



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

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Meeting Notes for Neighbourhood Plan Steering Group 13th May 2025 7pm at Emmaus Church, Severn Beach

1. Present

Richard Edwards (RE), John Miller (JM), Gary Sheppard (GS), Robert Goard (RG), Nick Davies (ND).

Apologies: Peter Johnson (PJ), Gill Cox (GC), Mike Harrison (MH), Stuart Todd.

Note. RE reported that he'd had an email exchange with Stuart who would be present at the June meeting but thereafter is unlikely to attend as budgets for his services move towards other NPs.

Guests: Stephen Fowler.

2. Public Q&A

It was agreed to move this item to the start of the meeting to allow the guest present to speak and go. Mr Fowler stated that he and his immediate neighbours no longer wanted a car park at New Passage. He said he believed it was not as busy as during lock down and a signed car park could attract anti-social behaviour. It was explained that the parking need was identified in the residents' survey and the Steering Group was currently performing parking surveys in central Severn Beach and at New Passage to provide evidence of utilisation. Mr Fowler then left the meeting.

3. Declarations of interest

None new.

4. Review of actions from the previous meeting of 22nd April and matters arising

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

5. Flood Risk Update

The draft report had been received from JBA a week later than originally expected at 16:55 on Friday 2/5. The Steering Group had compiled a number of comments which were returned on the next working day of Tues 6/5. Many of these were typographical, indicating that perhaps the document had been hurried out without a thorough check. RE had requested an updated document for this meeting but was advised by JBA that Peter Rook was on leave since 2/5 and we wouldn't receive a response until after his return, anticipated to be Thursday 15/5.

6. SEA, HRA and Site Evaluation

RE, GS & ND has attended a re-start Teams meeting with Ryan Putt and colleagues at AECOM on Thursday 8th May. The meeting was positive and AECOM would restart all packages once we had available; the L2 SFRA complete, the Statement of Common Ground, a well-developed NDP including the site policies and the Sequential Test. The Statement of Common Ground has been returned, signed by the EA and was now with SGC for signing.

7. Evaluation of Sites

The agent for the land behind the doctors' surgery had emailed with a number of queries in relation to the draft policy for the site. In responding to these it was identified that an amendment should be made to the wordings for flooding in all policies in that flooding of the development rather than the site should be mitigated. GS had discussions with agent/owners about palisade fencing which may not now be installed.

As it is not finalised, sharing L2 SFRA with owner/developers is not yet appropriate. With regard for furthering work on site masterplans, whilst it was recognise having these prepared is helpful in identifying scope of sites, they are not required to be included in the NDP. This was confirmed by checking Oldbury's NP where only site maps are included.

A number of parking surveys have been completed since the last meeting and will be continued through the busier summer months. All completed survey forms should be sent to GS who volunteered to compile a summary of them. **Action GS.** GS requested that he received these by 20/5. **Action ALL.** It was noted that seasonal fishing is another time when parking may be busier.

8. Development of the NDP

RE and MH had been unable to meet up to make the outstanding edits to the Word version of the NDP. **Action ongoing MH/RE.** RE would check MH's availability in the morning. It was agreed, once done we would arrange another sub-group meeting to finalise. Provisional dates of 19th May, 3rd or 9th June were identified.

9. Planning Applications

For the meeting with SGC Planning Enforcement officers, RE had prepared, distributed and sent to SGC a summary the points raised at the meeting.

Submissions had been posted on the planning portal for the five planning applications identified at the last meeting.

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

GS commented that there appears to be no notices being displayed or sent to neighbouring residents for new planning applications.

10. Financial Report

GS provided an end of year summary concluding our spend for the year had been £7,596.20. It has not been possible to submit the return to Locality as payment to JBA cannot yet be completed and the Clerk is currently unavailable to process the transactions. There was no news on grant availability for the new financial year.

11. Communication with other Agencies

- RE and ND attended the SevenNet breakfast at Avonmouth on topic of Local Growth 23/4
- RE was asked to attend and speak about NPs at the Town and Parish Council teams meeting on 28/4
- RE attended and reported on the NP at the PC meeting on 6/5.
- RE had followed up by email with Chris Wilmore on SB railway extension to Oldbury which was raised at the PC meeting.
- RE and ND attended the SevenNet transport forum at Oxford Instruments on 8/5

- RE had responded to email from Stuart Rackham asking for NP up-date.
- GS had discussions with Dave Chapman at Locality about end of year accounting
- Two emails received from residents concerning the last newsletter, asking if there was a connection between the photo of the old Redwick Stores and any objections to a nearby planning application. RE had confirmed there was no connection, with photos being selected randomly for the newsletters.

Contacts with other agencies were considered to have been already identified earlier in these notes.

12. Any other Business

RE reported, from the transport forum, SGC confirmed all land agreements for the M49 link were now completed. Site mobilisation would commence by the end of May, with completion by or before May 2026.

13. Confirmation of Actions

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

14. Date(s) of Future Meetings

Agreed dates:

17th June at Emmaus (previously agreed). Apologies GS.

15th July at Emmaus (agreed).

Meeting closed at 20:45.