

**NOTES OF A MEETING OF THE  
NEIGHBOURHOOD DEVELOPMENT PLAN WORKING PARTY  
HELD ON 5 JANUARY  
VIA ZOOM**

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**PRESENT:** Councillor Howells, Councillor Bannister, Councillor Harvey, Nicola Forde (Deputy Chair) Ann Lumb, Paul Kinnaird.

**IN ATTENDANCE:** Town Clerk – Angela Price

**APOLOGIES**

Apologies were received from Councillor Helen l’Anson

**130 DECLARATION OF INTERESTS**

None received

**131 MINUTES**

Members were requested to approve and sign the notes of a meeting of the Neighbourhood Development Plan Working Party (NDP) held on 1 December 2020 as an accurate record.

**RESOLVED:**

That the notes of a meeting of the Neighbourhood Development Plan Working Party held on 1 December 2020 be approved as an accurate record.

**132 NOTES OF THE STEERING GROUP – UP TO 16 DECEMBER 2020**

**RESOLVED:**

That the notes of the NDP steering group from 23 November 2020 to 16 December 2020 be received and noted.

**133 CONSULTANT REVIEW OF WORK PROGRAMME**

Members were provided with a written update from Bill Bloxsome on the NDP work programme

Councillor Harvey queried Topic Paper 3: Green infrastructure, Recreation and Leisure. She advised that Bill Bloxsome had noted that additional leisure facilities would not be required. She asked whether anybody had contacted John Masefield School in relation to their sports hall and courts and whether they were happy with out of hours use of the facilities.

Councillor Howells advised that the Steering Group would contact John Masefield School.

**RESOLVED:**

- 1. That the progress update from Bill Bloxsome be received and noted.**
- 2. That Councillor Howells and the Steering Group to contact John Masefield re their plans for the sports Hall and Courts.**

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**UPDATE ON EMPLOYMENT TOPIC GUIDE**

Notes from Ian James in relation to the topic guide to be circulated with members via email.

Councillor Howells updated members on the meeting with Heineken which he attended with Paul Kinnaird. He advised that the minutes of the meeting will be available for members once Heineken have approved.

The actions from the meeting with Heineken were that Nick Fish would discuss access through the green field marked C on the map and that Paul Sampson would discuss the anaerobic digester.

A further meeting was to be organised after 10 January.

Councillor Harvey asked whether the discussion on land for employment was in addition to the land they had agreed to in the core strategy in 2015. Councillor Howells advised that he would confirm with Bill Bloxsome.

76 letters had been sent to business in Ledbury and another 48 to members of the Traders Association. Councillor Howells Had received positive feedback and advised that some businesses would like to meet in the near future to discuss further.

Councillor Harvey advised that the outstanding letters should be posted as opposed to hand delivered due to COVID-19. she suggested contacting Roger Allenby or Josie Rushgrove at Herefordshire Council to obtain permission to view the list of business rates in order to obtain local shop addresses for NDP purposes. She also suggested copying Sam Banks into the email to Herefordshire council.

Councillor Harvey asked whether the emergency services had been contacted re a possible joint tri-services facility in a new location. Councillor Howells replied that this would be looked at in the next few weeks.

**RESOLVED:**

- 1. That the verbal update on Employment be received and noted.**
- 2. That the Town Clerk contact Herefordshire Council to obtain a list of Ledbury business rates in order to obtain local business addresses.**

### 3. That a copy of the letter circulated be sent to Cllr Harvey.

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#### **UPDATE ON GREEN INFRASTRUCTURE AND RECREATION TOPIC GUIDE**

Councillor Howells updated members on the progress on the green infrastructure and recreation topic guide. He advised members that Herefordshire Council planners were very positive on the progress that the NDP have made in relation to new locations for sports facilities.

Members were advised that Nick Fish had tried to organise a meeting with Alistair Young to discuss using part of his land for new sports facilities/employment unit but had not managed to so far

Councillor Harvey suggested considering the paddock next to the bungalow on the Ross Road. Councillor Howells advised that the Planning Officers felt that the paddock was not the best place to start in regard to applying for planning permission. However, he felt that it should be considered at least for a backup.

Members were provided with a plan drawn up by Bill Bloxsome suggesting Local Enhancement Zones and Strategic Corridors with the aim of protecting sensitive green spaces outside the settlement boundary.

Councillor Harvey suggested extending the map more to the North, from the area marked LSC2 up to the Storesbrook bridge to provide a green protection zone and to create a woodland/wetland. She also suggested extending more to the South to ensure there is a green gap between Ledbury and the hamlet of Parkway.

Councillor Harvey felt that it would be worth registering other woods as assets of community interest as a change in management of the woods could affect public amenity and the setting to the town. She explained how important the woods were to Ledbury and that they could be protected as Dog Hill Wood is.

Councillor Harvey was glad to see the importance of Wall Hills highlighted and noted that arc lights on Wall Hills and at Haygrove have impacted on the setting of Wall Hills and Ledbury which used to be a dark skies area. Other areas which should be looked at are on the UDP map – eg parts of the Town Trail, Masefield Meadows and Upper Hall Lake.

Members noted that the the triangle of land between Cut Throat Lane and Worcester Road also needs to be protected. Councillor Harvey suggested that members look at the green infrastructure plan in the UPD.

#### **RESOLVED:**

That the draft Ledbury Local Enhancement Zones and Strategic Corridors map be received and noted.

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#### **UPDATE ON COMMUNITY FACILITIES TOPIC GUIDE**

Councillor Howells advised that Nicola Forde and Bill Bloxsome had attended a meeting with Ledbury Health Practice re their future plans, notes will be available once approved.

Members felt that it was more desirable for a facility to be in the centre of town, but that there were concerns with the space available. Paul Kinnaird advised that CCG is having further conversations with the developer.

Councillor Harvey suggested that the council write to the CCG to highlight the need for the medical facility in the town centre as opposed to the outskirts of the town.

**RESOLVED:**

- 1. That the update on the Community Facilities Topic Guide be received and noted.**
2. That the Council write to the CCG to underline the importance of medical facilities remaining in the town centre and that a location on the outskirts of the town would be bad for residents and for sustainability.

**137 LANDSCAPE CAPACITY ASSESSMENT (LSCA)**

Councillor Howells updated members on progress and explained that Carly Tinkler would now be producing a Landscape and Visual Baseline Study rather than a full LSCA. She will be looking through the reports that members have submitted and that she will make comment by the end of January in readiness for consultation.

**RESOLVED:**

**That the update on the LSCA be received and noted.**

**138 FUNDING**

Nicola Forde advised that the NDP are eligible for a £10,000 grant from Localities (Government). She also advised that up to £10,000 Lottery funding can be applied for but would take up to 3 months from application to receipt.

The localities grant needs to be submitted by 29 January 2021.

Councillor Harvey suggested applying for a Localities grant in the next financial year due to lockdown and consultations not being able to take place.

**RESOLVED:**

**That Members receive and note the update on funding.**

**139 FILING**

Councillor Howells updated members on discussions he had with the

Administrator at Ledbury Council. He advised that the website will be updated within the next month.

**RESOLVED:**

**That the update on the NDP filing be received and noted.**

**140 UPDATE ON PUBLIC CONSULTATION PROCESS**

Councillor Howells updated members on the public consultation process.

**RESOLVED:**

That the update on public consultation be received and noted.

**141 CURRENT PROJECT PLAN AND DECISION TIMESCALES**

Councillor Howells advised that Nicola Forde had produced a project timescale. Due to lockdown members agreed that the consultation will be mid-April to May with Regulation 14 in September 2021.

Councillor Howells advised that he would circulate a copy via email.

**RESOLVED:**

That the update project plan and decision timescales be received and noted.

**142 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, 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