



**Pilning & Severn Beach Parish Council
Meeting held on Tuesday 5th May 2026.
St. Peter's Church, Cross Hands Road, Pilning
BS35 4JB following APCM at 7pm**

COUNCILLORS:

Grace Clarke (GC); Ian S Roberts (ISR); Mike Pruett (MDP); Nick Davies (ND); Olga Taylor (OT); Steve Graham (SKG); Peter Tyzack (PT); Stephanie Rutterford (SR); Victoria Bywater (VB).

Also attending Jonathan Edwardes (JE), (Parish Clerk & RFO), District Cllr Simon Johnson (SJ) and seven members of the public.

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.

None

3 Minutes of the previous Parish Council Meeting

The minutes of the previous Parish Council Meetings held on the 7th April 2026, were proposed by PT and seconded by SR and unanimously approved as a true record and signed by the Chair.

4 Matters arising / actions

Charity Obligations Report & Village Halls - The Clerk confirmed letters had been sent to both Village Hall Management Committees explaining the solicitor's findings on charity obligations.

Letter to LSIDB - A letter still needs to be sent to the Lower Severn Internal Drainage Board PT to speak with the Clerk regarding another location of concern to be added.

172/931 Action JE

Publication of Charity Obligations Report Council agreed the report should be added to the website for transparency.

172/973 Action JE

Cemetery Working Party - Organisation of the cemetery tidy-up remains in hand.

172/974 Action JE

Environmental Law Correspondence - PT confirmed he had forwarded the briefing note and supporting letter to Environmental Law.

Cross Hands Road – PT will discuss junction concerns with District Cllr Simon Johnson (SJ).

172/975 Action PT

5 Correspondence

See appendix A

Council reviewed the correspondence list. Key items:

Northwick Tower – Weathervane - Correspondence related to the weathervane restoration was noted and referred to the Working Group.

Severn Beach Foreshore Safety Signage - A resident request to reinstate "hazardous mud / do not swim" signage was noted. Clerk to remind South Gloucestershire Council of the Parish Council's previous request.

172/976 Action JE

Casual Vacancies - No progress reported.

Redwick Road Traffic Calming Consultation - Council noted concerns regarding proposed speed cushions from the junction with New Passage Road and the junction with the old route of Redwick Road. Speed cushions in Redwick are unnecessary and would repeat the problems seen in Pilning. The suggested locations appear to be a desk-top exercise that ignores the steep gradient, making them unsuitable and potentially hazardous by distracting drivers at a point where clear forward visibility is essential.

Action: PT to email detailed objections to the Clerk.

172/967 Action JE

Playground Equipment Circular - Noted as a standard circular.

National Allotment Survey - Clerk to circulate to Councillors.

172/977 Action JE

Special Expenses Consultation (South Glos Council) - Council authorised the Clerk to submit a response, including concerns about:

- responsibility for bus shelters
- Severn Beach public toilets
- tourism-related facilities

172/978 Action JE

Keoma Energy – EV Charging Truck Stop Proposal - Council noted no further contact had been received following initial discussions.

6 Accounts for Payment

See appendix B

Compton Publishing	Three pages for In View	£2490.00
Mike Archer-Smith	Accounts internal audit and AGAR prep	£150.00

Subtotal	£2640.00
Monthly total	£13,959.56
Revised grand total	£16,599.56

Accounts were approved.

172/980 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, which were signed as a true record.

Resolved that the bank reconciliation report for April 2026 be approved.

7 Public Participation

No prior registrations were received. No public questions

8 Report from District Councillor Simon Johnson

See appendix E

1. WORKING GROUPS

Note the final submissions from individual Working Groups, see the Annual Parish Council Meeting Minutes for more detail.

.1 Facilities and Maintenance Working Group

Northwick Tower – Weathervane

- The weathervane has been restored; but the frame is still pending restoration. ND agreed to collect the frame so that a decision can be made on next steps regarding the installation.

Resolved: Agenda item regarding how the weathervane is refixed and for a budget to be allocated.

172/3 Action JE

.2 To decide on spending requests from the Facilities and Maintenance Working Group

Northwick Tower – Window Jamb

- Stone mason quote of £480 received to stabilise the failing jamb and remove bramble.
- Approved unanimously as urgent safety work enabling removal of Heras fencing

Approved: £480 for Northwick Tower window jamb works.

172/981 Action ND

Litter Bin Outside Village Shop

- Council debated installation.
- Clerk advised against due to emptying frequency issues.

Resolved: SR to discuss with shop owner whether they would empty a parish-funded bin daily; report back next meeting.

172/980 Action SR

Coastguard Access

Issue with padlocks and inconsistent access arrangements.

Action: Clerk to request South Gloucestershire Council to reinstate their own padlock for the Coastguard and standardise access.

172/982 Action JE

. 3 Community and Green Spaces Working Group

Goalposts – Pilning Playing Field - One goalpost repairable; one beyond repair.

Action: SR to obtain quotes for repair and replacement. Clerk to assist identifying contractors.

172/983 Action SR

Tennis Court - To be discussed at next Working Group meeting (11 May). Potential future funding via Queen Elizabeth II Community Fund noted.

Section 106 Funding - District Cllr Simon to chase release of unspent S106 allocations.

172/984 Action SJ

Allotments Association - Low engagement; proposal to absorb allotment matters into the Working Group.

Action: Clerk to circulate agenda when produced to allotment tenants.

Action 172/985

.4 To decide on spending requests from the Community and Green Spaces Working Group

None

10 AGENDA ITEMS

.1 To consider potential amendments to the Neighbourhood Development Plan

VB asked Do we agree that we wish to complete the neighbourhood plan process and produce the neighbourhood plan?

Unanimously agreed

Agreed list of amendments to be drafted for decision at June meeting:

1. H1 – Pilning Playing Field
 - Remove requirement for 30 houses.
 - Safeguard site for green/community use.
 - Consider village green designation.
2. H3 – Allocation Review
 - Remove allotment land from allocation.
 - Check viability of remaining site.
3. Transport Policies TTP1–4
 - Review and potentially remove car park proposals at:
 - Promenade Gardens
 - Beach Road
 - New Passage
 - Other sensitive locations

ISR left the meeting

4. TTP6 – Pilning Station
 - OT to draft revised policy to present to Council
 - ND to review for any unintended planning consequences.

Clerk to seek guidance from South Gloucestershire Council on the formal amendment process.

172/985 Action JE

ISR rejoined the meeting

GC left the meeting

.2 To decide on sending a letter to WEMCA regarding residential development

PT Peter outlined proposal to ask WEMCA to consider housing west of the M49 on raised land to the West of the Parish.

Action: PT to draft letter. Clerk to circulate to councillors for comment prior to submission.

172/986 Action PT & JE

.3 To receive the latest results from the Cross Hands Road residents survey

Fifty-two responses received to date.

- Results split almost evenly on cushions vs removal.
- Many respondents unsure.
- Survey to remain open until Friday 22nd May following a final publicity push.

172/987 Action JE

SJ to arrange officer meeting to explore design options.

172/988 Action SJ

.4 To receive an update on the broad-gauge rail display at Pilning allotments

Concrete base dimensions incorrect for authentic gauge.

Council agreed to proceed with a representative layout using existing slab.

PT to complete installation.

172/989 Action PT

.5 To receive an update on the gate at Severn Beach allotments

New gate approx. £230 + fittings.

ND to produce visual mock-up for consultation.

Approved: £230 + approx. £30 for fittings for the new gate.

172/990 Action ND

.6 To receive an update on the planning application at Promenade Gardens – including berm

ND raised concerns about misunderstandings regarding amendments. Also, that ND requested that a formal response be sent to the Neighbourhood Plan Steering Group, acknowledging and thanking them for their contribution to date. VB agreed to investigate the position and suggest a way forward.

VB stated that she would review the transcript of the April meeting and respond directly to ND regarding the concerns raised. VB clarified that her comments at the April meeting were intended to seek clarification on the status of the application and were not intended to question the professionalism or conduct of any individual.

In terms of where the planning application sits only Natural England's objection remains outstanding; further acoustic evidence has been submitted.

Resolved to backfill the berm gap for safety while awaiting decision. Clerk to arrange contractor.

172/1 Action JE

11. UPDATES & REPORTS

.1 Pilning Station

Passenger numbers declining due to locked vehicle gate. OT very disappointed that the access is now only via pedestrian gate.

.2 Severn Beach Station

None

.3 Severn Beach Village Hall

Minutes circulated and also refer to matters arising

.4 Pilning Village Hall

Previous minutes were circulated

.5 Pilning Playing Field

The grass has been cut giving the playing fields an attractive appearance. The blossoming saplings add to the view. The play equipment was in good order. Half a dozen youngsters were enjoying the sunshine and the teen shelter. There was no graffiti. There was some small litter around, possibly torn up by the mower.

.6 Severn Beach Allotments

The following plots are not being worked

Plot 4, Plot 11, Plot 14, Plot 19, Plot 30, Plot 32, Plot 34 and Plot 36.

.7 Pilning Allotments

Many allotments are showing good progress, and a few are outstanding. Others appear to have defeated their tenants.

8 To receive a report from the Cemetery Clerk

Good work has been done in the old cemetery. Sunken graves have been filled and levelled. More work is needed on similar graves. Work continues to remove broken, tired or inappropriate decorations. Other outstanding problems in the old cemetery:

1. A grave (near the fenced- in compost area) is overwhelmed by two rampant bushes.
2. Along the border with the allotments the vegetation needs strimming. The new cemetery looks tidy, except for several examples of the regulations not being followed. This is to the detriment of the order and dignity of the site.

Family member to restore Ball family grave at no cost to the Council.

Bristol Diocese confirmed no faculty is required for the work.

Resolved Council approved works.

172/991 Action OM

.9 Update on "Report it" reference numbers

PT reported that Fly-tipping cleared within 24 hours, that an advertising breach at mega-shed had been reported and the A403 cycle path condition is being repeatedly reported.

.10 Report from external meetings

PT attended

- Town & Parish Forum: special expenses, tourism, bus shelters.
- Twinning Conference: potential for parish-level partnerships.
- School engagement with Severn Beach School, PT meeting at St Peter's School in the coming week.
- Western Gateway / WEMCA strategic transport concerns noted.

Local Plan hearings scheduled for June; PT to attend.

Date of Next Meeting

The date of the next full Parish Council meeting will be Monday 1st June at Emmaus Church Gorse Cover Road Severn Beach BS35 4NP. There being no other business, the meeting was closed at 9:44pm

Pilning & Severn Beach Parish Council – Full Council meeting 1st June 2026

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

APPENDIX A – CORRESPONDENCE

Date	Type	Subject	Action
08/04/2026	Email	Re: Village Agent	JE replied
08/04/2026	Email	Fw: Payment has been made by L.W.Clutterbuck Ltd	Received
08/04/2026	Email	Notification of decision letter for P25/02894/HH	Noted
08/04/2026	Email	Notification of decision letter for P25/02895/LB	Noted
08/04/2026	Email	Cemetery Risk assessment 2025 2026	Filed
08/04/2026	Email	Re: Meeting of Electors Minutes	Circulated
08/04/2026	Email	Re: Village agent	JE replied
08/04/2026	Email	Receipt for Pilning & Severn Beach's payment to ALCA Member subscription	Paid
08/04/2026	Email	Bristol International Twinnings Association (BITA)	Noted
08/04/2026	Email	Notification of decision letter for P26/00306/HH	Noted
08/04/2026	Email	Fwd: Map	Filed
08/04/2026	Email	Launch of ALCA Advice Helpdesk	Noted
08/04/2026	Email	Village Agent	JE replied
08/04/2026	Email	Couple of things.	Noted
09/04/2026	Email	Re: Draft In View	Noted
09/04/2026	Email	Re: Cross Hands Road - online survey	JE replied
09/04/2026	Email	Join us at the Severn Estuary Forum 2026!	Circulated
09/04/2026	Email	Special Expenses	Noted
09/04/2026	Email	RE: Concrete Quote. 045692. Flag pole base.	Paid
09/04/2026	Email	Re: Parish Poll / survey	JE replied
09/04/2026	Email	GWR Pollution - Severn Beach	Noted
09/04/2026	Email	Re: Cross Hands Road - online survey	JE replied
09/04/2026	Email	Next agenda ..	JE replied
10/04/2026	Email	ICCM Subscription 2026/27	Paid
10/04/2026	Email	Gloucester Road North, Filton - Maintenance Works	Noted
10/04/2026	Email	Thanks for ditch work at Northwick Churchyard	JE replied
10/04/2026	Email	Re: In view article	Noted
10/04/2026	Email	Your data protection fee - Upcoming Direct Debit payment ICO:00013725702	Noted
11/04/2026	Email	Re: Dep Clerk advert etc	Noted
11/04/2026	Email	Re: Cross Hands Road - online survey	Noted
12/04/2026	Email	Plot N Plan	JE replied

12/04/2026	Email	Re: Keoma Energy Intro and potential HGV truck stop in Avonmouth	Noted
12/04/2026	Email	REMINDER: Essential Councillor Training (14 Apr 2026)	Forwarded
13/04/2026	Email	Re: Fw: Notice of Examination Hearings	Noted
13/04/2026	Email	RE: Changes to the Cross Hands survey	Noted
13/04/2026	Email	RE: Sending the NDP to SGC	Noted
13/04/2026	Email	Accounts - again	JE replied
13/04/2026	Email	Temporary Road Closure - Bilsham Lane, Pilning	Published
13/04/2026	Email	Re: Fw: Notice of Examination Hearings	Noted
13/04/2026	Email	Launch of Special Expenses Policy Consultation	Noted
13/04/2026	Email	Re: Welcome briefing note	Noted
13/04/2026	Email	Pilning Parish Council - HMRC Quarterly PAYE Payment	Paid
14/04/2026	Email	Re: Public Participation	Noted
14/04/2026	Email	Re: Dep Clerk advert etc	Noted
14/04/2026	Email	New scam-checking tools are here	Noted
14/04/2026	Email	ELF	Noted
14/04/2026	Email	Re: Notice of Examination Hearings	PT responding
14/04/2026	Email	RE: Payment error	Actioned
14/04/2026	Email	Pro-forma 157043	Paid
14/04/2026	Email	Updates request for May's agenda	PENDING
14/04/2026	Email	Re: List of questions for the online survey	Noted
14/04/2026	Email	Fwd: Breakfast at Panattoni Avonmouth 410 - Th. Apr 23rd 07:30	Circulated
14/04/2026	Email	Automatic reply: Payment error	Actioned
15/04/2026	Email	Report for the Counsellors re Northwick War Memorial Restoration	Agenda 11.8
15/04/2026	Email	Fwd: Olga's four motions	Noted
15/04/2026	Email	Re: Cross Hands Road - online survey	Noted
15/04/2026	Email	Re: Notice of Examination Hearings	Noted
15/04/2026	Email	Flood Warden Newsletter Spring 2026	Circulated
15/04/2026	Email	Consultation letter for P26/00801/F Queens Lodge New Passage Road Pilning	Circulated
15/04/2026	Email	Holloway Road - Severnside	Circulated
16/04/2026	Email	Invoice 2921 from Tim Roper Garden Contractor	Paid
16/04/2026	Email	ALCA South Gloucestershire Area Clerks' Network	Noted
16/04/2026	Email	ALCA South Gloucestershire Area Clerks's; Network - Special Expenses and Consultation Support Meeting	Noted
16/04/2026	Email	Notification of decision letter for P26/00356/PNRE	Published
16/04/2026	Email	Consultation letter for P26/00819/F 78A Redwick Road Pilning South Gloucestershire	Circulated

16/04/2026	Email	Fwd: 5th June 1996	Noted
16/04/2026	Email	Fwd: Notice of Examination Hearings	Noted
16/04/2026	Email	ALCA Essential Councillor - 14 April 2026	Forwarded
16/04/2026	Email	My O2 Business - Your O2 Bill is ready	Paid
16/04/2026	Email	Fw: Temporary Road Closure - Bilsham Lane, Pilning	Published
16/04/2026	Email	Temporary Road Closures - Various Locations - Micro surfacing programme	Published
16/04/2026	Email	Re: List of questions for the online survey	JE replied
16/04/2026	Email	Fwd: How council funding is spent, age well community fair and more	Circulated
17/04/2026	Email	Re: Traffic calming scheme - potential options	JE replied
17/04/2026	Email	TPC Forum teams meeting 28/4/26 1030-1230	Noted
17/04/2026	Email	ASEA: Glass panels and risk of bird strike	Noted
17/04/2026	Email	Re: ALCA Essential Councillor - 14 April 2026	Noted
17/04/2026	Email	Consultee Comments for Planning Application P26/00650/F	Filed
17/04/2026	Email	Re: Closing the form after entry	JE replied
18/04/2026	Email	Email from website - allotments	JE replied
20/04/2026	Email	Planning Update for Parish and Town Councils on Tuesday 12 May 2026 at 12.30 to 2pm	Circulated
20/04/2026	Email	Supporting Rural Communities - Renter's; Rights Awareness Campaign	Published
20/04/2026	Email	Sevenside/Orchard Pools briefing note	Noted
21/04/2026	Email	Pvh	JE replied
21/04/2026	Email	Introduction to the Renter's Rights Act	Published
21/04/2026	Email	RE: Memorial Application - Parsons at Pilning Cemetery	Noted
21/04/2026	Email	Re: Traffic calming survey	JE replied
21/04/2026	Email	RE: Pilning & Severn Beach Parish Council - Meeting Minutes	Noted
21/04/2026	Email	Hours worked, expenses	JE replied
22/04/2026	Email	Re: Archive minutes and FOIs	JE replied
22/04/2026	Email	ADD plant invoice	Paid
22/04/2026	Email	Agenda for Development Management Committee, Thursday, 30th April, 2026, 11.00 am	Circulated
22/04/2026	Email	Bristol Rail Campaign (FoSBR) - Severn Beach socials on 30 May and 24 June	Circulated
22/04/2026	Email	Re: Planning Application P26/00895/PND Meadow View Whitehouse Lane Pilning	Circulated
22/04/2026	Email	RE: Welcome briefing note	JE replied
22/04/2026	Email	RE: Briefing note to PVH MC	Noted
22/04/2026	Email	FW: Q10481 - Custom Sign	Actioned
22/04/2026	Email	National Highways: M48 Severn Bridge April Newsletter	Published
22/04/2026	Email	FW: Invoice 8136 from Avon Displays Ltd	Noted

22/04/2026	Email	Scrutiny Commission Special Expenses Sub-Committee, Wednesday, 29th April, 2026, 4.30 pm	Noted
22/04/2026	Email	NEW PASSAGE SEA WALLS	JE replied
22/04/2026	Email	Consultee Comments for Planning Application P26/00703/HH	Filed
22/04/2026	Email	Consultee Comments for Planning Application P26/00475/HH	Filed
22/04/2026	Email	TPC Forum meeting 28/4/26 1030-1230	Circulated
22/04/2026	Email	Re: Pvh	JE replied
23/04/2026	Email	Re: Olga's four motions	Noted
23/04/2026	Email	SevernNet	Noted
23/04/2026	Email	Fwd: SA: Planning Watch - 23 April 2026	Circulated
23/04/2026	Email	Fwd: Orchard Pools Call-in Request (Case Ref: CY05901)	Circulated
23/04/2026	Email	Re: Bristol Rail Campaign (FoSBR) - Severn Beach socials on 30 May and 24 June	Noted
23/04/2026	Email	Fwd: Severnside/Orchard Pools briefing note	Noted
23/04/2026	Email	RE: Payment error	Received
23/04/2026	Email	Canceled: ALCA Clerks & Officers Network	Noted
24/04/2026	Email	Re: Details for Circulated Schedule	Circulated
24/04/2026	Email	Street Trading Application - (RENEW) - The Filling Station, The layby, Holloway Road, Western Approach	Circulated
24/04/2026	Email	Consultation letter for P26/00895/PND Meadow View Whitehouse Lane Pilning	Circulated
24/04/2026	Email	South Glos LP - Draft Hearing Statement	Noted
24/04/2026	Email	Re: Annual Parish Council meeting, very draft agenda	JE replied
24/04/2026	Email	Re: Hours worked, expenses	JE replied
24/04/2026	Email	Re: Circulated schedule	JE replied
24/04/2026	Email	Re: Cross Hands Road traffic calming survey	Noted
25/04/2026	Email	Chairman's Report 2026	JE replied
25/04/2026	Email	April PC Meeting and NDP	JE replied
25/04/2026	Email	Your new BT bill	Noted
26/04/2026	Email	Quote - QT-000006 - Pilning Cemetery remedial works - Sent Using Zoho Books	Noted
26/04/2026	Email	Re: Circulated schedule	Noted
26/04/2026	Email	Re: Re: A season of renewal for ELF and the communities we support	Noted
27/04/2026	Email	Re: Cross Hands Road traffic calming survey	Noted
27/04/2026	Email	FW: Temporary Road Closures - Various Locations - Micro surfacing programme	Noted
27/04/2026	Email	Northwick Tower	Noted
27/04/2026	Email	Marie Bath Briefing	Noted
27/04/2026	Email	Re: South Glos LP - Draft Hearing Statement	Noted
27/04/2026	Email	Re: Wages for April	JE replied

27/04/2026	Email	New files uploaded to Client Portal	Noted
27/04/2026	Email	Fwd: Severnside/Orchard Pools briefing note	Noted
27/04/2026	Email	Re: South Glos LP - Draft Hearing Statement	Noted
27/04/2026	Email	Re: Dep Clerk advert etc	Noted
27/04/2026	Email	Re: New Message From Outdoor play equipment Bristol Monkey Business Design	Noted
27/04/2026	Email	Bristol Local Plan Main Modifications Consultation	Noted
27/04/2026	Email	Accepted: Fwd: NDP Executive Summary @ Mon 27 Apr 2026 17:40 - 18:40 (BST) (Jonathan Edwardes)	Noted
27/04/2026	Email	Saved search results and Tracked Applications have been updated	Noted
27/04/2026	Email	SLCC Weekly News Digest - 27/04/2026	Noted
27/04/2026	Email	Re: South Glos LP - Draft Hearing Statement	Noted
27/04/2026	Email	Notification of decision letter for P26/00565/PNRE	Noted
27/04/2026	Email	Fwd: People stuck in mud	Noted
27/04/2026	Email	Fwd: NDP Executive Summary	JE replied
27/04/2026	Email	Bristol Local Plan Main Modifications Consultation	Circulated
27/04/2026	Email	Re: Dep Clerk advert etc	Noted
28/04/2026	Email	South Gloucestershire Council Remittance Advice - 1078132	Noted
28/04/2026	Email	NPSG Report to PC	Noted
28/04/2026	Email	Phoenix Play - Feedback Form	Noted
28/04/2026	Email	Phoenix Play Brochure	Noted
28/04/2026	Email	Forum meeting 28/4/26	Noted
28/04/2026	Email	Re: Wages for April	Noted
28/04/2026	Email	Parish Online Newsletter #66	Noted
28/04/2026	Email	Re: Northwick Tower	Noted
28/04/2026	Email	Re: Dep Clerk advert etc	JE replied
28/04/2026	Website	Where can a resident find the updated NDP	JE replied
28/04/2026	Website	Where can a resident find the Pilning Playing Field Trust deed	JE replied
28/04/2026	Email	Consultation letter for P26/00928/RM Plot 9000 Land Off Western Approach Distribution Park Severn ...	Circulated
28/04/2026	Email	Maintenance and Facilites Working Group papers	Added to papers
28/04/2026	Email	Community Renewable Energy in Patchway and Almondsbury: Discussion Group	Circulated
28/04/2026	Email	SV223 Redwick Rd 20mph - Outline design of speed cushions	Circulated
28/04/2026	Email	Re: Item on the agenda	JE replied
28/04/2026	Email	Playground Design & Equipment	Noted
28/04/2026	Email	National Allotment Survey	Noted
28/04/2026	Email	SGC responses Notification of decision letter for P26/00610/F	Noted

29/04/2026	Email	Re: SV223 Redwick Rd 20mph - Outline design of speed cushions	Circulated
29/04/2026	Email	Re: Annual Parish Council Meeting and next Full Parish Council meeting TUESDAY 5th May 2026	JE replied
29/04/2026	Email	Re: Notice of meeting and summons to attend TUESDAY 5th May 2026 St Peter's Church Pilning 7:00pm	JE replied
29/04/2026	Email	Pilning & Severn Beach Parish Council Renewal Quote [Version Ref: 169167720]	PENDING
29/04/2026	Email	Fw: South Glos Local Plan Hearing Statement	Noted
29/04/2026	Email	Re: Notice of meeting and summons to attend TUESDAY 5th May 2026 St Peter's Church Pilning 7:00pm	JE replied
29/04/2026	Email	Re: SV223 Redwick Rd 20mph - Outline design of speed cushions	Noted
29/04/2026	Email	Fwd: Holding Direction	Noted
29/04/2026	Email	Re: Neighbourhood Plan	JE replied
29/04/2026	Email	Re: Notice of meeting and summons to attend TUESDAY 5th May 2026 St Peter's Church Pilning 7:00pm	JE replied
29/04/2026	Email	Re: Notice of meeting and summons to attend TUESDAY 5th May 2026 St Peter's Church Pilning 7:00pm	JE replied
29/04/2026	Email	Re: SV223 Redwick Rd 20mph - Outline design of speed cushions	Noted
29/04/2026	Email	PSB Sec of State intervention	Circulated
30/04/2026	Email	REMINDER: Introduction to the Renter's Rights Act	Circulated
30/04/2026	Email	Call-In	JE replied
30/04/2026	Email	SB School	Noted
30/04/2026	Email	Fwd: NPSG email	Noted
30/04/2026	Email	NPSG email	JE replied
30/04/2026	Email	Fwd: SA: Planning Watch - 30 April 2026	Noted
30/04/2026	Email	Re: Circulated schedule	JE replied
01/05/2026	Email	Consultation letter for P26/00966/F Unit 5a Goldcrest Way Severn Beach	Circulated
01/05/2026	Email	Hinkley Connection Project: Spring newsletter 2026	Circulated
01/05/2026	Email	Appeal letter for COM/25/0785/OD/1	Circulated
01/05/2026	Email	Special Expenses consultation updated Q&A	Circulated
01/05/2026	Email	In View Magazine Advertising	Noted
01/05/2026	Email	Fwd: Circulated schedule (Case Ref: CY05901)	Circulated
01/05/2026	Email	Invoice VISINV-0845 from Vision Planning	Paid
01/05/2026	Email	Re: MFPOO4	Noted
01/05/2026	Email	Goal posts	JE replied
01/05/2026	Email	MFPOO4	Noted
01/05/2026	Email	Meeting details request	JE replied
01/05/2026	Email	Re: SA: Planning Watch - 30 April 2026	Noted

APPENDIX B – ACCOUNTS FOR PAYMENT

DATE	PAYEE	DESCRIPTION	LEGAL REF	NET VAT	VAT	TOTAL
01/04/2026	WATER 2 BUSINESS	Allotment Water	SHA 1908 s23, s25	£62.87		£62.87
07/04/2026	ELMTREE GARDEN	Pilning Cemetery	s214	£1,687.50	£281.25	£369.00
07/04/2026	ELMTREE GARDEN	Northwick Cemetery	s214			£245.75
07/04/2026	ELMTREE GARDEN	Pilning Playing Field	PHA 1875 s164			£407.25
07/04/2026	ELMTREE GARDEN	Severn Beach Playing Field	PHA 1875 s164			£384.25
07/04/2026	NICHOLA HILLS	Severn Beach Toilet	PHA 1936 s87	£44.97		£44.97
07/04/2026	BT	Phone	s111	£82.20	£13.70	£68.50
07/04/2026	ADD PLANT	Northwick Cemetery Ditch clearing	s111	£2,500.00	£416.67	£2,083.33
08/04/2026	ALCA	Membership	s111	£836.49		£836.49
08/04/2026	EMMAUS CHURCH	Hall Hire	s111	£108.00		£108.00
09/04/2026	GOOGLE	Email and storage	s111	£167.09		£167.09
10/04/2026	DANNY LOVETT	Northwick Cemetery Ditch clearing	s111	£800.00		£800.00
13/04/2026	LLOYDS	Bank Charges	s111	£5.97		£5.97
13/04/2026	HMRC	TAX and NI	s111	£831.89		£831.89
14/04/2026	O2	Mobile phone	s111	£16.57	£2.76	£13.81
14/04/2026	ICCM	Subscription	s111	£110.00		£110.00
14/04/2026	ICCM	Subscription - duplicate for refund	s111	£110.00		£110.00
14/04/2026	WRIGHT READYMIX	RCM flagpole bases	s111	£175.48	£29.25	£146.23
16/04/2026	TIM ROPER	Northwick Churchyard Treework	s111	£456.00		£456.00
17/04/2026	PLANIT GARDENS	Pilning Playing Field	PHA 1875 s164	£99.75		£38.00
17/04/2026	PLANIT GARDENS	Pilning Cemetery	s214			£19.00
17/04/2026	PLANIT GARDENS	Severn Beach Allotments	SHA 1908 s23, s25			£23.75
17/04/2026	PLANIT GARDENS	Pilning Allotments	SHA 1908 s23, s25			£19.00
20/04/2026	DANNY LOVETT	Northwick Cemetery Ditch clearing	s111	£200.00		£200.00
22/04/2026	AVON DISPLAYS	Pebble display sign	s111	£90.00	£15.00	£75.00
23/04/2026	ADD PLANT	Northwick Cemetery Ditch clearing	s111	£420.00	£70.00	£350.00
23/04/2026	ODILE MCINOSH	Expenses	s111	£173.26		£173.26
23/04/2026	ODILE MCINOSH	Working from home allowance	s111	£24.00		£24.00
30/04/2026	ODILE MCINOSH	Wages	s111	£384.00		£384.00
30/04/2026	J EDWARDES	Wages and allowances	s111	£1,970.62		£1,970.62
30/04/2026	EMERALD STEEL	Payroll preparation	s111	£35.00		£35.00
01/05/2026	NOW PENSIONS	Pension provision	s111	£167.90		£167.90
01/05/2026	VISION PLANNING	Local Plan phase 3 response	s111	£2,400.00	£400.00	£2,000.00
Totals				£13,959.56	£1,228.63	£12,730.93

APPENDIX C – ACTION LIST

Ref	Action Required	Status
171/964	Draft the Strategic Rail Plan.	Work in progress
171/965	Run a resident consultation on the Cross Hands Road TRO (online + paper).	Work in progress
171/966	Follow up with Cabinet Member Chris Willmore regarding the highways visit.	Work in progress
171/967	Compile all reported drainage locations and write to LSIDB.	Work in progress
172/968	Begin organising a working party to tidy the cemeteries.	Work in progress

APPENDIX D – COMPLETED ACTIONS

Reference	Action Summary	Status	Completed
Ref	Action Required	Status	
171/961	Add Miniature Railway item to the next agenda for full review.	Completed	
171/962	(Charity Obligations) Write to both management committees confirming the definitive legal position.	Completed	
171/963	Calculate and set an appropriate grant level for next year based on three years of expenditure on Severn Beach assets.	Completed	

Appendix E Unitary Councillor Report

Pilning & Severn Beach Parish Council Report | May 2026

Key updates for Parish Council colleagues in February with a focus on the Council budget;

- I've spent time liaising with and contacting residents along Beach Road this month, with a focus on gathering support to raise the funds needed within SGC to resurface the road. It's in a really poor state of repair and needs investment.
- I have 'called in' the two Orchard Pools planning applications to be considered by the SGC planning committee this month. This is a long-standing priority within the Parish, and has been raised with Claire Young MP, as we hope to engage the Secretary of State in this matter.
- Thank you to the local resident group who spoke brilliantly to the SGC Cabinet Meeting last month on the challenges of the 1957 planning consent, and the latest 'megashed'. The group will be speaking again at the full South Glos Council meeting in May. I will also be bringing a motion to the Council, calling for a resolution that will seek the Council to write to the UK Government to intervene in this historic and out of date planning law.
- We have progressed with two traffic calming schemes with Officers. One would see traffic calming to slow traffic through Hallen village, and another on Redwick Rd in Pilning. I will arrange a meeting with Parish Councillors to ensure views and feed into the process.
- I am seeking support from SGC to 'speed up' the resurfacing work that's currently taking place. We have seen superb work in Pilning, but this has not yet extended all the way through Pilning village towards Easter Compton. I'm very aware of the pothole challenges emerging here as the delays to the work continue.
- Council colleagues have been working with WECA in relation to the bus tender process. Our aim locally is to secure existing bus routes into PSB, and extend them to enable more people to access public transport options in and out of the villages. WECA has a live bus / transport survey which I'd encourage people to take part in.
- I continue to chase the live planning application relating to the Severn Beach allotments and car parking project which are ongoing.
- Claire Young MP will be visiting Aurora Hedgeway School following their national Modeshift Travel Award, recognising their work for sustainable travel for SEND pupils.
- Keen to support the Bristol Wanderers Football Club who play at the Severn Beach village hall site. Their latest aim is to fundraise to support the growth of the club in the village which is great for all involved.
- Remind people to download and update the SGC Council App – it provides great news, updates on recycling and importantly, has all local planning applications and comments easily available.
- Encourage the Parish to engage with the SGC Special Expenses consultation and let me know if I can help in any way. The consultation is live and being communicated widely and directly through the Town & Parish Forum.
- I will seek an update on the S.106 agreement linked to the Panattoni facility in the ward. This investment could be transformative for local sports / activity spaces once it becomes available.

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