

**NOTES OF A MEETING OF THE
NEIGHBOURHOOD DEVELOPMENT PLAN WORKING PARTY
HELD ON 30 SEPTEMBER 2020
VIA ZOOM**

PRESENT: Councillor Howells, Nicola Forde (Deputy Chair) Julie Knight, Carly Tinkler, Steve Glennie Smith

IN ATTENDANCE: Town Clerk – Angela Price Minute Taker – Olivia Bundy

101 APOLOGIES

Apologies were received from Councillor Harvey, Councillor Morris, Ann Lumb

102 DECLARATION OF INTERESTS

None received

103 PUBLIC PARTICIPATION

None received

104 MINUTES

Members were requested to approve and sign the notes of a meeting of the Neighbourhood Development Plan Working Party held on 2 March 2020 as an accurate record.

RESOLVED:

That the notes of a meeting of the Neighbourhood Development Plan Working Party held on 2 March 2020 be approved as an accurate record.

105 NOTES OF THE STEERING GROUP – UP TO 10 SEPTEMBER 2020

RESOLVED:

That the notes of the NDP steering group from 24 March 2020 to 10 September 2020 be received and noted.

106 REPORTS

Members were asked to receive and note the following reports:

- I. **NDP Progress report to Economical Development & Planning Committee – 8 July 2020**
- II. **Notes of an informal re-start meeting – 21 August 2020**

RESOLVED:

That the above reports be received and noted.

107

DRAFT SETTLEMENT BOUNDARY

Carly Tinkler shared her screen with members to discuss the draft settlement boundary she had created independently. She advised that this was similar to the settlement boundary in the NDP but it included the land to the south to be developed by Bovis Homes.

There were some concerns with whether to include the proposed open space by Bovis Home within the boundary. She explained that any land within the Settlement boundary is deemed to be suitable for development subject to policy compliance. However, green space can be included outside the settlement boundary.

Members noted the email received from Councillor Harvey with her suggestions on the draft settlement boundary.

It was decided that the Town Clerk would circulate the notes and draft settlement boundary to members for comment Further maps can be sent if needed.

RESOLVED:

That the Town Clerk circulate a copy of the draft settlement boundary and accompanying notes to members for comment

108

LSCA – SUMMARY OF WORK TO DATE

Due to time constraints, Carly Tinker had to leave the meeting and therefore it was agreed that the above agenda item would be deferred to the next meeting of the NDP.

RESOLVED:

That the update on the LSCA be deferred to the next meeting of NDP.

109

DRAFT CONSULATION LEAFLET

The Town Clerk advised that whilst the administrator would be happy to produce the consultation leaflet, due to staff shortages it would be helpful if members could send their criteria to the administrator. The leaflet would not need to go to a full Council meeting for approval but can be approved for circulation by the Town Clerk and the ED & P Committee.

Members agreed to discuss the leaflet in the next steering group and to work in conjunction with the administrator.

RESOLVED:

That members send their criteria for the draft consultation leaflet to the

administrator to produce.

110

PROJECT TIMETABLE

Nicola Forde updated members on the project timetable, she advised that regulation 14 will need to be completed by spring 2021 and an informal consultation on the settlement boundary before December 2020.

RESOLVED:

That the update on the project plan be received and noted.

111

IMMEDIATE TASKS - CONSULATION DISCUSSIONS IN RESPECT OF MEDICAL AND SPORT FACILITIES

The Clerk advised that Ledbury is the second town on the list of priorities for health care in Hereford.

Julie advised that 800 new houses would require only 2 new GPs but premises also need to accommodate other health practitioners and nurses. New premises are needed because currently the surgery operates from 3 different sites. JK also advised that the CCG have been tasked to identify land in Hereford and Worcestershire, including conversion of older buildings. The Clerk suggested that Julie Knight attend a meeting she was going to organise with a representative of Deeley Group .

RESOLVED:

- 1. That a RECOMMENDATION is sent to Members of the Economic Development and Planning Committee to invite Julie Knight to the next meeting. (*Phillip my notes say that the Deeley meeting was with Angie not the ED & P*)**
- 2. That the Town Clerk contact Deeley Group to advise that Julie Knight, on behalf of St Katherine's Surgery, will attend the next meeting with ED&P. (*Phillip my notes say that the Deeley meeting was with Angie not the ED & P*)**
- 3. That Councillor Howells arrange a consultation meeting with the NDP SG to discuss the medical facilities for Carly Tinker to include in the plan.**

112

FUNDING

Council Howells updated members on the funding and grants progress.

RESOLVED:

That the update regarding funding be received and noted.

That PH contact Dave Tristram at Herefordshire Council re funding applications before 19 October.

113

WEBISTE UPDATE AND FILING

Councillor Howells updated members on the filing system and advised that some documents will have to be uploaded to the website for the Inspector to access.

The Clerk advised that members could contact the administrator directly to upload documents to the website.

RESOLVED:

That the update on the website and filing be received and noted.

114

DATES OF NEXT MEETINGS

It was noted that the next meeting of the Neighbourhood Development Plan was scheduled for Monday, 3 November 2020 at 6:30 via zoom.

Meeting closed at 7:30

Signed Dated

