



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

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### **Meeting Notes for Neighbourhood Plan Steering Group 15<sup>th</sup> March 2022 7pm Emmaus Church, Severn Beach**

#### **1. Present**

John Miller (JM). Richard Edwards (RE) Mike Harrison (MH), Jonathan Edwardes (JE) & Ian Roberts (ISR). Stuart Todd (ST) online.

#### **Apologies**

Anuran Wickramasinghe (AW) (Vice Chair), Gary Sheppard (GS), & Nick Davies (ND)

#### **2. Declarations of interest**

None

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

JE & RE made alterations to the email account and data storage.

The ToR Issue 3 without edits had been prepared, put on the website and distributed to the PC.

AW prepared discussion paper for the survey sub-group

RE has created the definitive list of business and groups for the business survey

GS has prepared printed material for the Open Evening

GS had received confirmation from Locality that the Design Codes work is approved and will be undertaken by AECOM. A kick-off meeting will take place on Weds 23rd March (GS & RE to attend).

RE attended the Parish Council meeting on Monday 7th March where the report to Councillors was well received. The Parish Council wants to review the content of the Terms of Reference having spotted some inconsistencies in the document. An issue around the Steering Group membership of Parish Councillors had arisen.

#### **JE Agenda item required for the April meeting regarding Membership of the Steering Group (16/03/2022)**

RE content for the website for the Open Evening will be completed following discussion at this meeting

RE new introduction to the NPSG pages has been completed

JE Facebook publicity for the Open Evening completed

#### **4. Financial Report**

The usual running expenses have been incurred for the hire of the hall and email access. Expected expenditure for open evening around £500.

#### **5. Decision on Grant Re-allocation/Hand-back to Locality**

Hand back of the grant to Locality expected to be in the region of £5000.

**GS to determine and arrange for the exact amount of grant to be paid back to Locality (31/03/2022)**

## 6. Open Evening 22<sup>nd</sup> March

Material for the open evening is on the shared drive, all are encouraged to be familiar with the data there before the event.

Display boards artwork and proof copy has now been completed by Motion Print.

### **MH to bring a laptop for the rolling PowerPoint presentation (22/03/2022)**

Borrowing display stands from History Group and will make a donation in the region of £25 to £50

Setting up at Emmaus from 4pm, doors open to the public at 7:30pm

Availability JE, RE, MH, GS, ND & JM

Refreshments served in the side room

Post-its, marker pens, paper, and refreshments to be purchased by RE

Use Emmaus crockery and wash up rather than use disposable.

### **Processing of data**

Three people or organisations have been approached, only the University of the West of England (UWE) are still able to carry out the work.

ST gave suggestions of potential data validators.

- University of Exeter, Q Step
- Rural Community Councils (WERN is our local one)
- South Downs National Park

### **JE to contact WERN as a possible organisation (16/03/2022)**

## 7. Survey of Businesses

No progress recently, with planned sub-group meeting used for working on public survey results. Once the open evening is completed this task will be taken up again.

Planned to be an online survey via the website for large businesses only.

Sub group meeting 29<sup>th</sup> March 7:30pm at Emmaus to discuss further.

## 8. Parish Characterisation Study

Guidance document has been supplied by ST.

Objective is identify areas of different appearance and feel in order to retain or enhance areas of similar land use. Initially to use a map identify areas of difference in the parish supported perhaps by use of Google Maps/ Street View. Then walking the areas in groups to assess and photograph to produce a report Sub group volunteers so far: MH (to lead) ND, JE, ISR and RE.

### **First action of the subgroup is to read the guide supplied by ST now on shared drive (31/03/2022)**

## 9. Communication with other Agencies

RE & JM attended the Strategic Infrastructure-led Masterplan for Severnside workshop – This is being created by Atkins, at the initial consultation stage currently. Questions raised over understanding of relationship with Local Plan (RE is awaiting a response from Danny Dixon), and what "Active Greenbelt" means. RE reported the area covered is south as far as Hallen and completion date is by the autumn. The Masterplan is expected to be relevant for around fifty years and is being worked on in association with the South Glos Regeneration Team.

AW & RE – meeting with University of Bristol regarding the survey data work.

## 10. Website Development

Website is up to date

## 11. Any other business

JE – Exhibition regarding the Wild Place is being held at Easter Compton Village Hall 16<sup>th</sup> March. NPSG members encouraged to go.

MH – Any progress on the M49 junction? No

MH – Investigate the national scheme to encourage cycling and walking and how this might fit with the NP. **Action by MH (10/04/2022)**

**12. Confirmation of Actions**

**13. Date(s) of future meetings**

Agreed dates

19<sup>th</sup> April (apologies JM)

17<sup>th</sup> May

Meeting closed at 20:50