



**Pilning & Severn Beach  
Neighbourhood Plan Steering Group**  
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## **Meeting Notes for Neighbourhood Plan Steering Group 12<sup>th</sup> December 2023 7pm at Emmaus Church**

### **1. Present**

Richard Edwards (RE), John Miller (JM), Robert Goard (RG), Gary Sheppard (GS), Mike Harrison (MH), Nick Davies (ND), Peter Johnson (PJ). Attending remotely: Stuart Todd (ST).  
Guests: Colin Chorley, Sue Gillard, Peter Brown and James Hinchcliffe of JBP.

### **Apologies:**

Gill Cox (GC).

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

PJ declared that he had an association with Peter Brown.

### **3. Discussion with Peter Brown - learnings from Swanmoor Stoke (20 minutes)**

Peter provided the Group with an overview of the scope and status of the project and answered questions as they arose. The scope is for 3,000 homes now all relocated in flood zone 1. A small part is within our parish but is proposed for sports and recreation use rather than housing. Although not currently supported by the Local Plan, Peter said it is identified as a reasonable alternative. The predicted employment to resident ratio of 9:1 was something that the development could address as would the intention to redevelop Pilning Station to receive half hourly services. Peter and James were thanked for their presentation and left the meeting.

### **4. Review of actions from the previous meeting of 14<sup>th</sup> November and matters arising**

A bio for GC is now on the website.

GS has had some computer issues and required JM to re-send the invoices for hall hire.

#### **Action: JM.**

Establishing whether the Group's activities are covered by the PC's public liability. **Action ND on-going.**

The employment opportunity on land near Pilning Station supported. In the Local Plan was to be looked at in more detail **Action ND on-going.**

MH had set up the discussion with Peter Brown at this meeting.

PJ and GC now have access to both the shared drive and Parish Online.

All other actions or matters arising are covered under the agenda items below.

### **5. Financial Report**

GS reported the link for the form for returning the grant to Locality had been delayed and was only recently received. In discussion with Locality, he had established that they were predicting an 8 week turn-around for a grant return and re-issue, with an additional delay through the festive period. This would present a risk that the additional grant money would only be available towards the end of the financial year leaving very little time to spend it before returning it again. Should there be a repeat in the delay of the announcement of the availability of new grants, we could be at further risk of effectively having no money from now

to mid-summer if we were to return the current grant. Additionally, and especially for the flooding work, it was currently unclear what the scope was and how much money would be required and when. It was decided to continue the meeting and discuss the next topics of Green Belt and Flooding before returning to making a decision on grants.

This was done and it was concluded we should not return any of the grant until the end of the financial year. This would leave us with £4,400 to spend. Locality to be notified **Action GS.**

GS advised in response to an earlier query that the HRA work would be carried out as a desk-top exercise of available information, including the Stonewood reports and that site visits would not be required.

## 6. Green Belt Progress

The completed drafts of the Green Belt Review and Exceptional Circumstances Report, had been sent to ST for review, but he had advised this would need to go to the officers at SGC. ST gave some verbal feedback at the meeting. This was done and a response received from Patrick Conroy yesterday. Discussion around that agreed that we would respond to say:

- The NPSG will prepare a draft Policy for Green Belt which will become part of the NDP. This will be done with input from our consultant Stuart Miles. We will share this Policy with SGC prior to a meeting with SGC in January.
- We request SGC to draft and share with us, an appropriate policy hook to be included in a future revision of the Local Plan. An estimate of timing of when that can be included in the Local Plan would be helpful to us.
- With the agreed policy content, the NDP will reference the hook in the draft local plan and will state, only when that hook is included in the approved Local Plan will the NP policy be implemented. On current timings, even if the NP is adopted at the end of 2024 and its implementation commenced, the removal of land from the green belt cannot be completed until the end of 2025 at the earliest.
- For the meeting in January 2024, for which we will ask for date options, we hope our consultant Stuart Miles will attend.

Response to be made to Patric Conroy. **Action RE.**

## 7. Flood Risk Progress

ND had put flooding consultants on hold and had received a response from Stonewood's consultant MJA.

ND had drafted a Sequential test which he will share with the Group. **Action ND.**

We had not at this stage progressed with an Exception Test.

RE had sent a request to SGC to discuss with them at a meeting our proposals on the way forward with flooding and agree what we should specify to consultants in terms of scope of delivery. The request also included the principle of SGS setting up an introductory meeting with the EA. A response from Patric Conroy had been received yesterday.

Patrick's response was discussed along with the findings of the Sequential Test and our options going forward considered. A difficulty is that the ASEA data is only to 75 years (2098) whilst for housing 100 years is needed. Although the 1:200 probability shows no flooding, the 1:1000 probability is very pessimistic and frankly unbelievable at particular locations. A 'sanity check' will be made of the data. **Action MH.**

It was concluded that we need to have dialogue in a meeting with the EA to establish any further scope of work on flood risk.

A response is to be sent to Patric Conroy's email with a requesting a joint meeting with the EA to be set up. The draft Sequential Test will be attached. **Action RE.** We should also establish whether there is a SGC Sequential Test available for us to compare styles and approach.

## 8. Evaluation of Sites

Activity on sites since last meeting:

- JM has had contact via messaging with the landowner of NP11, New Passage. He would attempt to set up an informal meeting with representatives of the group. **Action JM.**
- 21/23 Cross Hands Road; an outline site plan had been received showing the intent to be for 9 four-bedroom detached houses. Following discussion, the Group concluded we should respond to the agent questioning the density and lack of mix of dwelling types that will be needed in the NP. **Action RE.**
- SG808 Corner of Bank Road and Northwick Road. RE had fed back from the last meeting to the landowner of the corner plot, conveying that the Group is pleased he is engaging with the Steering Group and the other landowner. RE had been approached yesterday by the owner of the land behind the surgery who is working with James North on site options and suggested a meeting. This was discussed and agreed at this meeting and arrangements will be made. **Action RE.**
- St Peter's Farm an email had been received from the owner's son asking for an update on flooding and green belt. RE had responded and asked for further clarification of the scope of the conversions.
- SG033/NP6 Land south of Church Rd. RE had checked and confirmed that the owners have the contacts for maintenance contractors they requested at the meeting.
- RE had asked in the email to Patrick Conroy for a meeting with appropriate officers to discuss SGC assets. He has provided the name Chris Thomas in Property Services and asked us to make contact directly. **Action RE**

## 9. SGC Local Plan

Consultation would be on-going to around 7<sup>th</sup> February. At the PC meeting Peter Tyzack had raised that there were no planned public presentations in the Parish, although RE in his emails to Patrick Conroy had offered the opportunity for the NPSG to host such an event, in discussion there was a very strong view that SGC should be delivering themselves a presentation in our Parish. P&SB is the only parish in SG currently delivering a NP and therefore it was important a presentation was made here, especially when they were planning two presentations in Almondsbury. A response to that effect to be sent to SGC. **Action RE.**

ND will communicate this situation to Chris Wilmore. **Action ND**

It was agreed that the link on the website to site maps, which is not functional should be removed. Should the public presentation for the LP materialise it was agreed we should produce a new clean and current map of potential sites.

In discussion with guests about engagement with residents it was agreed we should use our mailing list to send out the monthly reports that appear in In View. **Action GS.**

## 10. Planning Applications

RE and GS attended the consultation for the solar farm development at Cattybrook Farm and fed back at this meeting. Approx 1/3 of the site will be in the Parish with access for construction and maintenance through Rookery Lane. Comments were registered about them using a green field site rather than roofs on industrial buildings, distribution of community funding and its amount to both parishes and not overlooking P&SB.

P23/03287/F Conversion of existing garage to form 1 no. new dwelling, 77 Redwick Road. This was discussed and will be of interest to see how this progresses. The Group has no comments to make.

ND reported that he'd attended a meeting this week with the new 'community engagement consultants' for Orchard Pools, where the expectations from the PC were expressed.

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

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

RE had reported to the December Parish Council meeting.

RE had email communication with Kelvin Packer SGC confirming the current predicted timings for the M49 link.

GS has had communication with Groundworks in relation to grants.

There was no other contact with agencies other than those already identified above in these notes.

#### **12. Any other business**

RE raised that occasionally on community Facebook pages inaccurate postings were being made about the NP. It was agreed where these crop up, we should respond but just to identify the inaccuracy and ask anyone concerned to contact the Steering Group. **Action RE.**

#### **13. Confirmation of Actions**

Actions arising from the meeting were confirmed for the minutes.

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

Agreed dates:

16<sup>th</sup> January 7pm (previously agreed). Stuart Todd to attend and commencing with Peter Brown (tbc).

20<sup>th</sup> February 7pm (agreed) – RG apologies.

Meeting closed at 22:12.