



# **Pilning & Severn Beach Parish Council**

## **Meeting held on Monday 7<sup>th</sup> April 2025.**

### **St Peter's Church Cross Hands Road Pilning**

### **BS35 4JB 7pm**

#### **COUNCILLORS:**

Graham Crane (GC) Ian S Roberts (ISR); Jet O'Neill (JO); Mike Pruett (MP); Nick Davies (ND); Olga Taylor (OT); Peter Tyzack (Chairman) (PT) Steve Graham (SKG); Stephanie Rutterford (SR) and Victoria Bywater (VB)

Also attending Jonathan Edwardes (JE) Parish Clerk and Richard Edwards (RE) Neighbourhood Plan Steering Group, and twenty-one members of the public.

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

#### **1 Apologies for absence**

None

#### **2 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.

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

The minutes of the previous Parish Council Meeting held on the 3<sup>rd</sup> March 2025 were unanimously approved as a true record.

#### **4 Matters arising / actions**

##### **In progress**

144/854 – Broad Gauge rail display – Timbers are on the concrete plinth, not yet set up; Clerk has had wording approved by the Local History Group for the interpretation board. Design to be finalised by LHG. Work to resume once better weather arrives. Clerk has chased PT and Local History Group. LHG is busy on producing their next publication.

146/915 – Pilning shop bin – Clerk contacted South Gloucestershire Council again 18/09/2024, 20/09/2024 and 23/10/2024. Meeting 12/12/2024, agreement made to have the South Gloucestershire Council bin on the right-hand side of the shop door. The Clerk has written to the shop owner 04/04/2025 asking about the community noticeboard and offering a draft agreement between the Parish Council and shop owner.

150/56 – Flooding preparedness exhibition – Almondsbury, Aust & Oldbury on Severn are keen to make a joint approach to South Gloucestershire Council. Clerk to contact South Gloucestershire Council to start the process. Sean Rhodes agreed to ask the relevant officer. Update requested from S Rhodes.

151/84 – Severnside Rail Conference – Severnside focused conference with GWR / NR / WECA and other partners in the future. Suggestion that Claire Young MP could help lead. 14/11/2024. PT contacted GWR and Claire Young 18/02/2025. PT and JE pointed out this request to Claire Young at her surgery in Severn Beach on 04/04/2025.

155/209 – Complaint regarding lights by Ableton Court – Clerk tried to contact Connelly & Callahan, no response. Clerk requested South Gloucestershire Council to light the public

footpath, no budget to do so. Clerk's second attempt was more positive with Connelly & Callahan, a solution is now being actively sought.

158/355 – Cemetery visit – Clerk to visit Almondsbury and Thornbury cemeteries to assess best practice.

158/365 – Northwick Tower – Roof contractor has still not been in contact with the weathervane contractor, Clerk chased both 21/03/2025. Cockerel is with a coppersmith for assessment and quote for repair. The tail feather will be repaired and the vane straightened out. Superficial (air rifle) damage will be left as it is. Other progress the new letters in the correct font have been made and fitted to the upright. Concerns are expressed about scaffolding.

159/391 - Community shed planning application – Application documentation near completion.

159/394 – Wiseman grave Northwick – Cemetery Clerk has contacted the contractor to undertake the work. Cemetery Clerk to chase the contractor for a start date. Clerk to check if the work has been completed.

## **Completed / Closed**

152/106 – Letter to EDF re Orchard Pools – Both the EDF Stakeholder Relation Manager and the agent for Orchard Pools have been contacted by the Clerk. 01/11/2024 The agent has been in touch with the developers and conversations are going on between them. Clerk requested an update 10/12/2024. Planning application is now in progress, the agent has been asked if selling to EDF is still an option. No reply. They will now wait to see the outcome of the planning apps, I expect, as that will determine the value of the land. **Actioned**

154/192 – Pebble display – The wall behind the Tea Cottage has been deemed to be in too poor a condition to be of use for the display. Another suggestion is using the side of the steps up to Frances Barr Walk. Agenda item for a future meeting. April Agenda item **Actioned**

157/322 – South Glos Invite - Invite sent to Chris Willmore for a future Parish Council meeting 20/1/2025. CW to come to the May Parish Council meeting. **Actioned**

158/351 – New padlock for Roy Edwardes Way gate – purchased, changeover required. New gate being fitted 28/02/2025 **Actioned**

159/392 – Agenda item for April meeting – Severn Beach allotment road access. **Actioned**

159/393 – Forward Plan – Comments back to VB and SKG well before the next meeting. Final draft documents pending. Agenda item **Actioned**

159/395 – Write to Claire Young re P25/00343/F Land South of Severn Road Severnside JE & PT to liaise. Both attending the MP's surgery April 4th see also 151/84 above. **Actioned**

## **5 Correspondence**

See appendix A

## **6 Accounts for Payment**

See appendix B

|                |                     |         |
|----------------|---------------------|---------|
| Planit Gardens | General maintenance | £123.50 |
| ALCA           | Subs                | £813.12 |
| ICCM           | Subs                | £105.00 |
| Dunkley's      | Payroll preparation | £50.40  |

|                            |                 |
|----------------------------|-----------------|
| <b>Subtotal</b>            | <b>£1092.02</b> |
| <b>Monthly total</b>       | <b>£4848.46</b> |
| <b>Revised grand total</b> | <b>£5940.48</b> |

**Accounts were approved.**

**161/463 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 March 2025 be approved.**

### **.2 Bank account closure**

Lloyds are now charging fees for two of the three Parish Council accounts. This has been a hot topic amongst Clerks all over the country. The account, formerly known as the B.E.N. Fear account has just over £500 in it. It has never paid any interest and will very quickly have nothing in it if it's left to run down with bank charges. The Clerk is seeking to transfer the remaining money and close the account.

VB noted that the remaining money in the account should be used for the benefit of Northwick Churchyard. Clerk to ensure that this is made an earmarked reserve.

**Resolved for the remaining money to be an earmarked reserve for Northwick Cemetery**

**Agreed unanimously**

**161/464 Action JE**

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

See appendix C

#### **8a Public Participation**

Sea wall bins – as the weather improves and more people are attracted to the promenade and Binn wall areas, the current level of bins is proving woefully inadequate.

**Item for the May agenda**

**161/468 Action JE**

#### **8b Report from District Councillor Simon Johnson**

See appendix D

Rookery Lane 20mph - ND asked about the rationale for a 20mph speed limit on Rookery Lane, when New Passage has not been considered for so many years. SJ noted that it was probably because of funding being available for 20mph area outside of schools.

Pilning Tennis Court- - OT asked for any progress? SJ None currently but it's something that is an aspiration to do.

Car parking provision – RE responding to SJ's report regarding the need for car parking, the NPSG survey results show there is a high level of demand for additional car parking along the coastal parts of the parish.

## **9 AGENDA ITEMS**

### **.1 To decide on a survey of Beach Road residents regarding a one-way system proposal**

The Clerk circulated a paper for a consultation and options for one-way system proposals. Discussion was had on conducting a resident survey regarding implementing a one-way system and parking regulations (yellow/white lines).

**Resolved to leaflet Beach Road residents to gather opinions and options**

**The Clerk to consider how the data will be processed and analysed**

**160/456 & 160 457 Action JE**

Care needs to be taken that this scheme will depend on it being accepted and implemented by South Gloucestershire Council

**.2 To decide on a grant application from Pilning & Severn Beach Local History Group**

A member of the Group spoke to the meeting and the Clerk had circulated the grant application from the Local History Group.

**Proposal to fund £570 plus VAT for a project on the World War II heroes in the community.**

**Agreed unanimously**

**160/458 Action JE**

**.3 To decide on the refurbishment of the steps behind the Tea Cottage**

Obtain quotes for repairing the steps to ensure safety.

Action: ISR & VB volunteered to draft a scheme for the refurbishment project.

**160/459 Action ISR & VB**

**.4 To decide on next steps with Severn Beach Miniature Railway**

PT outlined recent discussions with South Gloucestershire Council regarding planning applications and lease negotiations and about the best way forward for regularising the planning issues with the railway.

Discussion highlighted necessity for broader formalisation of allotment leases and promenade garden area agreements.

A question was raised regarding the impact of railway works on local trees. Assurances were given that planned works align with ecological guidelines and no conflicts between trees and railway layout were identified.

**Proposal Parish Council to submit a planning application for the railway and bid for grant assistance from South Gloucestershire Council.**

**161/465 & 161/466 Action JE**

**.5 To decide on a letter of support regarding Salthouse Farm residents**

PT attended a recent meeting of the Salthouse Farm Residents Group

Proposal to support Salthouse Farm residents in their concerns with site management and high commission charges on property sales. To liaise with SJ

**Resolved Parish Council to write in support of residents and contact the MP to advocate for reforms.**

**160/460 Action JE**

**.6 To decide on funding further groundworks at Severn Beach allotment**

After discussion this item was deferred to the May meeting

**161/467 Action JE**

**.7 To decide on an AI licence to assist with data processing**

The Parish Council already has access to AI with existing licences held.

**Item deferred**

**.8 To decide on a response to litter on the A403**

Residents raised concerns about litter and inadequate clean-up frequency. As the Parish is 'the gateway to South Gloucestershire' the importance of the request cannot be stressed enough.

**SJ to liaise with South Gloucestershire Council to address the issue.**

**160/461 Action SJ**

**.9 To receive a report on progress with the bin at Pilning shop**

The Clerk has again tried to negotiate the location of the SGC bin outside Pilning shop.

Discussions ongoing with the shop's owners to finalise installation of a new bin. SR volunteered to make contact with the shop.

**.10 To discuss the final documents in relation to the Forward Plan and associated documents**

Documents were circulated prior to the meeting.

Reminder of upcoming workshop on Friday, 11 April 2025, 1:30pm.

**All councillors encouraged to review and provide input**

161/462 Action All

**.11 To decide on an independent report into the Parish Council's charity rights and responsibilities**

VB had recently undertaken training in aspects of Charity governance in relation to the Parish Council's responsibilities. After discussion it was proposed to utilise Avon Local Council Associations' free consultation services first, with further action dependent on outcomes.

**Unanimously agreed**

160/Action VB & JE

**.12 To decide on a request for a bench to go alongside the Recent Conflicts Memorial**

The Clerk circulated a letter from the Veterans' Group requesting a donation towards a memorial bench to compliment the nearly completed recent conflicts memorial on Frances Barr Walk. The Clerk had informed the correspondent that the Parish Council could buy a bench outright but not donate money under a section 137 grant. If the Veterans' Group wanted to contribute towards the Parish Council buying the bench, that would be lawful.

**Council approved purchase of two recycled plastic benches to complement the memorial, with potential for plaques to be suggested by the veterans' group.**

161/462 Action JE

**10 PLANNING**

**.1 Items from the public relating to planning matters.**

None

**.2 To decide undelegated applications for consideration.**

One application for consideration. P24/02911/F Land at the corner of Bank Road and Northwick Road. The Clerk presented a draft submission which was approved for submission.

**.3 South Gloucestershire Council planning decisions.**

Approve with Conditions.

P24/02795/F - Building to the Rear Of Saefern New Passage Road Pilning. South Gloucestershire. Change of Use of outbuilding (Class C3) to cattery (Sui Generis) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended).

P25/00305/ADV - Plot 3 Land At Western Approach Severn Beach South Gloucestershire BS35 4JX Display of 1no. internally illuminated totem sign and 2no. non-illuminated fascia signs.

P25/00443/HH - 46 Beach Road Severn Beach South Gloucestershire BS35 4PF Erection of single storey rear garden office on existing raised area.

Refusal.

P25/00238/RVC Building at Laurel Farm Pilning Street Pilning South Gloucestershire BS35 4HN Variation of condition 2 (list of plans) of permission P24/00614/PNGR to inset the front door and windows, modify the roof angle and install windows to first floor and to amend the position of some windows. - Prior notification of a change of use from

Agricultural Building to 1 no. residential dwelling (Class C3) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended) to include operational development.

P25/00320/F Land at Southern Dale Northwick Road Pilning South Gloucestershire BS35 4HA Erection of 1 no. self-build dwelling with associated works (Resubmission of P24/01148/F).

**.4 To receive an update on outstanding enforcement issues.**

None

**.5 To decide on professional legal advice.**

The Parish Council accepts that enforcement with regard to land raising is unlikely due to historical consents from 1957. This highlights the discretionary nature of planning enforcement and the challenges posed by commercial development.

There is a suggestion from the Parish Council to repurpose commercially allocated land for residential use to address housing needs, considering broader implications like traffic, schooling, and community connectivity.

**PT authorised to write to SGC with the suggestion.**

**161/483 Action PT**

The Environmental Law Foundation has engaged a barrister to consult on behalf of the Parish Council. If applications are refused, applicants are likely to appeal, requiring the Parish's involvement as witnesses. If consent is recommended, the Council may seek a "call-in" via the MP to refer the case to an enquiry. In either scenario the Parish would need legal representation.

Future legal costs could be significant, though limited under the Aarhus Convention to £10,000. These potential costs are an important consideration for the Parish Council in deciding how to proceed.

**.6 Report any trading applications.**

None

**11 PARISH EVENTS**

1. Flyers were distributed for SevernFest 25 and the Car Show 12<sup>th</sup> and 13<sup>th</sup> July

**12 POLICY REVIEW**

- .1 Financial regulations**
- .2 Freedom of the parish**
- .3 General privacy notice**

**Proposed the above policies be adopted en-bloc Agreed unanimously.**

**Action JE**

**13. UPDATES & REPORTS**

**.1 Pilning Station**

None

**.2 Severn Beach Station**

None

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

Minutes circulated. PT mentioned that he is not always able to attend the meetings so has asked MP and or GC to go in his place.

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

None

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

Following the recent Pilning Village Hall Management Committee meeting VB and SR inspected the area of the former pavilion and were disappointed to find lots of debris still in the ground. VB to contact the contractor to make a second visit. Clerk to contact Elmtree regarding reseeding the area and making sure it gets cut as per the rest of the field.

**Action VB  
161/469 Action JE**

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

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

|         |         |         |
|---------|---------|---------|
| Plot 10 | Plot 14 | Plot 15 |
| Plot 18 | Plot 25 | Plot 27 |
| Plot 36 | Plot 38 |         |

### **.7 Pilning Allotments**

The allotments are looking good as all but one have started working them in the Spring.

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

Working party on May 17<sup>th</sup> or 24<sup>th</sup>, Councillors asked to volunteer

**161/471 Action ALL**

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

None

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

Water sampling – MP attended a river protection event. Past water sampling activities were mentioned, although results were inconclusive. Collaboration with the Bristol and Avon Rivers Trust and the Linking the Levels project was noted, showing efforts toward environmental stewardship.

### **Date of Next Meeting**

The date of the next Parish Council meeting (following the Parish Council meeting of electors) will be on Tuesday May 6<sup>th</sup> at Emmaus Church Centre, Gorse Cover Road Severn Beach BS35 4NP. There being no other business the meeting was closed at 22:15

### **Pilning & Severn Beach Parish Council – Full Council meeting 6<sup>th</sup> May 2025**

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

## APPENDIX A – CORRESPONDENCE

| Date       | Type  | Subject   | Action     |
|------------|-------|---|------------|
| 01/03/2025 | Email | Freedom of the parish nomination  | Noted      |
| 01/03/2025 | Email | South Gloucestershire Online Consultations - Local Plan                             | Circulated |
| 01/03/2025 | Email | Allotment works   | Noted      |
| 02/03/2025 | Email | Allotment noticeboard   | JE replied |
| 04/03/2025 | Email | Response to March Parish Council meeting  | JE replied |
| 05/03/2025 | Email | Discretionary Rate Relief   | Forwarded  |
| 05/03/2025 | Email | From Joe Nemeth   | Circulated |
| 05/03/2025 | Email | POSTPONED: ALCA Essential Councillor Training - 6 March 2025                        | Noted      |
| 06/03/2025 | Email | Parish Council Meeting   Follow up items  | Circulated |
| 06/03/2025 | Email | Severn Beach allotment car park   | JE replied |
| 06/03/2025 | Email | We fixed the Pothole you reported: SGC-263646-N2B6                                  | Noted      |
| 06/03/2025 | Email | Circulated Schedule   | Circulated |
| 06/03/2025 | Email | Allotment dispute   | JE replied |
| 06/03/2025 | Email | Town and Parish forum contact and preference form                                   | JE replied |
| 06/03/2025 | Email | Letter of Appreciation to the Parish Council for a Grant                            | Circulated |
| 06/03/2025 | Email | Emeraldsteel Accounting - Proposal  | JE replied |
| 07/03/2025 | Email | GLOUCESTERSHIRE DEVOLUTION AND LOCAL GOVERNMENT REORGANISATION                      | Noted      |
| 08/03/2025 | Email | Whitehall pushing Cllrs out of planning   | Circulated |
| 08/03/2025 | Email | A403 complaint  | JE replied |
| 09/03/2025 | Email | WECA transport agenda   | Noted      |
| 10/03/2025 | Email | Stationary Train - Horn Usage   | Noted      |
| 10/03/2025 | Email | Visioning Workshop Tuesday 11 March   | Circulated |
| 11/03/2025 | Email | Specialist NPPF training sessions   | Circulated |
| 11/03/2025 | Email | FOI - Acknowledgement (FOI-2025-001866) CRM:0158211                                 | Noted      |
| 12/03/2025 | Email | Grounds Maintenance Contracts April 2025 - March 2028                               | Noted      |
| 12/03/2025 | Email | Launching Spear Bristol - Business Breakfast - Th. March 20th - 07:30               | Circulated |
| 12/03/2025 | Email | You're invited to SUEZ Severnside Energy Recovery Centre, Bristol                   | Circulated |
| 13/03/2025 | Email | Severn Tidings 2024/25 - Celebrating 30 Years of Partnership                        | Circulated |
| 13/03/2025 | Email | NPSG agenda   | Published  |
| 13/03/2025 | Email | Solar Farm Information  | JE replied |
| 13/03/2025 | Email | South Glos Faith and Harmony Festival, 15th March 2025, 5 pm- 7 pm at Bradley Stoke | Circulated |

|            |        |  |            |
|------------|--------|--|------------|
| 13/03/2025 | Email  | Street Care don't care!  | Agenda     |
| 14/03/2025 | Email  | Local Plan proposals to allocate sites for additional Gypsy & Traveller pitches and Showpeople plots | Circulated |
| 14/03/2025 | Email  | Pre election period guidance in respect of the West of England Combined Authority Mayoral Election   | Circulated |
| 14/03/2025 | Email  | Ref COM/21/0036/BOC - Land On The East Side Of (former) School Northwick Road Pilning                | Circulated |
| 14/03/2025 | Email  | MP surgery poster  | Published  |
| 14/03/2025 | Email  | Town & Parish Council Forum next steps   | Circulated |
| 14/03/2025 | Email  | Up and coming M4 closure weekend of the 21st - 24th March  | Noted      |
| 15/03/2025 | Email  | A403 condition complaint   | Noted      |
| 16/03/2025 | Email  | Bird list from Hallen Reserve yesterday 15.3.25  | Noted      |
| 17/03/2025 | Email  | Severn Beach Village Hall minutes (March)  | Circulated |
| 17/03/2025 | Email  | Pilning Playing field blocked entry  | JE replied |
| 17/03/2025 | Email  | BBC News: Nacton giant warehouse leaves neighbours 'in tears'  | Circulated |
| 17/03/2025 | Email  | WASP Garage  | Circulated |
| 17/03/2025 | Email  | Air Source Heat Pump and Zero Emissions Boiler Tuesday 25th March 19.00-20.00 online                 | Circulated |
| 18/03/2025 | Letter | Tree Preservation Order - Promenade Gardens  | Agenda     |
| 18/03/2025 | Email  | Thornbury Town Council Medicine Blister Pack Recycling Trial Results & Next Steps                    | Noted      |
| 19/03/2025 | Email  | Dean Farm, New Passage   | Noted      |
| 19/03/2025 | Email  | Huboo, Unit 2, More Plus Central Park, Hudson Avenue, Severn Beach                                   | Circulated |
| 19/03/2025 | Email  | Revisions to the Financial Regulations (Procurement Act 2023 & Procurement Regulations 2024)         | Actioned   |
| 20/03/2025 | Email  | Idling Trains - Severn Beach   | Noted      |
| 20/03/2025 | Email  | Parish Online Newsletter #57   | Noted      |
| 21/03/2025 | Email  | Padlock question   | JE replied |
| 21/03/2025 | Email  | Copies of minutes request  | JE replied |
| 21/03/2025 | Email  | Draft statement for publication  | JE replied |
| 21/03/2025 | Email  | Pilning allotment  | JE replied |
| 21/03/2025 | Email  | Pizza or emergency access - a question of priorities   | Forwarded  |
| 22/03/2025 | Email  | FOI Response (FOI-2025-001809) CRM:0291111 Salthouse Farm Residents Assoc.                           | Noted      |
| 24/03/2025 | Email  | Idling Trains - GWR Pollution  | Noted      |
| 24/03/2025 | Email  | Consultation for a Static Street Trader  | Circulated |
| 24/03/2025 | Email  | Annual Parish Meeting question   | JE replied |
| 24/03/2025 | Email  | Bristol Rail Campaign: Walk on Saturday 3rd May 2025   | Circulated |
| 24/03/2025 | Email  | Request to post a copy of the Notice of Election WECA Mayor  | Published  |
| 25/03/2025 | Email  | WASP Garage  | Noted      |
| 25/03/2025 | Email  | BDO LLP external audit   | Noted      |

|            |         |  |            |
|------------|---------|--|------------|
| 25/03/2025 | Email   | More Idling GWR Trains - Severn Beach  | Noted      |
| 26/03/2025 | Email   | Agenda items request   | Actioned   |
| 26/03/2025 | Email   | Small Sparks and Stronger Together Community grants  | Noted      |
| 26/03/2025 | Email   | Complaint over poor parking in Beach Road opposite shops                                     | JE replied |
| 28/03/2025 | Email   | WASP Garage  | Noted      |
| 28/03/2025 | Website | Volunteering request   | JE replied |
| 28/03/2025 | Email   | Salthouse Farm Park Homes  | Agenda     |
| 30/03/2025 | Email   | Missing Entrance Gate at Pilning Station   | JE replied |
| 30/03/2025 | Email   | Allotment request  | JE replied |
| 31/03/2025 | Email   | Press Release: Pilning Station Missing Entrance Gate   | Noted      |
| 31/03/2025 | Email   | Invite to a future Pilning & Severn Beach Parish Council meeting                             | JE replied |
| 31/03/2025 | Email   | History Grant application  | Agenda     |
| 01/04/2025 | Email   | A new street lighting dimming regime   | Circulated |
| 01/04/2025 | Email   | WERN's Community Survey  | JE replied |
| 01/04/2025 | Email   | Sevenside rhien map  | Archived   |
| 02/04/2025 | Email   | Pilning roadworks  | JE replied |
| 02/04/2025 | Email   | Idling Train   | Noted      |
| 02/04/2025 | Email   | ALCA Membership Profiles 2025/26   | JE replied |
| 02/04/2025 | Email   | Rookery Lane 20mph speed limit feedback report   | Circulated |
| 02/04/2025 | Email   | Amazon DBS3 Severn Beach   Volunteering opportunities  | JE replied |
| 03/04/2025 | Email   | UPDATED: NALC Model Standing Orders (England)  | Noted      |
| 03/04/2025 | Email   | Agenda for Development Management - Sites Inspection, Friday, 4th April, 2025, 10.00 am      | Noted      |
| 03/04/2025 | Email   | Chairing Skills  | Circulated |
| 03/04/2025 | Email   | Ableton lane development   | JE replied |
| 03/04/2025 | Email   | FOI Response (FOI-2025-001866) CRM:0291201 South Gloucestershire Council land ownership P&SB | Archived   |
| 03/04/2025 | Email   | Litter picking in Severn Beach   | JE replied |
| 04/04/2025 | Email   | A403 lorry traffic at Severn Beach   | Noted      |
| 04/04/2025 | Email   | White lining roads   | JE replied |
| 04/04/2025 | Email   | Land border query  | JE replied |
| 04/04/2025 | Email   | Tree planting Severn Beach Promenade Gardens   | JE replied |
| 05/04/2025 | Email   | Idling Trains - Severn Beach   | Noted      |
| 05/04/2025 | Email   | Allotment Report   | Reported   |
| 05/04/2025 | Email   | Car Park issues at Severn Beach allotment  | Forwarded  |
| 05/04/2025 | Email   | Draft copy min of pvh meeting 31st march 2025  | Reported   |

06/04/2025 Email Chairman's Update  
06/04/2025 Email Chairman's Update 2  
07/04/2025 Email Severn Beach allotment padlock  
07/04/2025 Email WECA Meeting  
07/04/2025 Email Planning and enforcement  
07/04/2025 Email Stronger Together Community Fund Launch  
07/04/2025 Email New Bus Stop associated with Plot 4 Developers- Pilning

Noted  
Noted  
JE replied  
Circulated  
Agenda  
JE replied  
Forwarded

## APPENDIX B – ACCOUNTS FOR PAYMENT

| DATE       | PAYEE                | DESCRIPTION                | LEGAL REF        | NET VAT          | VAT            | TOTAL            |
|------------|----------------------|----------------------------|------------------|------------------|----------------|------------------|
| 03/03/2025 | ELMTREE GARDEN       | Grass Cutting              | s111             | £1,583.30        | £263.88        | £742.58          |
| 03/03/2025 | ELMTREE GARDEN       | Northwick Cemetery         | s214             |                  |                | £230.67          |
| 03/03/2025 | ELMTREE GARDEN       | Pilning Cemetery           | s214             |                  |                | £346.17          |
| 03/03/2025 | NICHOLA HILLS        | Severn Beach Toilet        | PHA 1936 s87     | £43.66           |                | £43.66           |
| 05/03/2025 | NOW PENSIONS         | Pension Contribution       | s111             | £191.99          |                | £191.99          |
| 05/03/2025 | SB COMMUNITY LIBRARY | Grant                      | s137             | £300.00          |                | £300.00          |
| 06/03/2025 | MOTION PRINTING      | Printing                   | s111             | £3.50            |                | £3.50            |
| 06/03/2025 | PLANIT GARDENS       | Pilning Playing Field      | PHA 1875 s164    | £76.00           |                | £38.00           |
| 06/03/2025 | PLANIT GARDENS       | General maintenance        | s111             |                  |                | £19.00           |
| 06/03/2025 | PLANIT GARDENS       | Pilning Cemetery           | s214             |                  |                | £19.00           |
| 06/03/2025 | FOSBR                | Membership Fee             | s111             | £25.00           |                | £25.00           |
| 06/03/2025 | IAN COWARD           | REW Gate fitting           | s111             | £250.00          |                | £250.00          |
| 06/03/2025 | J EDWARDES           | Expenses (Lock and travel) | s111             | £16.33           |                | £16.33           |
| 06/03/2025 | DUNKLEY'S            | Payroll preparation        | s111             | £50.40           | £8.40          | £42.00           |
| 07/03/2025 | GOOGLE               | Email and data storage     | s111             | £153.42          |                | £141.32          |
| 07/03/2025 | GOOGLE               | Email and data storage     | LA 2011, NP 2017 |                  |                | £12.00           |
| 06/03/2025 | SEVERNNET            | Membership Fee             | s111             | £30.00           |                | £30.00           |
| 12/03/2025 | ALCA                 | Training                   | s111             | £60.00           |                | £60.00           |
| 17/03/2025 | O2                   | Mobile phone               | s111             | £15.00           | £2.50          | £12.50           |
| 17/03/2025 | BT                   | Telephone                  | s111             | £77.62           | £12.93         | £64.69           |
| 17/03/2025 | LLOYDS               | Bank service charges       | s111             | £6.39            |                | £6.39            |
| 31/03/2025 | ODILE MCINTOSH       | Wages                      | s111             | £24.00           |                | £24.00           |
| 31/03/2025 | J EDWARDES           | Wages Office & Broadband   | s111             | £1,713.85        |                | £1,713.85        |
| 31/03/2025 | EMMAUS CHURCH        | Hall hire Parish Council   | s111             | £108.00          |                | £108.00          |
| 31/03/2025 | EMMAUS CHURCH        | Hall hire NPSG             | LA 2011, NP 2017 | £60.00           |                | £60.00           |
| 31/03/2025 | ALCA                 | Training                   | s111             | £20.00           |                | £20.00           |
| 31/03/2025 | ALCA                 | Training                   | s111             | £40.00           |                | £40.00           |
|            |                      |                            |                  | <b>£4,848.46</b> | <b>£287.71</b> | <b>£4,560.65</b> |

## **Appendix C NPSG Report**

Neighbourhood Plan Steering Group (NPSG) Report to Parish Council 7th April 2025 – delivered by Richard Edwards

Since the last PC meeting the NPSG met on 18th March.

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

### **Flooding**

JBA provided an update on their work on the Level 2 SFRA for our meeting.

The work is progressing well although they are waiting for the EA to clarify the approach on surface water which is delayed because the release of new national mapping is incomplete. They are also waiting on some flood history and other information from SGC and the LSIDB. They anticipate having the first draft ready by 25/4.

### **NDP**

We continue to make good progress towards the completion of the NDP in readiness for Regulation 14. But we can't finish until flood risk and site evaluations are completed.

### **SGC Local Plan**

The Steering Group is compiling a number of comments on the Local Plan which will be submitted before the deadline of 11th April.

### **Planning**

With the PC and our Ward Councillor, we attended a Teams meeting with SGC planning enforcement on 18th March. This provided a clearer understanding of their stance and the parish's concerns on a number of sites around the parish. However, SGC were constrained in conversations for certain sites and advised they can't take action on sites where planning applications are currently in consideration.

At our Steering Group meeting, a number of planning applications were discussed, which conflict with the direction of the NP. The Steering Group is currently considering preparing and submitting objections to the following:

P25/00232/RVC raising of site levels

P25/00329/RM - Land North Of Severn Road Severn Beach erection of 5no. commercial buildings.

P24/02911/F Land on the corner of Bank Road and Northwick Road for 6 traveller gypsy caravans.

### **Parking Surveys**

The meeting with SGC to discuss support for parking projects, was reported by our Ward Councillor. As a result of that meeting, the Steering Group will be undertaking regular surveys in Severn Beach and New Passage to provide evidence of the number of parked vehicles at times of high visitor parking.

**Next SG meeting:** 22nd April, 7pm at Emmaus Church.

## **Appendix D Unitary Councillor Report**

Pilning & Severn Beach Parish Council Report | Monday 7th April 2025

Key updates for Parish Council colleagues in April 2025

- We jointly hosted a Teams meeting in March with South Gloucestershire Council planning enforcement officers, Parish Councillors and representatives from the Neighbourhood Planning team in the parish. This is aimed at bringing local people closer to decision making in the Council and overcome barriers to working collaboratively which has been felt and raised on numerous occasions. There are several follow up items including Pilning Station and the allocation of traveller sites and we discussed more than a dozen schemes in the ward.
- The South Glos Council Draft Local Plan has been published in its final form for consultation before going to the independent inspector for decision. Parish Councillors will note that feedback relating to the Severnside 'spine road' was received and changes made to the version that was previously shared at Cabinet earlier in the process.
- Initial draft plans have been shared relating to the resurfacing through Pilning of Redwick Rd into Cross Hands Rd. This is a scheme I've been appealing for within the Council and will continue to consult with the Parish Council to ensure it's delivered in a manner sensitive to residents, Cllr Sean Rhodes is keen to ensure the traffic problems from last time aren't repeated.
- A meeting took place between Officers and members of the Neighbourhood Plan, seeking support from SGC to develop car parking as part of the plan in Severn Beach, aiming to address the challenges with traffic at peak times and people visiting. The meeting was positive, although no clear plan has emerged (other than a petition and potential data collection and lobbying locally) as there is insufficient funding within SGC at present.
- South Glos Council has opened its Stronger Together Fund for local organisations, charitable bodies and Parish and Town Councils, with grants available up to £10,000. Projects should tackle inequality, nurture existing skills and assets, partner with new organisations, involve local people in their design and delivery and bring people together.
- Proposals to replace online Community Engagement Forums with new Area Committees have been agreed, with an initial one-year pilot scheme being put in place. The broad aims are to encourage discussions and debate on matters of particular relevance to the area, to help the Council shape major proposals affecting the area and to advise the Council about the implications for the area of its objectives, plans and policies, to support well-co-ordinated services on a local level, to encourage effective collaboration with public, private, and voluntary sector partners locally to help the Council meet the aspirations of local people, to make recommendations to Cabinet on issues of local concern. Pilning & Severn Beach will sit in Area 1 (Thornbury & Yate West) with Charfield, Frampton Cotterell, Severn Vale and Thornbury.
- I have raised resident concerns about speed and weight limit infringements throughout PSB. This is a very regular occurrence, and Avon & Somerset are not (yet) fully able to react and enforce these scenarios locally. This is not in PSB alone, I had similar feedback from Councillors elsewhere in South Gloucestershire and recently met with Officers and Councillors in Bristol regarding speeding though Hallen into Bristol. There are wider frustrations being seen about the lack of enforcement. I

am planning a meeting with SGC Road Safety team to at least let residents know what we can do to support their concerns.

- We are awaiting formal updates from WECA on the e-scooter trial expansion into Severnside, as well as final written confirmation of the 918-bus route, although with the Mayoral election they are now somewhat preoccupied.
- I joined the Severnside Sirens meeting virtually last month with other members, supporting the maintenance of the sirens through PSB and into Bristol.
- In my wider role for South Glos Council as Cabinet Member I've attended the Health & Wellbeing Board strategy workshop this month, along with Chairing the Corporate Parenting Board for children in our care, attended the Wessex Regional Flood and Coastal Committee and attended a visit to John Cabot Academy in Kingswood as part of a youth consultation exercise.
- To date I'm yet to resolve the resident concerns in both Pilning and Severn Beach with residential homes being used by private operators to house people in a residential / caring capacity. Having liaised with SGC Officers, no-one is aware of the organisations residing in the ward, but I am continuing to investigate this.
- I have tried to remain across liaison between Parish Councillors, the project developer, planning consultants, Council Officers, fellow cabinet members and the Leader of the Council in relation to the Miniature Railway which appear to be heading into a more positive direction, pending any further feedback received. Everyone is of the opinion they're supportive of the scheme and the aspiration of the project but do wish to see planning permission in place.
- We are awaiting the start date of the M49 junction scheme (proposed for May) and I have contacted Kelvin Packer, the Officer leading the scheme but have yet to hear back. Correspondence from the cabinet colleague responsible alludes to agreements being in place but seeking confirmation of the fact.
- Claire Young MP held her clinic last Friday 4th April in the ward, both in Severn Beach and Easter Compton. As a reminder, weekly clinics are available in the constituency and on a rolling calendar, is available in Pilning & Severn Beach Parish.

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