



# **Pilning & Severn Beach Parish Council Meeting held on Monday 1<sup>st</sup> September 2025. Emmaus Church Centre, Gorse Cover Road, Severn Beach BS35 4NP 7pm**

## **PRESENTATION FROM GASREC REGARDING "PLOT 9000" DEVELOPMENT**

Gasrec's Chief Commercial Officer James Westcott outlined the company's plans to install a biomethane refuelling station for HGVs, highlighting environmental benefits and operational details.

Councillors and members of the public raised concerns including:

- Site location relative to the M49 access, a location nearer to the junction would be preferable to residents.
- Traffic volumes (500 vehicles/day). It was explained these would be vehicles already going to Western Approach already, it wouldn't generate additional traffic.
- Light pollution and environmental impact. Care will be taken in the planning process not to cause excessive light pollution.
- Safety of above-ground fuel tanks. An explanation was given regarding why the gas storage tanks are above ground, namely that they would be considerably more dangerous if buried.
- Lack of clarity on full site usage, Gasrec are leasing only part of the site, the rest of the site may be used for EV charging by another company.
- Historical promises regarding non-development of the area, residents made the point that the land had been safeguarded for nature in 1995/6 and any development was very unwelcome.
- Engagement with local operators (e.g., Amazon, Royal Mail). Gasrec are working towards getting these big firms interested in using their facilities

Gasrec committed to sharing slides and further information via a dedicated webpage.

**166/713 Action JE**

## **COUNCILLORS:**

Victoria Bywater (VB) (Vice Chair); Graham Crane (GC); Nick Davies (ND); Steve Graham (SKG) Mike Pruett (MP); Stephanie Rutterford (SR); Olga Taylor (OT) and Peter Tyzack (PT) (Chair)

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

**DEATHS:** The meeting held a silence in remembrance of those who had recently died

Gloria Dobson

Sharon Gunning

An unnamed female motorcyclist involved in a fatal accident on the A403

## **1 Apologies for absence**

Ian S Roberts (ISR) was absent at the start of the meeting

## **2a Co-option of Councillor**

The Clerk had one application for the vacant post. South Gloucestershire Council confirmed that no election was required and that the post can be filled by co-option.

A nominated candidate was unable to attend and has outstanding paperwork. Deferred to next meeting.

## **2b 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 7<sup>th</sup> July 2025 were unanimously approved as a true record and signed by the Chair after the following amendments

Item 155/576 to include reference to Northwick Tower pointing and weathervane (scheduled for January).

Correction to attribution of ladder donation (Ridge Roofing, not a councillor)

ISR joined the meeting

## **4 Matters arising / actions**

See appendix C for outstanding actions

See appendix D for completed actions

## **5 Correspondence**

See appendix A

Reviewed but no items raised for discussion

## **6 Accounts for Payment**

See appendix B

Planit Gardens	General Maintenance July	£104.50
Planit Gardens	General Maintenance August	£104.50
Geosphere Ltd	Parish Online	£226.80
DJB Building services	Pebble display	£300.00
DJB Building services	Pebble display damage repair	£90.00
<b>Subtotal</b>		<b>£825.80</b>
<b>Bimonthly total</b>		<b>£29226.66</b>
<b>Revised grand total</b>		<b>£30878.26</b>

**Accounts were approved.**

**166/714 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 July and August 2025 be approved.**

## **7 Neighbourhood Plan report on progress**

See appendix C

## **8 Public Participation**

.1 Blister pack recycling - Proposal to sponsor pharmacy recycling scheme. Costs to be confirmed. Awaiting South Glos response.

.2 Severn Beach allotment carpark - Concerns raised over gate security, rubbish accumulation, and misuse as a storage yard.

.3 Platinum Jubilee pebble display – Display has been installed, sadly damage occurred; repairs underway. Paintwork to be completed by local decorators. With thanks to Daniel Boalch and Severn Beach Painting and Decorating.

.4 Recent conflicts memorial - Suggestion for floral display on grass bank. A veteran involved with the project agreed that the area will be improved but the summer drought has prevented this.

.5 Pilning Bin - The current bin placement has not resolved the litter issue as intended. Legal and logistical barriers must be addressed to ensure effective waste management in the village. A collaborative approach involving the freeholder, shopkeeper, and council is recommended to achieve a sustainable solution. Facilities & Maintenance Working with Green Spaces Groups in the lead.

**Action VB & SR**

## **9 Report from District Councillor Simon Johnson**

See appendix D

## **10 WORKING GROUPS**

### **.1 Community and Green Spaces Working Group**

SR reported the work of the Green Spaces Working Group; progress has been slower due to the summer holiday period.

Pilning allotment hedge work, two quotes have been obtained SR is aiming to get a third by the next meeting in November.

**Action SR**

### **.2 To decide on spending requests from the Community and Green Spaces Working Group**

None

### **.3 Maintenance & Facilities Working Group**

The Maintenance and Facilities Working Group has been making good progress across the parish. Several jobs have already been completed, including repairing benches, installing new litter bins in Pilning and Severn Beach, repainting the teen hut, and finishing emergency roof and arch repairs at Northwick Tower.

Other projects are still ongoing, such as coordinating volunteer litter picking, putting QR codes on war memorials and in cemeteries, improving disabled and coastal path access, and working with the Coastguard on better entry points. Some items, such as cemetery signage and traffic consultations, are being passed to other working groups for follow-up.

Overall, steady progress is being made, with several important community improvements already in place and others moving forward.

### **.4 To decide on spending requests from the Maintenance & Facilities Working Group**

Installation and repair of the pebble display

£300+VAT and £90+VAT – Also see 6. Accounts for payment

**Agreed unanimously**

**Action VB & JE**

### **. Community Engagement Working Group**

SKG gave an update on the Community and Engagement Working Group's recent work.

#### Speeding

A resident raised concerns to the Working Group about speeding in Pilning & Severn Beach, frustration expressed over lack of enforcement and perceived impunity for speeding drivers, including commercial vehicles.

SJ commented that the road safety officer, has visited and discussed traffic monitoring options including speed watch and wire-based traffic counters.  
Proposal to ask the Clerk to write to South Gloucestershire's data officer requesting intelligence-led enforcement

**166/715 Action JE**

The council is developing a new communication policy, addressing anonymity, social media, and contact protocols.

**Action SKG**

A new website is underway, with a proposal to include a "Quick Help" page—feedback on its usefulness is requested.

**166/716 Action JE**

Coordination with South Gloucestershire Council on emergency planning is in progress.

**Action SKG**

SKG reminded Councillors that communication training is available.

**166/717 Action SKG & JE**

Beach Road survey, responses still coming in 24% returns so far.

**164/597 Action JE**

Next meeting will be on 3<sup>rd</sup> September 2025 at St Peter's Church Pilning

**.6 To decide on spending requests from the Community Engagement Working Group**  
None

#### **.7 Sports & Recreation Working Group**

ND reported that there had been no meeting yet. Noted that item 11.4 may determine how the working group operates in future.

**.8 To decide on spending requests from the Sports & Recreation Working Group**  
None

### **11 AGENDA ITEMS**

#### **.1 To decide on a response regarding road safety on A403 after recent tragic event**

Council to submit formal response referencing previous requests and recent fatalities.

**166/718 Action JE**

#### **.2 To decide on works to the entrance to Severn Beach allotment**

Proposal to purchase new gate (£135 + fittings). Approved pending final review.

**Action ND**

#### **.3 To decide on a grant to St Peter's Hospice**

Grant to St Peter's Hospice: £300 approved.

**166/719 Action JE**

#### **.4 To decide on commissioning a report into Parish Council charity liabilities**

Consideration was given to the Council commissioning an independent legal review costing around £2,000 to clarify responsibilities for Pilning & Severn Beach Parish Council regarding charity liabilities namely Village Halls and Playing Fields.

Key concerns are that if the Parish Council does not own or manage the playing fields, it may be legally inappropriate for the Council to instruct or carry out works (e.g., grass cutting) on that land.

Clarification of land ownership and trustee responsibilities is essential to protect both the Parish Council and the charities.

**Voted unanimously to proceed with commissioning the solicitor**

**166/720 Action JE**

#### **.5 To decide on a bespoke memorial at Northwick Churchyard**

The council resolved to exclude press and public from this item<sup>1</sup>

The Cemetery Clerk forwarded details of a new memorial.

**Resolved that this memorial will be subject to the Church of England faculty process.**

**166/721 Action JE & OM**

**Resolved that any items requiring a faculty can with the agreement of the Chair be dealt with directly by the Clerk or Cemetery Clerk.**

## **12. UPDATES & REPORTS**

### **.1 Pilning Station**

Major improvements completed. Memorial plaque is missing. Council to follow up with GWR.

**Action JE**

### **.2 Severn Beach Station**

Update

### **.3 Severn Beach Village Hall**

No report, no meetings since the last Parish Council meeting

### **.4 Pilning Village Hall**

Minutes circulated

### **.5 Pilning Playing Field**

- Grass is recovering post-drought; overall condition is good.
- Overflowing litter bin noted in the play area.
- Teen shelter has been repainted and graffiti removed.
- Rubber flooring near to the teen shelter should be disposed of.
- Plastic cuffs on young trees in the new plantation should now be removed.

### **.6 Severn Beach Allotments**

Status of Severn Beach allotments currently, plots below noted as not being worked

Plot 15	Plot 18	Plot 25	Plot 27	Plot 28	Plot 30	Plot 31
Plot 33	Plot 34	Plot 36	Plot 38			

### **.7 Pilning Allotments**

Report supplied

- The site is generally tidy, with common areas cleared.
- Most plots are well maintained.
- Willow trees on one plot are scheduled for removal in November.
- Concerns raised over one allotment plot, Clerk to discuss with SR

### **.8 To receive a report from the Cemetery Clerk**

OM gave a report on the issues with Northwick Churchyard and Pilning Cemetery.

---

<sup>1</sup> In accordance with Public Bodies (Admission to Meetings Act 1960) s1, the council, in consideration of the confidential nature of the business, may resolve to exclude members of the public and press from consideration of items.

- Grounds are well trimmed and tidier following enforcement of decoration rules.
- The new lawn cemetery appears disordered due to non-compliance with plot regulations.

#### **.9 Update on "Report it" reference numbers**

Ongoing tracking, the Clerk and PT have added to the list of items

#### **.10 Report from external meetings**

Councillors reminded to circulate reports.

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

The date of the next Parish Council meeting will be on Monday 3<sup>rd</sup> November at Emmaus Church Centre, Gorse Cover Road Severn Beach BS35 4NP. There being no other business the meeting was closed at 21:30.

#### **Pilning & Severn Beach Parish Council – Full Council meeting 3<sup>rd</sup> November 2025**

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

## APPENDIX A – CORRESPONDENCE

Date	Type	Subject	Action
08/07/2025	Email	Pilning and Severn Beach PC and Area 1 Community Engagement Officer- Introduction meeting	JE Replied
08/07/2025	Email	Listening first: supporting rural communities to unlock affordable housing	Circulated
08/07/2025	Email	Urgent planning advice request	JE Replied
09/07/2025	Website	New person in the parish making contact	JE Replied
09/07/2025	Email	Pilning and Severn Beach Allotments- watering decision and guidelines	Circulated
09/07/2025	Email	Water trough, Severn Beach Allotments	JE Replied
09/07/2025	Email	Allotment application	JE Replied
10/07/2025	Email	Don't miss July's SevernNet Business Breakfast at Gympanzees - 17th July	Circulated
10/07/2025	Email	NPSG Meeting Notes for Website	Published
10/07/2025	Email	Climate and Nature Emergency Community Engagement Meeting - 17th July 19.30-21.00	Circulated
11/07/2025	Email	BDO Audit Query - Pilning And Severn Beach Parish Council	JE Replied
11/07/2025	Email	REMINDER Flood Warden Lunch & Learn Thurs 17 July	Circulated
11/07/2025	Email	Close of Causal Vacancy - Pilning and Severn Beach Parish Council, Pilning Ward 10th July 2025	Noted
12/07/2025	Website	Broken glass on roads in Severn Beach	JE Replied
13/07/2025	Email	Councillor training	Circulated
14/07/2025	Email	South Gloucestershire Online Consultations	Circulated
14/07/2025	Email	Gasrec Proposed Development off Govier Way - Meeting Request	JE Replied
14/07/2025	Email	Essential Councillor Training - Face to Face session	Circulated
14/07/2025	Email	Weedkilling	JE Replied
15/07/2025	Email	Parish Council Vacancy	JE Replied
15/07/2025	Email	Visitor returning to Severn Beach - complimentary	Circulated
15/07/2025	Email	Railway carriage storage	Noted
15/07/2025	Email	Footpath 48/10 Marsh Common Road	JE Replied
15/07/2025	Email	SevernFest reports	Noted
16/07/2025	Email	Hinkley Connection Newsletter Summer 2025	Circulated
16/07/2025	Email	ALCA SG Chairs' Network	Forwarded
16/07/2025	Email	GWR Pollution - Severn Beach	Noted
16/07/2025	Email	Grant application from St Peter's Hospice	Agenda
16/07/2025	Email	Bus stops urgent	JE Replied
17/07/2025	Email	PVH minutes	Circulated
17/07/2025	Email	Broken glass on roads in Severn Beach	JE Replied

17/07/2025	Email	Flooding exhibition in South Glos	Matters arising
17/07/2025	Email	Bird list, 16th July	Circulated
17/07/2025	Email	A403 Cycleway Proposal	JE Replied
17/07/2025	Email	Bins and white lining	JE Replied
17/07/2025	Email	Confirmation of your Road marking report: SGC-290993-G2X8	Noted
17/07/2025	Email	Bin location on Cranmoor Green	JE Replied
17/07/2025	Email	Broken glass on roads in Severn Beach	Forwarded
17/07/2025	Email	Complaint about plot 4 piling noise	JE Replied
17/07/2025	Email	Broken see-saw Severn Beach play area	Actioned
18/07/2025	Email	Drainage repairs on Redwick Road and Cross hands Road B4055 Pilning	Published
18/07/2025	Email	White lining (plus black bins)	JE Replied
18/07/2025	Email	Correction form for TPC Forum draft minutes	Circulated
19/07/2025	Email	Headstone sadly toppled	Published
21/07/2025	Email	Cycling on A403	Noted
21/07/2025	Email	Request to list the ancient Redwick Bridge	JE Replied
21/07/2025	Email	GWR Pollution - Severn Beach	Noted
21/07/2025	Email	Local Climate and Nature Action Plan - Pilning and Severn beach	JE Replied
21/07/2025	Email	Battery Power on some GWR routes soon	Noted
22/07/2025	Email	Licence - Installation of bins - Pilning/Severn Beach	JE Replied
22/07/2025	Email	COM/25/0458/COU & COM/25/0463/COU - Change of use from dwellinghouse to residential institution.	Noted
22/07/2025	Email	Redwick Road car incident	JE Replied
23/07/2025	Email	Planning Enforcement Practices and Training	Circulated
23/07/2025	Email	South Gloucestershire Council Online Consultation	Noted
23/07/2025	Email	Concerns Regarding Grounds Maintenance Standards at Pilning & Severn Beach Cemetery And Northwick Churchyard	Noted
23/07/2025	Email	Local Government Services Pay Agreement	Noted
24/07/2025	Email	Allotment Association Membership	Forwarded
24/07/2025	Email	Circulated Schedule	Circulated
24/07/2025	Email	New Bus Stop Associated with Plot 4	Noted
24/07/2025	Email	Gasrec Proposed Development Plot 9000	Agenda
24/07/2025	Email	Play Equipment At 7 Beach Playing Field	Je Replied
24/07/2025	Email	Local Climate and Nature Action Plan	Forwarded
24/07/2025	Email	Consultation for a Renewal Mobile St Trader	Circulated
24/07/2025	Email	Northwick Tip Landfill Site Planning Application	JE Replied



25/07/2025	Email	Allotment Association Membership	Forwarded
25/07/2025	Email	Complaint Regarding Tree at Pilning Playing Field	Actioned
25/07/2025	Email	More GWR Pollution-Severn Beach	Noted
26/07/2025	Email	Proposed Enhanced Restoration of Northwick Landfill Site	JE Replied
26/07/2025	Email	More GWR Pollution-Severn Beach	Noted
26/07/2025	Email	Allotment Association Membership	Forwarded
28/07/2025	Email	Summer Holiday Fair	JE Replied
29/07/2025	Email	Allotment Waiting List	JE Replied
29/07/2025	Email	Neighbourhood Plan Payments	JE Replied
29/07/2025	Email	Lunch and Learn Recordings and Materials- Flash Flooding And PFR	Circulated
29/07/2025	Email	Severn Estuary Partnership E-Newsletter	Circulated
30/07/2025	Email	Pilning Playing Field Cross Cutting Issues	Noted
30/07/2025	Email	Flooding Exhibition In South Gloucestershire	JE Replied
30/07/2025	Email	Public Participation Request Surgery Blister Packs	JE Replied
30/07/2025	Email	Possible Replacement Bench at Severn Beach Prom	JE Replied
30/07/2025	Email	Fun Fair Announcement and a Motorbike Show Date Clash	JE Replied
31/07/2025	Email	Legal Advice for Pilning & Severn Beach Parish Council	Noted
31/07/2025	Email	M48 Severn Bridge: July Update	Circulated
31/07/2025	Email	Draft Pilning Village Hall Management Committee Minutes	Circulated
31/07/2025	Email	Highways Update July 2025	Circulated
31/07/2025	Email	Salt House Farm Tree Shrub & Path Maintenance Concerns	Noted
01/08/2025	Email	Update Requested On Section 106 Funding for the Parish	Noted
01/08/2025	Email	Progress Report Requested Regarding Certificate of Lawfulness Salt House Farm Park	Noted
01/08/2025	Email	Funfair Legal Documentation	Filed
01/08/2025	Email	Alleged Breach of Planning Control	Noted
01/08/2025	Email	Severn Beach Allotment Troughs	Noted
01/08/2025	Email	Complaint Regarding the Late Notice of The Fun Fair At Promenade Gardens	JE Replied
02/08/2025	Email	Allotment Application Form	JE Replied
04/08/2025	Email	Our Full Fibre Update for BS35	Noted
04/08/2025	Email	Allotment Inquiry	JE Replied
04/08/2025	Email	Severn Wye's Warm and Well Service	Circulated
05/08/2025	Email	Pebble Display Inquiry	JE Replied
06/08/2025	Email	Locum Clark Register 2025	Noted
06/08/2025	Email	Download Our New S Gloucestershire Council App	Noted

07/08/2025	Email	Notice Board Keys	Actioned
08/08/2025	Email	Concerns Regarding Neighbourhood Plan and Pilning Playing Field	JE Replied
08/08/2025	Email	Love Your Patch- Handover Resources	Noted
08/08/2025	Email	Train Horn	Noted
10/08/2025	Email	Volunteer Request	JE Replied
12/08/2025	Email	Aust Bird Count	Circulated
12/08/2025	Email	Severn Beach Allotment Gate	Noted
13/08/2025	Email	Complaint to Lower Severn Drainage Board regarding Junk in The Pill	Noted
14/08/2025	Email	Emergency Bike Repair Kits	Circulated
14/08/2025	Email	Replacement Play Equipment at Severn Beach Playing Field	Noted
15/08/2025	Email	Allotment Association Membership	Forwarded
15/08/2025	Email	Beach Rd Survey Address Missed	JE Replied
16/08/2025	Email	GWR Pollution- Severn Beach	Noted
19/08/2025	Email	Bins and White Lining	JE Replied
19/08/2025	Email	Truck Stop Application	JE Replied
20/08/2025	Email	Complaint Regarding Neighbours' Bins	JE Replied
21/08/2025	Email	PT. 8432 Redwick Rd Pilning	Published
23/08/2025	Email	Proposed Biomethane-Liquified Natural Gas Refuelling Station	JE Replied
24/08/2025	Email	Mental Health Providers and Accountability	JE Replied
25/08/2025	Email	Complaint Regarding a Resident Driving Across Cranmoor Green	JE Replied
25/08/2025	Email	Report of Faded Street Sign	Reported
25/08/2025	Email	Fatal Accident on A403	Noted
25/08/2025	Email	Sea Wall Bollards	Reported
25/08/2025	Email	3 Requests for Public Participation	JE Replied
26/08/2025	Email	Redwick Road, Pilning - Reconstruction Works	Published
26/08/2025	Email	Low Flying Aircraft CAS-67764-T4Z5N6	Noted
27/08/2025	Email	Frances Barr Walk Letter	JE Replied
27/08/2025	Email	School Uniform Reimbursement Grant (SURG)	Published
27/08/2025	Email	Land At Chessell Avenue	Noted
27/08/2025	Email	Sponsored cycle ride	Noted
28/08/2025	Email	Co-option of Councillor	JE Replied
28/08/2025	Email	Development proposal	Noted
28/08/2025	Email	SLCC Zoom Meeting/Catch up	Noted
28/08/2025	Email	Severn Estuary Partnership E-Newsletter - August 2025	Circulated

28/08/2025	Email	NPSG Glossary	Actioned
28/08/2025	Email	GWR Pollution - Severn Beach - 5 Years	Noted
29/08/2025	Email	Invitation to launch of South Gloucestershire Community Energy Network	Circulated
29/08/2025	Email	Area Committee meetings has changed name to "Your Voice"	Noted
29/08/2025	Email	Severn Beach Allotments report	Minutes
29/08/2025	Email	Library Service bulletin January - June 2025	Circulated
29/08/2025	Email	Pilning   Redwick Rd resurfacing	Noted
29/08/2025	Email	Vintage buses this Sunday	Circulated
29/08/2025	Email	Bristol Rail Campaign: Social Event invite	Circulated
30/08/2025	Email	Complaint regarding South Gloucestershire Council brambles on A403	JE Replied
30/08/2025	Email	Report on allotments etc August 2025	Agenda
01/09/2025	Email	Gasrec Proposed Development off Govier Way - Meeting Request	JE Replied

## APPENDIX B – ACCOUNTS FOR PAYMENT

DATE	PAYEE	DESCRIPTION	LEGAL REF	NET VAT	VAT	TOTAL
02/07/2025	NOW PENSIONS	Pension contribution	s111	£126.13		£126.13
03/07/2025	ELMTREE GARDEN	Pilning Cemetery	s214	£1,646.50	£274.42	£360.00
03/07/2025	ELMTREE GARDEN	Northwick Cemetery	s214			£239.83
03/07/2025	ELMTREE GARDEN	Playing fields grass cutting	s111			£772.25
03/07/2025	NICHOLA HILLS	Severn Beach Toilet	PHA 1936 s87	£43.66		£43.66
07/07/2025	GOOGLE	Email & data storage	s111	£174.06		£160.06
07/07/2025	GOOGLE	Email & data storage	LA 2011, NP 2017			£14.00
11/07/2025	PLANIT GARDENS	Pilning Playing Field	PHA 1875 s164	£161.50		£47.50
11/07/2025	PLANIT GARDENS	General Maintenance	s111			£28.50
11/07/2025	PLANIT GARDENS	Pilning Cemetery	s214			£19.00
11/07/2025	PLANIT GARDENS	Allotment grass	SHA 1908 s23, s25			£66.50
11/07/2025	PILNING VILLAGE HALL	Hall hire WG	s111	£24.00		£24.00
14/07/2025	HMRC	Tax & National Insurance Q1	s111	£613.01		£613.01
14/07/2025	LLOYDS	Bank Charges	s111	£4.25		£4.25
15/07/2025	O2	Mobile phone	s111	£16.12	£2.69	£13.43
15/07/2025	EMMAUS CHURCH	Hall hire NPSG	LA 2011, NP 2017	£72.00		£72.00
15/07/2025	EMMAUS CHURCH	Hall hire PC	s111	£72.00		£72.00
17/07/2025	BT	Telephone	s111	£82.20	£13.70	£68.50
18/07/2025	ADD PLANT	Severn Beach Car Park	s111	£1,608.00	£268.00	£1,340.00
18/07/2025	AFORD AWARDS	Flower show awards	s111	£59.31	£9.88	£49.43
24/07/2025	SB VILLAGE HALL	Internet	s133	£219.00		£219.00
29/07/2025	JEREMY BENN ASSOC	NSPG report	LA 2011, NP 2017	£2,010.00	£335.00	£1,675.00
29/07/2025	JEREMY BENN ASSOC	NSPG report	LA 2011, NP 2017	£8,040.00	£1,340.00	£6,700.00
30/07/2025	NOW PENSIONS	Pension contribution	s111	£150.72		£150.72
31/07/2025	ODILE MCINTOSH	Wages	s111	£96.00		£96.00
31/07/2025	J EDWARDES	Wages & Office	s111	£1,840.72		£1,840.72
31/07/2025	EMERALD STEEL	Payroll preparation	s111	£20.00		£20.00
31/07/2025	L W CLUTTERBUCK	Stonemasonry	s214	£360.00	£60.00	£300.00
01/08/2025	VICTORIA BYWATER	Paint for teen shelter	s111	£9.75	£1.63	£8.12
04/08/2025	ELMTREE GARDEN	Pilning Cemetery	s214	£1,646.50	£274.42	£360.00
04/08/2025	ELMTREE GARDEN	Northwick Cemtery	s214			£239.83
04/08/2025	ELMTREE GARDEN	Playing fields grass cutting	s111			£772.25
04/08/2025	NICHOLA HILLS	Severn Beach Toilet	PHA 1936 s87	£43.66		£43.66
07/08/2025	GOOGLE	Email & data storage	s111	£168.00		£154.00
07/08/2025	GOOGLE	Email & data storage	LA 2011, NP 2017			£14.00

12/08/2025	LLOYDS	Bank Charges	s111	£4.25		£4.25
13/08/2025	O2	Mobile phone	s111	£16.12	£2.69	£13.43
15/08/2025	FOWLERS	Car park stone	s111	£2,553.00	£425.00	£2,127.50
15/08/2025	SOUTH GLOS	Localism	s111	£2,236.75	£372.79	£1,863.96
15/08/2025	ODILE MCINTOSH	Expenses	s111	£35.98	£6.00	£29.98
15/08/2025	ODILE MCINTOSH	Expenses	s111	£13.98	£2.34	£11.64
15/08/2025	PETER TYZACK	Expenses	s111	£28.80		£28.80
18/08/2025	BT	Telephone	s111	£82.20	£13.70	£68.50
20/08/2025	NOW PENSIONS	Pension contribution	s111	£146.43		£146.43
26/08/2025	SOUTH GLOS	Bin installation	s111	£1,893.41	£315.57	£1,577.84
28/08/2025	BRM TREWORK	Pilning Playing Field dead tree removal	s133	£280.00		£280.00
29/08/2025	ODILE MCINTOSH	Wages	s111	£468.00		£468.00
29/08/2025	J EDWARDES	Wages & Office	s111	£1,808.08		£1,808.08
29/08/2025	EMERALD STEEL	Payroll preparation	s111	£20.00		£20.00
29/08/2025	BWP CREATIVE	Website	s111	£314.58	£52.43	£262.15
29/08/2025	ODILE MCINTOSH	Expenses	s111	£17.99		£17.99
<b>Totals</b>				<b>£29,226.66</b>	<b>£3,770.26</b>	<b>£25,455.90</b>

## APPENDIX C – ACTION LIST

Reference	Action Summary	Status	Updated
56/876	Severn Beach train idling noise	Suggested that MP meets with Claire Young MP to encourage government and GWR further.	
144/854	Finalise interpretation board design and resume Broad Gauge rail display setup	Pending a review by LHG for several signs	
150/56	Coordinate flood preparedness exhibition with neighbouring parishes and SGC	Reply from SGC - Officer to contact Clerk	30/07/2025
153/148	30 mph zone request to be extended on Marsh Common Road	Request sent to South Gloucestershire Council	
154/180	Tree bark covers at Pilning Playing Field	MP volunteered to remove them	13/08/2025
154/185	Removal of Heras fencing at Northwick	Fencing to be offered for sale	
154/191	Removal of Perspex at teen hut	Still a live option	
155/209	Follow up lighting solution near Ableton Court with Connelly & Callahan	Awaiting update - contacted again	04/08/2025
158/355	Visit comparison cemeteries to assess best practice	Delayed due to illness	
163/576	Add Northwick Tower weathervane to future agenda	Pending - Jan 2026	
161/492	Organise contractor to install memorial bench plinths	To be installed by 15th August.	
162/533	Chase rural broadband provision updates with SGC	Clerk asked for an update	26/08/2025
162/534	A403 cycling signage - encourage cyclists to use the given route	Action requested - Openreach getting in contact with OT	
162/536	Refer school prizes scheme for wider consultation	SJ to ask relevant SG Officer	
163/537	Repair Severn Beach allotment troughs	Add to future agenda	
163/569	Migrate Parish website to .gov domain via selected provider	Action requested - bigger job than expected	04/08/2025
163/570	Obtain quotes for Bank Road allotment hedge/tree trimming	Approved - company instructed, draft expected 05/09/25	01/09/2025
163/579	Develop community engagement standards and communications	To be sourced	
163/582	Pilning playing field grass cutting problems	In progress	
163/583	Request for a replacement bench at Severn Beach promenade	Clerk spoken to Elmtree - they are dealing with it	30/07/2025
		Clerk examined the bench and referred to MFWG, possible sponsor identified	30/07/2025

## APPENDIX D – COMPLETED ACTIONS

Reference	Action Summary	Status	Completed
129/331	Platinum Jubilee pebble display	The display is in place	08/08/2025
158/365	Northwick tower roof repairs	Completed	01/08/2025
160/456	Finalise Beach Road one-way consultation leaflet	Draft circulated - meeting SKG 06/08	06/08/2025
161/464	Chase Lloyds Bank on account closure	Account closed	15/08/2025
161/501	Draft In View magazine article explaining Community Shed project	Published June edition In View	01/06/2025
161/504	Process £500 CAB grant	Completed	27/06/2025
162/535	Process accounts for payment as approved	Completed	09/07/2025
163/568	Implement allotment watering permissions (low-voltage pumps & hoses)	Agreed subject to hosepipe ban status	09/07/2025
163/577	Arrange installation of new litter bins at Cranmoor Green	Installed w/c 19/08/2025	26/08/2025
163/578	Arrange installation of new litter bins at Severn Beach slipway	Installed w/c 19/08/2025	26/08/2025
163/580	Ask South Gloucestershire Council to allocate Northwick land for nature reserve use	Proposed and approved - letter sent	11/08/2025
163/581	Prince of Wales bridge compound planning issues	PT has contacted MP Claire Young about a longer-term strategy for the site. Application withdrawn	01/09/2025
163/591	Tennis court gate hasp needs remedial work	Hasp corrected and now shuts properly	29/08/2025
163/592	Dead tree, identified in tree report Oct 2024 Pilning Playing Field 22/08/2025 to finish. Clerk requested an update	Completed	04/08/2025
163/593	Pilning grave plot 221 - very heavy headstone needs professional to lay flat	Stone has been laid flat	29/08/2025
			05/08/2025

## **Appendix E NPSG Report**

### **Neighbourhood Plan Steering Group (NPSG) Report to Parish Council 1st September 2025 – delivered by Richard Edwards**

Since our last report for the PC meeting on 7th July, the NPSG has had meetings on 15th July and 12th and 19th August.

Matters discussed at the Steering Group meetings and arising since are as follows:

This has been an extremely busy period for the Steering Group.

#### **AECOM Site Assessment Report.**

We received this ahead of schedule on 1st August. We've returned a comments sheet identifying a good number of errors, and amendments required, several of which are around how they are continuing to report issues around Green Belt, which you may remember was an issue back in 2023. We have adopted content from the draft report into the Neighbourhood Development Plan.

#### **AECOM HRA and SEA Reports.**

We have now received draft copies of both of these reports. The quality appears to be good and we've returned just a few comments for amendment. There are no significant implications for the NP. We've again adopted content from the draft reports into the Neighbourhood Development Plan.

#### **Neighbourhood Development Plan**

Much work has gone into the document and it's now looking like the finished article. Work has included a thorough and helpful review from our consultant Stuart Miles. Yesterday, the document was sent to SGC who will complete a pre-Regulation 14 compliance check this week. Should there be a need for amendments these will be made next week so the document is ready for release for Regulation 14 consultation.

#### **Regulation 14 Consultation**

This will run for 6 weeks from 15th September through to 26th October. There will be public drop-ins here on 18th September and at Mafeking Hall Pilning on 20th September. Notification has appeared in In View, we will email all on our correspondence list, contact businesses groups and organisations around the Parish, and present at a SevernNet business meeting. We have a list from SGC of the statutory bodies we must notify, which of course will include SGC and the Parish Council.

The Steering Group will analyse and as appropriate address all feedback received during the consultation period. We do hope the overall benefits for the community are appreciated and any responses will identify a healthy level of support for the Neighbourhood Plan.

#### **Funding**

With the Government having stopped funding, the Steering Group continues to explore avenues to allow us to complete the Neighbourhood Plan. So far, our approaches to our MP and SGC have proven fruitless, with no positive responses and often silence. We have discovered SGC's own funding for their work in delivering Neighbourhood Plans has been stopped. It remains to be seen how they will manage independent examination and referendum, for which they are legally obliged.

#### **Planning**

The Steering Group has attended and made representations at the site visits of the planning committee on 22nd August to two sites on Bank Road. The intention is to attend and speak again at the Planning Committee meeting at Kingswood later this week.

#### **Next Meeting**

Apart from the two drop-in sessions later this month the Steering Group has no requirement or plans to hold further public meetings.



## **Appendix F Unitary Councillor Report**

Key updates for Parish Council colleagues in September.

This report may be shorter than previous reports given the summer holiday period, a lack of Officers within the Council due to school holidays / annual leave, and my own time away.

- I visited the new site compound as the M49 junction work takes shape. With the tarmac compound in place, supplies are arriving on site. The initial work will redirect the existing cycle path and install piling alongside the pond adjacent to the new link road. The area has all now been cleared which is great to see. Conversations with Severn Net and local businesses remain ongoing to limit disruption but also ensure safety in the area.

- Formal Council communication will shortly begin to arrive with residents throughout Pilning relating to the large resurfacing scheme planned for the villages. This will be transformative, finally upgrading local roads for local people, but will cause some significant disruption when done. As soon as the full information is available, we will share it as widely possible. The planned schedule can be seen below;

1. Whitehouse Lane to Vicarage Road – 1st – 8th October 2025
2. Vicarage Road to The Glebe – 9th – 21st October 2025
3. The Glebe to Wainbridge Crescent – 22nd – 29th October 2025
4. Wainbridge Crescent to Northwick Road – 30th October – 11th November 2025

- I met this week with the Parish Council as we look to progress the planning applications linked to the Promenade Gardens in Severn Beach. Both the model railway and man shed / car park are continuing to progress, albeit slower than hoped. We are planning a site visit with planning officers to finalise both applications for consideration. The Officer leading the application process is on leave until early September, but this remains a priority.

- Last month I shared my objection to the planning application concerning the Northwick Landfill site – this has been a dormant site for many years and now has a thriving eco-system in place that should not (in my opinion) be disturbed given the uncertainty of what's held underneath.

- It was extremely sad to learn of a fatal road collision in the ward on the A403. My thoughts are very much with the family of the young person who sadly lost their life travelling on the road. Following shared concerns with the Parish, I am liaising with South Glos Council road safety colleagues to better understand what led to this collision, and how we can mitigate and make changes to the road to ensure it never happens again.

- I've returned from holiday to see lots of positively intended patriotism this month, with flags flying across South Glos, and here in Pilning & Severn Beach. Those supporting the women's England Rugby World Cup team and those displaying flags on their own property are lovely. Sadly I have been made aware of verbal abuse being directed towards local people 'cleaning up' poorly installed flags in public spaces that have turned into litter issues, and had videos and photos shared of children being sent up ladders in the dark on busy main roads to install flags with Sellotape and zip ties to lamp posts. As someone who works nationally and internationally in sport, I'm very aware of the power and importance of identity and belonging, and will happily champion this right, but it shouldn't ever be done at the expense of anyone else.

- Progress to address concerns about weight limits, speed limits and road safety have not progressed over the summer. This remains a priority, I'm very aware of the need to enforce people breaking the rules locally and endangering lives. This relies on a great working relationship with Avon & Somerset Police which is currently undergoing a lot of change, but I'm hopeful we will see support and help to address this ongoing issue.
- WECA are developing an economic strategy for the region, led by the Mayor Helen Godwin. This plan looks across WECA for economic growth opportunities, and includes the area along the Severn Estuary, including Severnside. I have met with, and fed back on the importance of Severnside, and the need for the commercial benefits to align with the neighbourhood plan and local needs of people living here.
- Hopefully residents are aware of the new South Glos Council app – you can download it now to receive updates relating to SGC, including bin collection days, push notification reminders and a range of other services will be added to the app. We're trying to make communication easier and enable residents to do more in the app as it can be hard to navigate the Council website at the best of times.

Email; [Simon.Johnson@southglos.gov.uk](mailto:Simon.Johnson@southglos.gov.uk)  
Phone; 07399 080444