

**NOTES OF A MEETING OF THE
NEIGHBOURHOOD DEVELOPMENT PLAN WORKING PARTY
HELD ON 1 DECEMBER 2020
VIA ZOOM**

PRESENT: Councillor Howells, Councillor Bannister, Nicola Forde (Deputy Chair) Julie Knight, Carly Tinkler, Ann Lumb, Celia Kellet , Councillor Helen l’Anson, Paul Kinnaird, Steve Glennie-Smith, Chris Millson (Haygrove)

IN ATTENDANCE: Town Clerk – Angela Price

APOLOGIES

Apologies were received from Councillor Harvey

116 DECLARATION OF INTERESTS

None received

117 PRESENTATION

A representative from Haygrove, Chris Millson, introduced himself to members of the Neighbourhood Development Working Party.

Mr Millson advised members of the work that Haygrove do for the community, including educational work with over 900 children and combatting loneliness in the older community. He also noted that most vegetables grown in the community gardens are also directed to foodbanks. He stated the initiative had four strands: education, skills training, healthy eating and combatting loneliness.

He shared a slideshow with members explaining how Haygrove would like to work with Ledbury to set up a community garden similar to the one they currently run in Ross on Wye. They had carried out a needs assessment in Ledbury. He estimated a budget of £24,000 per year to create the community garden and possibly employ a Garden/Community Manager. Haygrove would like to see this project start in spring 2021 and so would like a decision by February 2021. He envisaged it would then take 6 months to raise funds and sign up strategic partners.

Members agreed that the scheme would be beneficial for the community.

It was noted that Haygrove had looked at land in Ledbury, including land to the south of the Viaduct and a 4.4 hectare site at the north end of the riverside walk.

Steve Glennie-Smith had reservations of locating the land alongside Riverwalk, as was being proposed, as users would be most likely to use vehicle transport rather than walking and cycling to access the

site. He noted that there is a smaller parcel of land near the bypass which would be more suitable as there is a footpath joining to Barnett Avenue. Councillor Howells advised members that with the help of Ian Fontaine, he had mapped green space for the NDP and asked whether he could contact Mr Millson when the plan is completed. Nicola Forde asked whether Haygrove would consider working with two sites . Chris Millson said they would but that this would not be ideal operationally.

The Chair thanked Mr Millson for the presentation and Mr Millson expressed his thanks for the interest being shown by the Working Party.

118 MINUTES

Members were requested to approve and sign the notes of a meeting of the Neighbourhood Development Plan Working Party held on 30 September 2020 as an accurate record.

RESOLVED:

That the notes of a meeting of the Neighbourhood Development Plan Working Party held on 30 September 2020 be approved as an accurate record.

119 NOTES OF THE STEERING GROUP – UP TO 23 NOVEMBER 2020

It was noted that the notes of the steering group held on 23 November 2020 were not in the agenda pack.

RESOLVED:

1. **That the notes of the NDP steering group from 3 November 2020 to 17 November be received and noted.**
2. **That the notes of the NDP steering group held on 23 November be deferred to the next NDP meeting.**

120 DISCUSSION OF TOPIC PAPER 5 LEDBURY TOWN SETTLEMENT BOUNDARY

Members were provided with a draft Ledbury Town Settlement Boundary document.

Councillor Howells advised members that Bill Bloxsome had received input from himself, Councillor Harvey and Carly Tinker when creating the draft topic paper 5: Ledbury Town Settlement Boundary.

There was some considerable discussion around this plan, and it was agreed that the Clerk should send Members of the NDP the plan and updated Settlement Boundary and ask for comments.

RESOLVED:

1. **That the topic paper 5 Ledbury Town Settlement Boundary be received and noted.**
2. **That the Clerk send NDP members the plans and updated Settlement Boundary via email.**

121

RECREATION

Councillor Howells advised that he is awaiting confirmation for a date to meet with representatives of UBL/Heineken and Ledbury Swifts.

The Clerk advised that she has received correspondence from Gladman regarding land at Dymock Road. The letter advised that Gladman would like to arrange a meeting via virtual means to discuss the possibility of providing a site for youth football provision. The Clerk advised that she would defer this subject to the Economic Planning and Development Committee.

Cllr Bannister said it would be helpful if the meeting with UBL/Heineken took place before the meeting with Gladman.

RESOLVED:

That the verbal update on Recreation be received and noted.

122

EMPLOYMENT

Councillor Howells provided members with an update on the progress on arranging a meeting with UBL/Heineken and the letters sent to consult letters to employers.

Paul Kinnaird advised that he is still arranging a meeting with UBL/Heineken and that he will update members accordingly. He also noted that one of the advantages of the site on the Hereford Road is that it is close to the Rugby club, who are keen to work with the youth football club.

Councillor Howells advised that a letter had been prepared to circulate to employers in Ledbury including town centre retailers and the 76 businesses located on the industrial estates . He wanted to note his thanks to Nicola for gathering and compiling and address list. Copies will also be circulated by Caroline Green, Chair of the Traders Association. He estimated around 120 copies of the letter will be needed.

The Clerk advised that she could print the 76 letters by the end of the week subject to having enough staff and that the letter should come from herself or the Mayor. Ann Lumb, Nicola Forde and Phillip Howells offered help in getting the letters out.

1.

RESOLVED:

2. **That the verbal update on the Employment, Topic Paper 2, be received and noted.**

That the Clerk print 76 copies of the letters to employers by the end of the week.

123

MEDICAL FACILITIES

Councillor Howells provided members with an update on meetings to discuss the medical facilities.

Nicola Forde advised that herself and Bill Bloxsome held a meeting with a consultant representing Ledbury Health Partnership. Nicola advised that the practise would like a facility that is consolidated and easier to operate as they are currently working in 3 different sites. They would also be happy with a facility that was more than one storey. They also would like a facility able to house all the associated services on site. They need space for growth to accommodate Ledbury's future growth and are already using empty space in adjacent old office buildings. New build would be more expensive than using existing buildings but existing buildings may not be fit for purpose. Their preferred locations would be edge of town or town centre. Steve Glennie Smith said that a town centre location was essential because of the older demographic in Ledbury and the need for people to be able to walk to the services.

Paul Kinnaird asked whether there was a pharmacy in Deeley's proposed medical facility. Nicola was unsure however advised that she could ask this question in the next meeting with the Health Partnership.

RESOLVED:

That members receive and note the verbal update on the medical facilities.

124

LSCA

Councillor Howells advised members that Carly Tinkler will not be doing a full Landscape sensitivity and capacity analysis due to time constraints. . However, Carly Tinkler will create a 'Ledbury landscape and sensitivity study' a smaller version incorporating the baseline work that members of the NDP have already completed. Carly Tinkler will advise members if she needs any further information and that the estimated completion date is early spring.

Councillor Howells advised that the £10,000 that was agreed to pay Carly Tinkler may need to be increased. Carly Tinkler will update the Steering Group on what she can complete within the current budget. However, the NDP may have to apply for further funding.

RESOLVED:

That the update on the LSCA be received and noted.

125

DESIGN GUIDE

Members were provided with a draft topic paper 1: Integrating Ledbury

Design Guide into the NDP

RESOLVED:

That Members receive and note the Topic Paper 1: Integrating Ledbury Design Guide into the NDP.

126

TIMELINE

Members were provided with the NDP revision draft project timeline.

Nicola advised that the first public consultation will hopefully be in March 2021 and the Regulation 16 consultation in September / October 2021.

RESOLVED:

That the update on the NDP timeline be received and noted.

127

FUNDING

Councillor Howells advised members that grants have not yet been applied for due to Covid-19. He advised that there are two types grants that that the NDP could apply for.

Nicola Forde advised that she had contacted David Trisitm and that he recommended that the NDP apply for a Locality grant now which will have to be spent before March 2021.

RESOLVED:

That the update on the funding be received and noted.

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FILING AND WEBISTE UPDATE

Members were provided with an update on NDP document filing and website.information listing. After initial delays due to updating the Council website and then the COVID lockdown, this was now being urgently addressed by the SG. A physical document filing system was now in place and updating the website with the information needed was part done with more work towards getting it fully up to date expected to be done during December.

RESOLVED:

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

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DATES OF NEXT MEETINGS

To note that future meetings of Neighbourhood Development Plan Working Party are scheduled to be held on the following dates in the 2020/21 Municipal Year and that meetings will be held via Zoom until further notice:

Tuesday, 5 January 2021-6.30 pm
Tuesday, 2 February 2021 - 6.30 pm
Tuesday, 2 March 2021 - 6.30 pm
Tuesday, 30 March 2021 6.30 pm

Meeting closed at 7:45.

Signed Dated

DRAFT