



# **Pilning & Severn Beach Parish Council Meeting held on Monday 2<sup>nd</sup> September 2024. Emmaus Church Centre Gorse Cover Road Severn Beach BS35 4NP 7pm**

## **COUNCILLORS:**

Jet O'Neill (JO); Mike Pruett (MP); Nick Davies (ND); (Chairman); Peter Tyzack (PT) Steve Graham (SKG) and Victoria Bywater (VB)

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

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

## **1 Apologies for absence**

Simon Johnson (SJ) District Councillor  
Olga Taylor (OT)

Ian Roberts (ISR) missing

## **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.  
None

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

The minutes of the previous Parish Council Meeting held on the 1<sup>st</sup> July 2024 after minor amendments were unanimously approved as a true record.

## **4 Matters arising**

St Peter's School Grant – applicant contacted and encouraged further applications in the future.

Four Town Transport – the charity was delighted to receive their grant and thanked the Parish Council for their consideration.

School prizes – both the junior schools were pleased that the Parish Council were still giving a prize, even though it no longer had a monetary value.

SIM card - work in progress for the Cemetery Clerk's work mobile.

Fly tipping camera – the Clerk has not seen any reports that a usual fly tipping hot spot has been targeted recently. This is hopefully down to South Gloucestershire Council's mobile fly tipping cameras that have been deployed.

Pilning Tennis Court – four potential contractors have been identified and invited to submit quotes for the refurbishment of the tennis court. Two contractors so far have submitted schemes for consideration. The information will inform the Council about the grants that might be available.

Freedom of the Parish awards – These appear to have been well received and residents appreciated that the nominees were recognised.

Lack of enforcement action – Clerk to write to South Gloucestershire Council regarding the lack of enforcement action over a case in Pilning.

**149/29 Action JE**

## 5 Correspondence

See appendix A

## 6 Accounts for Payment

See appendix B

Planit gardens	General maintenance	£109.25
South Gloucestershire	Localism	£2020.03
WIX	Website	£230.40
G.B. Sports & Leisure	Matting repair at Pilning Playing Field	£1156.32
Wicksteed	Cradle swing replacement	£561.69
HMRC	Tax & National insurance	£441.85
Parish Online	NPSG & Parish Council information database	£226.80
<b>Subtotal</b>		<b>£4,746.34</b>
<b>Revised grand total</b>		<b>£15,416.07</b>

**Accounts were approved.**

**149/28 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 2024 be approved.**

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

See appendix C

Concern was expressed over development of certain areas of land. Councillors were reminded that the Parish Council has devolved responsibility to the NP steering group for such decisions. Any Councillors wishing to air views about the Neighbourhood Plan should do so directly to the Steering Group.

**Resolved for an agenda item**

**149/35 Action JE**

## **8a Public Participation**

Pilning station – Residents wanted to know of any actions being taken around Pilning Station. It was reported that a Community Protection Notice (CPN) has been served on the land around Pilning station. Therefore, anyone witnessing a fire in or around the site should contact the police, noting that there is a CPN in place. The Environment Agency are beginning to realise the extent of the tipping at Pilning station. Rubbish has been tipped over the side of the embankment therefore the extent is not obvious from the car park. Aerial images have been supplied showing the development of the tipping site. Rubbish and pollution are getting into the Pill rhine and the Lower Severn Drainage Board are now being included in the multi-agency approach to the issue.

Basketball hoop – The equipment is in the parish and the Clerk is pushing the issue of getting it fitted at the Severn Beach MUGA.

**150/44 Action ND / TD**

Bramble clearance – Concern was raised that the bramble that was cleared is beginning to regrow at Severn Beach playing field. Elmtree to be contacted to make sure the grass cutters are keeping the area as grass.

**149/30 Action JE**

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

See appendix D

## 9 AGENDA ITEMS

### **.1 To decide on a change regarding the frequency of Parish Council meetings**

The Parish Council will consider before the Annual Parish Meeting in May 2025 where full council meetings could be changed to committee meetings to deal with specific issues. Standing orders already allow the Council to set when its full council meetings are to be held.

**150/45 Action SKG & VB**

Committees will need to have terms of references, all meetings will be subject to the same standing orders of public accountability.

**Proposed and seconded All in favour**

**149/27 Action ALL**

Also see the minute 12.3 Action Plan

### **.2 To decide on a grant to SARA Severn Area Rescue Association**

A grant application was considered under s137 1972 Act for a grant of £500 to SARA. Proposed MP and seconded by PT.

**All voted in favour**

**149/32 Action JE**

### **.3 To decide on completely clearing the remainder of the woodpile at Severn Beach allotments**

After discussion it was concluded that efforts needed to be redoubled over the prevention of the tipping rather than continually clearing it for more to be dumped.

**Resolved as an issue that a new allotment working group could tackle.**

### **.4 To decide to ask the Environment Agency to send their newsletter by post to the parish**

A variety of views came forward as to the best way to get information from the Environment Agency out to residents. With the recent improvements to the sea wall, expectations are that the chance of river flooding is now extremely low indeed.

**Resolved that a paragraph is to be in the next "In View" regarding where residents can get the information themselves.**

**150/46 Action JE**

### **.5 To decide to ask South Gloucestershire Council for a flood preparedness event**

It was felt by the Council that it wouldn't be in the best interests of residents to ask South Gloucestershire Council for such an event

### **.6 To receive a report on progress with the Local Climate and Nature Action Plan**

The Clerk gave an update on the LCNAP document, which is setting out the objectives and likely organisations and people involved. Some really good work was carried out in capturing residents' thoughts about the local environment. The Parish Council wishes to thank and put on record the assistance given to the project by Oscar Gue of Southern Brookes.

**Resolved to create a sub committee to take this project forward**

**150/50 Action JE**

### **.7 To decide on quotes for clearing spoil at Pilning Playing Field**

Different views were expressed over what appears to be a spoil tip on the site of the former Cricket Club pavilion at Pilning Playing Field.

**Resolved for the Clerk to get the area strimmed**

**150/41 Action JE**

**.8 To decide on additional copies of In View for the parish**

A request was made by PT to have additional copies of In View printed for distribution at events, parish locations and related meetings.

**Resolved for the Clerk to contact Compton Publishing and request two quotes with and without the additional copies. For a final decision in May.**

**150/43 Action JE**

**.9 To receive and accept any recommendations from the internal audit report**

Parish Councillors reviewed the internal audit report and were pleased to note that based on the tests the internal auditor carried out, in the auditor's view, the internal control procedures in operation are adequate to meet the needs of Pilning & Severn Beach Parish Council

**Resolved for the Clerk to report to the external auditor.**

**150/51 Action JE**

**10 PLANNING**

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

None

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

None

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

Approve with Conditions

P23/02089/F Plot 2 Central Park Goldcrest Way Severn Beach South Gloucestershire Construction of a roadside facility comprising of petrol filling station and associated convenience store (sui generis), coffee shop/ drive thru (Class E) and 2no. restaurant/drive throughs (Class E), new access, parking and associated works.

P24/00813/F Land Adjacent To Marsh Common Road Pilning South Gloucestershire Change of use of land to Gypsy and Traveller caravan site to facilitate the formation of 2no. caravan pitches, siting of 2no. touring caravans and erection of 2no. semi-detached dayrooms.

P24/00992/HH Bramley House Cross Hands Road Pilning South Gloucestershire BS35 4JB Demolition of existing conservatory. Erection of single storey rear extension to form additional living accommodation.

P24/01130/HH Wainbridge Bungalow Northwick Road Pilning South Gloucestershire BS35 4JE Erection of a two-storey rear extension to form additional living accommodation.

P24/01169/HH 39 Beach Road Severn Beach South Gloucestershire BS35 4PE Erection of a single storey rear extension to form additional living accommodation (part retrospective).

P24/01198/HH Farthings Church Road Severn Beach South Gloucestershire BS35 4NL Erection of front porch. Erection of a single storey side and rear extension to form garage and additional living accommodation, two storey rear extension to facilitate loft conversion (resubmission of P24/00250/HH).

P24/01523/HH 29 Severnwood Gardens Severn Beach South Gloucestershire BS35 4PX Erection of a single storey side extension to form additional living accommodation.

Prior Approval Granted with Conditions

P24/00200/PNGR Building at Bilsham Farm Bilsham Lane Pilning South Gloucestershire BS35 4HD 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).

## Refusal

P24/01084/HH 67 Redwick Road Pilning South Gloucestershire BS35 4LU Erection of single storey rear and side extension to provide additional living accommodation.

P24/01148/F Southern Dale Northwick Road Pilning South Gloucestershire BS35 4HA.

Erection of 1 no. detached dwelling to include temporary road and hard standing for three years.

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

The newest Enforcement action is a Northwick Chapel View, with a septic tank on site to be installed. Also, five new enforcement actions currently, around the Bank Road traveller sites. ND explained about the likely enforcement action that is expected to take place over the issue of land raising in the 1957 consent area.

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

None

### **.6 Report any trading applications.**

None

## **11 PARISH EVENTS**

## **12 POLICY REVIEW**

### **.1 Safeguarding Policy**

### **.2 Social media Policy**

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

**149/34 Action JE**

### **.3 To receive an update regarding the Action Plan and discuss aspirations**

SKG presented a paper which the Councillors welcomed. The suggestion was made that the Action plan needs to be split into two sections. Section one the operating principles and Section two planned actions.

Proposed to have a dedicated meeting or a subcommittee to rate the various actions and also to add further information to the Action Plan including an owner or sponsor.

## **13. UPDATES & REPORTS**

### **.1 Pilning Station**

None, other than OT had a very poor experience with GWR customer service.

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

None

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

A paper circulated previously by the Clerk regarding the condition of the cradle swings. See the item in account for approval.

**149/17 Action JE**

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

Recent minutes circulated

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

Some of the trees near the tennis court appear to be strangled by their plastic guards. PT noted that the guards are biodegradable and will not cause any harm to the young tree.

Teen hut continues to cause concern. The plan to add gravel under the hut was not met kindly by those who need to cut the grass around it.

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

Summer is nearly over and most of the produce has been picked just leaving the winter veg. Time to start preparing for next year.

Plots not being worked are:-

Plot 6, Plot 14, Plot 18, Plot 22, Plot 29

Plot 6 has an apple tree that is now growing far too large.

Plot 18 is so unruly that the paths are now being blocked.

Some work needs to be done on the water butts as the insulation on the water pipes has either been eaten or taken by birds. This will leave the pipe susceptible to freezing.

A couple have a bit of subsidence, so water constantly spills over the top, tweaking of the ballcock is needed.

The wood pile is ever growing.

### **.7 Pilning Allotments**

Most of the allotments are well tended. One plot has a new tenant.

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

The cemetery noticeboard has a grave plan dated November 2021. Should this be updated?

The grass has been cut and graves trimmed. Several toppled head stones and dilapidated graves have been tidied up which is a great improvement.

A headstone audit was carried out and several gravestones were found to be unstable and therefore were laid flat. Del is endeavouring to get in contact with the grave owners, where possible. Work will need to be scheduled as soon as possible to tidy the graves involved.

The new cemetery is looking untidy. The regulations for a grass cemetery are not being adhered to.

Grave boundaries are being stretched to double size, artifacts crowded in and dead flowers are not being removed.

The seat in the old cemetery still needs attention and Del is aware of this.

Northwick Cemetery neat and tidy, there is one toppled grave, efforts need to be made to tidy that up.

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

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

JO gave an account of an online meeting she took part in regarding the International Day of Older People 1st October. JO also circulated useful information to Councillors regarding various initiatives that could be of benefit in the Parish.

## **14 Communication**

### **.1 To suggest content for the next edition of In View**

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

The date of the next Parish Council meeting will be on Monday 7<sup>th</sup> October 2024 at Emmaus Church Centre Gorse Cover Road Severn Beach BS35 4NP. There being no other business the meeting was closed at 22:03

#### **Pilning & Severn Beach Parish Council – Full Council meeting 7<sup>th</sup> October 2024**

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

DRAFT

## APPENDIX A – CORRESPONDENCE

<b>Date</b>	<b>Type</b>	<b>Detail</b>	<b>Action</b>
25/06/2024	Email	Parish report for July Pilning Playing Field and Pilning allotments	Circulated
26/06/2024	Email	Next Parish Council Meeting - Tennis Court concerns regarding funding	Noted
26/06/2024	Email	Severn Beach Village Hall Minutes	Circulated
26/06/2024	Email	Sustainability workshops for primary schools - Love your patch	JE replied
26/06/2024	Email	Public engagement Mapping activity at Severn Fest	JE replied
26/06/2024	Email	Precis of Pilning and SB enforcement matters for July meeting	Circulated
26/06/2024	Email	The Parish Council Domains Helper Service	JE replied
26/06/2024	Email	ALCA In Short June 2024 Newsletter	Circulated
27/06/2024	Email	Estrans rate of Community grant for 2024	Noted
27/06/2024	Email	SB Allotments - gates left wide open	JE replied
27/06/2024	Email	Response regarding a bat survey for a planning application	Noted
27/06/2024	Email	Invitation: ASEA Ecology Mitigation and Flood Defence Project Community Forum: 23 July, 6pm	Noted
27/06/2024	Email	South Gloucestershire Council planning Circulated Schedule	Circulated
27/06/2024	Email	Grant application - SARA	Agenda
27/06/2024	Email	Beach clean support	JE replied
28/06/2024	Email	Severn Beach Plot 13	JE replied
28/06/2024	Email	Reminder - Severn Tunnel rail closure starts next week	Noted
28/06/2024	Email	363292 WX 240606/LH01 Freedom of Information Request	JE replied
28/06/2024	Email	CANCELLED S/Group Monday 8th July	JE replied
28/06/2024	Email	Severn Fest Traders at Severn Beach	JE replied
29/06/2024	Email	Planning Application P24/01380/CLE	JE replied
30/06/2024	Email	Westgate	Agenda
30/06/2024	Email	Pilning village hall management committee meeting min	Circulated
30/06/2024	Email	Rail Conference	Circulated
01/07/2024	Email	ICCM Member Survey 2024	Forwarded
01/07/2024	Email	AOB for Parish Council - International Day of Older People - 1 October 2024	JE replied
01/07/2024	Email	Second Severn Crossing resurfacing	Noted
01/07/2024	Email	Village maintenance issues - high hedge ref 2221381	Reported
02/07/2024	Email	ICCM National Medical Examiner – June 2024 update	Forwarded
02/07/2024	Email	Town and Parish Forum meeting agenda 16/7/24	Circulated
03/07/2024	Email	Boat planter	Noted



03/07/2024	Email	Cabinet 15th July - update to the agenda re business rates	Noted
03/07/2024	Email	Classic Car Show - request for stewards	Circulated
03/07/2024	Email	Upcoming Roadworks: M4 Prince of Wales Bridge Re-surfacing	Circulated
03/07/2024	Email	School Parish Council Awards - updated details	Noted
03/07/2024	Email	Invitation to the Resource Synergies Workshop - Th. July 11th - 11-13:30	Circulated
04/07/2024	Email	Pilning station rubbish	JE replied
04/07/2024	Email	Youth bus presentation and launch	JE replied
05/07/2024	Email	SCAF:Fw: Avon Wildlife Trust Gardening Competition	Noted
05/07/2024	Email	A new inclusive and sustainable transport vision for Bristol	Noted
08/07/2024	Email	Morrisons' waste and their disgusting attitude	JE replied
08/07/2024	Email	Introduction to the Local Councils Award Scheme: Laying the foundations for success	Noted
08/07/2024	Email	Pilning war memorial tidy up	Noted
08/07/2024	Email	Bank Road hardcore tipping	Noted
08/07/2024	Email	New Govt Planning Reforms	Noted
08/07/2024	Email	Promenade Gardens Grass Cutting schedule	Noted
08/07/2024	Email	Promenade Gardens, Severn Beach - Subject to Contract	Noted
08/07/2024	Email	Complaint about Binn wall brambles	JE replied
08/07/2024	Email	New Govt Chancellor planning statement	Noted
08/07/2024	Email	Complaint regarding rubbish in the Pill Rhine	JE replied
08/07/2024	Email	Request for feedback on unsuccessful grant application	JE replied
08/07/2024	Email	Report on the teen hut condition	JE replied
08/07/2024	Email	Local Climate and Nature Action Plan Council Meeting - Public Open Session Request	JE replied
08/07/2024	Email	Consultation for mobile street trader LI24/4665/STM- La Grotta Pizza Truck	Circulated
09/07/2024	Email	Severnfest - question regarding toilet facilities	JE replied
09/07/2024	Email	REMINDER: Essential Councillor Training (17.7.2024)	Noted
09/07/2024	Email	Website Update Request - Go compare	JE replied
09/07/2024	Email	Complaint about high verges on A403 - reported to South Gloucestershire Council 2223715	Noted
09/07/2024	Email	SCAF:Fw: July 2024 Newsletter from Kings Weston. No.128	Circulated
09/07/2024	Email	Thanks from Four Towns Transport for the Parish Council Grant	JE replied
09/07/2024	Email	Communications Training Courses (July & August 2024)	Noted
09/07/2024	Email	Response regarding a complaint over rubbish in Beach Road	JE replied
09/07/2024	Email	Additional static caravans / mobile homes at Bank Road (north) site	JE replied
09/07/2024	Website	Complaint re new static caravan being delivered to Bank Road site	JE replied
09/07/2024	Email	Complaint re new static caravan being delivered to Bank Road site	JE replied

10/07/2024	Email	Local businesses trading together to thrive ... Does it matter? July Business Breakfast Th. Jul 18th 07:30	Circulated
10/07/2024	Email	Dumped / stolen motorbike reported	Reported
10/07/2024	Phone	Complaint about overweight lorries on Redwick Road	JE replied
10/07/2024	Email	Enforcement action regarding Bank Road (railway line site)	JE replied
10/07/2024	Phone	Request for football posts at Pilning Playing Field	JE replied
10/07/2024	Email	NPSG documents	Published
10/07/2024	Email	Designing out waste and working with the neighbours - Follow Up Report from PT	Circulated
11/07/2024	Email	ALCA Chairs' Network: Registration and contact form	Circulated
11/07/2024	Email	BOOK YOUR SPACE for the Sustainable Business Exhibition!	Circulated
11/07/2024	Email	Complaint acknowledgement letter for COM/24/0441/OD	Noted
11/07/2024	Email	Bank Road hardcore tipping and extra caravans	JE replied
11/07/2024	Email	Speed of lorries and jumping red lights at Redwick Junction	JE replied
11/07/2024	Email	Increase in inconsiderate pavement parking	JE replied
11/07/2024	Email	South Gloucestershire Council Place (Assess & Decide) Team - Reorganisation	Circulated
11/07/2024	Email	Train Horn complaint - Severn Beach	Noted
12/07/2024	Email	Cycling signs / temporary race meeting signs	JE replied
12/07/2024	Email	Complaint regarding lack of grass cutting on Gypsies Platt report SGC-227864-C6X1	Reported
12/07/2024	Email	Response from South Gloucestershire Council re litter from Morrison's Beach Road	Noted
12/07/2024	Email	Information on a FOI regarding Pilning station	Noted
15/07/2024	Email	Sevenside Festival Promenade Gardens resident feedback	Noted
15/07/2024	Email	Premature grass cutting - Sea Wall (Aust to New Passage) URGENT	Action
15/07/2024	Email	Roadworks update and other news - 15th July 2024	Circulated
16/07/2024	Email	Tell us about where you live	Circulated
16/07/2024	Email	Circulated Referral to DMC	Noted
16/07/2024	Email	Pilning & Severn Beach   Neighbourhood Plan Development 2024   Place Shaping	Noted
16/07/2024	Email	Reminder: Local businesses trading together to thrive. Does it matter? Bus. B'fast Th Jul 18th 07:30	Circulated
16/07/2024	Email	Tennis court renovations   Thornbury & Pilning	Noted
16/07/2024	Email	South Gloucestershire Online Consultations	Circulated
17/07/2024	Email	Spot jobs needing attention in Pilning & Severn Beach	Noted
17/07/2024	Email	Flood Warden Lunch & Learn: MS Teams Meeting Link	Circulated
17/07/2024	Email	Complaint regarding Rogue WEED on Frances Barr Walk	JE replied
17/07/2024	Email	Update request from South Gloucestershire Council Pilning Station   Planning Enforcement	Noted
17/07/2024	Email	Further complaint Train Horn - Severn Beach	Noted
17/07/2024	Email	Update from Councillor P&SB   South Glos	Circulated

18/07/2024	Email	Wet pour repair - Severn Beach Play Area	JE replied
18/07/2024	Email	Pernicious weeds, Frances Barr Walk	JE replied
18/07/2024	Email	Planning Enforcement Practices and Training - for Councillors	Circulated
18/07/2024	Email	Severn Beach allotment claims of the site being used as a toilet during Severn Fest	JE replied
18/07/2024	Email	Missing Jack	Circulated
18/07/2024	Email	Complaint regarding pile driving	JE replied
19/07/2024	Website	More caravans arriving on Bank Road	JE replied
19/07/2024	Email	UPDATE: Severn Tunnel Railway work COMPLETE	Noted
19/07/2024	Email	SGC Local Plan Regulation 18 Consultation	Circulated
19/07/2024	Email	Response from South Gloucestershire Council regarding COM/23/0939/OD	Circulated
22/07/2024	Email	Apparent increase in SUEZ Noise Pollution	Forwarded
22/07/2024	Email	Confirmation of your planning enforcement complaint: SGC-230444-W5K7	Noted
22/07/2024	Email	Southern Brook's Where you live survey 2024	Circulated
22/07/2024	Email	Enquiry for Parish Council meeting date from A&S Police	JE replied
22/07/2024	Email	Confirmation of your planning enforcement complaint: SGC-230618-P9P8	Noted
22/07/2024	Email	AGENDA: ASEA Ecology Mitigation and Flood Defence Project Community Forum: 23 July, 6pm	Noted
23/07/2024	Email	Contact from Local History Group regarding harvest	JE replied
23/07/2024	Email	Train Horn - Severn Beach	Noted
23/07/2024	Email	AGENDA Steering Group - Monday 29th July 2024 @ 10am	Noted
23/07/2024	Email	Complaint regarding new caravans on Bank Road	JE replied
23/07/2024	Email	.gov.uk domain session follow up	Noted
23/07/2024	Email	PT.7054 Temporary Closure - Various Footpaths, Aust and Severn Beach	Circulated
24/07/2024	Email	Community Group Funding is Now Available: Apply Now!	Noted
24/07/2024	Email	ELF Summer 2024 Newsletter	Circulated
24/07/2024	Email	Vehicle data through Pilning	JE replied
24/07/2024	WhatsApp	Complaint regarding flooded railway underbridge towards Chittening	JE replied
24/07/2024	Email	Coastal Path & Cycleway   Severn Beach & New Passage	Noted
25/07/2024	Email	A403 Suez Roundabout Overnight Closures - Sept 9th to 21st	Circulated
25/07/2024	Email	Upcoming rail improvement works in Bristol, Severn Beach line bus substitution	JE replied
25/07/2024	Email	Complaint regarding road verges not being cut	JE replied
25/07/2024	Email	Complaint regarding an overgrown domestic garden	JE replied
26/07/2024	Email	Collecting more vehicle speed data through Pilning	JE replied
26/07/2024	Email	Complaint Train Horn - Severn Beach	Noted
29/07/2024	Email	Complaint regarding the hedge by Severn Beach station	JE replied

29/07/2024	Email	South Gloucestershire Council Highways Update Summer 2024	Noted
30/07/2024	Email	Complaint regarding a new septic tank on a site with no planning permission	JE replied
30/07/2024	Email	ASEA-Chestle Pill Fencing update	Noted
30/07/2024	Email	Flower show shields - enquiry on progress	JE replied
31/07/2024	Email	Report about a broken bench on the Binn wall	JE replied
31/07/2024	Email	Complaint regarding giant hogweed	JE replied
02/08/2024	Email	A403 Piling Reconstruction Works	Published
02/08/2024	Email	Complaint regarding road closures for Severn Festival	Noted
02/08/2024	Email	Agenda for Development Management - Sites Inspection, Friday, 16th August, 2024, 10.15 am	Circulated
02/08/2024	Email	Allotment Judging	JE replied
02/08/2024	Email	Teen shelter issues	JE replied
02/08/2024	Email	GWR Pollution - Idling Trains - Severn Beach	Noted
02/08/2024	Email	Complaint about HGVs on Redwick Road, particularly at night	JE replied
03/08/2024	Email	Report of cycling accident and poor-quality road surface	JE replied
03/08/2024	Email	Complaint regarding A403 clean up not being finished	JE replied
04/08/2024	Email	GWR Pollution	Noted
05/08/2024	Email	Invitation to ALCA South Gloucestershire Area Forum AGM (2.9.2024)	Declined
05/08/2024	Email	Follow up regarding COM/23/0939/OD - Piling shop	JE replied
05/08/2024	Email	Confirmation of your Other surface damage report: SGC-234016-K9J5	Noted
05/08/2024	Email	Piling village hall committee meeting minutes	Circulated
06/08/2024	Email	Query: do you have any local events happening in Autumn	Noted
06/08/2024	Email	DC update requested for planning matters in the parish	Noted
06/08/2024	Email	Town and Parish Council and Planning Engagement Forum meeting on Thursday 5 September at 1pm	Circulated
07/08/2024	Email	PSCO Newsletter	Circulated
07/08/2024	Email	YouTube Maiden Speech by Claire Young MP	Noted
08/08/2024	Email	Working with St Peter's Anglican Methodist Primary - School Parliament	Circulated
08/08/2024	Email	Complaint regarding Piling Playing Field waste bins	JE replied
08/08/2024	Email	Invitation to the Resource Synergies Workshop - Th. Sep 12th 09.30	Circulated
08/08/2024	Email	Report on land to the north of Northwick Road from South Gloucestershire Council Enforcement	Noted
08/08/2024	Website	Complaint regarding another traveller site being set up on the old railway line at Bank Road	JE replied
08/08/2024	Email	Emergency Closure of Prince of Wales Bridge tonight from 00:00 to 03:00	Circulated
08/08/2024	Email	Flood Warden Newsletter - Summer 2024	Circulated
09/08/2024	Email	New Government regulations regarding keeping live poultry	Noted
10/08/2024	Email	Sea Wall damage	Reported

12/08/2024	Email	ALCA Clerks & Officers Network	Noted
12/08/2024	Email	s106 monies for Pilning & Severn Beach and surrounding area	Circulated
12/08/2024	Email	Severn Beach Village Hall July minutes	Circulated
12/08/2024	Email	ALCA Training Bulletin (August 2024)	Circulated
12/08/2024	Email	CRITICAL UPDATE -Death Certification & the Statutory ME System - Cemetery Clerk	Forwarded
13/08/2024	Email	Bus timings incorrect between Severn Beach and St Andrews Road during road closure	Noted
13/08/2024	Website	Parking complaint regarding Severn Beach allotments	JE replied
14/08/2024	Email	Ableton Lane boat planter	JE replied
14/08/2024	Email	240814/JB03 Damage to Sea Wall at Severn Beach South Gloucestershire	Noted
14/08/2024	Email	Volunteering beach clean in the Severn Beach area	JE replied
14/08/2024	Email	A403 Extended Closures in August and September; Prince of Wales Bridge closure tonight; and other roadworks	Noted
14/08/2024	Email	Complaint Train Horn - Severn Beach	Noted
15/08/2024	Email	Northwick Road access during A403 closure question	JE replied
15/08/2024	Email	NP documents for the Parish Council website	Published
15/08/2024	Email	A message from Chris Packham - petition to the Church of England for rewilding land	Circulated
15/08/2024	Email	Minutes from TPCF 16 July and Appendices	Circulated
16/08/2024	Email	Request for an allotment	JE replied
16/08/2024	Email	Complaint regarding Pilning Cemetery grass cutting	JE replied
16/08/2024	Email	A403 now open overnight tonight (Th. 15th August)	Noted
16/08/2024	Email	Pilning Village Hall - Floodflash sensor removal	JE replied
16/08/2024	Email	Sevenside Festival road closure complaint feedback	Noted
16/08/2024	Email	Severn Beach filming proposal	JE replied
16/08/2024	Email	Follow up - Local Plan additional regulation 18 consultation meeting	Circulated
17/08/2024	Email	Rally and petition to support Portishead Rail on Tuesday 27 August, 7pm outside Bristol Temple Meads Station	Noted
19/08/2024	Email	DRAFT ORDER : SW-5831 : PROPOSED STOPPING UP OF HIGHWAY AT LAUREL FARM, NORTHWICK ROAD, PILNING, BRISTOL, SOUTH GLOUCESTERSHIRE BS35 4HA	Circulated
19/08/2024	Email	GE33921 WX: Severn Beach Sea Wall maintenance	Noted
19/08/2024	Email	Maintenance of Pilning parish cemetery	OM replied
20/08/2024	Email	Complaint regarding pile driving	JE replied
20/08/2024	Email	NO Road Closure at Severn Road A403 tonight or tomorrow 20/08/2024 or 21/08/2024	Noted
20/08/2024	Email	Referral from South Gloucestershire Council re Piling works - Severn Beach/Pilning	JE replied
20/08/2024	Email	Neighbourhood Planning Programme - NPG-14083 - Basic Grant	Noted

20/08/2024	Email	Bristol Rail Campaign/ FoSBR events	Circulated
21/08/2024	Email	International Day of Older People 1st October	JE replied
21/08/2024	Email	Traveller site encroachment in the parish	JE replied
21/08/2024	Email	South Gloucestershire Council - Film Consultation - Severn Beach	JE replied
21/08/2024	Email	Repeat Order form - The Play Inspection Company Ref: 113285	JE replied
21/08/2024	Email	Circulated Planning Schedule	Circulated
22/08/2024	Email	Complaint regarding the path leading to the railway bridge Northwick/Bank Rd junction	JE replied
22/08/2024	Email	Complaint regarding the closure of the A403	JE replied
22/08/2024	Website	Further complaint regarding the closure of the A403	JE replied
22/08/2024	Email	A403 resident feedback - Pilning	JE replied
22/08/2024	Email	LCNAP - Love Your Patch - Handover resources	JE replied
22/08/2024	Email	Pilning traffic	JE replied
22/08/2024	Email	A403 closure	JE replied
22/08/2024	Email	Community Safety Survey	Noted
22/08/2024	Email	SLCC BRANCH MEETING	Noted
22/08/2024	Email	ALCA In Short August 2024	Circulated
22/08/2024	Email	A403 - plan to put in daytime temporary traffic lights	JE replied
22/08/2024	Email	Weight Restriction through Pilning	Noted
22/08/2024	Email	Urgent phone call re traffic situation in Pilning	JE replied
22/08/2024	Email	Temporary lights out of sync Pilning B4055	Noted
22/08/2024	Email	Love Your Patch - Handover resources	JE replied
22/08/2024	Email	Closure of the A403	JE replied
23/08/2024	Email	New wildlife project (Linking the Levels)	Circulated
23/08/2024	Email	Traffic in Pilning & Severn Beach (sudden closure of A403 Friday afternoon)	JE replied
23/08/2024	Email	Update Death Certification & ME System England and Wales	Forwarded
23/08/2024	Email	Have your say - Community Safety Survey, closing on 31 August	Circulated
23/08/2024	Email	Groundworks grant money for NPSG	Noted
24/08/2024	Email	Forgotten Landscape paths	Noted
24/08/2024	Email	Extra In View magazines	Agenda
27/08/2024	Email	South Gloucestershire Council - Notification of Customer platform downtime - 28th August	Noted
27/08/2024	Email	Enforcement Weekly List - notices for Bank Road issues	Noted
27/08/2024	Email	Thanks from Simon for the A403 meeting on Saturday morning	Noted
27/08/2024	Email	Update MoJ Death Certification England and Wales	Forwarded
27/08/2024	Email	New vehicle speed data through Pilning	Noted

## APPENDIX B – ACCOUNTS FOR PAYMENT

DATE	PAYEE	DESCRIPTION	LEGAL REF	NET VAT	VAT	TOTAL
03/07/2024	ELMTREE GARDEN	Grass Cutting	s111	£1,583.30	£263.88	£741.00
03/07/2024	ELMTREE GARDEN	Northwick Cemetery	s214			£231.00
03/07/2024	ELMTREE GARDEN	Pilning Cemetery	s214			£347.42
03/07/2024	NICHOLA HILLS	Severn Beach Toilet	PHA 1936 s87	£43.66		£43.66
07/07/2024	GOOGLE	Email and data storage	s111	£132.00		£120.00
07/07/2024	GOOGLE	Email and data storage	LA 2011, NP 2017			£12.00
08/07/2024	FOUR TOWNS TRANSPORT	Grant	s137	£1,000.00		£1,000.00
10/07/2024	TOMS RUBBISH CLEARANCE	Severn Beach allotment wood pile	SHA 1908 s23, s25	£540.00	£90.00	£450.00
15/07/2024	O2	Mobile phone	s111	£16.84	£2.81	£14.03
17/07/2024	BT	Telephone	s111	£77.62	£12.93	£64.69
18/07/2024	NOW PENSIONS	Pension Contribution	s111	£187.23		£187.23
22/07/2024	G B SPORT & LEISURE	Surface repair	PHA 1875 s164	£382.92	£63.82	£319.10
29/07/2024	DUNKLEY'S	Payroll preparation	s111	£151.20	£25.20	£126.00
30/07/2024	AFORD AWARDS	Flower show shields	s137	£57.54	£9.59	£47.95
31/07/2024	ODILE MCINTOSH	Wages	s111	£112.00		£112.00
31/07/2024	J EDWARDES	Wages Office & Broadband	s111	£1,582.84		£1,582.84
02/08/2024	HMRC	Tax & NI	s111	£403.25		£403.25
05/08/2024	ELMTREE GARDEN	Grass Cutting	s111	£1,583.30	£263.88	£741.00
05/08/2024	ELMTREE GARDEN	Northwick Cemetery	s214			£231.00
05/08/2024	ELMTREE GARDEN	Pilning Cemetery	s214			£347.42
05/08/2024	NICHOLA HILLS	Severn Beach Toilet	PHA 1936 s87	£43.66		£43.66
06/08/2024	PLANIT GARDENS	Pilning Playing Field Litter Pick	PHA 1875 s164	£104.50		£47.50
06/08/2024	PLANIT GARDENS	General maintenance	s214			£19.00
06/08/2024	PLANIT GARDENS	Allotment strimming	SHA 1908 s23, s25			£38.00
06/08/2024	NOW PENSIONS	Pension Contribution	s111	£170.62		£170.62
06/08/2024	ELMTREE GARDEN	Northwick Cemetery	s214	£108.00	£18.00	£90.00
07/08/2024	GOOGLE	Email and data storage	s111	£132.00		£120.00
07/08/2024	GOOGLE	Email and data storage	LA 2011, NP 2017			£12.00
14/08/2024	O2	Mobile phone	s111	£16.84	£2.81	£14.03
19/08/2024	BT	Telephone	s111	£77.62	£12.93	£64.69
30/08/2024	ODILE MCINTOSH	Wages	s111	£48.00		£48.00
30/08/2024	J EDWARDES	Wages Office & Broadband	s111	£1,672.94		£1,672.94
30/08/2024	HMRC	Tax & NI	s111	£441.85		£441.85
			<b>Totals</b>	<b>£10,669.73</b>	<b>£765.85</b>	<b>£9,903.88</b>

## **Appendix C NPSG Report**

Since last PC meeting the NPSG has held two meetings on 16th July and 20th August. Matters discussed and arising since, are as follows:

### **Flooding**

Our frustrations with the availability from the EA of the re-modelled 100-year flood risk data have continued. Since this was expected at the end of February, we've seen a recurring cycle of the model being run by the consultants, the EA receiving and checking the output, only to find errors in the results and requesting the model to be run again with changes needed to the input data.

The last up-date from the EA on 20th August read 'We received the updated (and hopefully final) defended scenario set of model files on Friday last week. We have downloaded them along with the updated report and started our review to ensure all issues have now been addressed. This is scheduled to take until the end of next week. Within this we have also received a test run of the breach scenario and will be reviewing this too. So, it depends on the outcome of our review as to when we can provide you with the results of the defended scenarios, but the soonest would be week/c 2/9'.

### **Neighbourhood Development Plan**

In the meantime, we've been making some good progress in moving the document forward where we can. One particular topic of interest is how we will re-define settlement boundaries in the document and what can and should be included.

### **Severn Beach Railway Station**

We have sent a response to NWR (copied to SGC) to their three train per hour service solution report. We've emphasised the potential benefits of moving the double platform a short distance to the south.

### **Evaluation of Sites**

For potential parking at New Passage and Shaft Road, Ward Councillor Simon Johnson wrote to Emma Blackham, SGC, to formally request SGC to consider these in their plan of work. No response to-date has been received by Simon.

For the potential use of land at SB Primary School to provide an access route to land behind, attempts by us to set up a meeting with the developer, Castle School Education Trust and SGC proved impossible. Instead, it was agreed to do this by a round robin of emails. The NPSG provided the background, and inputs were then made by the developer and CSET, we await an input from SGC. We continue to try to make the village hall trust aware of and consider potential benefits for them and the community in such proposals. Challenged by a councillor at this meeting why the NPSG was supporting this site, it was explained that we are following a process to evaluate all sites put forward as available. This site was put forward in both the SGC and NPSG calls for sites. Evaluation of suitability will continue.

### **Planning Applications**

There have been no new planning applications of relevance to the NP although some significant decisions have been made.

Construction of a roadside services facility next to the M49 junction has been approved, despite the NPSG and the PC raising objections on lack of HGV provision. SGC's Planning Policy Team also identified HGV as a concern. It is noted in the approval report that SGC's Highways Department is stated as having a 'project in hand' to bring forward a proposal for HGV parking in the Severnside area. Councillors were asked whether they had any knowledge or information on this project. None did, so the Steering Group will make its own enquiries.



Proposals for new dwellings or property extensions in Green Belt and flood zones continue to be refused on those grounds. However, new traveller pitches, such as the ones recently on Marsh Common Road are approved. The planning process would appear to have double standards and be broken in this regard.

### **Financial Report**

Our grant application with Locality has been processed and £6k funds have been received.

### **Almondsbury NP**

We have been advising Almondsbury PC of our NP experiences, by attending a meeting and sharing information, as they start out on their NP.

Next SG meeting: 17th September, Emmaus Church (7pm).

DRAFT

## Appendix D Unitary Councillor Report

### Pilning & Severn Beach Parish Council Report | Monday 2<sup>nd</sup> September 2024

Key updates for Parish Council colleagues in September 2024;

- With the General Election concluded, Claire Young was elected as Member of Parliament for Thornbury & Yate. This led to changes within South Gloucestershire Council, where Claire stood down as Leader. Maggie Tyrrell was elected Leader of SGC for the Liberal Democrat group and I have taken on the cabinet role and portfolio as member for Children & Young People within the Local Authority. During October, Claire's office will be holding the first of many MP clinics for local people to meet in person and discuss local issues, with the first session expected to be held on Friday 4<sup>th</sup> October (this will be finalised and communicated in due course).
- Claire Young MP will be sharing an update next week relating to her work to secure additional funding for the sea defences within the ward. This additional funding is being sought to ensure the trainline into Severn Beach is protected.
- Following feedback, I have been in liaison with SGC Officers this week, with a view to extending the WECA e-scooter trail into the ward, with a view to enabling people to commute from Severn Beach station into the Severnside distribution area for work. Initial plans for the trial have excluded the station but I have expressed our disappointment at this decision and am pushing for a change in this position as we look to support more people to commute in an environmentally friendly way and reduce traffic locally.
- Residents have expressed dissatisfaction with the recent road closure and resurfacing scheme on the A403 and how the scheme was managed and communicated by the Council. Cllr Sean Rhodes (Cabinet Member for Places) joined Shaun Wilson (SGC Officer), the Parish Council and I on site during the works to review the work to date and make improvements which we hoped to alleviate some of the impact for local people. There was a clear commitment from SGC to communicate better and work with local Parish and Town Council's to ensure schemes are as well delivered as possible, causing as little disruption as possible. Sean and I spent some time after our meeting on site knocking on doors and talking to local residents. Further planned work in September is being communicated ahead of time, seeking feedback on the scheme by the Suez roundabout.
- I have remained in contact with residents at Salthouse Farm Park in Severn Beach, and the Certificate of Lawfulness application by the owner of the site has still not been determined. I'll continue to liaise with SGC Officers to seek an outcome as soon as possible.
- There are a number of planning enforcement issues that remain ongoing within the ward and I have requested that the Head of Planning Enforcement provide an update for the Parish Council and myself at the earliest opportunity. These relate primarily to Pilning Station and Orchard Pools, but in recent weeks extend to planning complaints received relating to land at Northwick Road.

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

Phone; 07399 080444