



## **Pilning & Severn Beach Parish Council Meeting held on Monday 6<sup>th</sup> November 2023. Pilning Village Hall Cross Hands Road Pilning South Gloucestershire BS35 4JB 7pm**

### **Presentation on M49 J1**

District Councillor Simon Johnson (SJ) gave an aural report on behalf of Kelvin Packer. See item 7b.

### **Presentation on 918 Bus service**

We were pleased to welcome a delegation from Olveston to share the work being undertaken to secure future funding for the 918 Severn Beach to Thornbury bus service. Predominantly this service is run for school children, however it is a public bus service and available to all.

- The parent group which has representative over the whole bus route will be lobbying the West of England Combined Authority (WECA). They plan to bid for financial support from WECA's WestLocal fund in December, before the final deadline of April. The fund operates on a first-come first-served basis.
- Eurocoaches operate a double decker bus so there is plenty of capacity.
- Eurocoaches are investigating whether the Government price cap can be applied as the bus operates along part of the A38 and so would allow a reduction in fares.
- Timings of the 918 are not ideal, pupils are arriving home later from school than parents would like. As this is a public service as well as a school bus the timing from Thornbury is set to ensure that the service can run to schedule. The departure must include sufficient contingency. If it is scheduled any earlier, it may not always leave on time and Eurocoaches would breach the terms of their contract.
- Noted that the use of a bus stop nearer Northwick would be welcomed.
- It is seen as a retrograde step that parents are required to pay for their children to use what was a free service to get to school.
- Noted that this issue has been raised nationally via National Association of Local Councils (NALC) who are supporting the campaign.
- Westlink dial-a-bus service issues.
  - This service cannot be booked by under 13's.
  - Westlink buses operate in distinct zones meaning you cannot get a Westlink bus from Severn Beach to Thornbury.
  - WECA have not been able to confirm that there would be sufficient capacity for WestLink to get all the children to school on time.

Request made to the Parish Council that a letter of support be sent to Olveston Parish Council Clerk for submission before December to South Gloucestershire Council and WECA. Consideration was given that Pilning & Severn Beach have the most to gain (or lose) from the 918 bus service out of all the Parish Councils involved.

## **COUNCILLORS:**

Alison Dark (AD); Ian Roberts (ISR); Jet O'Neill (JO); Mike Pruett (MP); Nick Davies (ND) (Chairman); Olga Taylor (OT); and Peter Tyzack (PT).

Also attending Jonathan Edwardes (JE) Parish Clerk and Richard Edwards (RE) Neighbourhood Plan Steering Group, Simon Johnson District Councillor (SJ) Odile McIntosh Cemetery Clerk (OM)

### **1 Apologies for absence**

None

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

None

### **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.

Alison Dark (AD) declared an interest in agenda item 6.

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

The minutes of the previous Parish Council Meeting held on the 2<sup>nd</sup> October were unanimously approved as a true record.

### **4 Matters arising**

Parish Online – since the last meeting QGIS has been considered as a free alternative to Parish Online. After consideration the proposal agreed at the October meeting to use Parish Online stands.

**Item closed.**

Tree Inspections – Phil Dye has submitted his very detailed report, see agenda item.

**Item closed.**

Cemetery Tree quotes – Four contractors approached, see agenda item.

**Item closed.**

Graffiti on Binn Wall – This has been cleared off by South Gloucestershire Council Streetcare. There now appears to be a spate of tagging taking place.

**Item closed.**

e-Scooter A403 – Voi is no longer operating the scooter scheme, Response from TIER the new operator is that the area would only be used for long term rental scooters and there is a process for making changes and agreeing with the Combined Authority. TIER agree that the road looks unsuitable for cyclists and e-scooter riders. The company will take it to WECA and report back. Once agreed, it can be implemented straight away.

**Resolved to continue with this item.**

**Action JE**

Library volunteers – all the library volunteers have signed up to be covered for Parish Council insurance.

**Item closed.**

Bilsham Lane works – Clerk has written to South Gloucestershire Council, Streetcare hope to undertake further resurfacing of Bilsham Lane in this financial year.

**Item closed.**

Ableton Court – Clerk had contact with the Village Agent. The agent has had another resident reach out for support. There is a team from WERN trying to contact the management there, they have been told that the previous manager has left the organisation and has not yet been replaced. However, it's looking more promising now with regards to getting access and working with them.

**Resolved to continue with this item.**

**Action JE**

Sculpture moves – this has been completed, although the plinth could have been a little lower.

**Item closed.**

Oak tree sapling – Severn Beach Village Hall Management Committee have agreed that the centenary oak sapling can be planted on the Playing Field boundary.

**Item closed.**

ASEA –

Relocation of Aust stone – Work in progress

**Resolved to continue with this item.**

**Action JE**

**5 Correspondence**

See appendix A

X Bus route via Easter Compton – to be put on the December Agenda

**Action JE**

Drainage ditches around Salthouse and Allotments at Severn Beach – Clerk and District Councillor to raise it with the Severn Internal Drainage Board.

**Action SJ & JE**

**6 Accounts for Payment**

See appendix B.

RBL poppy wreaths £150.00

ALCA Councillor training £120.00

Planit Gardens £133.00

**Subtotal £403.00**

**Revised grand total £14208.93**

**Accounts were approved.**

**Action JE**

**Note one abstention, see declaration of interest.**

**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 October 2023 be approved.**

**7a Public Participation**

King Charles III coastal path – Council was asked if they knew when the coastal path from New Passage to Aust would be opened. Expectation is from Summer 2024.

Cross Hands – An inspection had taken place by South Gloucestershire Council officers since the last meeting. No further update than that at present.

New Binn location – The Clerk is working on this, looking for alternative locations as the landowner has not engaged with having a bin under the Parish Council noticeboard.

M49 J1 – see item 7b

**7b Report from District Councillor Simon Johnson**

M49 J1 – On behalf of Kelvin Packer (SJ) gave an aural report about progress on M49 J1.

- Regrettably the October deadline has been missed for the planning application.
- Expectation is that work will begin on site in Summer 2024 with completion a year later.
- There is still a possibility that a Compulsory Purchase Order will be needed for a section of land on the site.
- The planning portal information has been further updated since the last update. See <https://developments.southglos.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=ROYAEZOKH4400>

For SJ's report see Appendix D

## **8 AGENDA ITEMS**

### **.1 To receive a report on progress with the recent conflict memorial.**

Representative from the Veterans Group heard that the Parish Council is completely supportive of a recent conflicts' memorial. The design currently proposed has generated several complaints. The Parish Council were pleased to learn that a more modest design is under consideration. MP and the Cemetery Clerk offered to assist with the design. The Parish Council looks forward to the veterans keeping it up to date with any developments.

**Action OM & MP**

### **.2 To discuss amending the Action Plan pending the completion of the Neighbourhood Plan**

Consideration was given to how any agreed outcomes of the Neighbourhood Plan and items on the list of aspirational in the Action Plan can be implemented. A solution would be to create an Implementation Group to facilitate this. This could include residents that want to be involved but not necessarily be on the Parish Council. Councillors are encouraged to speak to residents who might be interested in taking part.

**Resolved for an item to be drafted into the Action Plan for further consideration.**

**Action JE and ALL**

### **.3 To decide on amending the Action Plan to include tree works on Parish land. Resolved to add this item to the Action Plan and to set a budget at the December finance meeting.**

**Action JE**

### **.4 To decide on boundary hedge work on Frances Barr Walk**

The Clerk has been chasing four contractors to undertake the work, only one has replied with a quote.

**Proposed MP and seconded ND six in favour 1 abstention**

**Action JE**

### **.5 To decide on quotes for Pilning allotment conifer removal.**

The Clerk received four quotes for the specified work, after discussion the proposal from Tim Roper was accepted.

**Proposed ND and seconded MP all in favour.**

**Action JE**

### **.6 To decide on opening a higher interest bank account for Parish Council reserves.**

The Clerk sent a discussion paper to Councillors before the meeting setting out the need to improve the interest being gained on current Parish Council bank accounts.

Proposed - stage one is to transfer reserves into an existing Parish Council bank account that already attracts some interest, stage two is to shop around for some higher rate interest accounts for part of the reserves.

**Vote to agree Clerk's recommendation, all agreed.**

**Action JE**

**.7 To decide on purchasing a Parish Council laptop for the Clerk.**

The Clerk circulated a paper to Councillors before the meeting with recommendations for suitable equipment.

**Vote to agree the recommended equipment and software is purchased.**

**Action JE**

**.8 To discuss the principle of taking formal control of Promenade Gardens from South Gloucestershire Council**

The proposal had not considered that the Parish Council does not pay for the upkeep of the Promenade Gardens, this is vested completely in South Gloucestershire's care. Further information is required before the proposal is tabled again.

**Action ND**

**.9 To decide on a response to South Gloucestershire Council budget consultation.**

ND noted that the South Gloucestershire Council budget consultation has been published. Councillors discussed several issues that are likely to be affected by budget changes being proposed by South Gloucestershire Council including: -

- Car park charges
- Green waste subscription increases
- The possibility of higher charges for blue badges

Concern was raised that the amount of money raised by these proposals is far too small to be of much benefit and car parking charges for instance in Thornbury would be detrimental to shoppers.

**Resolved for the Clerk was asked to reply to the consultation** that the Parish Council disagreed with car parking charges, particularly in Thornbury and Filton Abbey Wood railway station. Workplace parking levy would be a better option. On green bins, South Gloucestershire Council should be undertaking better marketing of compost bins.

**Action JE**

**.10 To decide on a response to South Gloucestershire Council Library consultation programme.**

South Gloucestershire Council are proposing to cut the library budget by 25%. This will mean that the Community libraries such as Severn Beach will have no support at all in running their outlets, not that they currently get much anyway. If the scant support from South Gloucestershire Council Severn Beach library gets ceases, then the volunteers will have no choice but to stop running the library. This will have a double impact as there is no longer a mobile library to call upon.

**Resolved for the Clerk to reply to the consultation and write to South Gloucestershire Council officer in charge of libraries.**

**Action JE**

**9. The Neighbourhood Plan**

See appendix C

## 10 PLANNING

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

None

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

P23/02680/F | Demolition of existing dwelling and storage units. Erection of 9 no. commercial/industrial units (Class B2/B8/E(g)iii) with parking and associated works and refurbishment works to existing commercial/industrial unit. | Pilning Forge Whitehouse Lane Pilning Bristol South Gloucestershire BS35 4LR.

Pilning & Severn Beach Parish Council does not object to the planning application but expect to see the following points regarding material considerations made as conditions to the application. Adequacy of parking/loading/turning – there are barely sufficient parking and turning facilities at the end of Whitehouse Lane for the current operations at Pilning Forge. The application does not adequately consider any expected increase in vehicles.

Highway safety and traffic generation – concerns raised that the increase in traffic from the proposed development will have a negative impact on the junction of Whitehouse Lane and Redwick Road, particularly with its proximity to the busy A403 Severn Road junction.

Loss of trees – there are some mature trees and shrubs that offer some intrinsic value. A suitable replanting scheme or other recompense for the loss should be made.

Local, strategic, regional and national planning policies, including emerging policies. – The Parish Council supports the need for small businesses supporting the local economy.

Previous planning decisions – noted that Pilning & Severn Beach Parish Council did not object to the previous planning application P22/02162/F.

### .3 To report South Gloucestershire Council planning decisions.

P22/06484/RVC Land North Of Minors Farm Ableton Lane Hallen South Gloucestershire BS10 7SF Variation of condition 14 (list of plans) attached to planning permission - Change of Use of land from agricultural to land for storage and distribution (Class B8) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended) to include erection of perimeter fence, installation of 2 no. bridges and associated development. Amendment to rhine crossings. Approve with Conditions.

P23/02077/CLP Severn View Industrial Park Central Avenue Hallen South Gloucestershire BS10 7SD The laying of drainage pipes pursuant to implementing planning permission P21/02765/F. Approve Certificate of Lawfulness.

P23/02558/HH 27 Riverside Park Severn Beach Bristol South Gloucestershire BS35 4PN Conversion of existing garage to form office/storage. Approve with Conditions.

P23/02332/NMA Aurora Hedgeway School Rookery Lane Pilning South Gloucestershire BS35 4JN non-material amendment to planning permission P22/05467/F to change from a pitched roof design to flat roof, covered in grey single ply membrane as opposed to consented red cement tiles. Alter glazing to proposed height units to improve indoor daylight. Change windows to polyester powder coated aluminum as opposed to consented white uPVC. Amend finished floor level to that required by condition 2 of the approved consent. Refuse Non-Material Amendment

P21/07517/F Land Off Severn Road and Western Approach Severn Beach BS35 4PX Provision of a new secure roadside truck stop facility, including associated HGV and car parking, driver's facilities building, vehicular access, service yard, associated landscaping and other infrastructure. Refusal.

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

Cross Hands – The Clerk will chase South Gloucestershire Council for an update.

**Action JE**

## **.5 To decide on professional legal advice – ref Orchard Pools**

### **11 PARISH EVENTS**

Sevenside Festival – An update was given that arrangements are being made for the 2024 festival. The event is looking move the live music element to the Promenade Gardens with the car event on a different day and an Arts & Crafts event at Severn Beach Village Hall. Organisers are looking for support from SevernNet and other local firms.

### **12 UPDATES**

#### **12.1 Village Halls**

##### **12.1.1 Severn Beach Village Hall**

Minutes circulated previously.

##### **12.1.2 Pilning Village Hall**

The Parish Council is pleased to see the improvements being made to the Village Hall.

##### **12.1.3 Pilning Playing Field**

Inspection carried out.

The grass has been cut.

There was no broken glass on the baseball court. The rhine bank by the Hall has been much improved – neater and safer.

The play area is in good order. The graffiti on the wooden fort has been removed. Scratches on the porthole windows were noted, but there is no solution to that.

There was a disappointing amount of litter around the teen shelter. Here too, the offensive graffiti had been scrubbed away.

#### **12.2 Allotments**

##### **12.2.1 Severn Beach Allotments**

With so much rainfall it is making working the ground so much harder. However, plenty of crops are still growing: - Sprouts, Kale, Parsnips, Winter Cabbage etc. Most of the work is now preparing for next year i.e., adding compost/fertiliser/lime or fixing fencing.

Plots that are not being worked at present are:-

Plot 10, Plot 13, Plot 14, Plot 29 and Plot 34

The woodpile is becoming more of an issue, consideration should be given to getting a skip or a contractor with a chipper.

**Action JE**

##### **12.2.2 Pilning Allotments**

The allotments are looking dormant, but it is that time of year. Some are tidier than others. The public areas and pathways look neat.

#### **12.3 Burial Grounds**

##### **12.3.1 To receive a report from the Cemetery Clerk**

The Parish Clerk noted that the Cemetery has been mown. The small group of volunteers who joined the "Cemetery Clean Up" recently did a fine job. Graves were tidied, offending branches in the new cemetery were lopped, and the noticeboard got scrubbed. Unwanted mementos that were gathered up and left by the bins have now been removed. Cemetery Clerk report see 12.3.2

### **12.3.2 To decide on memorial restoration works**

OM explained the Parish Council has a duty of care to those graves where no living person has been identified as being the grave owner. The legislation around this came into force in 2005. OM has identified the first row on the right-hand side of the old cemetery needing to be made safe as there is no prospect of the grave owner coming forward to carry out the work. OM has previously supplied a list of quotes from suitable monumental masons to carry out the work.

**Cemetery Clerk's proposal is to remove all the kerbing from the identified graves and make headstones safe.**

**PT proposed AD seconded all in favour.**

**Action OM**

## **12.4 Railway Stations**

### **12.4.1 Pilning Station**

OT reported that reference was being made by TfW, WECA and SevernNet to the ARUP report about the benefits of reinstating a footbridge at Pilning station.

OT to speak to the Clerk regarding the timetable study being sent to TfW and Jack Lopresti MP

**Action OT & JE**

### **12.4.2 Severn Beach Station**

No report, however, note correspondence regarding idling trains.

## **13 Communication**

### **12.1 In View**

Possible headings

- M49 J1
- 918 bus funding
- Trees in Pilning
- Car Drifting
- Light and noise pollution
- E-Scooters
- Library consultation
- Tennis court
- Safety of memorials
- Local plan consultation

## **14 Reports from external meetings**

- Recent meeting of SevernNet was held at the Seaman's mission in Avonmouth.
- Parish Councillor visit to Oxford Instruments
- Future visit to GKN
- Webinar on Community Payback, JO reported that this was informative.

## **15 Update from Councillors on "Report it" reference numbers.**

### **Date of Next Meeting**

The date of the next Parish Council meeting will be on Monday 4<sup>th</sup> December at Emmaus Church Centre Severn Beach. There being no other business the meeting was closed at 21:57



**Pilning & Severn Beach Parish Council – Full Council meeting 6<sup>th</sup> November 2023**  
Minutes approved as a true and accurate record and signed as so by the Chairman presiding.

APPROVED

## APPENDIX A – CORRESPONDENCE

<b>Date</b>	<b>Type</b>	<b>Detail</b>	<b>Action</b>
25/09/2023	Email	Bench slat	JE Replied
25/09/2023	Email	230925/ER17 Graffiti at Severn Beach BS35 4PQ	Circulated
25/09/2023	Email	Resettlement Programme Launch Invite	Circulated
25/09/2023	Email	Jo Cox Civility Commission	Noted
25/09/2023	Email	Pilning and Severn Parish Council	Noted
25/09/2023	Email	Pilning Station	JE Replied
25/09/2023	Email	Village Agent Steering Group	Circulated
26/09/2023	Email	20mph New Passage Road and Redwick Road	Noted
26/09/2023	Email	PT.7785 Bridleways ORN/55/10, ORN/55/20 and ORN/55/30, Severn Beach	Circulated
26/09/2023	Email	Highways Update	Noted
26/09/2023	Email	Sculpture move	JE Replied
26/09/2023	Email	SUEZ	Circulated
27/09/2023	Email	Elmtree SMAS Certificate	Noted
27/09/2023	Email	Consultation letter for P23/00268/F	Circulated
27/09/2023	Email	PT.7785 Bridleways ORN/55/10, ORN/55/20 and ORN/55/30, Severn Beach	Circulated
27/09/2023	Email	Remembrance	Circulated
27/09/2023	Email	Severn Beach Idling Trains	Circulated
27/09/2023	Email	Update	Circulated
27/09/2023	Email	Plinth costings	JE Replied
27/09/2023	Email	PT.7785 Bridleways ORN/55/10, ORN/55/20 and ORN/55/30, Severn Beach	Circulated
28/09/2023	Email	Almondsbury Charity Trustee	Circulated
28/09/2023	Email	Launch of new consultation revised hours for One Stop Shops	Circulated
28/09/2023	Email	Launch of new consultation revised hours for One Stop Shops	Circulated
28/09/2023	Email	Pilning Conifer Removal	JE Replied
28/09/2023	Email	Remembrance	JE Replied
28/09/2023	Email	remembrance parade	JE Replied
28/09/2023	Email	Remembrance Sunday 2023	JE Replied
28/09/2023	Email	Remembrance Sunday Road closure	JE Replied
28/09/2023	Email	SevernNet report	Circulated
29/09/2023	Email	230925/ER17 Graffiti at Severn Beach BS35 4PQ	JE Replied
29/09/2023	Email	Severn Estuary Partnership E-newsletter	Circulated

29/09/2023	Email	Sevenside Rail History	Circulated
29/09/2023	Email	Heritage and Archaeology Newsletter	Circulated
29/09/2023	Email	padlock	JE Replied
29/09/2023	Email	Pilning village hall committee min.	Circulated
30/09/2023	Email	Cutting overgrowth	JE Replied
30/09/2023	Email	Cutting overgrowth	Circulated
30/09/2023	Email	Launch of new Consultation	Circulated
30/09/2023	Email	WECA Public Transport Guides	Circulated
30/09/2023	Email	Save the date next TPC Forum meeting 14/11/23 Teams 1730~1930	Circulated
01/10/2023	Email	Railway exhibition	JE Replied
01/10/2023	Email	Remembrance day	Noted
01/10/2023	Email	Severn Beach Allotments	JE Replied
02/10/2023	Email	A38/B4509 Junction, Falfield	Noted
02/10/2023	Email	Bus 918	Circulated
02/10/2023	Email	Parish report 2nd )October 2023	Circulated
02/10/2023	Email	Pilning and Severn Beach	Circulated
02/10/2023	Email	Path clearing at Gorse Cover	JE Replied
02/10/2023	Email	Polling District and Polling Place Review 2023	Circulated
02/10/2023	Email	Road closure warning signs.	JE Replied
02/10/2023	Email	Statutory review of polling places	Circulated
02/10/2023	Email	Training for Returning Councillors	Circulated
02/10/2023	Email	Updated Statement of Fact [Version Ref: 122154933]	Noted
02/10/2023	Email	WERN Village Agent Steering Group Monday 16th October 10am	Circulated
03/10/2023	Email	Dr Bike Event at Severn Beach Railway Station	Circulated
03/10/2023	Email	Eater Compton Land Raise	Circulated
03/10/2023	Email	Remembrance Day Road Closures	Circulated
03/10/2023	Email	Dr Bike Event at Severn Beach Railway Station	Circulated
03/10/2023	Email	Join Us for the SGREN Minibus Tour Event	Circulated
03/10/2023	Email	Join Us for the SGREN Minibus Tour Event	Noted
03/10/2023	Email	new hedge at Cemetery	JE Replied
03/10/2023	Email	P23/02680/F Pilning Forge Whitehouse Lane Pilning Bristol South Gloucester	Extension applied for
03/10/2023	Email	Pilning Remembrance Day Parade Road Closure	JE Replied
03/10/2023	Email	Pilning Tennis Court	JE Replied
03/10/2023	Email	Remembrance parade form.	JE Replied

03/10/2023	Email	Severn Beach BBC Radio Bristol Paris Troy 23 09 12 GWR's Views and	Circulated
03/10/2023	Email	Volunteering for Remembrance Sunday Parade	Noted
03/10/2023	Email	Zeneca Wildlife Ponds and Trees	Noted
04/10/2023	Email	Agenda for Development Management Committee, Thursday, 12th Oct	Circulated
04/10/2023	Email	Agenda for Development Management Committee, Thursday, 12th Oct	Circulated
04/10/2023	Email	Pilning Tennis Court	Circulated
04/10/2023	Email	Pebble display update	JE Replied
04/10/2023	Email	PT.7776 Remembrance Day Parades and Services 2023	Circulated
04/10/2023	Email	QGIS vs Parish Online	Noted
05/10/2023	Email	Cross Hands update	JE Replied
05/10/2023	Email	Heritage and Archaeology Newsletter	Circulated
06/10/2023	Email	Cemetery working party October 21st 10am	JE Replied
06/10/2023	Email	Community Engagement Forums update	Circulated
06/10/2023	Email	Charter	Circulated
06/10/2023	Email	Community Engagement Forums update	Circulated
06/10/2023	Email	Could you do something amazing?	Circulated
06/10/2023	Email	TRAPP'D OCTOBER 2023 NEWSLETTER	Circulated
06/10/2023	Email	West of England Cycle Hangar Project	Circulated
06/10/2023	Email	Reminder ALCA Annual General Meeting	Noted
06/10/2023	Email	West of England Cycle Hangar Project	Circulated
07/10/2023	Email	Visit to new premises	Circulated
09/10/2023	Email	COM/23/0025/OD	Circulated
09/10/2023	Email	Healthwatch BNSSG Q2 Local Voices Report July	Circulated
09/10/2023	Email	Launch of new consultation Waste less, recycle more	Circulated
09/10/2023	Email	Memorial progress	Circulated
09/10/2023	Email	Healthwatch BNSSG Q2 Local Voices Report July	Circulated
09/10/2023	Email	Launch of new consultation Waste less, recycle more	Circulated
09/10/2023	Email	New trustee Almondsbury Charity	JE Replied
09/10/2023	Email	Picture Rabbit and suitcase	JE Replied
10/10/2023	Email	Please circulate to all relevant Town and Parish Councillors	Circulated
10/10/2023	Email	Please circulate to all relevant Town and Parish Councillors	Circulated
10/10/2023	Email	Remembrance update	JE Replied
11/10/2023	Email	918 bus service	Agenda
11/10/2023	Email	Almondsbury Conservation Area Character Appraisal & Management	Circulated

11/10/2023	Email	Essential Councillor and New Parish/Town Clerk training courses	Circulated
11/10/2023	Email	918 bus service	Circulated
11/10/2023	Email	Almondsbury Conservation Area Character Appraisal & Management PI	Circulated
11/10/2023	Email	Essential Councillor and New Parish/Town Clerk training courses	Circulated
12/10/2023	Email	Antisocial behaviour Cranmore Green Pilning	Noted
12/10/2023	Email	Reminder and Invitation to Engagement Pop Up	Circulated
13/10/2023	Email	Climate Emergency Community Engagement Group update	Circulated
13/10/2023	Email	Potential protest this evening and Roadworks Update	Circulated
15/10/2023	Email	New stations on South Wales Main Line	JE Replied
16/10/2023	Email	Broad gauge installation - Pilning allotment	Noted
16/10/2023	Email	Ditch maintenance at Severn Beach	JE Replied
16/10/2023	Email	Friday Beach Clean	JE Replied
16/10/2023	Email	Community Payback Pop	Circulated
16/10/2023	Email	RelyOn Guarding & Security Services Ltd	Forwarded to Pilning
Village Hall Committee			
16/10/2023	Email	Planning Weekly Lists	Circulated
17/10/2023	Email	PT.7136 APPLICATION FOR MODIFICATION OF THE DEFINITIVE MAP	Circulated
17/10/2023	Email	PT.7137 APPLICATION FOR MODIFICATION OF THE DEFINITIVE MAP	Circulated
17/10/2023	Email	PT.7139 APPLICATION FOR MODIFICATION OF THE DEFINITIVE MAP	Circulated
17/10/2023	Email	Statement From RelyOn Guarding & Security Services Ltd	Circulated
17/10/2023	Email	Path modifications	Noted
17/10/2023	Email	TfW Response on Twitter	Noted
17/10/2023	Email	Join us in tackling tackle invasive non-native species!	Circulated
18/10/2023	Email	Launch of new South Gloucestershire Council consultations	Circulated
18/10/2023	Email	NP Documents	JE Replied
18/10/2023	Email	TIER in Bristol and Severn Beach area	JE Replied
18/10/2023	Email	Centenary oak and commemorative plaque	JE Replied
19/10/2023	Email	PT. 7729 - E scooter trial	JE Replied
19/10/2023	Email	SevernNet Breakfast meeting report	Circulated
19/10/2023	Email	Planning Enforcement Practices and Training	Circulated
23/10/2023	Email	Road safety concern - potholes	JE Replied
23/10/2023	Email	PT7798 Station Road temporary closure	Posted publicly
23/10/2023	Email	PT7798 Shaymoor lane temporary closure	Posted publicly
23/10/2023	Email	Severn Beach - Community Benefit Annual Update	JE Replied

23/10/2023	Website	Dog fouling complaint Severn Beach	JE Replied
23/10/2023	Email	Inconsiderate/irresponsible parking	JE Replied
24/10/2023	Email	Recent conflicts memorial	Agenda
25/10/2023	Email	Oak tree sapling update	JE Replied
25/10/2023	Email	Oxford Instruments - report	Noted
25/10/2023	Email	Inaugural meeting of the South Gloucestershire Clerks Meeting	Noted
26/10/2023	Email	Bristol Rail Campaign walk from Portway P&R on Saturday 18th November	Circulated
27/10/2023	Email	SouthGlos Summer Reading Challenge 2023 - Library consultation	Agenda
27/10/2023	Email	Halloween / Firework Night	Noted
27/10/2023	Email	Pop-Up meeting - consultation on the council budget and engagement on the new council plan	Circulated
27/10/2023	Email	New Travellers' Camp - Marsh Common Road	Noted
29/10/2023	Email	Inquiry about nature and conservation activities around Pilning	Circulated
30/10/2023	Email	Follow up - Town and Parish Council and Planning Engagement on 18 October	Circulated
30/10/2023	Email	War Memorial - Concerns	Agenda
31/10/2023	Email	Idling trains again	Noted
31/10/2023	Email	Bus Shelter Redwick Road SGB20604	JE Replied
31/10/2023	Email	Severn Estuary Partnership E-Newsletter - October 2023	Circulated

## APPENDIX B – ACCOUNTS FOR PAYMENT

DATE	PAYEE	DESCRIPTION	LEGAL REF	NET VAT	VAT	TOTAL
03/10/2023	ELMTREE GARDEN	Grass Cutting	s111	£1,527.82	£254.64	£716.00
03/10/2023	ELMTREE GARDEN	Northwick Cemetery	s214			£223.00
03/10/2023	ELMTREE GARDEN	Pilning Cemetery	s214			£334.18
03/10/2023	MRS N HILLS	Severn Beach Toilet	PHA 1936 s87	£33.33		£33.33
05/10/2023	HMRC	Tax & NI	s111	£198.37		£198.37
05/10/2023	ICCM	Cemetery Clerk Training	s111	£102.00		£102.00
06/10/2023	GOOGLE	Email & Data Storage	s111	£88.32		£77.28
06/10/2023	GOOGLE	Email & Data Storage	LA 2011, NP 2017			£11.04
09/10/2023	NIGEL TALBOT	Severn Beach Sculpture move	s137	£1,700.00		£1,700.00
10/10/2023	TIM DARK	General Maintenance	s111	£152.00		£152.00
13/10/2023	O2	Mobile Phone	s111	£15.48	£2.58	£12.90
16/10/2023	EMMAUS CHURCH	Meeting Room Hire	s111	£60.00		£60.00
17/10/2023	BT	Telephone	s111	£65.60		
18/10/2023	NOW PENSIONS	Pension Contribution	s111	£126.43		£126.43
30/10/2023	VISION PLANNING	Neighbourhood Plan Steering Group Report	LA 2011, NP 2017	£3,014.82	£502.47	£2,512.35
31/10/2023	HMRC	Tax & NI	s111	£193.45		£193.45
31/10/2023	MRS O MCINTOSH	Wages	s111	£116.00		£116.00
31/10/2023	MR J EDWARDES	Wages Office & Broadband	s111	£1,368.40		£1,368.40
06/11/2023	DUNKLEYS	Payroll preparation	s111	£144.00	£24.00	£120.00
06/11/2023	SOUTH GLOS	Localism	s111	£1,941.91	£323.65	£1,941.91
06/11/2023	WOTTON TREE CONSULTANCY	Tree surveys	s111	£1,590.00	£265.00	£1,325.00
06/11/2023	ELMTREE GARDEN	Severn Beach Playing Field	s111	£756.00	£126.00	£630.00
06/11/2023	BDO	External Audit	s111	£504.00	£84.00	£420.00
			<b>Totals</b>	<b>£13,697.93</b>	<b>£1,582.34</b>	<b>£12,373.64</b>

## **Appendix C Neighbourhood Plan Steering Group Report**

### **Steering Group Membership:**

We welcome Peter Johnson as a new member to the team. He's regularly attended our meetings and helped out at our public presentations in the past.

### **Green Belt:**

A Green Belt Review report prepared by Vision Planning and an Exceptional Circumstances report produced by the Steering Group, make the case for amending the Green Belt in Pilning. This will be presented to SGC soon.

### **Flood Risk:**

This has proven a little more difficult to move forward, in finding the right consultant and at a cost we can afford. We've gone back to Locality to secure more funding and are progressing our own work with a Sequential Test and obtaining flood information on potential sites from the EA.

### **Identification and Evaluation of Sites:**

The list of potential sites and how they may be taken forward continues to change as we ask owners how their sites may be developed. A new potential site for housing has emerged at Pilning Forge as an alternative option to the current application for 9 industrial units. Talks with the owner of the cleared land on the corner of Northwick Road and Bank Road, has resulted in the possibility of the land being available for development along with other land behind the surgery. A call for sites form has been received.

### **Planning Applications:**

We were pleased to see the truck stop application opposite Severnwood Gardens was refused. For Pilning Forge an objection was raised by the group based on insufficient parking spaces and protection of the footpath.

Next meeting 12<sup>th</sup> December 2023 7pm Emmaus Church Centre Severn Beach



## Appendix D

### **Pilning & Severn Beach Parish Council Report | Monday 6th November 2023**

#### Key updates for Parish Council colleagues in November 2023

- The Youth Consultation work is now underway, inviting feedback from young people in Pilning & Severn Beach through KRUNCH and FACE who will be liaising with local schools and community groups to help us understand the youth landscape in P&SB. I am funding this piece of informative work through my Member Allowance for 2023/24.
- Following the last Parish Council meeting, I have met on site with two local people who are using the tennis court in Pilning and wish to help improve the site for more people to enjoy. I have a list of recommendations for the Parish Council and the individuals to consider and work on, aiming for an improved offer for local people next spring. This includes a maintenance schedule to maintain the courts, better promotion of the free to use court, access to equipment and ensuring that the provision of sport is part of the Neighbourhood Plan being developed in the parish.
- The Wessex Regional Flood & Coastal Committee (RFCC) AGM in Yeovil where I was representing South Glos Council along with colleagues from nine other LA's and partner agencies such as the Environment Agency in recent week. The RFCC for Wessex has one of the largest capital investment schemes in the country, and we have seen first-hand the work that's being done on our own defences in Severn Beach.
- I will be attending the SevernNet breakfast forum in November, and with a focus on transport in the area, I have extended the invite to our Cabinet Lead, as well as to WECA. If we can successfully join up the provision of public and private transport in the area, then I feel we can all benefit.
- I have joined the Lower Severn Internal Drainage Board this month along with other South Glos Councillors and those from neighbouring areas. The IDB again plays an important role in managing water in the area, protecting homes & businesses.
- South Gloucestershire Council has launched a new approach to public consultation as it shares the details of the authority's potential budget for next year. Community Conversations is designed to help local people to understand the impact of ongoing funding cuts and, most importantly, to help them to make their voices heard before decisions are made. The council is facing the prospect of making incredibly difficult decisions that will affect the services it can deliver and, in some cases, will need to increase or introduce charges for some services.
- The new Local Plan details have been published for cabinet and will shortly be available for public consultation more broadly. I'd encourage Parish Council feedback on the Local Plan and ensure the neighbourhood plan alignment to maximise the process.

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