



## **Pilning & Severn Beach Parish Council Meeting held on Monday 1<sup>st</sup> March 2021. Virtual Meeting via Zoom 7pm**

**COUNCILLORS:** P Tyzack (PT) (Chairman); S Binns (SCB); K Weeks (KW); M Pruettt (MP); I Roberts (ISR): Carol Woodhouse (CW) Heather Rickards (HR) Alex Smith (AS), Jacqs Graham (JG)

Also attending Jonathan Edwardes Parish Clerk (JE) District Councillor Robert Griffin (RG) and one resident of the parish

**DEATHS:** The meeting held a silence in remembrance of those who had recently died.  
Vera Broady of Severn Beach

### **1 Apologies for absence**

Olga Taylor (OT)  
Robert Walsh (RW)

### **2 Declarations of Interest**

None

### **3 Minutes of the previous Parish Council Meeting**

The minutes of the previous Parish Council Meeting held on the 1<sup>st</sup> February 2021 had been previously circulated and were agreed by all as a true record.

### **4 Matters arising**

Local plan phase 1 JE thanked PT for the huge amount of work that he undertook on the item and the response has been sent to South Gloucestershire Council.

Tree preservation order JE has sent a reminder email to South Gloucestershire Council Trees department no reply yet.

**Resolved to ask RG to chase up the tree issue with South Gloucestershire Council**

**Action JE & RG**

Northwick notice boards JE has met with Pete Griffiths and two locations have been discussed the favoured one being on the main road next to the front gate.

Waste cart ordered and delivered.

Grass cutting on the Blue lagoon site Email sent to Gary Meddick, also reminding them not to cut through the wildflower meadow.

New Passage parking correspondence circulated as requested.

CEF response sent off and acknowledged by the Community Engagement Forum.

Pump Track PT has sent a letter to Highways England and South Gloucestershire Council and no response yet on either. PT to chase them up before the next meeting.

**Action PT**

Ibstock Enovert Grant JE is waiting until after the Annual Parish Gathering when we should get a definitive answer on what happens to the tower.

The Nurseries planning appeal the decision of the council was sent off to the appropriate appeals officer.

Covid 19 Group reply from the group's founder thanking the council but as things are hopefully improving now there will not be a need for publicity for the group.

Standing Orders have been amended as required regarding recording meetings and these can now be found on the website.

BAM Nuttall footpath improvement PT had a chance meeting with someone from their team on the sea wall. PT told the meeting that the old part of the sea wall (possibly built by Napoleonic Prisoners of War) will remain untouched. JE also mentioned updated plans from BAM Nuttall can now be found on the Council's shared drive. ISR was pleased with the dramatic improvement to the sea defences behind his property.

Cemetery new railings ordered and 50% deposit paid, they should be installed end of March early April.

Pilning Station Letters sent to GWR and Arch Co, Arch Co response was poor, JE will chase further. Useful correspondence with NR re the electrical cabinet and the land to the north of the station. The land is neither owned by NR or Arch Co. Is it possible to find out the exact ownership of the land adjacent to the car park on either side? PT suggested that Planning enforcement should be informed and let them take it forward.

**Resolved to contact Planning Enforcement.**

**Action JE**

FoSBR subscription paid.

Report it items, letter sent to South Gloucestershire Council no reply yet.

## **5 Correspondence**

Hinkley Connection have asked to give a presentation to council about the project in the parish. PT suggested that Almondsbury Parish Council might like to join in as well.

**Resolved to ask for the presentation at the May meeting and to contact Almondsbury Parish Council.**

**Action JE**

Fly tipping SCB received a phone call from a resident in Station Road regarding the fly tipping around there. It has been appearing by the lorry load recently. With regret the only recourse is to keep on reporting the problem to South Gloucestershire Council. MP wondered if cameras could be deployed. PT said that South Gloucestershire Council have cameras that could be used to deter fly tipping.

**Resolved to ask South Gloucestershire Council to install their fly tipping surveillance cameras.**

**Action JE**

Litter on A403 KW has had correspondence with South Gloucestershire Council and Jack Lopresti regarding litter on the A403. The reply from the MP was reiterating Mark King's comment to council that the A roads all over South Gloucestershire are suffering litter predominantly thrown from cars. Notice was given that there will be planned closures of the A403 in early March to clean the verges. PT asked if there was anything additional the Parish Council could do, possibly involving the media.

**Resolved to create a media release.**

**Action PT & JE**

BAM Nuttall meeting future date PT asked ISR if he had mentioned a future date with BAM Nuttall. JE confirmed that a meeting was proposed for June but no firm date yet.

**Resolved to get a firm date for the meeting.**

**Action JE**

## **6 Accounts for Payment**

Please see Appendix B

Accounts for payment were approved unanimously.

## **7 Public Participation**

None

## **8 AGENDA ITEMS**

### **8.1 To decide on future action regarding Orchard Pools.**

CW reported the pools themselves were being filled in, JE informed South Gloucestershire Council, the response came back that the development under the 1957 permission was permitted. RG had no further update on the situation. PT spoke with Robert Walsh and he reiterated the reply given by Jayne Hall that the development was permitted. PT also spoke to the Environmental Law Foundation (ELF) they are treating the issue as serious and they appear to think there is a case to be heard. ISR added that the South Gloucestershire Council letter appeared to say that the 1957 permission is still extant and that the developers could build out into the river under that permission. PT said that ELF is being told to work on whether the s106 and 1995 permissions are still valid or not. If they are not valid then there is nothing stopping development at all. PT is waiting to see what is in the "Call for sites" process as there are sections of land being cleared for development not covered by the 1957 permission. HR wondered how much the work of ELF is going to cost, PT replied that it is all pro-bono currently. JE stated that the council will need to be made aware as soon as possible if any funds are required. PT suggested that a fee cap could be negotiated with ELF.

PT thinks that under the Town & Country planning act the situation could simply be called in to the Secretary of State to investigate what is going on. At which point any costs would not be the Parish Council's responsibility.

### **8.2 To decide on future action regarding low level noise (Suez)**

MP stated this was still ongoing however the noise has reduced considerably. It can still be heard very faintly when there is a south westerly wind. PT concurred that he could not hear anything from the plant. South Gloucestershire Council are still asking for residents to log any noise from the plant and they are keeping the case live for the time being. Even in the event of the case closing South Gloucestershire Council would reactivate it immediately if required. PT mentioned that what OT had put in InView was spot on with the current situation.

### **8.3 To decide on a future course of action regarding noise from trains at Severn Beach station**

Ongoing issue for MP and with other residents suffering noise from the station. Mixed messages are being given by GWR to whether the units engines should be turned off or not when idling. MP is going to collate all the answers he has had and the issue has a case officer at South Gloucestershire Council. The environmental aspect of having trains idling for half an hour must be pressed home to GWR regarding the waste of fuel. MP to share the information he has with councillors for their comments. PT encouraged MP to contact FoSBR to get their view.

**Resolved MP to share findings with councillors.**

**Action MP**

### **8.4 To consider getting a traffic survey for Northwick Road.**

OT asked before the meeting that a traffic survey is requested from South Gloucestershire Council. PT also mentioned correspondence from a resident which concluded that the parish needed traffic surveys; computer models are all very well but getting hard evidence would be better. ISR noted that the Severnside area is only half full of its planned development. In five years double the number of people will be working on Severnside. ISR questioned the worth of undertaking the survey as it will soon be out of date. SCB noted that the Parish Council needs base data to be able to compare with any increases in the future. JG commented that the Parish

Council should keep prompting South Gloucestershire Council otherwise the parish will be overrun with traffic problems.

ISR suggested a list be created of all the locations the Parish Council wants to be surveyed.

Locations requested for a traffic survey are.

- Hallen Road
- A403
- B4055
- Bank Road
- Northwick Road
- Berwick Lane (liaise with Almondsbury Parish Council)
- All three entrances to Western Approach/Central Park

**Resolved letter to go to Mark King requesting the above locations for traffic surveys and liaise with Almondsbury Parish Council.**

**Action JE**

### **8.5 To decide on a future course of action regarding traffic around "The Island" Severn Beach**

a) PT hoped that the councillors had seen the contraflow cycling plans. HR and KW voiced opposition to the plan. HR went on to say that it seems pointless to put the contraflow cycle lane in, it would be expensive and upset people as it narrows the road and does not take into consideration the people that want to park on Station Road. PT said that the Parish Council had not been involved with any of the decision making by Sustrans and communications via the clerk, personally or via SevernNet have been ignored by them. The cycling and walking officer for SevernNet also has had the same issues with Sustrans. PT thought there needed to be a considered approach that certain parts of the Severn Beach scheme are worth having.

The Parish Council agrees to: -

- Zebra Crossing on Ableton Lane and works proposed to the south of the crossing.
- Proposals for Green Lane and the entrance from the Green Lane end (this follows a Parish Council suggestion)
- Proposals for Beach Avenue and Beach Road as far as the Tea Cottage.

The Parish Council disagrees with: -

- Station Road
- One way system
- Mini roundabout Station Road / Ableton Lane

No consideration has been given to the suggestion that Station Road and Beach Road become two-way traffic and the end of Beach Road by Pippits Court is blocked off. A range of views were given to this idea.

**Resolved to contact Mark King regarding the proposals outlined above with a view to having a site meeting to explain the proposals further.**

**Action JE**

b) ISR noted that the results of the A403 speed check came through after two years and South Gloucestershire Council should be asked to conduct another survey.

**Resolved to contact Mark King regarding the proposals outlined above with a view to having a site meeting to explain the proposals further.**

**Action JE**

**8.6 To decide on the dates for the Annual Parish Gathering and AGM given Covid legislation.**

**Resolved to have the Annual Parish Gathering on Tuesday 6<sup>th</sup> April and Annual General Meeting on Tuesday 4<sup>th</sup> May, both meetings via Zoom.**

**Action JE**

**8.7 To decide on a course of action to care for the new trees on the Promenade Gardens.**

Concern was raised to PT that it costs South Gloucestershire Council as much money to water new trees as plant them. PT asked the Parish Council if they would be willing to undertake the work on SGC's behalf; allowing South Gloucestershire Council to plant more trees.

**Resolved JE is to ask Tim Dark if he will consider taking on the extra responsibility and PT to ask South Gloucestershire Council about the costs of them watering the trees.**

**Action JE and PT**

**8.8 To consider a parish wide tree planting scheme and the status of Little Green Lane**

Concern from residents regarding ash die back as the trees in Little Green Lane are mainly ash. Also, the suggestion in the past to downgrade the lane to a cycleway only, PT asked the councillors for their thoughts. The feeling was that Little Green Lane should remain open to traffic as it is.

**Resolved for JE to write to South Gloucestershire Council Arboreal Services and ask about how SGC are going to deal with ash die back situation and what can be done about the trees in Little Green Lane.**

**Action JE**

**SCB to investigate schemes and funding to plant more trees in the parish.**

**Action SCB**

**8.9 To decide on an increase in fees from Elm Tree Ltd**

JE explained to council that Elmtree have requested an increase in the amount they are charging for 2021 with an additional £278.16 for the year. JE was asked to check how long the current contract has left to run.

**Action JE**

## **9 The Neighbourhood Plan**

PT asked for a proposal to co-opt the volunteers who form the Neighbourhood Plan Steering Group so they are members of the council with no voting rights, namely: -

- Gary Sheppard
- John Miller
- Julia Edwards
- Richard Edwards

**Proposed KW and seconded HR agreed unanimously.**

Neighbourhood Plan Steering Group Service Level Agreement and Terms of Reference documents were circulated previously. JE has been through these and amended the template documents. PT asked for a proposal to accept the documents.

**Proposed CW and seconded JG agreed unanimously.**

CiL ISR wanted to know how much CiL had been paid to the council over previous years.

**JE to get the figures and circulate.**

**Action JE**

## **10 Severn Beach Centenary**

PT had previously circulated a list of ideas. CW said the Village Players are looking at putting on a railway related play, probably at Severn Beach Village Hall. SCB stated that the History Group are going to be creating a book and putting on an exhibition. It is expected that events will take place over a five-week period in June / July 2022.

## **11 Updates**

### **11.1 Village Halls**

#### **11.1.1 Severn Beach Village Hall**

MP had circulated the minutes from the Severn Beach Village Hall meeting. SCB asked about the new play equipment as the council are responsible for making sure it is installed properly.

JE will be having a conversation with Sam Croft about the installation of the new equipment and to clarify the position on insurance. AS said that this will be the last piece of equipment installed as there is no room for any other items.

**Action JE**

#### **11.1.2 Pilning Village Hall**

JG circulated the latest minutes prior to the meeting.

JE asked for an update on the sewerage / drainage project. ISR stated that revised drawings have been produced and there is someone willing to undertake the work. ISR believes there is another container arriving so plans will need to be amended to accommodate that as well.

#### **11.1.3 Pilning Playing Field**

Damage to the teen shelter JE has asked Tim Dark to remove the broken parts of the polycarbonate sheet. There are three options to deal with the teen hut.

- Only remove the left-hand broken sheet leaving the right-hand sheet.
- Remove both sheets leaving the teen hut open.
- Replace both sheets with polycarbonate or other material.

**JE to check the hut to make sure the broken parts are safe.**

**Action JE**

Basketball backboards HR asked when these will be repaired ISR stated that he will take down the remaining broken parts of the backboards and fit temporary wooden boards soon. Metal backboards are still in production.

**Action ISR**

#### **11.2.1 Severn Beach Allotments**

KW said there is one plot left and all are paid up, the ground currently is very wet. KW suggested that the last one is advertised in In View either as a whole plot or two half plots.

**Action OT**

#### **11.2.2 Pilning Allotments**

SCB said the allotments were looking good given the time of year.

#### **11.3.1 Pilning Cemetery**

Cemetery is looking tidy; the grave decoration policy explanation has gone into In View with the date amended to the end of March for the removal of Christmas decorations. SCB asked where the cleared items could go, JE offered St. Peter's church black bin. The cemetery green bin is getting unsuitable items placed in it. JE to get stick on vinyl warning notices for the bins.

**Action JE**

JG asked if there is a communal village skip or large rubbish bin. SCB said the litter pickers have organised with South Gloucestershire Council to have the rubbish picked up from beside certain bins in the parish.

Short item for InView that the cemetery committee will begin removing items from the 31<sup>st</sup> of March 2021.

**Action OT**

### **11.3.2 Northwick Cemetery**

SCB stated that Northwick Cemetery is tidy and the cemetery committee have accepted the kind offer by Pete Griffiths to clear out the ditch. Tim Dark is not available to help with the clearing work so JE will approach Tim Roper.

**Action JE**

MP was asked to circulate details of the cemetery wildlife article he was sharing.

**Action MP**

### **11.3.3 Northwick Tower update**

Still pursuing grants but JE will hold fire until after the APM when there should be a clearer idea of what is going to happen to the structure.

**Action JE**

### **11.4.1 Pilning Station**

The black rubbish sacks at the station approach have been taken away, and the approach road looks more tidy than usual. There are however heaps of soil in the station car park. OT understands that these are dug out from the overgrown area adjacent to the car park and transferred to the bank behind the Allsorts yard, so that the yard could be extended. You can see the changes to the bank from Bank Road. The yellow height barrier at the entrance is still broken, and the electricity board is still missing the cover. The station car park is a hive of activities and seems to be used by workers, who are doing maintenance on the railway bridge above Station Road.

The station continues to be used for essential shopping and exercise, according to volunteers from Pilning Station Group who keep an eye on the station. There have been no cancellations or significant delays to the 2 weekly services in the past months, except for the morning service to Penzance on Saturday 27<sup>th</sup> February which terminated at Taunton due to the discovery of a WWII bomb near the line in Exeter.

Pilning Station Group are looking to apply for funding via Restoring Your Railways government fund (closing date 5 March). Would the Parish Council consider it possible to write a short letter of support to the DfT c/o Pilning Station Group, which can be attached to the application?

Resolved to send a letter of support for the grant application.

**Resolved to write to Pilning Station Group giving the Parish Council support**

**Action JE**

KW had visited the station recently and was shocked at the state of it.

### **11.4.2 Severn Beach Station**

See matters arising, PT asked if the troublesome group had been seen back at the station. Thanks were expressed to Paula the PCSO for dealing with this.

Car Park KW wanted to know the latest on the car park issue at Severn Beach station

**Resolved to send a letter to Jack Lopresti MP asking for any updates.**

**Action JE**

## 12 Communication

### 12.1 In View

PT and JE to contact OT with content for InView.

- Last vacant plot on Severn Beach allotments.
- Christmas decoration removal at Pilning cemetery.

**Action PT JE & OT**

## 13 Reports from external meetings

Viridor meeting KW circulated the minutes.

Twining group PT attended this but nothing to report back.

SevernNet transport strategy PT had contributed a paper to this meeting. Circulated to councillors.

## 14 Update from Councillors on "Report it" reference numbers.

None

## 15 Planning

P20/22629/F 35 Redwick Road Pilning South Gloucestershire BS35 4LG Installation of front and rear dormers to facilitate loft conversion. Erection of two storey rear extension to form additional living accommodation. Approve with Conditions.

P20/21006/F Land Off Northwick Road Pilning South Gloucestershire BS35 4JE Change of use from agricultural to the stationing of 2 no. touring caravans and 2 no. mobile homes (Sui Generis) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended) with the erection of 2 no. dayrooms and installation of hardstanding. Approve with Conditions.

P20/23939/F 134 Beach Road Severn Beach South Gloucestershire BS35 4PQ Erection of two storey side and single storey rear extension and conversion of existing garage to provide additional living accommodation (Resubmission of P20/12270/F) Approve with Conditions.

P21/00263/F Bilsham Farm Bilsham Lane Pilning South Gloucestershire BS35 4HD Installation of a ground source heat pump, horizontal heat collectors and associated works. Approve with Conditions.

P21/00181/F Sage Cottage Bank Road Pilning South Gloucestershire BS35 4JQ Erection of side porch. Erection of single storey rear extension to form additional living accommodation. Approve with Conditions.

## 16 Items to add to future agendas.

Items from previous agendas

1. The installation of electric car charging points at both village halls (solar panels) (PT)
2. Community Land Trust (PT) June / July 2021.
3. Hybrid meetings (PT)

New items

## 17 Report from S. Glos Council

RG said that there was not much to report this month.

Viridor he is concerned that Viridor traffic is going along the A403 and Hallen and the impact of this is going to be quite substantial and will affect commuting for residents.

Uncontrolled parking RG has had so many complaints about uncontrolled parking from New Passage, Shaft Road, Beach Road, Beach Avenue right through to Riverside Gardens. There is no easy solution to it given the Covid-19 lockdown has been so long people are desperate to get out of their homes.



New school RG attended a virtual meeting regarding the new school for children with Severe Learning Difficulties (SLD) and Profound and Multiple Learning Difficulties (PMLD) planned for part of the Marlwood School site. If it comes to fruition it is going to be quite a futuristic building.

Additional visitors In response to people complaining to RG, PT stated that the Parish Council had raised car parking with Mark King at SGC and the suggestion that land is either purchased or leased at New Passage. SCB added that things will probably calm down with the closure of the sea wall and once it has been reopened lockdown will be over and people will have other places to go. ISR had a contrary view that visitor numbers are likely to go up with the improved sea wall and National Coastal Path designation. Unless something is done with parking this is going to be a recurring problem. It was suggested that the sea wall contractors might leave their car park for future use. Unfortunately, they are using land owned by Wessex Water.

Bin collections With additional visitors KW asked that the bins are collected more often, JE stated he had been in contact with South Gloucestershire Council regarding this already and PT reminded the meeting that Mark King would get additional litter collections as and when requested.

### **18 Date of Next Meeting**

The date of the next Parish Council meeting will be on Monday 6<sup>th</sup> April 2021 including the Annual Parish Gathering using Zoom. There being no other business the meeting was closed at 20:54.

## APPENDIX A – CORRESPONDENCE

<b>Date</b>	<b>Type</b>	<b>Detail</b>	<b>Action</b>
26/01/2021	Email	Pilning Village Hall website	JE replied
27/01/2021	Email	Pilning Village Hall insurance docs	JE replied
27/01/2021	Email	Bench at New Passage	JE replied
27/01/2021	Email	Allotments	JE replied
27/01/2021	Email	Northwick possible noticeboard locations	JE replied
27/01/2021	Email	Enforcement Weekly List	JE replied
27/01/2021	Email	Census Info	Circulated
27/01/2021	Email	Agenda for Town & Parish Council Forum	Circulated
27/01/2021	Email	Local Plan Meeting Thurs 4th Feb at 8:00 PM invite/reminder and Link to Severnside CEF Members	Circulated
28/01/2021	Email	National Strategy for Disabled People survey - GOV.UK	Forwarded to WASP
28/01/2021	Email	M49 Junction in Private Eye	Circulated
28/01/2021	Email	PT.6822 - temporary closure of Station Road Pilning	Circulated and FB
29/01/2021	Email	In View online	JE replied
29/01/2021	Email	ALCA Procurement rule changes	Filed
29/01/2021	Email	Highways England response - M4 Overbridge	JE replied
29/01/2021	Email	Pilning Hall draft minutes from our AGM and our January 2021 meeting	Filed
30/01/2021	Email	Speed Limit through Pilning - lack of correct speed signs	JE replied
31/01/2021	Email	InView traffic calming letter	Circulated
31/01/2021	Email	Meeting with Mark King	Circulated
01/02/2021	Email	Pilning Station - letter to Grand Union Trains	JE replied
01/02/2021	Email	Unauthorised Encampment at Northwick	JE replied
01/02/2021	Email	Hinkley Connection Project - launch of the new project e-newsletter and project briefing	JE replied
01/02/2021	Email	Report of a dead badger	JE replied
01/02/2021	Email	Virtual Avonmouth ERF CLG meeting	Circulated
01/02/2021	Email	Winter preparedness - Flooding prevention equipment exhibition request	JE replied
01/02/2021	Email	Pilning and Severn Beach Neighbourhood Plan	JE replied
01/02/2021	Email	Census 2021: please let us know your Social Media & Contact details for further engagement	JE replied
01/02/2021	Email	Severn Beach land	Filed
01/02/2021	Email	Off road track	JE replied
01/02/2021	Email	Broadband Internet help for parents and the vulnerable during lockdown	JE replied

<b>Date</b>	<b>Type</b>	<b>Detail</b>	<b>Action</b>
01/02/2021	Email	Meeting with Mark King re Highways in the parish	JE replied
02/02/2021	Email	Pilning Station - Complaint to the Railway Authorities	JE replied
02/02/2021	Email	B4055 Main Road, Easter Compton - Temporary Road Closure	Circulated and FB
03/02/2021	Email	Great Western Freeport - support letter	No action
03/02/2021	Email	Suez noise	JE replied
	Date	Type	Action
04/02/2021	Email	BAM Nuttal meeting with Pilning and Severn Beach Parish Council	JE replied
04/02/2021	Email	Statement from Director of Public Health at SGC, on cases of Covid-19 variant	Circulated
04/02/2021	Email	Request for funds from NSPCC	PT replied
04/02/2021	Email	Elmtree attendance at Pilning Parish various sites - increase in fees	Agenda item
05/02/2021	Email	bristol1 (Community newsletter 3)	ISR circulated
06/02/2021	Email	Parking in Severn Beach	JE replied
08/02/2021	Email	Pilning Village Hall Sewers	JE replied
08/02/2021	Email	Solar community Invoice	JE replied
08/02/2021	Email	Sevenside Rural Transport Strategy	JE replied
09/02/2021	Email	Defibrillator HeartSafe® annual monitoring service - Invoice No. 04175	JE replied
09/02/2021	Email	AGM Link/SBVH Balance Jan 2021	JE replied
09/02/2021	Email	Waste Cart for Severn Beach	JE replied
09/02/2021	Email	Cemetery Railings - Scotty's Gates	JE replied
10/02/2021	Email	BAM Nuttall meeting	JE replied
10/02/2021	Email	ASEA Northwick drain 3m backfall	JE replied
10/02/2021	Email	ACRE Village Hall Domesday book	Forwarded VH chairmen
10/02/2021	Email	Avlon application	JE replied
11/02/2021	Email	ALCA PC1-21   Right to regenerate	Circulated
15/02/2021	Email	Land adjacent to former school, Northwick Road, Northwick	JE replied
15/02/2021	Email	Neighbourhood Plan meeting	JE replied
16/02/2021	Email	Planning infringement at Northwick	JE replied
17/02/2021	Email	Subscription to FOSBR for 2021	JE replied
17/02/2021	Email	URGENT - Census 2021 Posters and leaflets can be ordered	JE replied
17/02/2021	Email	Little Green Lane - future agenda please	Agenda item
17/02/2021	Email	Change of Severnside CEF meeting date due to purdah	Circulated
18/02/2021	Email	Aust query for ASEA	Forwarded to

<b>Date</b>	<b>Type</b>	<b>Detail</b>	<b>Action</b>
18/02/2021	Email	ALCA Invitation: WPD's BP1 Consultation Session, 2 March 2021	ASEA Circulated
18/02/2021	Email	Pilning & Severn Beach Parish Council - Insurance policy amendment effective 16th February 2021	Filed
18/02/2021	Email	Sevenside CEF- Local Plan Phase 1 Consultation	Circulated
18/02/2021	Email	Update on tightening up Masonry issues	Circulated
18/02/2021	Email	SCAF: Planning Watch - 18 February 2021	PT circulated
18/02/2021	Email	Additional dog waste bin - Gypsy Platt Severn Beach	JE replied
18/02/2021	Email	Green Bin Collection Bank Road	JE replied
19/02/2021	Email	Northwick Cemetery	Circulated
19/02/2021	Email	ALCA Clerk training - Accounts and year end training	JE replied
22/02/2021	Email	Severn Beach Updated Highway Plans	Circulated
22/02/2021	Email	Orchard Pools - infilling taking place	Agenda item
22/02/2021	Email	From a resident regarding development and transport issues	Circulated PT replied
22/02/2021	Email	Parking in Severn Beach (Beach Road)	JE replied
22/02/2021	Email	Parking in Beach Road	JE replied
23/02/2021	Email	ASEA-A1-P&SBPC Severn Beach North	Circulated

**APPENDIX B – ACCOUNTS FOR PAYMENT**

<b>DATE</b>	<b>PAYEE</b>	<b>DESCRIPTION</b>	<b>NET VAT</b>	<b>RECLAIMABLE VAT</b>	<b>TOTAL</b>
03/02/2021	PS COLLINS	Severn Beach Toilet	£33.33	£-	£33.33
03/02/2021	ELM TREE GARDEN	Grounds Maintenance	£463.60	£92.72	£556.32
05/02/2021	GOOGLE LTD	Email & storage	£38.19	£-	£38.19
09/02/2021	AED LOCATOR	Defibrillator Monitoring	£630.00	£126.00	£756.00
16/02/2021	J EDWARDES	Reimbursement for Waste Cart	£18.33	£3.67	£21.99
16/02/2021	SOUTH GLOS	Localism Charge	£1,188.39	£237.67	£1,426.06
17/02/2021	BT	Telephone / Broadband	£107.90	£21.58	£129.48
18/02/2021	SCOTTYS GATES	Pilning Cemetery Railings	£3,013.89	£602.78	£3,616.67
19/02/2021	NOW PENSIONS	Pension contribution	£106.08	£-	£106.08
23/02/2021	SOUTH GLOS	New Dog Bin Gypsy Platt	£349.73	£69.95	£419.68
28/02/2021	SOUTH GLOS	Fee for leasing Severn Beach allotments	£500.00	£-	£500.00
02/03/2021	MR J EDWARDES	Wages / Office and additional hours Sept - Dec	£1,825.75	£-	£1,825.75
02/03/2021	MRS O MCINTOSH	Wages, expenses and 1 funeral	£110.10	£-	£110.10
02/03/2021	MR T DARK	General Maintenance	£107.78	£-	£107.78
02/03/2021	ALCA	Clerk training	£30.00	£-	£30.00
<b>TOTAL</b>			<b>£8,523.07</b>	<b>£1,154.37</b>	<b>£9,677.43</b>

Approved