



Pilning & Severn Beach Parish Council Meeting held on Monday 7th October 2024. Emmaus Church Centre Gorse Cover Road Severn Beach BS35 4NP 7pm

COUNCILLORS:

Jet O'Neill (JO); Mike Pruett (MP); Nick Davies (ND); (Chairman); Peter Tyzack (PT) and Steve Graham (SKG)

Also attending Jonathan Edwardes (JE) Parish Clerk and Richard Edwards (RE) Neighbourhood Plan Steering Group, Simon Johnson (SJ) District Councillor and eight members of the public.

DEATHS: The meeting held a silence in remembrance of those who had recently died
Marj Pearson formerly of Northwick
Unknown person on the Prince of Wales Bridge

1 Apologies for absence

Olga Taylor (OT) and Victoria Bywater (VB)

Ian S Roberts (ISR) missing

2 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.
None

3 Minutes of the previous Parish Council Meeting

The minutes of the previous Parish Council Meeting held on the 2nd September 2024, after amendment to .7 Neighbourhood Plan Report on progress, were unanimously approved as a true record.

4 Matters arising / actions

142/780 – s106 money - On 29th July SGC were paid the following in relation to the Panittoni site: £15,000 towards sports feasibility study and £146,316.92 towards sports facilities. The process will not start however until the whole of the money has been paid over. The SGC officer the Clerk has contacted, is finding out who is going to be undertaking the feasibility study.

Resolved for the Clerk to find out why the feasibility study is not being progressed. SJ asked to follow up with the team at South Gloucestershire Council

Action JE & SJ

144/838 – Cemetery Noticeboard – ordered, estimated delivery 28/10/2024.

144/854 – Broad Gauge rail display – PT has been able to source more sleepers and cross braces once the wood has been cut PT will put the display together temporarily for inspection before fitting on the plinth at Pilning allotments. Interpretation wording needs to be completed.

145/881 – Pilning Playing Field flail – left hand side will be cut back around the week commencing 30/09/2024.

146/915 – Pilning shop bin – Clerk contacted South Gloucestershire Council again, response received 18/09/2024 which is under consideration before reply. South Gloucestershire Council

- may be able to replace the existing red bin by the shop door with one of their own. This needs to be confirmed. Clerk is waiting for a reply.
- 147/951 – La Grotta – Permit to trade on Parish Council land sent **Completed**
- 149/26 – Swapping wards – Clerk asked Electoral services if a serving Cllr can swap wards. Clerk is waiting for a reply.
- 149/27 – Terms of reference – The Clerk has researched and made draft terms of reference for future Parish Council sub committees.
- 149/28 – Pay disbursements – all paid. **Completed**
- 149/29 – Lack of Enforcement – 03/09/2024 the Clerk wrote to South Gloucestershire Council explaining the disappointment the Parish Council felt over the lack of action regarding the staircase on the side of the former Pilning Post Office. Received a holding response from Nigel Riglar at South Gloucestershire Council.
- 149/30 - Bramble cutting Severn Beach Playing Field – Elmtree reminded of the written email agreement to keep the brambles down at the end of Severn Beach playing field. Elmtree agreed and the area will be cut Monday 09/09/2024. **Completed**
- 149/32 – Grant to SARA – appendix C signed and returned, £500 paid 06/09/2024. The charity was delighted to receive the grant. **Completed**
- 149/33 – Purchase of signage and equipment for Severn Beach allotments – subcommittee to discuss when formed.
- 149/34 – Policies – uploaded to Parish Council website 05/09/2024 **Completed**
- 150/41 – Pilning Playing Field strim – Three contractors approached, Elmtree £380.00 +VAT, BRM Treework, £180, Tim Dark £9.50 per hour as part of the next routine visit. Area strimmed 17/09/2024, litter pick required. Ground elder has been flattened. Elmtree has accepted where the edge of the grass cutting should be. **Completed**
- 150/44 – Severn Beach MUGA Basketball hoop – ND has contacted the contractor for a meeting week commencing 9th September. CT has been to see the equipment and will devise a plan for installation.
- 150/46 – Article regarding flooding awareness – Added to October “In View” content. **Completed**
- 150/47 – Remembrance Day – Road closure application sent to South Gloucestershire Council. Acknowledgement received and consultation has begun. SGC has been asked about the supply of official advance warning and road closure signs. Request made to the Clerk about the possibility of getting reusable banners printed. The Clerk reported that vinyl reusable signs would be approximately £50 each, three being required. Chairman and Clerk to authorise as required.
- 150/52 – M49 J1 – Update from the project is that the land acquisition work is still not completed. Ecology work on site is continuing.
- 150/53 – Remembrance Day wreaths – with Clerk’s and Chairman’s authorisation two wreaths have been obtained for Pilning & Northwick £45.00. Poppy wreaths have been received. **Completed**
- 150/55 – Weight limit reinstatement – South Gloucestershire Council confirmed that the weight limit will come back into force at 6am 20th September on the B4064/B4055. Resident question following a reply from Claire Young MP. Report of a 44t through Pilning in the early hours of 24th September, SevernNet asked to remind companies on Severnside that the weight restrictions are now back in place.
- 150/56 – Flooding preparedness exhibition – Almondsbury, Aust & Oldbury on Severn are keen to make a joint approach to South Gloucestershire Council.
- 150/62 – Former railway line site on Bank Road – Multiple complaints about additional caravans / mobile homes on the new site in Bank Road.
- 150/63 – Allotment noticeboards – recommendation paper written for October agenda.
- 150/64 – Interim internal audit – Clerk is preparing the accounts for the half year audit.
- 150/67 – Pilning allotment – boundary between plots 2 and 3a confirmed. **Completed**

150/70 – Planning enforcement – the installation of four mobile homes reported to South Gloucestershire Council Enforcement in breach of planning application P23/00117/F former railway line by Bank Road ref SGC-242962-C5M1.

151/72 – Concern over trees in the Pilning new cemetery - resident was referred to the tree condition report and planned works for the Autumn. Clerk to seek three quotes for tree work and write paper to present to Council. Two contractors have contacted the Clerk for further details.

151/73 – Freedom of the Parish – request from In View editor for an additional article. Clerk to consider.

Resolved to write an article for the May edition of In View

Action JE

151/74 – Footpath closure – Clerk asked to contact South Gloucestershire Council Rights of Way Officer regarding the Environment Agency closing footpaths in the Parish affected by high tides. Councillors considered this a very heavy-handed approach and the Environment Agency are probably operating beyond their remit.

151/75 – Four cradle swings Severn Beach Playing Field - Wicksteed have supplied four updated style cradle swing seats, fitted 26/09/2024. **Completed**

151/76 – New matting at Pilning Playing Field – Installed 16/09/2024, invoice paid. **Completed**

151/80 – Elder bush complaint – Overgrown elder bush on Frances Barr Walk. Clerk getting quotes, quote accepted for £25 to undertake the work.

151/83 – Water pipe lagging – allotment water supply pipes to be lagged before winter sets in.

151/84 – Severnside Rail Conference – Severnside focused conference with GWR / NR / WECA and other partners in the future. Suggestion that Claire Young MP could help lead.

151/86 – Draft LCNAP document – Emerging LCNAP document sent to Linking the levels officer at South Gloucestershire Council for comment.

151/88 – Wooden Fort damage – report of minor damage to the wooden fort at Pilning Playing Field. Clerk to investigate.

151/90 – Memorial works at Northwick – Cemetery Clerk asked to get new quotes for the work. (106/611)

151/92 – Litter Pick – Clerk and Chairman have advised a group from Oxford Instruments on a suitable route for litter picking activity on 17/10/2024. The company is keen to help in the community. Councillors expressed an interest in joining them to show support, Clerk to circulate details.

151/93 – Road closure signs – South Gloucestershire Council were unaware of any planned roadworks. <https://one.network/> website also shows nothing. Bristol Water emergency repair work required, finished 06/10/2024. **Completed**

151/95 – Pilning cemetery graves – three graves need a little gardening work Plots 159, 216 & 308. Volunteers requested for this.

151/96 – Streetlights not working – Street lights outside of Ableton Court are not working, Clerk reported to Streetcare.

5 Correspondence

See appendix A

Govier Way Roundabout resurfacing – concern was raised about the possible effect on traffic around Western Approach.

Clerk's Network – The Clerk explained that details discussed at the Clerk's meeting are published in the In Short ALCA each month.

South Gloucestershire Council Chairman's Dinner – PT suggested that a donation to the charity might be preferable to attending.

6 Accounts for Payment

See appendix B

Planit gardens	General maintenance	£133.00
HMRC	Tax & NI	£399.60
McAfee	Virus protection	£97.99
Subtotal		£630.59
Revised grand total		£12662.99

Accounts were approved.

151/97 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 September 2024 be approved.

7 Neighbourhood Plan report on progress

See appendix C

8a Public Participation

Avonmouth Lakes at Western Approach – Dead fish. A resident was disgusted by the couldn't care less attitude from Defra over the discovery of many dead fish in one of the lakes at Western Approach.

Invasive weeds on Frances Barr Walk – The weed in question apparently looks like a cross between a sprout and cabbage

8b Report from District Councillor Simon Johnson

See appendix D

9 AGENDA ITEMS

.1 To decide on whether land by Gypsy Platt may be included in the NP for potential development

Following concerns raised previously, regarding land at Gypsies Plat, clarification was sought about the progress of the Neighbourhood Plan regarding land at Gypsy Platt. Concern was raised that the plan would be seeking to develop the land. This is very far from the case. Strict processes apply to all potential development sites that have been forwarded by landowners, whose objectives include identifying how the Parish can meet its future housing and development needs. It is not the NPSG's role to approve or otherwise but to show that such sites are potentially available for future consideration. It was clarified that all proposed developments would still have to follow existing rigorous planning application procedures which include the opportunity for everyone to support or object.

PT requested an agenda item for a future meeting "To decide on Gypsy Platt land to be assessed for designation as a Local Green Space."

152/111 Action JE

.2 To decide whether to take a lease of Promenade Gardens

After discussion regarding the project benefits and possible costs that could be incurred, the council looked favourably at the motion.

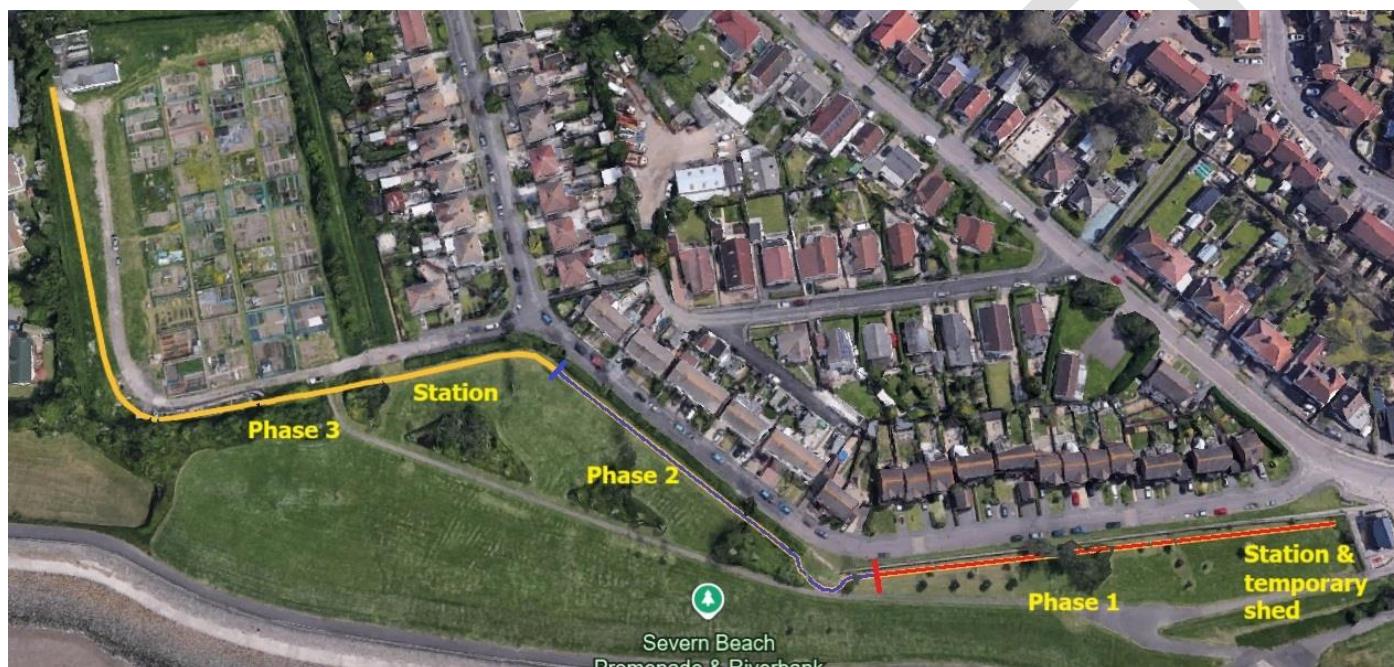
Vote SKG proposed and JO seconded agreed unanimously

.3 To decide whether to grant a sublease of Promenade Gardens

Completely dependent on the successful outcome of 9.2 of this agenda the Parish Council would consider subleasing land to Mr Joe Nemeth for the purposes of a miniature railway.

The proposed length would be from the boundary of the Tea Cottage following the perimeter of Promenade Gardens as far as the gate by Severn Beach allotments. The width of the land needed will be approximately four metres.

The proposal from Mr Nemeth is for the line to be built in three stages, see the schematic map below. Note there are two options in the phase 3 allotment area, option a) is the line running to the first curve and the engine shed being erected there, option b) the line running to the site of the former rugby club where there are utilities already available.



Also, it was agreed that Mr Nemeth would be responsible for the opening and closing of the access gate beside the Tea Cottage to form a car park next to the proposed station. This will also be subject to South Gloucestershire Council consent regarding the creation of a car park.

Mr Nemeth will be responsible for public liability insurance and the safe operation of the railway.

The equipment will also be insured by Mr Nemeth when the line is not in use

Having heard the proposals, the motion was put.

Proposed ND and seconded MP agreed unanimously

.4 To decide whether to clear the overgrown area of SB allotments and make available for use.

One quote has been secured for the clearing of wasteland at Severn Beach allotments with a view to firstly tidy the area, secondly to possibly create a temporary overflow car park and lastly to reuse the existing concrete pad as a potential location for a Men's Shed Association club house.

PT proposed and SKG seconded agreed unanimously

Resolved for the Clerk to seek other quotes

151/104 Action JE

.5 To decide on starting negotiations to close a right of way at Pilning Playing Field.

A resident spoke about access onto Pilning Playing Field from Bank Road through the former railway gate at the top left-hand side of the field. The resident would like to buy out the Right of Way. The Chair explained that the Parish Council is currently seeking tenders for grass cutting contracts and that contractors may well be looking to use that gate, as they do currently. Noted

that an independent assessment would be needed of how much the Parish Council should expect to be paid to buy out the Right of Way.

Resolved to add to the January agenda.

152/105 Action JE

.6 To decide on writing to EDF regarding the creation of further wetlands in the Severn levels

PT explained that EDF are on the lookout for suitable parcels of land along the River Severn to create salt marshes to offset land being used to build Hinkley Point Power Station. Given that the land at Orchard Pools should be left as an area for wildlife and not developed, there would be no harm in approaching EDF to see if they would be interested in purchasing it for their project.

Resolved for the Clerk to write to EDF alerting them to the potential land.

152/106 Action JE

.7 To decide on purchasing noticeboards for both allotment gardens

The Clerk presented a paper comparing various products available. There was debate over the inclusion of a nameboard on the proposed noticeboard, after discussion the recommendation was accepted to go with the Greenbarnes noticeboard with headboard.

Proposed SKG seconded ND agreed unanimously

152/107 Action JE

.8 To decide on meetings with the MP and new head of South Gloucestershire Council Streetcare

Following the recent surgery in Severn Beach with Claire Young MP, the Parish Council has already secured an appointment to discuss relevant matters.

Resolved for the Clerk to send a letter to the new head of Streetcare

152/108 Action JE

.9 To decide on next steps regarding Age-friendly Communities webinar

JO spoke to the meeting and explained the World Health Organization objectives of

- Housing
- Transportation
- Outdoor spaces and buildings
- Community support and health services
- Communication and information
- Social participation
- Respect and social inclusion.
- Civil participation and employment

It was suggested that the Parish Council could help with "Communication and information" regarding pension credits and signposting to the Village Agent and perhaps the possibility of a new Men's Shed Association in the parish.

10 PLANNING

.1 Items from the public relating to planning matters.

None

.2 To decide undelegated applications for consideration.

Councillors agreed to the response objecting to the truck stop planning application that the Clerk had drafted

Resolved to be sent to South Gloucestershire Council.

Action JE 152/105

.3 South Gloucestershire Council planning decisions.

Refusal

P24/01738/RVC The Plaza Residence Park Northwick Road Pilning South Gloucestershire BS35 4HA Variation of condition 1 attached to permission P20/10637/F to amend the proposed plans and allow for an increase in size of the day room. Change of use of land to gypsy and traveller caravan site to facilitate the stationing of 1no. mobile home, 1no. touring caravan and erection of 1no. amenity unit and associated works.

P23/02970/HH 36 Redwick Road Pilning Bristol South Gloucestershire BS35 4LQ Creation of new vehicle access.

P23/02244/F Site to The North East Of Unit 2 East Cliff Business Park Severn Road Severn Beach South Gloucestershire Change of Use of land from agricultural to land for storage and distribution (Class B8) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended) to include construction of access road, parking area, installation of 2.4m boundary fence, CCTV and lighting columns, to create commercial vehicle auction site with associated works.

Approve with Conditions

P24/01767/HH 29 Riverside Park Severn Beach South Gloucestershire BS35 4PN Installation of 1 No. window in place of an existing garage door to facilitate a garage conversion.

.4 To receive an update on outstanding enforcement issues.

There are many outstanding enforcement issues currently, South Gloucestershire Council are moving through them slowly. Concern was raised again about the inconsistency of outcomes.

.5 To decide on professional legal advice.

None, however, the Environmental Law Foundation may still be needed for advice and therefore this will remain an agenda item.

.6 Report any trading applications.

None

11 PARISH EVENTS

1. Pilning & Severn Beach Local History Group Archive Day at Severn Beach Village Hall 26th October
2. Harry Brown's at St Peter's Church Pilning, Friday 8th November see posters for details
3. Nativity scene exhibition 7th 8th December at St Peter's Church Pilning see posters for details.

12 POLICY REVIEW

.1 Staff appraisal

.2 Training & Development

Proposed the above policies be adopted en-bloc Agreed unanimously.

151/98 Action JE

.3 To receive an update regarding the Action Plan

Good progress has been made but a little slower than hoped. A fuller update will be given at the November meeting.

Action VB & SKG

13. UPDATES & REPORTS

.1 Pilning Station

None

.2 Severn Beach Station

None

.3 Severn Beach Village Hall

None

.4 Pilning Village Hall

Recent minutes circulated

.5 Pilning Playing Field

Refer to matters arising / actions

Some of the trees near the tennis court are being strangled by their plastic guards. MP to check the situation.

Teen hut continues to cause concern.

.6 Severn Beach Allotments

Status of Severn Beach allotments currently, plots below noted as not being worked, unless otherwise stated.

Plot 4

Plot 6 – notice to quit served

Plot 11

Plot 14

Plot 18 – minimal grass cutting has been done but nothing else and overgrown trees.

Plot 21 – have cleared their plot.

Plot 22

Plot 25

Plot 27

Plot 29

Plot 36 – was working but now stopped.

.7 Pilning Allotments

Most of the allotments are well tended. One plot has a new tenant.

The white kissing gate still needs painting and the hedge needs to be chopped right back so that the gate surround is visible. The Clerk will contact TD again to undertake this.

.8 To receive a report from the Cemetery Clerk

Refer to matters arising / actions

.9 Update on "Report it" reference numbers

None – Note Cllrs wish to meet with the new head of Streetcare.

.10 Report from external meetings

JO – Older person meeting

NP – Meeting with MP Claire Young, the MP is now fully aware of the issues of land raising in the parish.

14 Communication

.1 To suggest content for the next edition of In View

The Clerk has plenty of information to go on from this meeting.

Date of Next Meeting

The date of the next Parish Council meeting will be on Monday 4th November 2024 at Emmaus Church Centre Gorse Cover Road Severn Beach BS35 4NP. There being no other business the meeting was closed at 21:37

Pilning & Severn Beach Parish Council – Full Council meeting 4th November 2024

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

APPROVED

APPENDIX A – CORRESPONDENCE

Date	Type	Detail	Action
28/08/2024	Email	Parking on pavements complaint - A403 Church Road Severn Beach to Whitehouse Lane Public Footpath	JE replied
28/08/2024	Email	Severn Beach Filming Proposal - postponement	Noted
28/08/2024	Email	Diweddariad gwaith ail-wynebu'r M48 tua'r dwyrain M48 Eastbound resurfacing works update	Noted
28/08/2024	Email	COM/24/0493/OD - Land North Of Northwick Road Pilning	Circulated
29/08/2024	Email	Clerk's Network 4 September (papers and agenda)	Noted
29/08/2024	Email	Marsh Common Rd, traveller site application	Noted
30/08/2024	Email	Introduction to Age-friendly Communities webinar follow up	Circulated
30/08/2024	Email	Women's Safety Survey and Training	Circulated
30/08/2024	Email	Re: Path leading to the railway bridge Northwick/Bank Rd junction	JE replied
31/08/2024	Email	Women's Safety Survey and Training	Circulated
01/09/2024	Email	SB allotment report for Council	Discussed at council
02/09/2024	Email	Quote for mats under the swing area - Pilning Playing Field	Discussed at council
02/09/2024	Email	Idea for a Parish Conference / Meeting of electors meeting	Noted
02/09/2024	Email	Lost drone found by ASEA	Published
02/09/2024	Email	Venue for Severnside CEF meeting on 25 September	JE replied
02/09/2024	Email	ICCM AGM handbook & details here	Forwarded
02/09/2024	Email	South Gloucestershire Council Councillor - Parish Council Report Sept 2024	Discussed at council
02/09/2024	Email	Allotment plot request	JE replied
02/09/2024	Email	A&S August beat report for the area	Published
03/09/2024	Email	A403 Roundabout Resurfacing	Noted
03/09/2024	Email	Gromit Unleashed Trail 2025	JE replied
03/09/2024	Email	Pilning Cricket Pavilion picture	Archived
03/09/2024	Email	P24/01788/RVC - Avlon Works Site, Severnside - Question over written submission	Forwarded
04/09/2024	Email	Meeting details for Homes for Ukraine - Host Campaign 11 September	Circulated
04/09/2024	Email	WESTlocal Route 40 bus; roadworks; resource synergy workshop; decarbonising mobile heavy plant	Noted
04/09/2024	Email	Reply regarding Brambles at Severn Beach playing field	JE replied
04/09/2024	Email	Town and Parish Council and Planning Engagement Forum meeting on Thursday 5 September at 1pm	Circulated
04/09/2024	Email	Tennis Court Refurbishment quote	Noted

04/09/2024	Email	Acknowledgment of complaint letter regarding planning enforcement	Noted
04/09/2024	Email	Heritage Open Days, Sort It centre temporary closure and more	Noted
05/09/2024	Email	Invitation to the Resource Synergies Workshop and LIDP progress update - Thurs. Sep 12th 09.30	Noted
05/09/2024	Email	Temporary Road Closure - A403 Severn Road Roundabout, Severn Beach	Noted
06/09/2024	Email	Decarbonising Mobile Heavy Equipment - Business Breakfast with Molson Group - Th. 26th Sept., 07:30	Noted
06/09/2024	Email	ALCA 51st Annual General Meeting (5 October 2024, 10:30 - 12:00)	Circulated
07/09/2024	Email	The Severn Estuary Forum 2024 - Speakers Confirmed - 8th October 2024	Noted
08/09/2024	Email	Pilning Village Hall booking enquiry	Forwarded
08/09/2024	Website	Allotment plot request	JE replied
08/09/2024	Email	Allotment plot request	JE replied
09/09/2024	Email	Pilning & Severn Beach Parish Council - Conclusion of annual review 2023-24	Published
09/09/2024	Email	A403 Roundabout road closure - confusion regarding newspaper article	JE replied
09/09/2024	Letter	Feedback regarding bus shelters in Severn Beach	JE replied
09/09/2024	Note	Concern over the latest Severn Beach truck stop planning application	JE replied
10/09/2024	Email	Confirmation of consultee extension on truck stop planning application	Noted
10/09/2024	Email	Clerks Network minutes from 4 September 2024	Noted
10/09/2024	Email	Marmalade Trust - Referrals and volunteer applications open for Christmas Cheer 2024	Circulated
10/09/2024	Email	REMINDER: Planning Enforcement Practices and Training	Circulated
10/09/2024	Email	Submitting comments on planning applications, change of advice from South Gloucestershire Council	Actioned
11/09/2024	Email	Drain cover, entry to Shaft Rd, Severn Beach	JE replied
11/09/2024	Email	Individual action for collective change	Circulated
11/09/2024	Email	NSPG agenda	Published
11/09/2024	Email	Truck Stop application comments	JE replied
11/09/2024	Email	Access to the Pilning Playing Fields via Northover Court	Agenda
12/09/2024	Email	Closure of A403 (Case Ref: CY00729) [Longer term issues with 7.5t weight limit]	JE replied
12/09/2024	Email	PT.8057 Remembrance Day Parades and Services 2024 - Pilning, Temporary Road Closures	Noted
12/09/2024	Email	ICCM Bookings available - Training courses	Forwarded
12/09/2024	Email	Active Travel Grants from South Gloucestershire Council	Noted
12/09/2024	Email	HR/Staffing Committee Training opportunity	Forwarded
12/09/2024	Email	Flood preparedness - joint approach from Parish Councils	Agenda
12/09/2024	Email	Sea Wall Damage at Severn Beach - EA response	Circulated
12/09/2024	Email	SGC Cllrs and Town and Parish Councils pop-up meeting - Linking the Levels Project on Monday 23/09	Circulated
12/09/2024	Email	Complaint about an excessive number of traveller vans on the old railway line site Bank Road	JE replied
12/09/2024	Email	Complaint about lack of planning enforcement re Bank Road	JE replied

13/09/2024	Email	SGC Councillors and Town and Parish Councils update – Severnside CEF on Wednesday 25 September	Circulated
13/09/2024	Email	Complaint regarding a public footpath on Gorse Cover Road	Reported
13/09/2024	Email	B4055/B4064 weight limit restrictions reinstated	JE replied
13/09/2024	Email	Basketball hoop volunteer help offer	JE replied
13/09/2024	Email	ICCM MoJ Update NME Your Questions Answered	Forwarded
13/09/2024	Email	Planning Process Training Session for Town and Parish Councils on Wednesday 13 November 2024 at 1pm	Circulated
13/09/2024	Email	Follow up and Training invitation - Town and Parish Council Forum on 5 September	Circulated
13/09/2024	Email	REMINDER Flood Warden Lunch & Learn: MS Teams Meeting Link	Circulated
13/09/2024	Email	Severn Beach Village Hall Minutes of September Meeting	Circulated
15/09/2024	Website	Grant application	JE replied
16/09/2024	Email	Remembrance Sunday Road closure signs	JE replied
16/09/2024	Email	Launch of new consultation regarding school transport provision	Circulated
16/09/2024	Email	Litter Pick - Thursday 19th September Ist Filton Scouts	JE replied
16/09/2024	Email	SPP Finance Training Programme (Sep-Dec 2024)	Circulated
16/09/2024	Email	Question regarding grass cutting in Pilning Cemetery	Forwarded
16/09/2024	Email	Request for grass cutting contract tender documents	JE replied
17/09/2024	Email	Casual vacancy request	JE replied
17/09/2024	Website	Complaint about number of mobile homes on the former railway line site Pilning	JE replied
17/09/2024	Email	Truck Stop application comments regarding other land not being available	JE replied
18/09/2024	Email	Demarcation between two plots at Pilning allotment needs clarifying	JE replied
18/09/2024	Email	Meeting Invitation - Nature Recovery Project - Linking The Levels 30 September	Circulated
19/09/2024	Email	ALCA Finance Training: Technical issues with online booking	Noted
19/09/2024	Email	Bristol Rail Campaign: Ashley Down station celebration	Circulated
19/09/2024	Email	Freedom of the Parish and In View article	Pending
19/09/2024	Email	IMPORTANT: An update on funding and support for new .gov.uk domains	Noted
19/09/2024	Email	Complaint acknowledgement letter for COM/24/0623/OD	Noted
19/09/2024	Email	Lower path closure Severn Beach - New Passage response from South Gloucestershire Council	Noted
20/09/2024	Email	Complaint regarding La Grotta pizza van	Forwarded
20/09/2024	Email	Investment Opportunities in Sustainable Chemical Technologies, Roadworks update, Molson Brea and other news	Circulated
20/09/2024	Email	Request for access to the sea wall at New Passage be made DDA compliant	Noted
20/09/2024	Email	Civility & Respect Themed Summit	Noted
20/09/2024	Email	Basketball hoop project update	JE replied
23/09/2024	Email	M49 J1 update	Circulated

23/09/2024	Email	SMAS Certificate from Groundwork contractor	Archived
23/09/2024	Email	Reminder - Decarbonising Mobile Heavy Equipment - Business Breakfast with Molson - Th. 26th Sept	Noted
23/09/2024	Email	URGENT Travel Advisory - M4 Prince of Wales Bridge – closed westbound later this afternoon until 0600hrs tomorrow morning	Published
25/09/2024	Email	National Grid Hinkley Connection Project construction and future access update	Noted
25/09/2024	Email	Severn Beach Over Large Elder Bush on Pathway	Actioned
26/09/2024	Email	Rapid Adaptation Pathways Assessment workshop- Severnside	Circulated
26/09/2024	Email	Up and coming M4 closure weekend of the 18th to 21st Oct.	Noted
26/09/2024	Email	Open MP Surgery	Circulated
26/09/2024	Email	Cattybrook Solar Farm - invitation from Luminous Energy	Noted
26/09/2024	Email	TECHNICAL ISSUES WITH INVOICE SYSTEM	Noted
27/09/2024	Email	Flyers to share with you community for Linking the Levels Project meeting on Monday 30 September at 7pm	Circulated
27/09/2024	Email	URGENT: Avonmouth Highway Works	Noted
30/09/2024	Email	Marmalade Trust - Referrals and volunteer applications open for Christmas Cheer 2024	Noted
30/09/2024	Email	Hall Hire - Dance Inspirations	Forwarded
30/09/2024	Email	Meeting Reminder - Nature Recovery Project - Linking The Levels 30 September	Noted
30/09/2024	Email	ALCA Training Bulletin (September 2024)	Circulated
30/09/2024	Email	Allotment plot request	JE replied
01/10/2024	Email	ALCA October In Short 2024	Circulated
01/10/2024	Email	s106 money from Panittoni	Matters arising
01/10/2024	Email	"Juggling Time" for Councillors	Circulated
01/10/2024	Email	Pilning Village Hall Committee meeting minutes	Circulated
02/10/2024	Email	Marmalade Trust Christmas referral flyer	Noted
02/10/2024	Email	Allotment plot request	JE replied
02/10/2024	Email	Question regarding item 1 on October agenda	JE replied
02/10/2024	Email	Launch of New NALC Website (7 October 2024)	Circulated
02/10/2024	Email	Consultation letter for P24/01803/RVC reponse	Forwarded
03/10/2024	Email	Volunteer Litter Picking Event	JE replied
03/10/2024	Email	Temporary Closure - Little Green Lane, Severn Beach	Published
03/10/2024	Email	Cattybrook Solar Farm	Noted
03/10/2024	Email	Rural Housing Support in South Gloucestershire	Circulated
03/10/2024	Email	Bank Road electric cable	JE replied

03/10/2024	Website	Complaint regarding non working streetlights on a public right of way Ableton Lane	JE replied
03/10/2024	Email	Professor Mark Berry: A lecture on: 'Trams and Light Rail not cars - lessons from the Cardiff experience	Circulated
04/10/2024	Email	Land on the Corner of Bank Road and Northwick Road	JE replied
04/10/2024	Email	Bank Road use of a digger on public roads	JE replied
04/10/2024	Email	Planning Enforcement Newsletter - October	Circulated
04/10/2024	Email	Govier Way resurfacing	Published
04/10/2024	Email	Parish report for September 2024	Noted
04/10/2024	Email	Your invitation: National Highways Major Projects' stakeholder survey	Noted
04/10/2024	Email	Help with Ableton Lane boat planter	JE replied
07/10/2024	Email	South Gloucestershire Council Chair's Charity Dinner - 29th November 2024	Circulated
07/10/2024	Email	South Gloucestershire Council Environmental Enforcement team Newsletter	Circulated
07/10/2024	Email	SLCC BRANCH AGM - hold the date	Noted

APPROVED

APPENDIX B – ACCOUNTS FOR PAYMENT

DATE	PAYEE	DESCRIPTION	LEGAL REF	NET VAT	VAT	TOTAL
03/09/2024	ELMTREE GARDEN	Grass Cutting	s111	£1,583.30	£263.88	£741.00
03/09/2024	ELMTREE GARDEN	Northwick Cemetery	s214			£231.00
03/09/2024	ELMTREE GARDEN	Pilning Cemetery	s214			£347.42
03/09/2024	SOUTH GLOS COUNCIL	Localism	s111	£2,020.03	£336.67	£1,683.36
03/09/2024	NICHOLA HILLS	Severn Beach Toilet	PHA 1936 s87	£43.66		£43.66
03/09/2024	PLANIT GARDENS	Pilning Playing Field Litter Pick	PHA 1875 s164	£109.25		£38.00
03/09/2024	PLANIT GARDENS	General maintenance	s111			£9.50
03/09/2024	PLANIT GARDENS	Pilning Cemetery	s214			£19.00
03/09/2024	PLANIT GARDENS	Allotment strimming	SHA 1908 s23, s25			£42.75
03/09/2024	J EDWARDES	Expenses WIX	s111	£230.40		£230.40
03/09/2024	HMRC	Tax & NI	s111	£441.85		£441.85
03/09/2024	GEOXPHERE LTD	Parish Online	s111	£226.80	£37.80	£189.00
05/09/2024	PETER TYZACK	Expenses	s111	£24.75		£24.75
06/09/2024	GOOGLE	Email and data storage	s111	£132.00		£120.00
06/09/2024	GOOGLE	Email and data storage	LA 2011, NP 2017			£12.00
06/09/2024	SEVERN AREA RESCUE	Grant	s137	£500.00		£500.00
11/09/2024	ROYAL BRITISH LEGION	Poppy wreaths	s137	£45.00	£7.50	£37.50
12/09/2024	O2	Mobile phone	s111	£16.84	£2.81	£14.03
17/09/2024	BT	Telephone	s111	£77.62	£12.93	£64.69
17/09/2024	VISION PLANNING	NPSG	LA 2011, NP 2017	£330.00	£55.00	£275.00
18/09/2024	NOW PENSIONS	Pension Contribution	s111	£182.59		£182.59
20/09/2024	WICKSTEED	Cradle swings	PHA 1875 s164	£716.10	£119.35	£596.75
23/09/2024	G B SPORT & LEISURE	Matting	PHA 1875 s164	£1,156.32	£192.72	£963.60
24/09/2024	SOUTH GLOS COUNCIL	Localism	s111	£2,020.03	£336.67	£1,683.36
30/09/2024	ODILE MCINTOSH	Wages	s111	£48.00		£48.00
30/09/2024	J EDWARDES	Wages Office & Broadband	s111	£1,603.17		£1,603.17
08/10/2024	ALCA	Essential Councillor Training	s111	£40.00		£40.00
08/10/2024	ALCA	Essential Councillor Training	s111	£40.00		£40.00
08/10/2024	ALCA	Planning in plain English training	s111	£45.00		£45.00
08/10/2024	HMRC	Tax & NI	s111	£399.60		£399.60
			Totals	£12,032.31	£1,365.33	£10,666.98

Appendix C NPSG Report

Neighbourhood Plan Steering Group (NPSG) Report to Parish Council 7th October 2024 - delivered by Gary Sheppard. Since last PC meeting the NPSG has had one meeting on 17th September. Matters discussed and arising since, are as follows:

Flooding

Sadly, the re-modelled 100-year flood risk data, expected at the end of February, is still not available to us. At the last PC meeting we reported that we could receive it the week beginning 2nd September, but that came and went.

Chasing them again, we were advised further errors were found, needing the model to be re-worked, so we would get the data by 4th October. Expressing the Steering Group's disappointment and how we might need to escalate things if this continues, our contact has asked us not to communicate with him directly, instead registering our request through Wessex Enquiries. He explained, the EA's objective was to obtain an accurate set of model results. However, our understanding of modelling is that you should ensure you have an accurate set of inputs and a tested and reliable model, then the results take care of themselves. It appears the EA are trying to obtain the results they want, the motive for which is unclear. We had registered our request with Wessex Enquiries twice previously, but have done it again anyway, so far only receiving the standard 20 working day response time notice.

We have now raised this with our MP and Ward Councillor at their surgery last week.

Neighbourhood Development Plan

In the meantime, we've been making some good progress in moving the document forward where we can. One particular topic of interest is how we will re-define settlement boundaries in the document and what can and should be included.

Evaluation of Sites

In the requests for support from SGC for potential parking sites at New Passage and Shaft Road, we were given an alternative contact to Emma Blackham. Simon Guy has been coordinating responses from SGC colleagues in Streetcare, the Local Plan Team, Parking services and Property Services. Unfortunately, instead of receiving advice and help, everything to have come back so far has been negative or blocking. We have emphasised we are looking to SGC to provide solutions and to plan budget for such projects. We have now raised this with our MP and Ward Councillor for them to also take forward.

We recognise that clearing land adjacent to the allotments could also alleviate visitor parking, but we need to explore fully available options.

Planning Applications

The planning application for a truck stop at the entrance to Western Approach has been re-submitted. The Steering Group has re-submitted its objections.

In its role of review planning applications over the last couple of years, the Steering Group has been dismayed by the inconsistencies of planners in their considerations of flooding, Green Belt and need, seemingly differing between residential, traveller site and commercial applications. Additionally, SGC Enforcement appears unwilling to take action where sites go far beyond what they have approval for, or to take action against those involved in developments or activities, that have chosen to ignore the planning process. Again, this has been raised this with our MP and Ward Councillor

It was noted that an application to install culverts rather than bridges as an amendment to a commercial approval towards Hallen was refused. The Steering Group objected to this and is pleased to see, perhaps there is now some recognition of the increasing surface water flooding risks due to land raising and lack of rhine maintenance. Recent field flooding has been exceptional.

There have been no new planning applications of relevance to the NP although some significant decisions have been made.

Next SG meeting: 15th October, Emmaus Church (7pm).

Appendix D Unitary Councillor Report

Pilning & Severn Beach Parish Council Report | Monday 7th October 2024

Key updates for Parish Council colleagues in October 2024;

- Cllr Louise Harris, Cabinet Member for the Climate Emergency at South Glos Council will be attending this years Severn Estuary Partnership meeting in Gloucester this month. I attended last years' event in Cardiff, recognising the importance of the Estuary on the ward of Pilning & Severn Beach.
- Cllr Sean Rhodes, Cabinet Member for Places is keen to attend an upcoming P&SB Parish Council meeting with a view to supporting the desire for traffic enforcement in the local area. We are mindful of the large number of lorries using local roads as shortcuts, causing issues for local people and often making the area dangerous.
- Changes to the NPPF have delayed the Local Plan for South Gloucestershire. The changes resulted in additional housing for our Local Authority which will need to be consulted on.
- Claire Young MP held a first local MP clinic in Severn Beach last week, welcoming local residents to discuss local matters and concerns, as well as raising issues of national importance. I joined the session which was well attended. A longer-term calendar of clinics will be made available shortly, but residents will be welcomed to meet with Claire in local clinics on an ongoing basis.
- Within South Gloucestershire, residents will now be aware of published plans for paid car parking in local authority car parks which will come into effect next April 2025.
- Liaison is ongoing with SGC Officers in relation to matters such as planning enforcement, with WECA regarding the desire for e-scooter trials and the need for better public transport into the ward.

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