over the number of vehicles involved going into and out of the site.
- Original planning was for the former wood yard only, the rest of the field is still agricultural.
- Any use of the site must have strict hours of operation.

Resolved to go through the planning application again to note further issues.

Action Councillors

Plot 9000 Land Off Western Approach Distribution Park

- Western Approaches was 1000 to 8000, "9000" does not have anything to do with Western Approaches permissions.
- ICI were sensitive to the needs of the parish and that each development would have landscaping. This development runs through that agreement completely.
- Close neighbours were told that there would be nothing closer than the development at Warburtons. This contravenes that statement.
- 1995 agreement has that nothing will be built within 200 metres of "Victoria" on Ableton Lane. Again, this development has no regard for that agreement.
- This proposal is for screening and South Gloucestershire Council have agreed that the developer does not need to carry out an Environmental Impact Assessment (EIA) 6th April 2021. Therefore, South Gloucestershire Council consider that the development will have no impact on the environment, the Parish Council strongly disagrees with that statement.
- A previous developer had talked to the Parish Council about putting a community orchard on this site.

Resolved for JE and PT to go through the application.

64/155 Action PT & JE

Orchard Pools

- Current situation is that part of one pool has been filled in and the other extended, the Parish Council do not know why.
- PT is waiting to hear from a barrister regarding this.
- PT to forward the new information above to assist with these sites as well.
- Parish Council did put down that the rest of the area between the two settlement boundaries should be designated green belt.
 - This was refused, the landscape designations we were told were already secured to the safety of the landscape.
 - Wildlife designations for the Severn estuary and roosting areas for the birds and referred to the flood risk (which is now being dealt with in part by the new river defences) and the coastal zone.
 - First asked for around fifteen years ago.

- Developers consider the land to be "White belt" and worth having a go at.
- The flood risk will now come from the rhines where land has been raised up. (ground water flooding)
- The cleaning of the A403 is still substandard.
- In reading response to plot "9000", plot M & N and a screening opinion, relates to a proposal for 350 houses back in 2016. Advice given since to do what they are doing now.
- Developers are playing off the 1957 consent and 1995 consent, cherry picking what they want.

Resolved to ask the Senior planning officer for the subsequent planning advice. With a view to a Freedom of Information request

64/154 Action JE

16 Items to add to future agendas.

Items from previous agendas

1. The installation of electric car charging points at both village halls (solar panels) (PT)
2. Community Land Trust (PT) June / July 2021.
3. Hybrid meetings (PT)

New items

4. Plastic recycling (OT)

Resolved to add to May agenda.

64/148 Action JE

17 Report from S. Glos Council

RG reported that South Gloucestershire Schools have been back for four weeks and the Covid19 testing has been very satisfactory particularly at the senior school.

South Gloucestershire Council Health are saying the vaccination programme is going extremely well.

The minimum wage has gone up by 2.2%

18 Date of Next Meeting

The date of the next Parish Council meeting will be on Tuesday 4th May 2021 including the Annual General Meeting using Zoom. There being no other business the meeting was closed at 21:30.

APPENDIX A – CORRESPONDENCE

Date	Type	Detail	Action
23/02/2021	Email	Thanks for the new dog bin from Severn Beach resident and request for signage	Agenda
23/02/2021	Email	Drawing from ASEA regarding Severn Beach North	Circulated / and filed
23/02/2021	Email	Parking in Severn Beach	Circulated / and JE replied
23/02/2021	Email	Parking on Severn Road (Hinkley Connection)	Hinkley Connection informed
23/02/2021	Email	Enforcement Weekly List (Northwick Land)	Circulated
23/02/2021	Email	Northwick Cemetery. ORN2	Noted
23/02/2021	Email	Census 2021 - helping us to help others!	Noted
24/02/2021	Email	NALC CORONAVIRUS UPDATE	Noted
24/02/2021	Email	Sea Wall	JE replied
24/02/2021	Email	Avonmouth RRC CLG meeting minutes	Circulated
24/02/2021	Email	SGC media release: Over 40,000 Tests Completed in Two Week Surge Programme	Noted
24/02/2021	Email	Protocol for marking the death of a senior national figure (during lockdown)	Noted
24/02/2021	Email	Further Activity reported at Orchard Ponds	Agenda
24/02/2021	Email	Northwick Cemetery Ditch	Cemetery Committee
24/02/2021	Email	Damage to the teen hut at Pilning Playing Field	Circulated / Agenda
25/02/2021	Email	Orchard Ponds	Agenda
25/02/2021	Email	NALC PC2-21 Model Design Code	Circulated
25/02/2021	Email	Pilning & Severn Beach Parish Council - Pre-Renewal Message (Insurance)	Noted
25/02/2021	Email	Consultation for mobile street trader	Circulated
25/02/2021	Email	Wainbridge Pilning	JE replied
25/02/2021	Email	Network Rail - Service Request Notification 210225-000229. Issues at Pilning Station	JE replied
25/02/2021	Email	Case Reference: GWR-CR-0069987 Issues at Pilning Station	JE replied
25/02/2021	Email	Pilning station car park issues (Arch Co)	Noted
25/02/2021	Email	Local Plan documentation	Circulated
26/02/2021	Email	Highway Improvements newsletter February 2021	Circulated
26/02/2021	Email	West of England Mass Transit Project: Transforming the region's transport network	Circulated
26/02/2021	Email	VACCINE EVENT THURSDAY MARCH 4th 3:30pm to 5pm - Severnside	Noted
26/02/2021	Email	Census 2021 - helping us to help others (26 Feb)	Noted
26/02/2021	Email	Funding bulletin	Filed
26/02/2021	Email	Thank you for responding South Gloucestershire Council Consultation Local Plan	Noted
26/02/2021	Email	Severn Estuary Partnership News - February 2021	Circulated
26/02/2021	Email	Tipping on Bank Road (planning permission land)	JE replied
26/02/2021	Email	InView March, online version	Noted
26/02/2021	Email	Severn Beach highway proposals	Circulated

Date	Type	Detail	Action
26/02/2021	Email	Possible funding opportunity for Village Halls	Circulated / Village Halls
27/02/2021	Email	Further plans for sea wall alterations	Circulated / and filed
27/02/2021	Email	Question regarding Little Green Lane on the March agenda	JE replied
27/02/2021	Email	FoSBR Zoom Meeting: Integrated transport plan for Greater Bristol, 15 March 2021	Circulated
27/02/2021	Email	Litter on A403	Circulated
28/02/2021	Email	Local Plan consultation	Detail added to submission
28/02/2021	Email	Meeting Notes of the February PSB NP Steering Group	Circulated
28/02/2021	Email	Pilning station update report for March Parish Council meeting	JE replied
01/03/2021	Email	Photos of the historic part of the Binn Wall	Circulated
01/03/2021	Email	South Gloucestershire Online Consultations	Noted
01/03/2021	Email	Census 2021 - helping us to help others (01Mar21)	Noted
01/03/2021	Email	Planning Portal login	JE replied
01/03/2021	Email	PT.6854 - Draft: South Gloucestershire Council (Wainbridge Crescent resurfacing)	Circulated
01/03/2021	Email	Emergency entrance off Beach Road	JE replied
01/03/2021	Email	Severn Beach Village Hall 2021 AGM	Noted
01/03/2021	Email	Cabinet approves £1 million resilience fund	Noted
01/03/2021	Email	Railway safety in Pilning	JE replied
01/03/2021	Email	Cyclist contraflow Severn Beach	JE replied / Circulated
01/03/2021	Email	M49 junction and Pilning station	Circulated
01/03/2021	Email	Neighbourhood Plan Meeting notes	Circulated
01/03/2021	Email	Access road by the Tea Cottage	JE replied
02/03/2021	Email	Training Seminar for Clerks	Noted
02/03/2021	Email	Neighbourhood Plan Steering Group email list	Action JE
02/03/2021	Email	Northwick Cemetery. ORN2 Reference Number given	Noted
02/03/2021	Email	Northwick Cemetery ditch work	JE replied
02/03/2021	Email	Contact from Wicksteed's	Action JE
02/03/2021	Email	Tree Preservation Orders (TPO) Pilning and Severn Beach	JE replied / Filed
03/03/2021	Email	Elmtree attendance at Pilning Parish various sites	Agenda
03/03/2021	Email	Access to CiLCA Emma platform change	Action JE
03/03/2021	Email	ASEA-A1-Shaft Road Ruts	Information
03/03/2021	Email	Grant application for Pilning station	JE replied
04/03/2021	Email	Update the online burial register	Action JE
04/03/2021	Email	Fly tipping on Station Road Pilning	JE replied
04/03/2021	Email	Speed limit through Pilning	JE replied / passed to Mark King
05/03/2021	Email	SLCC AGM	Noted
05/03/2021	Email	Branch Update - March 2021	Noted

Date	Type	Detail	Action
05/03/2021	Email	SLCC News Bulletin - 5th February 2021	Noted
05/03/2021	Email	Severn Salmon and Sea Trout Protection Byelaws 2021	Posted to FB
05/03/2021	Email	Pilning Station	JE replied
05/03/2021	Email	BAM Parking issues on area 4	Noted
06/03/2021	Email	Dog Waste Bin- Sea Wall on Riverside	PT replied
06/03/2021	Email	Census 2021 - Social Media content update (w/c 08 March)	Noted
06/03/2021	Email	Severn Beach: Parking Blight and Antisocial Behaviour	JE replied
06/03/2021	Email	BAM (EA's) Hedgerow Destruction	Noted
06/03/2021	Email	Wind Turbine Site at Seabank for Lawrence Weston	Noted
06/03/2021	Email	BAMS Site (Pipes Area)	Noted
06/03/2021	Email	Trees from Woodland Trust	Noted
06/03/2021	Email	Northwick Cemetery Nesting boxes	Passed to Cemetery Clerk
08/03/2021	Email	Gypsy Platt Severn Beach	PT replied
08/03/2021	Email	Community-Led Housing Webinar - The art of the possible	Circulated / also to Neighbourhood Plan Steering Group
08/03/2021	Email	Severn Beach play equipment meeting	JE replied
08/03/2021	Email	34SP.com Support Feedback Request	JE replied
08/03/2021	Email	Residents parking scheme in Warmley	JE replied
08/03/2021	Email	Motorbikes at WA Field and Surrounds	Noted
09/03/2021	Email	Pilning & Severn Beach War Memorial	Agenda
09/03/2021	Email	SLCC Gloucestershire and South Gloucestershire Minutes and accounts	Noted
09/03/2021	Email	Agenda for Development Management Committee, Thursday, 18th March, 2021, 11.00 am	Circulated
09/03/2021	Email	Confirmation of your planning enforcement complaint: SGC-40999-K2J4	Noted
10/03/2021	Email	Pilning Railway Station Update	JE replied
10/03/2021	Email	Severnside CEF virtual meeting Agenda and Flyer for 16th March 2021 at 7pm	Circulated
10/03/2021	Email	Severn Beach: Parking Blight and Antisocial Behaviour	JE replied
10/03/2021	Email	Possible adoption of the Severnside Rural Transport Strategy as a Parish Council document	JE replied
10/03/2021	Email	Request to improve the fencing between the cemetery and allotments	JE replied / Agenda
10/03/2021	Email	Play equipment matting - Wicksteeds	JE replied
10/03/2021	Email	Site meeting with Parish Council regarding Severn Beach road scheme	JE replied
11/03/2021	Email	Request for South Gloucestershire Council Litter Bags	JE replied
11/03/2021	Email	The latest news releases from South Gloucestershire Council	Circulated
11/03/2021	Email	Missing swing at Severn Beach Playing Field	JE replied
11/03/2021	Email	Sports Fencing at Severn Beach Playing Field	JE replied
11/03/2021	Email	Sea wall Severn Beach bin collections to Streetcare	JE replied
11/03/2021	Email	Outstanding Report it issues needing attention	Circulated

Date	Type	Detail	Action
11/03/2021	Email	Tea Cottage Parking - potential solution	Circulated
11/03/2021	Email	Bench at New Passage	JE replied
12/03/2021	Email	Phase 1 Consultation Response, submission confirmation	Noted
14/03/2021	Email	Free trees suggested sites	Noted
15/03/2021	Email	Confirmation of Northwick Noticeboard order	Filed
15/03/2021	Email	Request for Hi vis for litter pickers	JE replied
15/03/2021	Email	Community Carbon Calculator - for your parish or town	Circulated
15/03/2021	Email	Litter bin capacity Severn Beach sea wall	Noted
15/03/2021	Email	Play equipment update	Circulated
16/03/2021	Email	Reminder of Invitation to book: South Gloucestershire Heritage Partnership Meeting	Circulated
16/03/2021	Email	Pilning Village Hall February Meeting	Circulated
16/03/2021	Email	Report on FoSBR meeting 15/03/21	Circulated
16/03/2021	Email	SevernNet Skills Connect - WtTF2 Bid - Letter of Support	Noted
17/03/2021	Email	Census 2021 Update - Act Now	Noted
17/03/2021	Email	VF 37396 - Pre-Application Consultation - Base Station Upgrade - 54 Redwick Road	Circulated
17/03/2021	Email	Registering and declaring your interests - What every Councillor needs to know	Circulated / JE replied
17/03/2021	Email	Contact from PSBPC website - speed regulations along the A403	Circulated / JE replied
17/03/2021	Email	Graffiti On Severn Beach Village Hall wall	JE replied
18/03/2021	Email	Year end accountancy training	JE replied
19/03/2021	Email	News Bulletin - 19th March 2021	Noted
19/03/2021	Email	Avian influenza	JE replied / circulated updated information to allotment holders
19/03/2021	Email	MAF Grant money, South Gloucestershire Council Full Council Meeting	JE replied
19/03/2021	Letter	Letter of support from a resident re traffic calming and parking	PT replied
19/03/2021	Email	Continued loss of the post-box at Station Road / Bank Road junction	Royal mail contacted again
21/03/2021	Email	Beach Road parking complaint	Circulated / JE replied
21/03/2021	Email	Email from PSBPC website - overgrown shrubs on Blue Lagoon "park"	JE replied / Actioned
22/03/2021	Email	LCA 1 - Unit 1 and 2	JE replied / Clerk training
22/03/2021	Email	Census 2021 - Social Media content update (w/c 22 March)	Action JE
22/03/2021	Email	Rates for Village Halls	JE replied
22/03/2021	Email	Parish Council grant application form	Forwarded
22/03/2021	Email	ALCA Annual meetings explained	Noted
22/03/2021	Email	Sea wall decoration and an idea to increase the number of allotments	JE replied / forwarded to KW
23/03/2021	Email	Covid National day of reflection	Circulated
23/03/2021	Email	Pilning Village Hall - Escape from Lockdown 3 - Correction to ACRE guidance	Noted
24/03/2021	Email	AV0091 Pilning And Severn Beach Parish Council - 2020/21 AGAR external auditor instructions	Noted

Date	Type	Detail	Action
25/03/2021	Email	Community Carbon Calculator	Circulated
25/03/2021	Email	Thanks for contacting Royal Mail	Noted
25/03/2021	Email	Remote meetings update	Circulated
25/03/2021	Email	Graffiti in Severn Beach	JE replied
26/03/2021	Email	Home Covid-19 testing kits now available to collect across South Gloucestershire	Circulated

Approved

APPENDIX B – ACCOUNTS FOR PAYMENT

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DATE	PAYEE	DESCRIPTION		NET VAT	RECLAIMABLE VAT	TOTAL
03/03/2021	PS COLLINS	Severn Beach Toilet	DD	£ 33.33	£ -	£ 33.33
03/03/2021	ELM TREE GARDEN	Grounds Maintenance	DD	£ 463.60	£ 92.72	£ 556.32
05/03/2021	GOOGLE LTD	Email & storage	DD	£ 96.69	£ -	£ 96.69
11/03/2021	GREENBARNES LTD	Northwick Noticeboards	CQ	£ 1,596.36	£ 319.27	£ 1,915.63
15/03/2021	SEVERNNET	Membership	FP	£ 25.00	£ -	£ 25.00
17/03/2021	MR J EDWARDES	Reimbursement for Zoom Meetings	FP	£ 83.98	£ 16.80	£ 100.73
17/03/2021	MR J EDWARDES	Reimbursement for Play equipment paint	FP	£ 124.96	£ 26.66	£ 159.94
17/03/2021	MR J EDWARDES	Reimbursement for Bin labels	FP	£ 19.16	£ 4.33	£ 25.98
17/03/2021	BT	Telephone / Broadband	DD	£ 108.40	£ 21.68	£ 130.08
19/03/2021	NOW PENSIONS	Pension contribution	DD	£ 187.35	£ -	£ 187.35
31/03/2021	MR J EDWARDES	Wages / Office	FP	£ 1,175.54	£ -	£ 1,175.54
31/03/2021	MRS O MCINTOSH	Wages	FP	£ 87.80	£ -	£ 87.80
31/03/2021	MR T DARK	General Maintenance	FP	£ 80.75	£ -	£ 80.75
07/04/2021	ALCA	Membership 2021/2022	FP	£ 690.66	£ -	£ 690.66
		TOTAL		£ 4,082.92	£ 481.46	£ 4,575.14

Approved