



**Pilning & Severn Beach  
Neighbourhood Plan Steering Group**  
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## **Meeting Notes for Neighbourhood Plan Steering Group 15<sup>th</sup> August 2023 7pm at Emmaus Church**

### **1. Present**

Richard Edwards (RE), Gary Sheppard (GS), John Miller (JM), Mike Harrison (MH), Gill Cox (GC), Robert Goard (RG), Nick Davies (ND), Guests: Peter Johnson, Anne Rollings, Sue Biggs and Ben Green.

### **Apologies:**

Nick Davies had advised he would be late.

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

None.

### **3. Review of actions from the previous meeting of 18<sup>th</sup> July and matters arising**

Grant availability had opened with Locality enabling GS to prepare a grant application. GS reported that he and ND had completed the inputting of further site detail into Parish Online from the up-to-date Land Registry spread sheet. For NP11, the approach to the son-in-law of deceased landowner via registered email and telephone had failed to get a response. The email was delivered but unopened. Those actions were considered closed. Last resort was to write a letter. **Action JM.**

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

### **4. Financial Report**

GS reported that he had been in contact with Stuart Miles about rates and estimates for work enabling him to prepare and submit the grant application to Locality for £8,400. No challenges had yet come back from Locality. Of this £6,600 was estimated for consultant fees. It was considered unlikely we will be able to get technical support from Locality for flood risk or green belt, but site viability may be available. GS has left messages with Dave Chapman and is awaiting a response but will continue to chase. **Action GS**

### **5. Flood Risk Progress**

RE and ND had prepared a Flood Risk summary document which is available on the shared drive and was sent to consultants JBA. JBA had been recommended by SGC for delivering work on flood risk as they had provided technical support to the Council. RE, ND & GS attended a Teams meeting with Peter Rook of JBA on 9<sup>th</sup> August. He confirmed that JBA had been working with SGC and gave us a link to the latest issue of SGC's Flood Risk document, which will be shared with the rest of the SG. **Action RE.**

JBA considered they could support us with what we need and would request SGC for permission to use the data produced for them. Peter Rook was to be on 2 weeks leave and would prepare a proposal with costings on his return. The proposal would be shared with the SG once it comes in (**Action RE**) to see whether an instruction to them can be made prior to

the next meeting, once funding has been received. The meeting was positive, however, RE said it was yet to be seen how solution focussed they are.

The SG should address the Sequential Test approach by preparing a letter which would go to SGC for their formal acceptance. This would be drafted and circulated over the next week.

**Action ND.**

## **6. Green Belt Progress**

RE had drafted a green belt summary document which is available on the shared drive and was circulated to the SG for review. RG raised whether it was appropriate to describe Pilning residential areas as 'high density' with the situation being more one of low availability. The wording will be amended. **Action. RE.**

It was raised whether the PC had commissioned any consultancy work on assessment of the green belt situation that we could utilise. This was thought unlikely, but a request will be made to see whether anything is available. **Action. ND**

It was agreed, that after some minor amendments to elaborate on the identified sites, we should share the drafted green belt summary document with Stuart Miles **Action. RE.** The purpose would be for his information prior to committing to the work and to check if there is anything else he will need from us.

## **7. Evaluation of Sites**

Activity since last meeting:

Railway sidings land SB. Had a Teams meeting with Ben McGee SGC transport planner on 14<sup>th</sup> August, attended by RE, ND, JM & GS. In the proposal drawn up the numbers of carparking spaces has been slightly reduced, but the location has not changed. The SG has been contacted by the landowner and a Teams meeting was being arranged for tomorrow. It was agreed that GS would join RE in the call. The landowner had advised that his declared developer was no longer involved and his own company would now be taking things forward.

Land on corner of Bank Road and Northwick Road. A site visit had been made by SGC Planning Committee on 4<sup>th</sup> August for the traveller site application. ND in his capacity of chair of the PC was allowed to speak. Both RE and Simon Johnson attended. The Planning committee will decide on the planning application on 17<sup>th</sup> August, RE to attend and object on behalf of the NPSG and ND to object on behalf of the PC. Simon Johnson will submit a statement of objection. On 5<sup>th</sup> Aug RE had established from the landowner's solicitor that they had given in to pressure and sold the land to the travellers on the site opposite.

St Peter's Farm, there had been some speculation that a planning application had been submitted for land around the property. However, it was clarified that this was just a previous SGC call for sites application which was eliminated in the early stages of evaluations. In discussion it was suggested to the owners of St Peter's Farm, they should formally notify the SG if they have intentions to convert any barns to dwellings in the NP period, as although on green belt and on the north side of Bank Road, as appropriate, these could be considered to be included in the numbers for new housing allocation in Pilning.

## **8. Neighbourhood Development Plan**

It was agreed that no further work can be done currently on the NDP and taking it to Regulation 14 consultation.

## 9. Planning Applications

The following applications had been identified prior to the meeting:

P23/02152/F Erection of a single storey office block (Class E), & steel workshop. Central Way. There was nothing relevant for the NP in this application.

P23/02267 Land North of Minors Farm Ableton Lane Hallen. Changing 2 bridges over rhines to culverts. Although out of the Parish, there was concern over the principle of culverting rhines, reduction in maximum water flow and long-term keeping them clear. Parish Council to raise this to ensure it is considered by the drainage board. **Action. ND.**

No other new planning applications relevant to the NP.

## 10. Communication with other Agencies

Other than the communications already recorded above GS had been contacted by Lisa Rigby.

## 11. Any other business

**HRA.** GS reported that Lisa Rigby who was responsible for the HRA had said she would need our wording on policies and site allocations in order to progress our work. It was agreed with the flood risk and green belt work on-going, we are not in a position to pass that over yet.

**Flower Show attendance.** GS, JM and ND confirmed their presence at the show to help. Note. Anne Rollings has also offered to help. Location at school will be weather dependent and needed between 2:15pm and 4pm. GS will lead on preparation and set up, RE will provide boards and banners next week.

**Publishing agendas.** It was agreed that going forward we will publish draft agendas for full Steering Group Meetings on the Website. Generally, this will be done approximately 6 days before the meeting once SG members had had an opportunity to comment. Later amendments would not be published. **Action. RE** to set this up with Jonathan.

## 12. Confirmation of Actions

Actions arising from the meeting were confirmed for the minutes.

## 13. Date(s) of future meetings

Agreed dates:

19<sup>th</sup> September 7pm (previously agreed) apologies GS.

17<sup>th</sup> October 7pm (agreed)

Meeting closed at 21:26.