

TOPIC PAPER 5 – LEDBURY TOWN SETTLEMENT BOUNDARY

Members were provided with Topic paper 5 – Ledbury Town Settlement Boundary.

Councillor Howells updated members of the progress on the Settlement Boundary and advised that Topic Paper 5 had been created by Bill Bloxome with the input of some councillors and Carly Tinkler. He noted that there will be some adjustments to the document before it meets Regulation 14 of the Neighbourhood Planning (General) Regulations 2012, including the parcel of land opposite the train station to be included into the settlement boundary as a designated car parking.

Councillor Harvey advised members that it is just as important to add land into the settlement Boundary that the council want to protect, like Ledbury Park and that they could be listed as protected in policy terms.

Councillor Harvey asked that consideration is given to the route of the Northern extension of the Ledbury By-pass which was saved in the Herefordshire UDP

RESOLVED: That the update on the settlement Boundary be received and noted with the above suggestions.

P329.

MINUTES OF THE MAJOR PLANNING APPLICATIONS WORKING PARTY

Members were asked to receive and note the notes of the Major Planning Applications Working Party held on 18 November 2020

The Clerk advised that she spoken with Carl Brace at Herefordshire Council Planning Department and that there he had advised that the Council had sufficient time to make a representations on planning application 203525. He had also advised that on his visit to the land South of Leadon Way he noticed the smell around the cheese factory and asked if there had been any complaints.

The Clerk reminded members of another meeting of the Major planning Applications Working Party held on 7 December in relation to an application to develop a Lidl Supermarket, Nursery, and possible surgery. The Clerk advised members of the below recommendations:

- I. *“That the Economic Development & Planning Committee agree that a meeting with Herefordshire Council Planners (Carl Brace and Kevin Bishop) be arranged to in order to seek their views on the above points.”*
- II. *“That following the above meeting a meeting be arranged with Deeley Group Ltd to discuss the proposed development.”*

1438

RESOLVED:

1. That the notes of the Major Planning Applications Working Party held on 18 November 2020 be received and noted.
2. That members of the Economic Development and Planning Committee agree to a meeting with Herefordshire Council planners and Kevin Bishop

P330.

UPDATE ON ECONOMY & TOURISM WORKING PARTY

Members were provided with notes of the of the Economy & Tourism Working Party held on 30 November 2020

Councillor Knight noted that the Terms of Reference mentioned highway brown signage on the M50 and felt that it should be less prescriptive. The Clerk suggested removing the current bullet points and replacing them with the following statement.

“to consider signage for Ledbury around the town.”

The Clerk also advised members that the Town Market and Tourism had made the following recommendations:

Minute number ET4 - That the Terms of Reference be amended to include the additional paragraph no. 3 as above and that these be circulated with the updated notes of this meeting.

RESOLVED:

1. That members of the Economic Development Committee agree to include the additional paragraph no.3 in the Terms of Reference
2. That the Terms of Reference be amended to include the following paragraph under the subheading ‘Signage.’

I. *“to consider signage for Ledbury around the town.”*

Minute number ET10 – That the Economic Development & Planning Committee request that the Economy & Tourism Working Party coordinate a Ledbury business directory.

RESOLVED: That members of the Economic Development and Planning Committee agree to the Economy & Tourism Working Party co-ordinating a Ledbury business directory.

1439

Minute number ET11

- I. *That Economy & Tourism Working Party progress the Explore Ledbury website and that they consider developing an app alongside the website or make the website accessible via mobile phones.*
- II. *That the Economy & Tourism Working Party develop a plan looking at running monthly specialist markets throughout summer months-evening or Sundays.*
- III. *Develop a Ledbury business directory*
- IV. *That economic use of the Market House building is a consideration for Committee level and not for Working Party recommendations*
- V. *That consultants be hired to look at how, working within the parameters of a Grade I listed building, LTC can make the Market House become DDA compliant and accessible for all.*

RESOLVED: That members of the Economic Development and Planning Committee agree to the above recommendations being taken forward by the Economy & Tourism Working Party

P331. SUSPENSION OF STANDING ORDERS:

The Chair proposed that Standing orders be suspended briefly in order to discuss agenda item 15, Consideration of items for inclusion on 2021/22 budget. Noting that the remaining agenda items would be the first business on the next ED&P Agenda.

P332. CONSIDERATION OF ITEMS FOR INCLUSION ON 2021/22 BUDGET

Members were provided with items for inclusion in the 2021/22 budget, including:

- I. Charter Market improvements
- II. Tourism
- III. Neighbourhood Development Plan

Councillor Morris proposed that the budget for the Charter Market improvements is increased to £5,000

Councillor Harvey proposed that the Council allocate monies into a 'special projects' fund for working parties which will include Charter Market Improvements, and that in the meantime the council look at savings that offset this sum.

1440

It was agreed that without having considered agenda item 13 – Corporate Plan before considering the 2021/22 budget it was difficult to agree budget provision and that this item should be deferred to the next meeting of the Committee scheduled for 14 January 2021.

Members decided that due to time constraints the above agenda item will be deferred to the next Economic Development and Planning Committee on 14 January 2021 as first business.

RESOLVED:

That the budget item should be deferred to the next Economic Development and Planning Committee on 14 January 2021.

P333. DATE OF NEXT MEETING

To note that the date of the next meeting of the Economic Development & Planning Committee is scheduled for Thursday, 14 January 2021 at 7.30 pm by virtual means.

The Meeting ended at 9:45pm.

Signed

Dated

1441

ACTION SHEET

ECONOMIC DEVELOPMENT & PLANNING COMMITTEE

10.12.2020

Minute No.	Action	To be Actioned by	Date Actioned	Comments	Status
P323(2)	That Councillor Knight meet with the Developer of planning application 200662 to request further information on the proposed plans for a wine bar.	DK			
P326(1)	That Councillor Howells prepare a draft letter the the Secretary of State, noting that the letter would not be sent	PH/TC		Deferred until futher notice	
P327(1)	That a RECOMMENDATION be sent to Full Council Committee to agree that the Council meet with Planning Officers at Herefordshire Council and Bovis Homes representatives to discuss their proposals further with the intention of securing a safer access to the development.				In progress
P329(1)	That members of the Economic Development and Planning Committee agree to a meeting with Herefordshire Council planners and Kevin Bishop	TC		Planning Officer agreed to meeting - date to be confirmed	In progress
P330(1)	That the the Economy & Tourism Working Party Terms of Reference be amended to include "to consider signage for Ledbury around the town." and that these be circulated with the updated notes of this meeting.	DC			Completed

<p>P330(4)</p>	<p>That members of the Economic Development and Planning Committee agree to the below recommendations being taken forward by the Economy & Tourism Working Party</p> <p>I. That Economy & Tourism Working Party progress the Explore Ledbury website and that they consider developing an app alongside the website or make the website accessible via mobile phones.</p> <p>II. That the Economy & Tourism Working Party develop a plan looking at running monthly specialist markets throughout summer months-evening or Sundays.</p> <p>III. Develop a Ledbury business directory</p> <p>IV. That economic use of the Market House building is a consideration for Committee level and not for Working Party recommendations</p> <p>V. That consultants be hired to look at how, working within the parameters of a Grade I listed building, LTC can make the Market House become DDA compliant and accessible for all.</p>	<p>TC</p>	<p>TC</p>	<p>Progress</p>
<p>P332</p>	<p>That the budget item should be deferred to the next Economic Development and Planning Committee on 14 January 2021.</p>	<p>TC</p>	<p>On EDP Agenda for 14 Januar 2021.</p>	<p>Completed</p>

ACTION SHEET

ECONOMIC DEVELOPMENT & PLANNING COMMITTEE
OUTSTANDING ACTIONS FROM PREVIOUS MEETINGS

Minute No.	Action	To be Actioned by	Date Actioned	Comments	Status
P258	That the Council agree to share the LSCA and site assessment work with HC when completed	TC/NDP			On completion
P264 (4)	That developer be contacted of planning application 200662 to ask for more information on the proposed plans.	TC	15.09.2020	Awaiting notification of which cllr will undertake visit	In progress
P273 (2)	That the Clerk be authorised to contact Herefordshire Council to follow up the enquiry in respect of the License to Cultivate.	TC		DTC Following up	In progress
P274(3)	That the Clerk liaise with Ledbury in Bloom annually on colour schemes.	TC			on going
P277(2)	That the Town Clerk create a press release to inform members of the public of the recent success in relation to large vehicles in the town, advising residents to report such incidents and to provide photographic evidence where possible.	TC			In progress
P279(1)	That the Town Clerk consult with Ledbury in Bloom on suggestions in relation to Urban Tree Planting	TC			In progress
P323(2)	That Councillor Knight meet with the Developer of planning application 200662 to request further information on the proposed plans for a wine bar.	DK			In progress
P326(1)	That Councillor Howells prepare a draft letter the the Secretary of State, noting that the letter would not be	PH/TC		Deffered until futher notice	

P327(1)	That a RECOMMENDATION be sent to Full Council Committee to agree that the Council meet with Planning Officers at Herefordshire Council and Bovis Homes representatives to discuss their proposals further with the intention of securing a safer access to the development.			To be added to the next Full Council agenda held on 4 February 2021.	In progress
P329(1)	That members of the Economic Development and Planning Committee agree to a meeting with Herefordshire Council planners and Kevin Bishop	TC		Planning Officer agreed to meeting - date to be confirmed	In progress

P330(4)	<p>That members of the Economic Development and Planning Committee agree to the below recommendations being taken forward by the Economy & Tourism Working Party</p> <p>I. That Economy & Tourism Working Party progress the Explore Ledbury website and that they consider developing an app alongside the website or make the website accessible via mobile phones.</p> <p>II. That the Economy & Tourism Working Party develop a plan looking at running monthly specialist markets throughout summer months-evening or Sundays.</p> <p>III. Develop a Ledbury business directory</p> <p>IV. That economic use of the Market House building is a consideration for Committee level and not for Working Party recommendations</p> <p>V. That consultants be hired to look at how, working within the parameters of a Grade I listed building, LTC can make the Market House become DDA compliant and accessible for all.</p>	TC/ Working Party		Progress
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LEDBURY TOWN COUNCIL

Notes of a meeting of the Major Planning Applications and Consultations Working Party held on Monday, 7 December 2020.

16. Apologies for absence

None received

17. Declarations of Interest

Apologies were received from Councillor Harvey

18. Notes of the Major Planning Applications and Consultations Working Party held on 18 November 2020

Members noted that some of the points in relation to minute number 13 were missing from the notes. Councillor Bannister reminded members of a lengthy discussion on the Barratts second phase of the erection of 46 dwellings and that the position of the three taller houses were to be erected in the most visible point of the development, which will be seen from the town. He asked whether this could be added to the notes.

The Town Clerk advised that the minute taker would add the above information into the minutes as requested by Councillor Bannister, and that an amended set of notes would be available for the next meeting.

RESOLVED: That the notes of the Major planning Applications Working Party be deferred to the next Major Planning Applications Working Party, noting the above amendment.

19. Application to develop a Lidl Supermarket, Nursery, and possible surgery.

Members were provided with a response to comments received by Herefordshire Councils Highway report regarding the proposed mixed-use development at Leadon Way, Ledbury.

Members raised concerns in respect of the following points:

Active Travel

Members felt that the information on the travel was not adequate noting that the nearest bus stop was located 400 metres away from the development and that it was classed as walking distance. Councillor Howells reminded members that Ledbury Council had previously proposed that Barret Homes re-route an existing bus into the site to encourage more residents to use public bus services.

Councillor Bannister noted that in previous meetings there were discussions in relation to Ledbury Town Council possibly investing/providing electric bus

services to larger developments on the outskirts of the town, however Ledbury Town Council have not been approached or asked.

Over Capacity of Junction and Roundabouts

Councillor Bannister referred members to the trip generation data in the report and advised that the report stated that the roundabouts currently could cope with extra traffic. However, Hereford Council are proposing to make changes to the roundabout to make it safer due to the development on the cricket ground.

Retail impact

Members discussed the retail impact assessment and noted that the report provided by Herefordshire Council differs considerably from that provided by the developer, even with the amendments that have been made. The developers state that Tesco, Co-op and Aldi are not in the "town centre" and whilst members conceive this may be the case of Aldi, they consider it would be worth establishing the town centre boundary to identify where Tesco and Co-op are sited in relation to that boundary.

Employment

The developers suggest that there will be an increase in employment as a result of the development. However, Members consider that the impact on shops such as Tesco, Aldi and Co-op may be such that they reduce their employee base, and that this would off-set any increase suggested by Deeley.

Correspondence in relation to The Clinical Commissioning Group

There was a lengthy discussion on the location and size of the proposed surgery. Councillor Bannister pointed out that on page 5 of the letter dated 17 November 2020 to Carl Brace from Ed Thomas, that Mr Hayward, a representative of the clinical commissioning group, confirmed that he had no problem with the location and no principle objection to the site. The letter also stated that the commissioning bodies and the facility would not be required to be in use until 2027. Members wanted to know how the date of 2027 was created and whether this has been backed with data or evidence as opposed to the opinion of Mr Hayward.

As a result of the above points it was felt that it would be beneficial for Members to meet with the developers to discuss these and any other relevant points. However, it was felt that a meeting with Herefordshire Council Planners (Carl Brace and Kevin Bishop) would be beneficial prior to a further meeting with Deeley.

RECOMMENDATION

- 1. That the Economic Development & Planning Committee agree that a meeting with Herefordshire Council Planners (Carl Brace and Kevin Bishop) be arranged to in order to seek their views on the above points.**

2. That following the above meeting a meeting be arranged with Deeley Group Ltd to discuss the proposed development.

20. DATE OF NEXT MEETING

RESOLVED that the next meeting of the Major Planning Applications Working Party would be held on Monday, 11 January 2021.

The meeting ended at 5:30 pm.

Signed..... Date

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 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.**

1452

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.

128

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.

129

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:

1454

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

Ledbury NDP Steering Group (SG) agenda and actions

Members: Cllr Phillip Howells (PH); Nicola Forde (NF); Ann Lumb (AL)

Consultants: Bill Bloxsome (BB); Carly Tinkler (CT) Samantha Banks, Herefordshire Council (SB); WP = Working Party

Office: Angie Price (the Clerk, AP)

Action colour code: **Red = still to do**

<p>Meeting 7 - Monday, 23rd November Present: PH; NF; AL</p>	
<p>Agreed SG notes for 16th and 17th Nov., with minor typos corrected. These and subsequent meetings to be numbered 5, 6 etc. Points from SG 6: Employment: SB to be asked who to approach about delivering strategic employment sites. Sensitive Areas: SG to discuss with BB location and more complete mapping of registered sensitive sites, as referred to in paras. 2.20 and 2.21 (Topic Paper 5)</p>	<p>AL SG</p>
<p>Meetings to be arranged: UBL – agreed agenda points and participants. Paul Kinnaird to be asked to arrange and sent agenda and template for consultative meetings. PH to send template to NF and AL for future use. Landowner re. recreation – PH to ask Nick Fish to contact landowner after UBL meeting. Other meetings in consultation phase: Medical Facilities meeting (on 24th Nov.); with the Canal Trust; with Market Town Investment Group (December?)</p>	<p>NF PH PH PH</p>
<p>Timeline and Funding: SG discussed target dates for completion of written work, grant applications and consultation stages. PH view: Consultation should cover all issues in full NDP, not just the settlement boundary. SG to ask SB and team at meeting on 3rd December. SG agreed that Awards for All be applied for at beginning of December and Locality Grant in 2 parts: one in early Dec. or early Jan; the other later. NF to propose funding timeline. PH to determine sums needed by particular dates, check with Dave Tristram and ask AP to handle the actual grant applications. NF to revise whole project timeline for comment and ready to send to WP members.</p>	<p>SG PH NF</p>
<p>Agenda for WP Meeting 1st December: SG agreed agenda and documents to be sent to WP members who still wish to be involved. AL to send agenda to PH before 25th November.</p>	<p>AL</p>

Ledbury NDP Steering Group (SG) agenda and actions

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<p>Letter to Employers: AP and staff already in receipt of letter and planning distribution. PH has asked about total number of traders and their email addresses. Where not available, letter to be delivered by hand. AL and NF to help with this and addressing envelopes etc.</p>	<p>AL & NF</p>
<p>Filing: PH has produced spread sheet to show paper and electronic filing on website for public access. It's structured under 13 headings with topic areas (eg communications and consultation) and separate sections for agendas and meeting notes. PH to liaise with AP to send files to Olivia to update. PH also to discuss structure and accessibility with AP to ensure optimum public accessibility to large files. NF suggested changing 4.0, 'consultee groups' to 'consultation topics' and will feedback any other ideas.</p>	<p>PH</p>
<p>Next Meetings: Agreed that PH would try to arrange meeting with CT for 27th Nov. or 26th Nov.</p>	<p>PH</p>
<p>Next SG meeting – 4th December at 4 pm.</p>	

Ledbury NDP Steering Group (SG) agenda and actions

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<p>Meeting 8 - Friday 27th November - with Carly Tinkler Present: PH; NF; AL, CT</p>	
<p>PH A representative from Haygrove will attend the Working Party meeting on 1st December to discuss their idea about locating a community garden in Ledbury.</p>	
<p>CT Noted BB's recent paper (Topic paper 5) on the settlement boundary, she commented that where the settlement boundary is is for Ledbury to decide but it needs to be supported with evidence in landscape and visual terms. She agreed to come back with further comment.</p>	<p>CT</p>
<p><u>The LSCA.</u> CT explained that a full <u>LSCA</u> will not be produced for a number of reasons but primarily because the plans to revise the planning system and use a zoning approach may mean the LSCA would have to be revised when that comes in. Until there is certainty about the planning system there is little point in doing a complete LSCA. A complete LSCA would mean each site being assessed for each land use. Instead CT proposes finishing the study at stage 4 in (CT proposal version 4).</p> <p>This output would be a Landscape and Visual Sensitivity Baseline Report based on, and including the baseline studies. This will support the policies in the revised NDP. The evidence base can also be used to produce a first attempt at zoning – this would inform the revision to the Core Strategy and the zoning which Herefordshire Council may need to draw up.</p>	
<p><u>The baseline evidence exercise</u> must be completed. This will include revisions to include the Bovis site off Leadon Way (which has recently gained planning permission). Reports had not yet been received from Nicola Forde – Views and Cultural Associations. Phillip Howells, Ian Fontaine and Tony Harris – footpaths.</p> <p>All need to update their reports in the light of Bovis. Deadline for getting evidence reports to CT – end December. PH to write to evidence gatherers to explain CT will be getting in touch. CT to follow up explaining what is needed.</p> <p>The LSCA topic volunteers who have already sent in drafts will need to revise them to take the Bovis scheme approval into account (ie the baseline will be residential – still need to sort out their off-site public footpaths!!).</p> <p>CT to re-write the introductory sections as it is no longer an LSCA. The baseline plans/figures need to be revised to reflect the Bovis development and the different type of study being undertaken.</p>	<p>PH/CT</p> <p>WP/SG</p> <p>CT</p> <p>SG/WP/CT/BB</p>

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Action colour code: **Red = still to do**

Will need to agree if sensitivity plan is only for residential, or whether should do sensitivity for other uses as well.	
<u>Zoning Study</u> CT this will express the intentions for development in Ledbury by 2060. Will include new infrastructure, employment etc. It will highlight the highest sensitivity areas for example the land to the west of the town in the setting of Wall Hills. Agreed that there should be options presented for zoning based on the evidence base and the town's aspirations and needs. The plan although conceptual should be more detailed than blobs.	
<u>Outputs</u> Two reports to be produced by CT: Landscape and Visual Baseline Report (Topic Paper 6) by the end of January and a conceptual zoning plan (topic paper 7) first draft by the end of March final draft end of April.	CT
<u>Consultancy Budget</u> £6000 has been paid. £4,000 outstanding – CT to invoice for. CT to note her hours from now on.	a
NF to revise project timeline in light of the discussion	NF

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Ledbury NDP Steering Group (SG) agenda and actions

Members: Cllr Phillip Howells (PH); Nicola Forde (NF); Ann Lumb (AL)

Consultants: Bill Bloxsome (BB); Carly Tinkler (CT) Samantha Banks, Herefordshire Council (SB); WP = Working Party

Office: Angie Price (the Clerk, AP)

Action colour code: **Red = still to do**

Meeting 9 - Thursday 3rd December – with Sam Banks	
Present: PH; NF; AL, SB	
<p><u>1. SEA Scoping Report</u> SB asked for feedback on the draft SEA Scoping Report. The report needs to be published for statutory consultation for a period of 5-6 weeks before any consultation on the NDP can take place. The SG agreed to ask Bill Bloxsome whether this report was now accurate and to come back to SB.</p>	SG
<p>2. PH reported that Ledbury Town Council ED&P will be asked to approve and recommend to Council that decisions the NDP SG feels need making between meetings are referred to the Chairman of ED&P for agreement to proceed on the understanding that the next meetings of the WP, ED&P and Council then retrospectively confirm them. If funding is involved then the Chairman of the FP&GP committee should also be referred to for similar approval</p>	
<p><u>1. Review of Project Timeline</u> SB said that the timeline looked realistic. She said that the senior planner from MHDCLG had said that new planning legislation will take at least two years to enact and so any new planning regime would not impact on the current NDP. In terms of HC's review of the Core Strategy adoption of the NDP by the end of the year would be good.</p>	
<p><u>2. Review of draft Settlement Boundary</u> SB pointed out that:</p> <ul style="list-style-type: none"> • the background plan for options 1 and 2 was busy – the plan used for option 3 was better. • the browns used for wildlife sites and housing sites were too similar. <p>She was asked what criteria should be used to include sites inside the settlement boundary. In particular: The railway site: SB advised that this could be within the settlement boundary if there was a mixed use policy allied with it setting out clearly the area for a car park, the area for employment, the access to the platform etc. There could also be an allied 'Transport Improvement Policy' setting out the proposed improvements to the railway station. This would ensure that any development would also deliver the public goods (access to the north bound platform and car park). However LTC needs to carefully look at the complications of delivering a car park for a third party (network rail). The piece of land to south of Bovis site but not included in the development site – agreed need to investigate whether this should be included within settlement boundary as a protected green space.</p> <p>NF asked if this project would be suitable for a Neighbourhood Development Order SB explained that a development order probably would not be useful in this case although she would look into it. The process for a Neighbourhood Development Order is similar to that for</p>	SG SB

Ledbury NDP Steering Group (SG) agenda and actions

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<p>an NDP so quite a lot of work. She pointed out that it would be easier to include sites initially and remove them if necessary later than to add sites in at a later date- that would require further consultation.</p>	<p>SG/BB</p>
<p><u>3. Consultation</u> Asked for advice about conducting a consultation under Covid restrictions SB said that a social media, web based consultation would be easier, but that hard copies of the plan should be available and each copy rotated and quarantined for 48 hours. Exhibitions can be held with limits on number of people, crowd flow and social distancing indicators. All consultation methods need to be risk assessed against Covid-19 guidelines. Newsletters and local press should be used, posters put up and leaflets delivered to all households. Outdoor stalls would be useful at events and on the market.</p>	
<p><u>4. Allocated sites</u> PH asked for a definition of 'allocated sites'. SB explained there are three kinds of sites: allocated, committed and strategic. The viaduct site is strategic as it is identified in the Core Strategy. Once the viaduct site has planning permission it will become a commitment; it can only be an allocated site if the NDP has a site specific policy which adds detail to what should happen on the site, for example design detail. Once a site has planning permission an NDP policy cannot subsequently be applied to the site. The Bovis and old cricket pitch sites are therefore 'committed', the football pitch site is allocated. Strategic sites do not have specific site boundaries.</p>	
<p><u>5. Draft Outline Zoning Plan/LSCA</u> PH explained that CT will produce a zoning plan looking at Ledbury in 40 years. SB said this was an excellent idea but should not be too detailed – it should be 'blobby'. Too much detail will elicit a lot of consultation responses. She recommended looking at the Ross-on-Wye NDP which has such a plan in an appendix which is referred to in the body of the report. PH also explained that CT is no longer going to produce a full LSCA but a Landscape and Visual Sensitivity Study.</p>	
<p><u>Conclusion</u> SB reminded the SG that what is needed is <u>Proportionate Evidence</u> and that the Inspector had not said that the previous NDP was disastrous but that it wasn't clear what the evidence was for some of the proposals. PH explained the approach which is being adopted to filing on the web and in hard copy to avoid this happening again. SB said you just need to demonstrate that you have looked at other options for each proposal. SB would like to see topic papers when they are fairly complete not at an early draft stage.</p>	

Ledbury NDP Steering Group (SG) agenda and actions

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Meeting 10 - Friday 4th December	
Present: PH; NF; AL	
<p>1. Notes of Meeting 9 Notes were amended and agreed. SG to investigate whether part of Bovis land should be within the settlement boundary as a protected green space, having regard to the planning application. Also noted that SB would like to see Topic Papers when they get to final drafts.</p>	SG
<p>2. Filing List PH wants to get filing sorted, because it's a high priority. AP will ensure document accessibility, as the Council now has a policy on this. SG discussed and agreed principles involved and broad filing list as follows: there should not be too many headings; keep as simple and accessible as possible; paper and PC headings for Olivia's use should be the same; all 13 headings will be reduced to 6:</p> <ol style="list-style-type: none"> 1. Objectives, budget and project plan. 2. Consultation. 2 subgroups: 1) public; 2) topics. 3. Consultants – brief, proposals, associated paperwork. 4. Evidence – Topic Papers with associated maps/plans. 5. Current NDP documents – Main page to have main plan on lower resolution so that the whole document can be seen on screen. If people want a printed version, it can be sent. Need to add Examiner's Report and Design Guide. 6. Meetings and notes. <p>Other points agreed:</p> <ol style="list-style-type: none"> a) In addition to y and x symbols, E in column 'LTC Website' will indicate where evidence should be filed; N/A if this is not applicable. b) After discussion, SG agreed that only the final version of each Topic Paper will be put on the website. c) NF's "about page". SG needs to agree the final version and ask Olivia to put it up. d) Delete note about meetings suspended by Covid and take away current plan in 3 pdfs version e) Meeting papers. Put SG and WP papers in chronological order. <p>PH to liaise with Council staff and implement the above.</p>	PH

Ledbury NDP Steering Group (SG) agenda and actions

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<p>3. Work with BB</p> <p>a) Ask BB if he as happy with SEA and to send feedback to SB a.s.a.p.</p> <p>b) ED&P due to discuss settlement boundary next week. After this meeting, feedback to BB to update Topic paper 5.</p> <p>c) Employment. BB has already been asked to contact Nick Webster. Feedback needed now on Topic Paper 2, so PH to send this to Paul Kinnaird and Ian James for valued input.</p> <p>d) Recreation. BB to be asked to contact Ruth Jackson but given background by PH on previous contact with HC council leader. PH to contact Nick a.s.a.p. to give list of options for recreation, pros and cons, to BB. BB also to be briefed on current plan for landscape assessment work.</p>	<p>NF</p> <p>PH</p> <p>NF</p> <p>NF</p>
<p>4. Current Position on LSCA and Zoning</p> <p>SG discussed notes of Meeting 7 with CT and a subsequent email from her.</p> <p>SG agreed that we need 2 reports:</p> <ol style="list-style-type: none"> 1) a Landscape and Visual Assessment, including write-up of baseline studies. Need to clarify title as it has been referred to as a Landscape and Visual Sensitivity Assessment and CT writes of a 'sensitivity' plan. 2) Zoning plan. <p>Further Discussion on Zoning</p> <p>PH summarised reasons for a zoning plan: to feed into next Core Strategy; to guide the next NDP; to take account of proposed government planning changes.</p> <p>SG agreed to research what is needed for Ledbury. NF to look at way zoning is handled in Ross NDP and draft/report back. Account also to be taken of councillors' views on zoning. Discussion then needed with CT about her zoning plan scope and approach.</p> <p>Budget for Above</p> <p>SG agreed that initial £10,000 in present contract with CT was not time limited and should cover all work up to and including writing up Topic Paper 6. A separate quote was needed for work on zoning and dealing with questions under Reg.14.</p> <p>PH to write to CT about the 2 reports and titles (as above) and the budget involved with each.</p>	<p>NF</p> <p>SG</p> <p>PH</p>

Ledbury NDP Steering Group (SG) agenda and actions

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<p>Funding PH reported that Council had agreed a further £10,000 for the next financial year. Project timeline indicates that 2 grants should be applied for now, early December: Localities to be done first, Awards for All to follow. PH had previously prepared an application for a Localities grant – he would see if he could find it, otherwise agreed SG should complete draft applications, send to Dave Tristram for approval and then to AP to handle final applications. NF will ask Dave Tristram about partial funding for Design Guide.</p>	<p style="text-align: center;">PH SG NF</p>
<p>Other Matters PH to write letters to WP members asking for help with feedback on Topic Papers, consultation plans etc. AL to draft. Letters to Employers. PH to remind AP on 7/12 and change date for responses. SG to help with task and distribution, if necessary</p>	<p style="text-align: center;">PH PH</p>
<p>Next SG Meeting Wednesday, 16th December 4 pm</p>	

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Ledbury NDP Steering Group (SG) agenda and actions

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<p>excluding this, because it's already part of the surrounding green space. SG agreed need to revisit this issue, using PH's photos of the site.</p> <p>NF to send out map for WP members to locate and submit valued views, looking in or out of Ledbury.</p>	<p>SG</p> <p>NF</p>
<p>5. Business Letters and Administration</p> <p>76 consultation letters have been sent to businesses by post and the letter has been emailed to Caroline to pass on to Traders' Association members. SG to distribute further printed letters by hand next week, when PH receives list of traders without known emails. Total list of all businesses contacted (about 150) should be kept as evidence of consultation.</p> <p>Olivia will be able to help with administration, especially filing, setting up the website and putting current NDP into 1 document instead of 3.</p>	<p>SG</p>
<p>6. Zoning</p> <p>SG discussed the pros and cons of a zoning plan. The advantages would be: to inform the next Core Strategy; to guide the next NDP; to take account of proposed government planning changes. The disadvantages would be: to detract from the main task of producing a settlement boundary supported by accessible evidence within a tight timeframe; potential controversy requiring careful handling and likely delay.</p> <p>SG discussed several different approaches to zoning:</p> <p>a) Detailed zoning of the kind produced by CT for area west of Ledbury.</p> <p>b) Broad-brush zoning on sporting, housing and employment and areas to protect and keep as green gaps outside settlement boundary.</p> <p>c) Approach adopted in Ross NDP (Para. 6.3). Covers opportunities and constraints in an area east of Ross, which is largely owned by HC and under strategic review.</p> <p>d) Aspirations – revisit the vision of what is needed to consolidate the town centre, extend green infrastructure including Dymock/Ledbury cycle/footpath; protect green spaces etc.</p> <p>e) NF approach: consider opportunities and constraints in (b) and (d) above.</p> <p>SG agreed to put zoning on agenda for next WP meeting on 5th January. Other items for WP agenda to be sent to PH by 22nd Dec.</p>	<p>SG</p>
<p>7. Date of Next SG Meeting</p> <p>31st December 2020 at 2:00pm</p>	

Ledbury NDP Review: Consultant's Work Programme Update

January 2021

1. An iterative approach is being followed based upon producing Topic Reports on relevant subjects within the consultant's brief, with drafts circulated for comment, information gathering and revision through advice from the Steering Group, Working Group and other representatives. When finished these should contribute towards the NDPO evidence base.

2. Five topic reports are being prepared:

- Topic paper 1: Integrating Ledbury Design Guide into the NDP
- Topic paper 2: Employment and Economy
- Topic paper 3: Green Infrastructure, Recreation, Leisure and Open Space
- Topic paper 4: Community Services
- Topic paper 5: Ledbury Town Settlement Boundary

3. Topic paper 1: Integrating Ledbury Design Guide into the NDP

Draft version 1 has been circulated to relevant representatives and feed back is awaited. A draft version 2 is being prepared that will be updated following further information, including from the Landscape and Visual Assessment and the response to the request for views to be identified.

4. Topic paper 2: Employment and Economy

Draft version 1 comprising a template with a limited amount of information has also been circulated to group members involved in this topic. His will need to be added to following discussions with Heineken. Other elements to which contributions would be welcome include, including upon town centre, tourism and commerce. The identification of additional issues to add to those in the current NDP would be useful. One that has been raised is the need for additional tourist accommodation.

5. Topic paper 3: Green Infrastructure, Recreation, Leisure and Open Space

The template for this topic covers the four items in the heading. Some preliminary work has been undertaken to add to the current strategy for green infrastructure. It is hoped to circulate this soon. Information required to support the provision of additional playing fields and collected by the Sports Association needs to be provided so that it can be presented in an appropriate form in the evidence base. This includes the basis for the amount of land and facilities required, site options looked at, and the ability to deliver any proposal. Additional open space requirements appear unlikely other than those associated with new development. Unless otherwise advised, it is understood that additional leisure facilities will not be required.

6. Topic paper 4: Community Services

A template for this topic is being prepared. Currently issues identified from the current NDP include facilities for youth, health service/surgery requirements, and a central hub for emergency services. Advice is required upon other possible matters

that might usefully be considered. Preliminary advice has been received upon health service/surgery requirements which is awaiting confirmation.

7. Topic paper 5: Settlement Boundary

Version 1 has been prepared as the basis for discussion and identifying further information that is required, including upon the need for developments arising from other topic reports. It also presents evidence from decisions on planning applications that are relevant to defining a boundary. The approach to public consultation upon options will require consideration

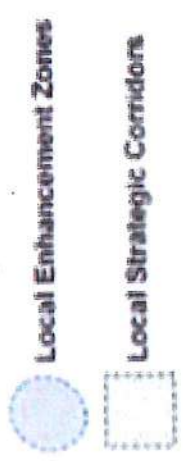
8. Strategic Environmental Assessment

Herefordshire Council has produced an Environmental Scoping Report that will form the basis for Strategic Environmental Assessments necessary at all relevant stages of the plan's progress to adoption.

Bill Bloxsome/22.12.2020

Levensley
**Local Enhancement Zones
and Strategic Corridors**
Green Infrastructure Study

Figure 5-7

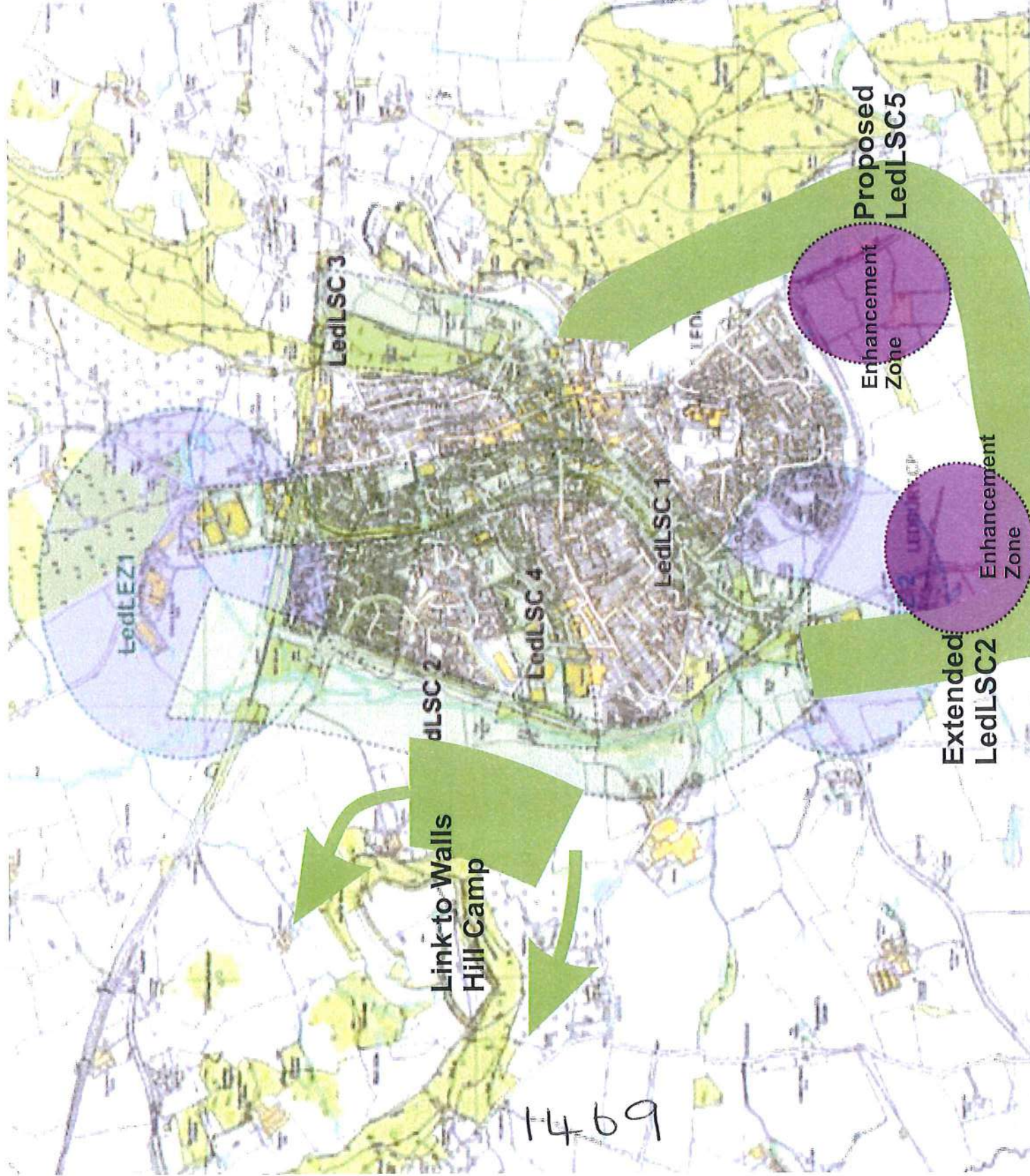


SCALE 1:14000



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Timeline Revisions

Notes:

- The timeline is designed around a preliminary consultation of 4 weeks, a Regulation 14 consultation of six weeks and a Regulation 16 consultation of six weeks run by Herefordshire Council
- Public consultation shouldn't be held during school holidays
- Easter holidays are 1st-13th April so a 4 week consultation will have to begin on 19th
- Consultation questions and materials (plans and options) need to be approved by the working party in March then ED&P on 11th March
- There is not time between the end of the first consultation and the beginning of the school holidays to analyse the consultation responses, re-write the plan and hold the six week Reg 14 consultation therefore it will need to be held after the Sumer holidays in September.
- If we have the Reg 14 Consultation in September we will get to Reg 16 at the beginning of December but it may need to be moved to January if it can't be squeezed in before the holidays.

Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec
	4 th Full Council 11 th ED&P	11 th ED&P	1 st Full Council 8 th ED&P	20 th ED&P							
			Easter Holidays 1 st -16 th	18 th - 1 st consultation			Summer Holidays 21 July - 2 September	Reg 14			Reg 16

1470.



LEDBURY TOWN COUNCIL



Dear Sir/Madam

Ledbury Town Council – Revised Neighbourhood Plan

I am writing on behalf of the Chairman of the Ledbury Town Council Neighbourhood Development Plan, Councillor Howells, to ask if your company would kindly assist the Town Council in its work to resume revising Ledbury's Neighbourhood Development Plan (NDP). We would appreciate the views of local businesses, so as to reflect your needs and comments.

Once approved and with the benefit of consultation, the Neighbourhood Development Plan can influence future planning decisions, giving the community's vision for the use and any development of land in the neighbourhood.

The approval of Ledbury's NDP in 2018 left us with a requirement for additional information to fill some gaps. In particular, we were advised to propose a settlement boundary and areas or zones that might be suitable for non-agricultural uses in the medium term. This involved preparing an evidence-based study to assess the needs and capacity of Ledbury town and its surrounding area to accept different forms of development (e.g. residential, commercial, recreational, educational, medical).

This analysis was largely completed before the Covid-19 lockdown in March, 2020, but we were then unable to contact and consult individual businesses as we had planned. We are therefore seeking your views now on the Ledbury NDP, as it has been revised to date. Our concerns and questions include:

- a) What forms of future land use/development are needed or wanted by your company?
None/Other (please specify)
- b) What are your company's main concerns relating to any future development in Ledbury?
None/Other (please specify)

Please send your comments to me at clerk@ledburytowncouncil.gov.uk or ask to request a meeting (face to face or Zoom) to discuss the matter further, preferably by 30th December 2020. Should you wish to discuss this with a member of the volunteer team currently working on the revised plan they would be happy to do so.

We would also like to establish a dialogue with the business community about Ledbury's future development. Could you please nominate someone who would act as a contact point for future discussions?

Yours sincerely

A. Price

Angela Price PSLCC, MIWFM, AICCM
CiLCA England and Wales

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Ledbury Town Council Offices, Church Street, Ledbury, Hereford, HR8 1DH Tel. (01531) 632306

Email: admin@ledburytowncouncil.gov.uk website: www.ledburytowncouncil.gov.uk

ECONOMIC DEVELOPMENT & PLANNING COMMITTEE	14 JANUARY 2021	AGENDA ITEM: 15
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15.1 – Planning Application 201718 – Land South of Leadon Way & East Dymock Road, Ledbury (Re-consultation)

Proposal: A hybrid application comprising: An application for full planning permission for the erection of a children's day nursery (Use Class D1), food store (Use Class A1), with associated access, landscaping and associated work; and An application for outline planning permission for the erection of a medical centre (Use Class D1), with all matters bar access reserved.

There are currently 65 representations on the portal which include a mixture of objections and support for the application. Some responses to note are:

- H&W CCG – have advised that they were not originally aware that an application was being submitted for the erection of a medical centre in Ledbury and that there had been no consultation with the CGG as to what might be required. They state that whilst there has been an initial conversation with the developer further discussion are still needed.
- Senior Landscape officer – copy attached for information
- Malvern Hills AONB – Copy attached for information

Attached:

- Senior Landscape Officer response
- Malvern Hills AONB Response
- Zone A Site Plan
- Masterplan
- Proposed Site Sections
- Masterplan Levels Strategy
- Perimeter Plan
- Soft Landscape Layout
- Hard Landscape Layout x 2

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MEMORANDUM

To : Consultee
From : Mr C Brace, Planning Services, Blueschool House - H31
Tel : 01432 261947 **My Ref** : 201718
Date : 10 December 2020

APPLICATION NO & SITE ADDRESS: Planning Re-consultation - 201718 - Land South of Leadon Way & East of Dymock Road, Ledbury, Herefordshire, HR8 2JQ
DESCRIPTION: A hybrid application comprising: An application for full planning permission for the erection of a children's day nursery (Use Class D1), food store (Use Class A1), with associated access, landscaping and associated work; and An application for outline planning permission for the erection of a medical centre (Use Class D1), with all matters bar access reserved.
APPLICANT(S): Deeley Properties Ltd and Countrywide Farmers PLC
GRID REF: OS 370392, 236681
APPLICATION TYPE: Outline
WEBSITE LINK: <http://www.herefordshire.gov.uk/searchplanningapplications>

Amended Additional Amended and Additional New or Re-Consultation

Plans or documents have been received for the proposal described above which are now available in Wisdom. If you have any further comments to make please respond by 31 December 2020.

Should you require further information please contact the Case Officer.

Any comments should be added below and actioned in Civica to Mr C Brace.

Comments:

Consultation response from: Nigel Koch, Senior Landscape Officer

Amended drawings

I have reviewed the amended drawings (including additional trees, revised tree species and additional footpath). In principle I have no objection to these amendments. I do however make a recommendation to assist in softening the fencing and hard treatment along the path between Lidl and the Nursery. Plant a hedge (non-thorny) along the length of Nursery boundary. This will not only give a green fringe to this area, but also provide a degree of privacy for the Nursery.

Additional document (Environmental Colour Assessment)

I am pleased that the applicant has addressed the important topic of colour within the context of the Malvern Hills Area of Outstanding Natural Beauty and local landscape setting, and provided an Environmental Colour Assessment (ECA). The information contained within the ECA is comprehensive and provides the assurance that a coordinated and appropriate colour scheme can be provided for the buildings, signage and landscape.

From my understanding, a final colour palette has not yet been confirmed, but the recommendations are clearly defined within the ECA. I provide suggestions for the next steps.

Hard Elements (roof, facades, details, signs, and landscape elements)

Submit a written specification of materials, finishes and final colours, and ensure this is maintained throughout the design process, through to construction. It goes without saying, that the attention to detail, down to the colour of the grout, will signify the difference between mediocrity and excellence.

Provide samples of the proposed external materials and finishes, as per standard conditions, and include an informative to ensure that this includes signage, and hard landscape materials and assembled on the site. This will allow real conditions under natural light and context to assess the assemblage, and allow for adjustment if necessary. Ensure to consult with the LPA, so they can be informed of the process.

Green roof

The use of a 'meadow' native/indigenous green roof instead of a sedum roof to my understanding has been determined and will be developed on this basis. The provision of details and written specification pertaining to the species, installation and growing conditions will be required, along with a management plan and maintenance schedule to ensure successful establishment and ongoing health in perpetuity for the life of the building.

End of comments

DATE RETURNED: 30/12/2020

1474

Carl Brace
Herefordshire Council
Plough Lane
Hereford
HR4 0LE

20 July 2020

Dear Mr Brace

Planning Application P201718/O: A hybrid planning application comprising:
- An application for full planning permission for the erection of a children's day nursery (Use Class D1) and food store (Use Class A1) including access, car parking landscaping and associated work; & - An application for outline planning permission for the erection of a medical centre (Use Class D1), with access to be determined now and all other matters Reserved at Land south of Leadon Way (A417) and east of Dymock Road (B4216), Ledbury, Herefordshire

The site of the proposed development lies within the setting of the Malvern Hills Area of Outstanding Natural Beauty (AONB), which is an area designated for its national landscape importance. The Malvern Hills AONB Partnership seeks to encourage high quality design and to protect and enhance the landscape.

National Planning Policy Framework

Paragraph 172 of the NPPF requires "great weight" to be given to conserving and enhancing the landscape and scenic beauty of the AONB.

Herefordshire Local Plan

Policy SS6 "Environmental quality and local distinctiveness" of the local plan states that:

'Development proposals should conserve and enhance those environmental aspects that contribute towards the county's distinctiveness, in particular its settlement pattern, landscape, biodiversity and heritage assets and especially those with specific environmental designations.... Development proposals should be shaped through an integrated approach to planning the following environmental components from the outset, and based on sufficient information to determine the effect upon each where they are relevant:

- landscape, townscape and local distinctiveness, especially in Areas of Outstanding Natural Beauty;...'*

'The management plans and conservation objectives of the county's international and nationally important features and areas will be material to the determination of future development proposals. Furthermore, assessments of local features, areas and sites, defining local distinctiveness in other development plan documents, neighbourhood development plans and supplementary planning documents should inform decisions upon proposals.'

Para 3.99 of the Local Plan also states that "Management Plans have been prepared for both the Wye Valley and Malvern Hills Areas of Outstanding Beauty. These documents will be relevant to assessment of the effects of development upon these important assets. The most rigorous approaches to assessing the effect of development should be taken for those areas with international and national

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designations, including proposals outside but having an effect upon them, in accordance with the protection afforded to such areas in the National Planning Policy Framework”.

Policy LD1 "Landscape and Townscape states that development proposals should:

- demonstrate that character of landscape and townscape has positively influenced the design, scale, nature and site selection, protection and enhancement of the setting of settlements and designated areas;
- conserve and enhance the natural, historic and scenic beauty of important landscapes and features, including Areas of Outstanding Natural Beauty... through the protection of the area's character and by enabling appropriate uses, design and management;
- incorporate new landscape schemes and their management to ensure development integrates appropriately into its surroundings; and
- maintain and extend tree cover where important to amenity, through the retention of important trees, appropriate replacement trees lost through development and new planting to support green infrastructure."

Malvern Hills AONB Management Plan

The AONB Management Plan (2019-24), a material consideration in relation to planning, contains following policies relevant to this application:

- BDP2 Development in the AONB and its setting should be in accordance with good practice guidance including that produced by the AONB Partnership.
- BDP4 Development proposals that may affect land in the AONB, including those in its setting, should protect and/or enhance key views and landscape character. AONB guidance relating to views and development in views should be used where relevant

The AONB Unit comments on this application as follows.

It is noted that the submitted Landscape Appraisal (27 May 2020) site states that the site lies approximately 1 kilometre from the boundary of the Malvern Hills AONB and therefore acknowledges at paragraph 3.6 that the site is "deemed to be included within the Malvern Hills AONB visual setting". It is also noted that page 19 of the Landscape Appraisal refers to "The provision of an extensive green roof to the food store building, angled towards the east and the Malvern Hills AONB will help soften the effect of the food store building in the landscape when viewed from an elevated position".

The Planning Statement (May 2020) also acknowledges that the site is visible from the Malvern Hills AONB. It is noted and welcomed that paragraph 2.7.1 states that "Regard has been had to the Malvern Hills AONB, Guidance on the Selection and Use of Colour in Development to assist with understanding the selection of building materials, reflecting the darker earth tones of the local vernacular and landscape rather than highly reflective cladding and roof finishes that can be seen at a distance".

The site lies approximately 900 metres from the Malvern Hills AONB and is within the setting of the AONB. It is noted in the pre application advice provided that the advice from Herefordshire County Council stated that there was a need to consider the visual impact of large roof areas and facades (particularly viewed from the Malvern Hills AONB) and that buildings should be finished in dark recessive colours with low reflectivity and/or with natural finishes. We endorse this advice.

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It is noted that the Proposed Building Elevations (Drawing Number 0305 P-00) refers to the proposed insulated metal panes being colour RAL 9010 it would be preferable in this instance to use a matt dark grey, specifically for the right side elevation that would appear to be particularly visible from the Malvern Hills AONB, which would be more muted. There are limited views from the AONB looking directly down onto the site, so the colours of the building walls when viewed across the site are probably as important as the roof.

With regard to lighting, the advice in the Malvern Hills Management Plan and accompanying guides - including 'Guidance on Lighting Design' and section 9 of the Malvern Hills AONB 'Guidance on Building Design' - lighting should be followed. This should include ensuring that any external lighting that is only installed where necessary and should be kept to an absolute minimum and that lighting should be kept low to the ground wherever possible.

Regarding the proposed green roof to the food store building, it is requested that this uses meadow grass and not sedum to avoid the colour of the roof changing to red in Autumn. Care should be taken in selecting the grass species to avoid a uniform green finish since this can look highly artificial in winter, especially since the roof will have a very regular rectangular appearance within views.

To help break up the massing of the proposed development, including the extensive areas of hard landscaping, planting within the development should be utilised to help assimilate the buildings as well as the car parking into the landscape as referenced within the Malvern Hills AONB 'Guidance on Building Design'. We feel that there could be more soft landscaping within the site. Careful consideration should be given to the type of hard surfacing to be used, in order to help break up the large open areas of hard landscaping.

The current overall design is disappointing and is a missed opportunity in terms of making this new development something positive. It currently has the appearance of an industrial estate but with more detailed landscaping there is the opportunity to produce an area which has a visually 'domestic' scale and much more intimate character, whilst still providing adequate parking. This would seem especially important for a development which includes a medical centre and nursery; the users of which would benefit from a well-designed, less impersonal landscape. This would also help it to relate to the adjacent new housing and, by taking design cues from the nearby 'old' town, help it to 'read' as part of Ledbury. In terms of its contribution to the setting of the AONB this would be much more positive, and we very much endorse the pre-app advice provided to the applicant in this respect.

I hope that you can take these comments into consideration,

Best wishes

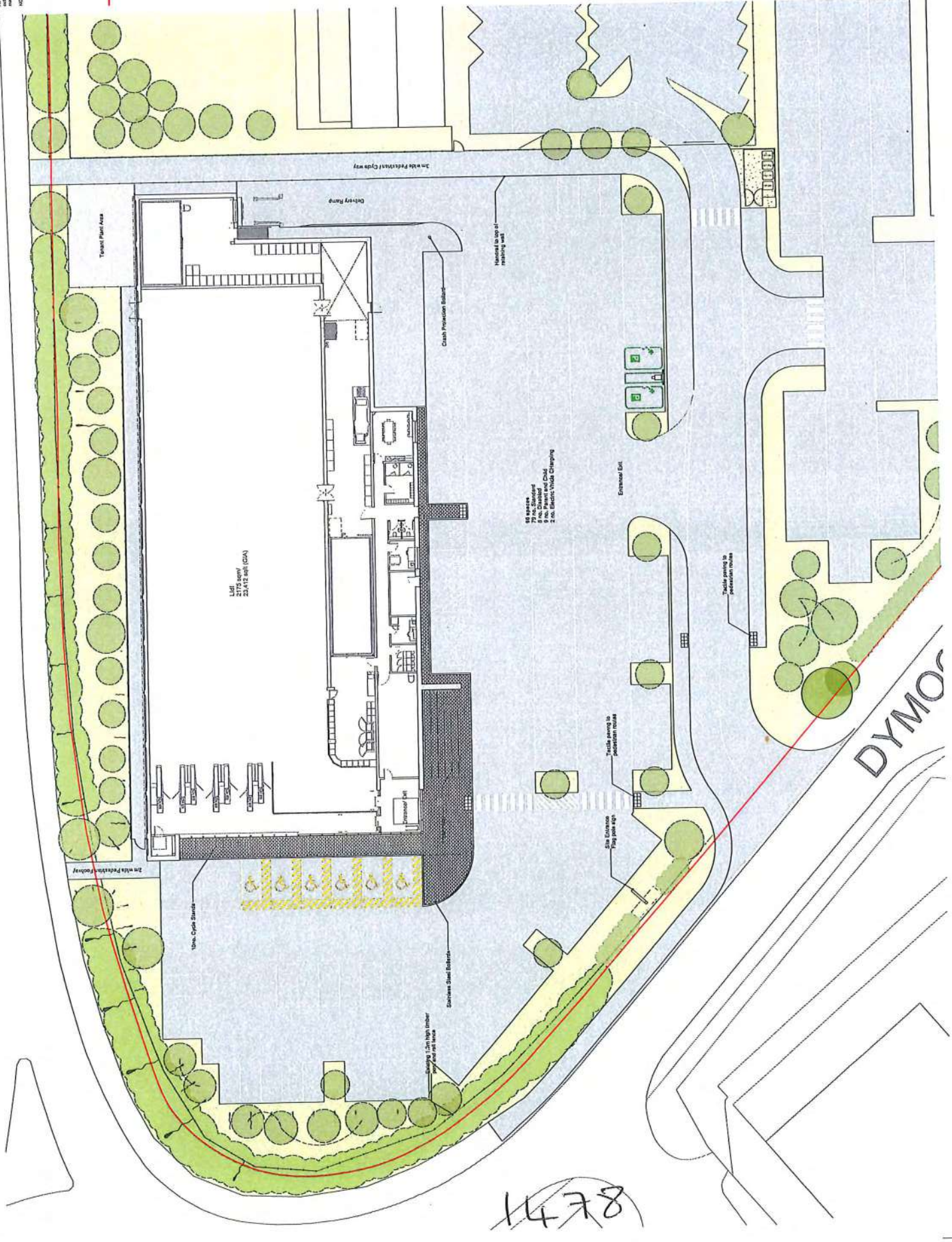
Karen Humphries
Assistant manager, Malvern Hills AONB

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NOTE: The information shown on this drawing is based on the information provided to the architect. The architect is not responsible for the accuracy of the information provided. The architect does not warrant the accuracy of the information provided to the architect. The architect is not responsible for the accuracy of the information provided to the architect. The architect is not responsible for the accuracy of the information provided to the architect.



Site Area: 3,030 square feet



1478

DEELEY PROPERTIES
 PROJECT:
 LEASING OFFICE LEASON WAY,
 LEBURRY
 DRAWING NO: 18601
 DATE: MAY 2020
 DRAWN BY: JD
 CHECKED BY: AJ
 SCALE: 1:500
 SHEET: P-01
 TOTAL SHEETS: 03/02

CORSTORPINE + WRIGHT ARCHITECTS
 11 Brook Hill, Brook Street, Warwick, CV34 5LL, UK
 Tel: 01826 658644 www.corstorphinewright.com

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 All ground dimensions are to the mean line of the building. DO NOT SCALE.
 All dimensions are given in meters and millimeters and should be used in preference to any dimensions given in feet and inches for construction purposes.

NOTES:

Site Area: 3,828 sqm (1.27 ha)



N

Old Wharf

LEADON WAY

DYMOCK ROAD

Light
2175 sqm/
23,412 sqft (GIA)

98 car parking spaces
1.87 acres

Nursery
570 sqm/
6,132 sqft (GIA)

33 car parking spaces
0.82 acres

Medical Centre
1655 sqm/
17,760 sqft (GIA)

23 car parking spaces
0.54 acres

DC 101 101/20 Address Line, Address Postcode
 DC 102 101/20 Address Line, Address Postcode
 DC 103 101/20 Address Line, Address Postcode
 DC 104 101/20 Address Line, Address Postcode
 DC 105 101/20 Address Line, Address Postcode

DEELEY PROPERTIES

LAND OFF LEADON WAY,
LEDBURY

MASTERPLAN

DC	101	101/20	Address Line	Address Postcode
DC	102	101/20	Address Line	Address Postcode
DC	103	101/20	Address Line	Address Postcode
DC	104	101/20	Address Line	Address Postcode
DC	105	101/20	Address Line	Address Postcode

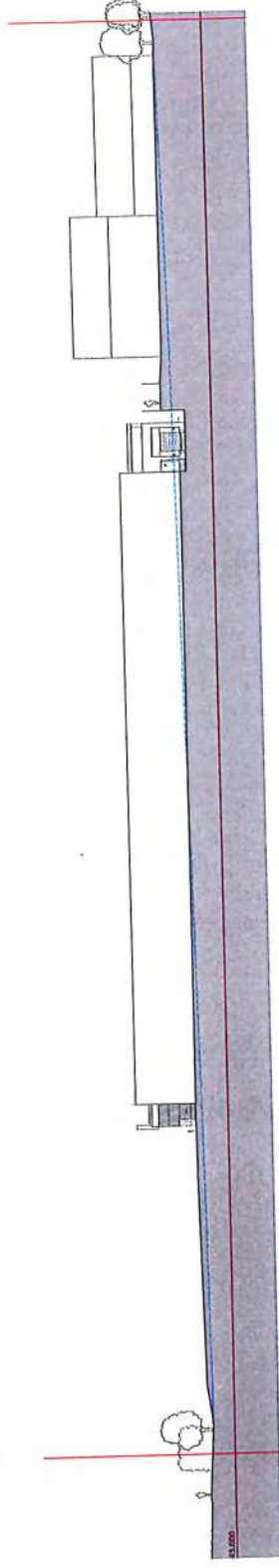
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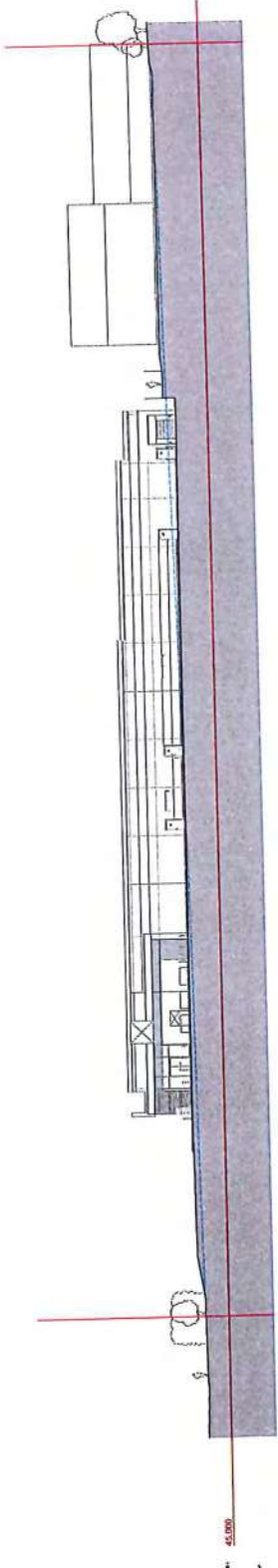
Brook Hill, Brook Street, Winwick, CV34 4BL
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1479

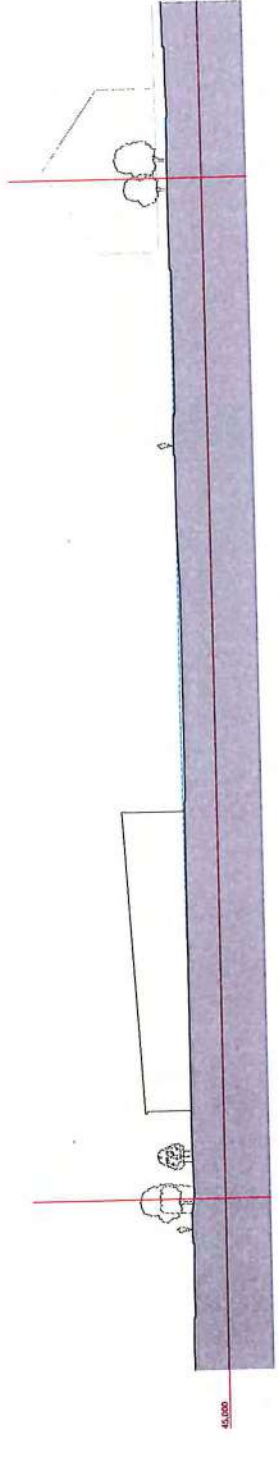
The Architect shall be responsible for obtaining all necessary permits and approvals from the relevant authorities. The Architect shall also be responsible for coordinating with the relevant authorities to ensure that the proposed development complies with all applicable laws, regulations, and codes. The Architect shall also be responsible for providing all necessary information to the relevant authorities to support the proposed development.



SECTION A (West to East)
Scale 1:200



SECTION B (West to East)
Scale 1:200



SECTION C (North to South)
Scale 1:200

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DEELEY PROPERTIES
 LAND OFF LACON WAY,
 LACON, WA
 PROPOSED SITE SECTIONS

DATE	14/01/2023
BY	JW
FOR	DEELEY PROPERTIES
PROJECT	LAND OFF LACON WAY, LACON, WA

CORSTORPHINE + WRIGHT
 ARCHITECTS
 10/11000
 19601

Brian Hill, Alice Barr, Warren Chan, Mel
 Tel: 0115 834444, www.corstorphinewright.com

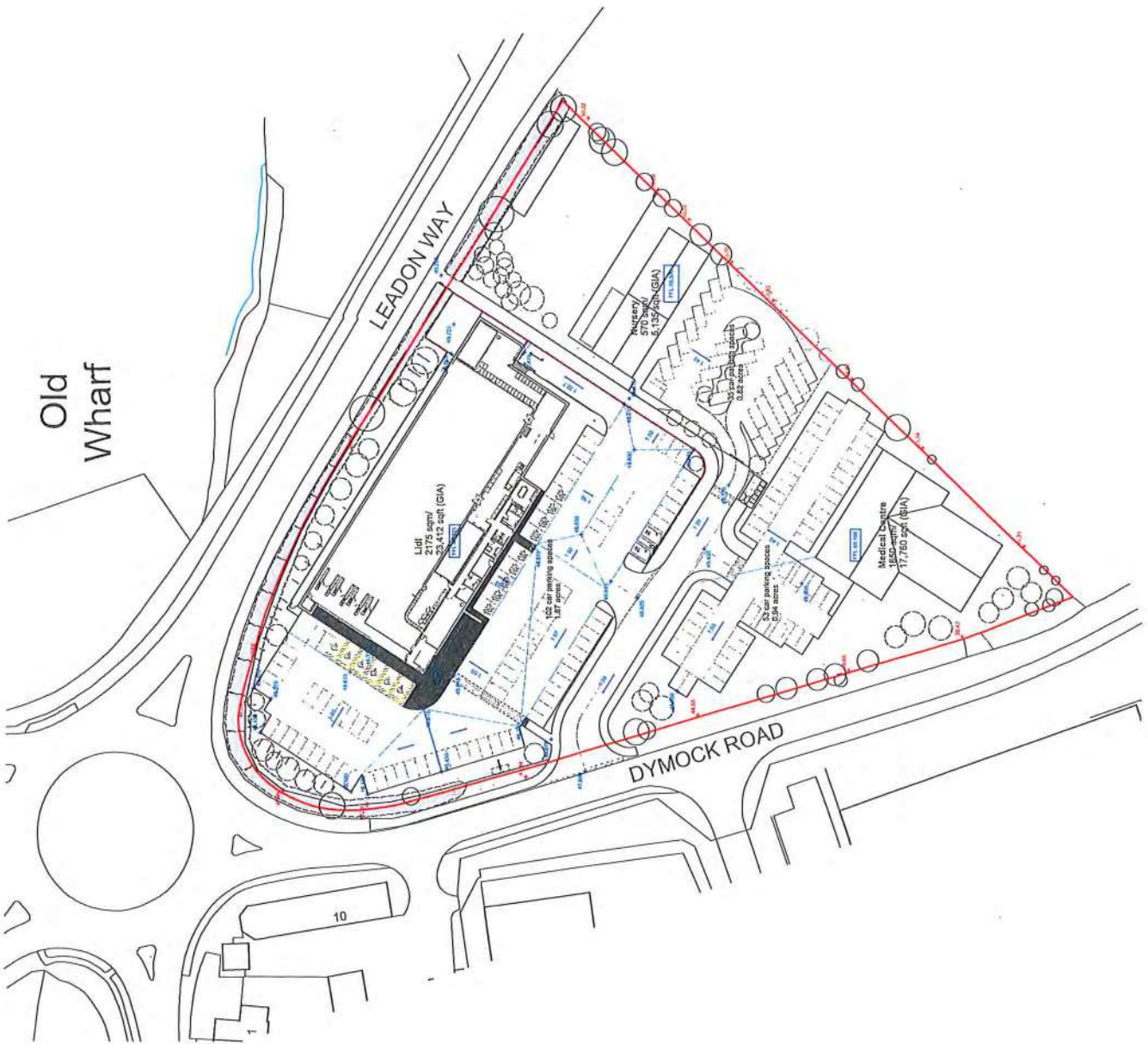
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NOTES:

Site Area: 3,038 sqm (1,132 ha)



Proposed Levels
Existing Levels
Extent of existing wall



Old Wharf

NO	13.03.20	TRIALS FOR PLANNING	DC
REV	04/20	REVISED	DC
DATE	04/20	REVISED	DC

DEELEY PROPERTIES
Project: LAND OFF LEADON WAY, LEBBURY

Drawing Title: MASTERPLAN LEVELS STRATEGY

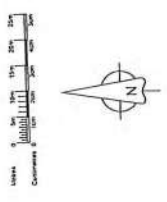
Drawn	Checked	Project No.	Date
JD	AT	1-500	MAY 2020
Project No.	Drawing No.	Scale	Revision
19861	0307	P-00	

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Site Area: 3,833 sqm / 1.59 ha



DATE	14/05/20	Zone C (P1) revised	CD
DATE	13/05/20	Input for Planning	CD
DATE	04/05/20	Initial	CD
DATE	03/05/20	Final	CD

Client: DEELEY PROPERTIES
 Project: LAND OFF LEADDON WAY, LEBBURY

Drawing Title: PARAMETERS PLAN

Drawn	Checked	Scale	Date
JLD	RAI	1:500	MAY 2020
19851	0300	P-01	

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DATE: 14/03/2024
 PROJECT: Laid off Laidon Way, Ladbury
 DRAWING: Landscape Layout Plan

REVISIONS:
 1. Issue for client comment
 2. Issue for client comment
 3. Issue for client comment

CLIENT: [Client Name]
DESIGNER: [Designer Name]
DATE: [Date]

PLANTING SCHEDULE

TYPE	KEY	SPECIES	SIZE	NOTES	QUANTITY
Planting	[Symbol]	[Species Name]	[Size]	[Notes]	[Quantity]
[...]	[...]	[...]	[...]	[...]	[...]

NOTES:
 1. All planting should be installed in accordance with BS 5831:2018.
 2. Planting should be installed in accordance with the following schedule.

TYPE	KEY	SPECIES	SIZE	NOTES	QUANTITY
[...]	[...]	[...]	[...]	[...]	[...]

LEGEND:
 [Symbol] - [Description]
 [Symbol] - [Description]

TYPE	KEY	SPECIES	SIZE	NOTES	QUANTITY
[...]	[...]	[...]	[...]	[...]	[...]



1483

B Landscape Architects

100 Laidon Way, Ladbury
 Birmingham, B15 2AP

D 100 Laidon Way, Ladbury
 Birmingham, B15 2AP

PROJECT: Laid off Laidon Way, Ladbury

DATE: 14/03/2024

Client	[...]
Project Manager	[...]
Designer	[...]
Scale	[...]
Sheet No	[...]
Scale	[...]

BD 0166500 002 Rev 01