



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

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**Meeting Notes for Neighbourhood Plan Steering Group 15<sup>th</sup> November 2022 7:30pm at  
Emmaus Church**

**1. Present**

Richard Edwards (RE) (Chair), Anuran Wickramasinghe (AW) (Vice Chair), Gary Sheppard (GS), Penny Riches (PR), Nick Davies (ND), John Miller (JM) and Robert Goard (RG). Guest: Nick Harley (part time).

**Apologies**

Mike Harrison (MH). Stuart Todd (ST) agreed with RE to attend December meeting instead.

**Absent**

Ian Roberts (ISR)

**Membership of Steering Group**

Ian Roberts has only attended one meeting since March and has not contributed to out of meeting activities either. It was agreed in the interest of reflecting status for the public that Ian would be removed from the list of group members. The group would write to the Parish Council requesting a replacement representative and if that is not forthcoming, we would need to amend the Terms of Reference to reflect that only one Parish Council member will be required. **Action RE.**

**2. Declarations of interest**

None.

**3. Review of actions from the previous meeting and matters arising**

PR confirmed backup was done and will continue each month.

The up-loading of photos to Parish Online is on-going. **Action ND.**

JM confirmed that payment has been received from JE and that ongoing invoicing will be quarterly.

ND had prepared and submitted to the PC a supportive note for the Churngold planning application.

Simon Hargreaves (SH) had confirmed to RE that his maps can be layered onto Parish Online and RE had supplied him with future proofing examples.

AW had prepared and distributed a draft request for proposal (RFP) for planning consultant support.

RE had amended the Project Plan and re-issued as Issue 5 with non-budget version on website.

RE had obtained and distributed notes from Jack Lopresti meeting.

RG had spoken with Richard Pendleberry at the Anchor Society and will continue to report back. **Action RG.**

**4. Financial Report**

GS gave summary of the treasurer's report. GS confirmed that financial report was available on shared drive and that the spend to date was now £629 from the £7,035 budget.

## 5. Planning Applications

P22/06305/RVC AstraZeneca Avlon Works Severn Road – car parking, was distributed on 7/11/22. This was discussed and a note of objection to be prepared and circulated addressing issues such as; reduction in pond sizes, adequacy of buffering on the A403 side, HGV driver facilities and confirmation that original entrance will remain open for use once M49 junction is linked. **Action ND.**

Plot 4 (P21/05097) was withdrawn on 14/11/22. Some discussion on which site this is (post meeting note: it is the one next to the railway bridge as you enter Pilning). As with other plots in this area, there is an on-going challenge on possible breach of pre-conditions and therefore not lawful. ND continues to be involved with this and will keep the group informed.

## 6. Design Codes Work

RE reported that the progress report from SH should be due by the end of the month. Questions on building construction had been answered by GS and PT.

## 7. Evaluation of Sites

RE confirmed that SGC (DD) had made screening decision confirming the need for SEA & HRA. In their communications SGC had proposed a joint meeting with them AECOM's team performing Site Evaluation and the group to discuss and align methodologies. It was agreed we could attend a daytime or evening meeting, preferably between 7<sup>th</sup> and 16<sup>th</sup> December a window between the holidays of GS and ND. **Action RE** to contact SGC. For SEA, AECOM (Rosie Cox) was proposing as start-up meeting for this week. RE able to attend, AECOM to be notified. **Action GS.** James Riley would be the AECOM point of contact for habitats (HRA). 3 additional sites were included in CfS information from SGC, these have been added to our listing and forwarded to AECOM.

## 8. Neighbourhood Development Plan

Mixed responses from the various parties contacted for provision of planning consultant. The route of approaches using the RTPPI directory, inspectors of other local NPs and consultants identified on ST's business site, has resulted in 3 options for submissions due by 6/12/22, with selection and appointment by 14/12/22. RE communicated the importance of continuing to add content to the NDP using tracked changes as it arises.

## 9. Parish Online Demonstration

ND gave an excellent demonstration of Parish Online. Group members can access using their email address as user name and setting up their own passwords. ND will set up and manage, as administrator appropriate rights of access for the Group and others as and when required. **Action ND.**

Layers and guidance for uploading of photos will be prepared by ND. **Action ND.**

## 10. Communications with other agencies

RE reported to the October Parish Council meeting. GS has communicated with Rosie Cox, Milly Kent and Dave Chapman (AECOM/Locality). RE emailed Kelvin Packer regarding M49 link.

## 11. Any other business

Sevenside Strategic Masterplan went to SGC Cabinet on 14/11/2022 and was approved. PC has supported but submitted some additional queries.

At the PC meeting it was reported that SGC has made available two sites in Northwick for environmental exchange with developers.

PC also discussed electric vehicle charging points; RE informed them of NP intent to make provision for them in new public car parking areas.

M49 link no progress reported and no news on compulsory purchase of land notice expected by end of October. Public drop in event 17<sup>th</sup> Nov 4pm to 8pm @ Pilning Village Hall. The importance of attendance was emphasised.

RG requested a glossary of acronyms. This is already identified in the draft NDP but not yet populated. **Action PR.**

**12. Confirmation of Actions**

Actions arising from the meeting were confirmed for the minutes.

**13. Date(s) of future meetings**

Agreed dates

13<sup>th</sup> December Apologies PR. GS to bring his laptop to December meeting to cover PR's absence and to set up Teams link for ST to attend. **Action GS.**

17<sup>th</sup> January (confirmed) Apologies RE

Meeting closed at 22.12