

**LEDBURY TOWN COUNCIL**

**MINUTES OF A MEETING OF THE  
NEIGHBOURHOOD DEVELOPMENT PLAN WORKING PARTY  
HELD ON 23 NOVEMBER 2021**

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**PRESENT:** Councillors Eakin, Howells (Chair)  
**NON-COUNCILLORS:** Nicola Ford (Vice Chair), Paul Kinnaird and Steve Glennie-Smith

**ALSO PRESENT:** Angela Price – Town Clerk

217 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Ann Lumb

218 **DECLARATIONS OF INTEREST**

None received.

219 **TO APPROVE AND SIGN THE MINUTES OF THE MEETING OF THE  
NEIGHBOURHOOD DEVELOPMENT PLAN (NDP) WORKING PARTY  
MEETING HELD ON 19 OCTOBER 2021.**

**RESOLVED:**

**That the minutes of the meeting of a Neighbourhood Development Plan Working Party held on 19 October 2021 be approved and signed as a correct record.**

220 **TO RECEIVE THE NOTES OF THE MEETING OF THE NDP  
STEERING GROUP MEETINGS HELD FROM 30 SEPTEMBER TO 2  
NOVEMBER 2021 INCLUSIVE:**

**RESOLVED:**

**That the notes of the NDP Steering Group held 30 September to 2 November 2021 (50–52) be received and noted.**

221 **PROGRESS TO REG 14 – REVISED NDP V1 WORKING DRAFT V1.2**

Councillor Howells advised a revised version of the draft is being worked on to present to Full Council at its meeting on 2 December 2021. Subject to Paul and Steve's comments being taken on board, members were happy to accept what had been agreed by the Planning Committee.

Councillor Howells confirmed that the final draft would be sent to the clerk by Thursday, 25 November 2021.

Councillor Howells briefed the WP on the key elements of the Reg 14 consultation process and documentation.

- a. Settlement Boundary – the proposed settlement boundary in the Reg 14 revised NDP was for the 3<sup>rd</sup> option given in the consultation survey since it had the significant majority support over the other two options.
- b. 20 hectares of employment land – on being asked why up to 20 hectares was indicated as being available when the core strategy only calls for a minimum of 12 acres to be found, Councillor Howells explained that having potentially more employment land would help in meeting future employment needs as residential developments expanded in Ledbury, and more employment land was also needed to reduce the current situation in which Ledbury was a net outward commuting to work town.
- c. Town Centre definition – there was discussion on the options for a redefining of the town centre, with a question still undecided by inconclusive findings, on whether the Tesco superstore end of town should be included or not in the definition proposals. Councillor Howells explained that a decision would be made on what to include in the Reg 14 document for consultation after more discussions and advice from our consultant and Herefordshire planners.
- d. Ledbury NDP Communications and Consultation Plan V10 November 2021 – Councillor Howells advised that this was on the agenda to note that the Reg 14 stage had been updated with planned activities and the costs for them.
- e. Reg 14 Consultation programme and volunteer register – assuming the Council approves the Reg 14 Working Draft, this would be the consultation programme of activities and timescales that would be followed. Nicola Forde Councillor Howells stressed that volunteers from Councillors and working party members would be needed if the planned consultation sessions were to be adequately manned to proceed.

222

## **UPDATES**

- a. Timeline for the Reg 14 consultation:
  - Week beginning 3 January 2022 concentrated publicity. Posters will be produced for the website and social media and a news release will be published in the new year advising of the public consultation and its timescale.

- 10 January consultation period commences. Permanent display of basic consultation info in the library if possible. Consultation materials and questionnaire available on the website and at council offices.
- Tuesday 25 January and Wednesday 26, 10am – 6pm : 2 days' drop in consultation events in Jacobean room council offices.
- Tuesday 1 February 7am – 12pm: Business/Employment consultation in Jacobean room, council offices.
- Saturdays 5 February and 12 February 11am – 3pm: Drop in consultation event in Jacobean room, council offices.

b. Budget – as of the completion of the first public consultation phase, Councillor Howells advised that we are £264 under budget.

223

**DATES OF FUTURE MEETINGS**

**RESOLVED:**

To note that future meetings will be held on the following date and time:

11 January 2021 6.30 pm and provisionally Tuesday 22 February 2022 6.30pm to be confirmed at the next meeting by when the consultation period would have been finally confirmed.

The meeting ended at 8:02pm.

Signed ..... Dated .....  
 (Chair)