



**Pilning & Severn Beach  
Neighbourhood Plan Steering Group**  
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## **Meeting Notes for Neighbourhood Plan Steering Group 17<sup>th</sup> October 2023 7pm at Emmaus Church**

### **1. Present**

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

### **Apologies:**

None.

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

None.

### **3. Steering Group Membership**

An application form to join the Steering Group had been received from Peter Johnson. He was proposed by GS and seconded by ND and unanimously voted, welcomed and thanked for his previous contributions to the group.

### **4. Review of actions from the previous meeting of 19<sup>th</sup> September and matters arising**

The action to draft a Sequential Test was ongoing and was discussed under item 6 of the agenda. **Action ND on-going.**

For P23/02267, changing 2 bridges over rhines to culverts the planning application had been approved with conditions, so the action for ND to check whether the Parish Council had registered a comment was considered closed.

The amounts due for hire of Emmaus Church had been established and included in the financial report. The Parish Online annual membership had been paid.

For planning application P23/02089/F, for services at the motorway junction, an objection had been drafted, distributed and submitted.

All other actions from the previous meeting were considered to be completed and closed, with any other matters arising described below.

JM reported that he had received a phone call from the landowner of NP11, New Passage, who he had previously written to. The landowner was now aware of the identified need for parking and would think about it. A follow up contact would be made with the landowner.

**Action: JM & GS.**

### **5. Financial Report**

GS had prepared and distributed a report which was now on the shared drive. In summary our expenditure to-date for the year was £349, but it was anticipated we would have a lot of expenditure on consultancy fees over the next 5 months. GS had applied to Locality for a

further grant of £3,500 to cover the flood risk work quoted by JBA. The technical support work for SEA and HRA with AECOM has been instructed to recommence. GS and RE will attend a Teams meeting for the SEA with Rosie Cox on 1<sup>st</sup> November.

## 6. Flood Risk Progress

Following receipt of the initial proposal from JBA, a Teams meeting was attended by RE, GS, ND & RG with Patrick Conroy and Danny Dixon at SGC on 4<sup>th</sup> Oct. It was agreed that the specified scope was not appropriate and was followed on 6<sup>th</sup> Oct by a Teams meeting with Peter Rook at JBA. JBA was tasked with submitting a revised proposal which would be focussed more on Level 2 SFRA for the two grouped sites. Although the formal response had not yet been received, an email today outlined the scope and an anticipated cost of £7,000. It was agreed that we didn't have the budget for that and it should be challenged. Their quote included work for the site screening appendix of SFRA 1 which is already in the public domain. Additionally, we would apply ourselves for the product 4 information directly from the EA.

**Action ND to draft, RE/GS to send.** A meeting with JBA would be arranged at the earliest opportunity to revisit the scope and cost. **Action GS.** ND will continue with his action to prepare our own Sequential Test. It was agreed that we should look into alternative consultants for the flooding work, in case agreement could not be reached with JBA. Stuart Todd, Stuart Miles and the owner/developers of the 3 sites in Severn Beach would be approached for recommendations. **Action RE.**

## 7. Green Belt Progress

It was agreed at the subgroup meeting on 26<sup>th</sup> Sept to instruct Stuart Miles, who had commenced his work and submitted today his initial report which was distributed to the SG. Consensus from the meeting was this was a good and helpful document. All SG members are to read and feedback any comments by Friday 20<sup>th</sup> Oct. **Action All.** A combined response will then be returned to Stuart Miles **Action RE.**

## 8. Evaluation of Sites

The subgroup meeting on 26<sup>th</sup> Sept attended by all except GC and PJ, had been constructive and identified the sites including windfall/infill sites to be taken forward to the next stage of evaluation. RE had written to all landowners to inform them of this and to provide them with AECOM's site evaluation comments and SGC's site schedule comments.

Activity on sites since last meeting:

- SG778/907 Railway sidings land. 25<sup>th</sup> Sept. RE & RG attended a Teams meeting with Network Rail who detailed the 3 options being considered for increasing services from 2 to 3 trains per hour. Following a study, they will make a decision in March 2024. They also clarified that the 10m covenant was to ensure any construction did not affect the line's foundations or drainage. The landowner has also met with Network Rail and has responded on 10<sup>th</sup> Oct to the letter from the SG with an initial proposal. At this meeting it was believed the owner had duly considered issues raised by SGC and the SG. RE had advised Ben McGee on 17<sup>th</sup> Oct. of the proposed car park size, which he thought met the minimum requirement for 60 spaces, but it probably didn't allow for disabled or vehicle charging spaces, footways or landscaping.
- SG033/NP6 Land south of Church Rd. The landowner had requested a meeting with SG representatives to discuss responses and approaches to SGC. Arranged for 19<sup>th</sup> Oct. and to be attended by RE, GS & JM.
- SG808 Corner of Bank Road and Northwick Road. Over the last week the whole of the corner plot had been cleared of remaining trees and scrub. RE was still trying to arrange a meeting with the owner who has not been available.
- SG830 The Vicarage Pilning. The person submitting the CfS was no longer owner or resident. RE had spoken with the new owner who had no knowledge of the CfS. The SG

agreed this site would no longer be considered as available unless the owner submitted a NP CfS.

## **9. Project Plan**

Draft Issue 7 of the plan had been distributed, then edited by RE and GS and re-distributed. The plan was discussed and it was understood it was prepared on the basis we would receive further funding from Locality for flood risk work. The plan was accepted and would be published. **Action RE.**

## **10. Planning Applications**

RE made ND, as flood warden, aware of an application that had come in today from Mott McDonald relating to a 'V' ditch beside the sea defences at New Passage.

The following application had been identified prior to the meeting:

P23/02680/F Piling Forge Whitehouse Lane Piling

This was an application for an additional 4 industrial units to the 5 already granted in 2022. The SG concluded that an objection should be raised on the basis of insufficient additional parking spaces and concerns of protecting the main footpath between the villages from over-parking. However, as this was otherwise a residential area, it was agreed that the developer should be approached to establish whether they were aware of the NP and whether they had/would consider residential development instead. **Action RE.**

There were no other new planning applications relevant to the NP.

## **11. Communication with other Agencies**

Other than those already identified above, GS has had contact with and was sharing information with AECOM about the SEA and HRA studies. RE had reported to the October Parish Council meeting.

Contact is to be re-made with the Anchor Society regarding sheltered accommodation schemes. **Action RG.**

## **12. Any other business**

RG asked about the allotments in Piling and whether new sites were being considered by the PC. The PC has not yet met since receiving our letter on 10/10, but the need is identified in the draft NDP.

RG had been asked by a resident about provision of a skate park. This had been identified in the public survey with the highest response for outdoor activities for youths. Delivery would be something for the PC to consider, but Simon Johnson was seen as a key person in taking forward sporting and outdoor activities.

RE advised that Kelvin Packer was giving an up-date on the M49 junction at the next PC meeting. Anticipation was that CPO may have been averted.

## **13. Confirmation of Actions**

Actions arising from the meeting were confirmed for the minutes.

## **14. Date(s) of future meetings**

Agreed dates:

14<sup>th</sup> November 7pm (previously agreed)

12th December 7pm (agreed)

Meeting closed at 21:08.