



# LEDBURY TOWN COUNCIL

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8 July 2022

**TO: Councillors Bannister, Bradford, Harvey, Howells, Hughes, Manns, Morris, Shields and Sims**

You are hereby summoned to attend a meeting of the **Economy & Planning Committee** which will be held in the **Burgage Hall, Church Lane, Ledbury**, on **Thursday, 14 July 2022 at 7.00 pm** for the purposes of transacting the business set out below.

Yours faithfully

Angie Price  
Clerk

## FILMING AND RECORDING OF COUNCIL MEETINGS

Members of the public are permitted to film or record meetings to which they are permitted access, in a non-disruptive manner. Whilst those attending meetings are deemed to have consented to the filming, recording or broadcasting of meetings, those exercising the rights to film, record or broadcast must respect the rights of other people attending under the Data Protection Act (GDPR) 2018

## A G E N D A

1. To receive apologies for absence
2. To receive any declarations of interest and written requests for dispensations

*(Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Ledbury Town Council Code of Conduct for Members and by the Localism Act 2011)*

*(Note: Members seeking advice on this item are asked to contact the Monitoring Officer at Herefordshire Council at least 72 hours prior to the meeting)*

3. Nolan Principles (Pages 4037)
4. Election of Vice-Chair for the 2022/23 Municipal year

## 5. Public Participation

Members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda. The period of time, which is at the Chairman's discretion, for public participation shall not exceed 15 minutes. Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than five minutes. Questions/comments shall be directed to the Committee Chairman.

## MINUTES

6. To approve and sign the minutes of the Planning Committee meeting held on 16 June 2022 (Pages 4038-4049)
7. To review the Action Sheet (Pages 4050-4051)

## ECONOMY

8. Tourist Information Centre (Verbal update)

## WORKING PARTIES

9. Minutes of meetings of the Markets Working Party held on 16 May and 27 June 2022 (Pages 4052-4057)

## PLANNING

10. Planning Consultations (30 minutes)

	Application Number	Deadline for comments	Application details
10.1	<u>201718</u> Appeal reference APP/W1850/W/21/3279731	19 July 2022	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; erection of a medical centre (Use Class D1), with all matters bar access reserved – <b>Land South of Leaddon Way &amp; East Dymock</b>

			<b>Road, Ledbury, Herefordshire, HR8 2JQ</b>
10.2	<u>220783</u>	22 July 2022 – Target determination date 8 August 2022	Proposed change of use of land and laundry/washroom to a bungalow (Retrospective) and for a new day/laundry room for existing traveller site - <b>Little Bush Pitch, Bush Pitch, Ledbury Herefordshire, HR8 2PX</b>
10.3	<u>221797</u>	7 July 2022 – Target determination date 26 July 2022	Repairs to the existing structure including an extended slot drain to the bases of the monument – <b>War Memorial, High Street, Ledbury- Listed Building Consent</b>
10.4	<u>221870</u>	8 July 2022 0- Target determination date 2 August 2022	Proposed single storey extension – <b>Mallory, Long Acres, Ledbury, Herefordshire, HR8 2AT</b>
10.5	<u>221419</u>	Previously issued with wrong App No. 235782	Proposed detached orangery- <b>Hall House Farm, Ledbury, HR8 2JE – approved with conditions</b>
10.6	<u>221598</u>	See minute no. P583 – 10.2	New garage with ground floor link room and storage above – <b>Hill View Ledbury, Herefordshire – Approved with conditions</b>

**11. Planning Decisions**

**(Pages 4058-4061)**

**12. Section 106**

**(Pages 4062-4072)**

1. **Land to the South of Leadon Way Ledbury, Herefordshire – Section 106 contributions**
2. **Update on conversations with Paul Walker, Hereford Council Chief Executive, and Justine Burnett, Portfolio Manager, economy & Environment, Programme Management Office, Herefordshire Council**

13. **Notice of Proposal (Public Consultation): Proposed 40MPH speed limit on A417 Ledbury Bypass (Leadon Way), Herefordshire**  
(Pages 4073-4085)
14. **Tree Preservation Order – TPO 664 Land between Leadon Way and Amcor Provisional**  
(Pages 4086-4089)

#### **WORKING PARTIES**

15. a. **Neighbourhood Development Plan Working Party (NDP)**  
(Pages 4090-4100)
  - i. **NDP Steering Group notes 68 and 70**
- b. **Traffic Management Working Party** (Pages 4101-4105)

**To receive and note the Traffic Management Working Party minutes of meeting held on 31 May and 27 June 2022**

#### **GENERAL**

16. **Herefordshire Local Plan 2021-2041 – Place Shaping Consultation**  
(Pages 4106-4141)
17. **Ledbury Market House – removable stair lift** (Pages 4142-4150)
18. **Notice of closure of Barclays Bank, Homend, Ledbury**  
(Pages 4151-4160)
19. **Date of next meeting**

**To note that the date of the next meeting of the Planning Committee is scheduled for 11 August 2022 at 7.00 pm**

Distribution: Full agenda to: - Committee Members (8)

Full agenda excluding confidential papers to:  
Councillor l'Anson (1)  
Press (1)

Agenda front pages to all non-committee members (5)

**LEDBURY TOWN COUNCIL****The Seven Principles of Public Life****(Nolan Principles)****1. Selflessness**

Holders of public office should act solely in terms of the public interest.

**2. Integrity**

Holders of public office must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships.

**3. Objectivity**

Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.

**4. Accountability**

Holders of public office are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this.

**5. Openness**

Holders of public office should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing.

**6. Honesty**

Holders of public office should be truthful.

**7. Leadership**

Holders of public office should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs.

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## LEDBURY TOWN COUNCIL

### MINUTES OF A MEETING OF THE PLANNING COMMITTEE HELD ON 16 JUNE 2022

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**PRESENT:** Councillors Bannister, Bradford, Howells, Hughes, Manns, Morris, Shields

**ALSO PRESENT:** Julia Lawrence – Deputy Town Clerk

Councillor Hughes raised a question as to why the meeting was being held in the Burgage Hall and not the Committee Room as had been agreed at the Annual Council meeting held on 12 May 2022. The Deputy Clerk advised that this had been revisited at the meeting of Council held on 9 June 2022.

Councillor Hughes advised that his understanding was that once a matter had been resolved by a minute of Council this could not be overturned unless a motion signed by three Councillors has been submitted.

Councillor Howells agreed with the point raised by Councillor Hughes. However, he advised that this amendment was made at the council meeting on 9 June 2022 on health & safety grounds.

Councillor Bannister said that he had proposed the amendment on the advice of the Clerk, due to the decision taken at the Annual Council meeting since a number of Councillors felt that they would be excluded from attending meetings due to the risk posed to councillors and Members of the public, from Covid.

#### **P574 ELECTION OF CHAIR FOR THE 2022/23 MUNICIPAL YEAR**

##### **RESOLVED:**

**That the members of the committee voted to elect Councillor Morris as Chair for the 2022/23 Municipal Year.**

Following taking up the Chair's position, Councillor Morris asked that going forward the planning part of the agenda be kept to a minimum and suggested that there should be one Councillor, in rotation, to speak on the planning applications, and that minutes should be read before the meeting to avoid a lengthy discussion on each item. He also asked whether there was still a Major Planning Working Party and was advised that this Working Party had been disbanded.

#### **P575 TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Harvey and Sims

**P576 TO RECEIVE ANY DECLARATIONS OF INTEREST AND WRITTEN REQUESTS FOR DISPENSATIONS**

None received

**P577 NOLAN PRINCIPLES**

**RESOLVED:**

That the Nolan Principles be received and noted

**P578 ELECTION OF VICE-CHAIR FOR THE 2022/23 MUNICIPAL YEAR**

Councillor Bradford advised that if no other Councillors were willing to step up to the role of Vice Chair then he would be willing to do so. Councillor Bradford nominated Councillor Shields however, Councillor Shields declined the nomination due to other commitments.

Councillor Bannister nominated himself. Councillor Hughes stated that he felt that all Councillors should be prepared to step up to the eight leadership roles within the Council and as Councillor Shields had declined the nomination, he suggested that this be put in abeyance and be considered at the next meeting.

Councillor Bradford suggested contacting the two absent committee members to ask whether they would be prepared to take up the role of Vice Chair.

**RESOLVED:**

**That this post be offered to Councillors who were absent from this meeting and to revisit this item at the next committee meeting.**

**P579 PUBLIC PARTICIPATION**

Members were asked what had happened since the previous meeting in respect of The Barn, noting that the Council had requested a copy of the licence.

Councillor Morris advised that the Committee is waiting for an outcome from Herefordshire Council.

**P580 TO APPROVE AND SIGN THE MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON 19 MAY 2022**

**RESOLVED:**

**That the minutes of the meeting of the Planning Committee held on 19 May 2022 be approved and signed as a correct record subject to the following amendments:**

1. **Page 3916 Minute no. P574 resolution should read "16 June".**



2. Page 3917 Minute no. P578 resolution no. 2 should read "16 June".
3. Page 3920 Minute no. P586(13.5) to note that this item was to be reviewed at the next meeting and to be added to the Action Sheet.
4. That in future members of the Committee address minor amendments, such as spelling mistakes, with the Clerk prior to the meeting.

#### **P581 TO REVIEW THE ACTION SHEET**

Members of the Committee considered that the 'Status' column needed amendment since whilst that particular action may have been completed, it did not necessarily mean that the overall project had been completed. Members considered that a further column should be added giving reference to letters received and sight thereof or simply stating that a response was awaited. The Deputy Clerk suggested putting dates in the Comments box showing a full trail of events and/or updates which was accepted.

#### **RESOLVED:**

**That the action sheet be amended to include a trail showing dates as and when progress has been made and sharing sight of appropriate correspondence with Councillors.**

#### **ECONOMY**

#### **P582 HEREFORDSHIRE COUNTY BID**

Members of the Committee were invited recommend a Councillor as Council representative on the Herefordshire County panel. Members considered that Councillor Sims may be the most appropriate candidate because of his business acumen and due to his absence at the meeting, that the Clerk should write to him to see if this role would be of interest to him. The meetings would either be in person or via Zoom.

Whilst Councillor Howells welcomed the opportunity for Councillor Sims to accept this role, Councillor Howells confirmed his willingness to take up this role should Councillor Sims not want to accept it.

#### **RECOMMENDED:**

**That the Clerk contacts Councillor Sims to see if he would like to consider the role of representative on the Herefordshire County panel for the Hereford BID.**

A O A O

## PLANNING

### P583 PLANNING CONSULTATIONS

#### 10.1 Application no. 221577 – Land between Leadon Way and Amcor Flexibles, Lower Road Trading Estate, Ledbury, Herefordshire, HR8 2DJ

Councillor Bannister suggested that Members should bear in mind that large transport operations have exemptions in terms of light pollution. It was pleasing to note that this application does appear to have a large section dealing with light pollution. However, further information should be sought on what they intend to do, as part of this development relates to trucks and the parking and movement of trucks in the yard which should be taken into account. Councillor Bannister suggested writing to the applicant to ask what their intentions are in terms of running a yard like this.

Councillor Shields raised concerns over the ratio of planning/economy items on the agenda, suggesting that to enable members to deal with planning they should first consider the economy. Councillor Shields suggested that it would be useful to have an understanding on how to develop the economy in the town as this would help inform decisions on planning applications.

Councillor Bannister reminded Councillor Shields of the Neighbourhood Development Plan advising that the plan is taken into account in these proposals. Councillor Howells supported and expanded on the point raised by Councillor Bannister.

#### **RESOLVED:**

**That the Clerk contact the Planning Department in order to have a dialogue with the applicant regarding their application.**

#### 10.2 Application no. 221598 - Hill View, Ledbury, Herefordshire. New garage with ground floor link room and storage above.

It was noted that the application number stated on the report was incorrect.

#### **RESOLVED:**

**That this item be referred back to the next meeting of the Committee.**

**10.3 Application no. 221603 - Parkfield Farm, Liddington, Ledbury, Herefordshire, HR8 2LF. Single storey extension.**

**RESOLVED:**

**No Objection**

**10.4 Application no. 221720 – Tree removal due to disease**

**RESOLVED:**

**No Objection**

**10.5 Application no. 221419 - Hall House Farm, Ledbury, Herefordshire, HR8 2JE. Proposed detached orangery.**

**RESOLVED:**

**No Objection**

**10.6 Application no. 221702 – 37 Robinsons Meadow, Ledbury, Herefordshire, HR8 1SU. Proposed single storey rear extension.**

**RESOLVED:**

**No Objection**

**10.7 Application no. 221661 – Lanark House, 17 New Street, Ledbury, Herefordshire, HR8 2DX. Change of use from offices to retail shop.**

**RESOLVED:**

**No Objection**

**10.8 Application no. 221660 – Lanark House, 17 New Street, Ledbury, Herefordshire, HR8 2DX. Change of use from offices to retail shop.**

**RESOLVED:**

**No Objection**

**P584 PLANNING DECISIONS**

**RESOLVED:**

**That the Planning Decisions be received and noted.**

*AOA2*

**P585 APPEAL DECISION – THE METHODIST CHURCH, 145 THE HOMEND, LEDBURY, HR8 1BS**

Members expressed their disappointment at Herefordshire Council refusing the application for a wine bar and restaurant. The Chair requested that the item be placed on the next agenda and that in the interim, Ledbury Town Council should arrange a meeting with the owners of the building and Herefordshire Council planners to see what can be done to allow this application to go ahead. Councillor Hughes considered that Ledbury Town Council may have to take matters into their own hands, by way of a Compulsory Purchase Order and feasibility study. Councillor Howells advised that the Traders Association were also disappointed with the outcome.

**RESOLVED:**

**That the matter be referred back to the next meeting of the Committee for further discussion and for the Clerk to arrange a meeting with the owners and Planning Department in the meantime.**

**P586 PROPOSED PLANNING SYSTEM REFORMS: LEVELLING UP AND REGENERATION BILL**

Councillor Howells advised that a lot of the information within the document was critical in the context of the Neighbourhood Plan and the Local Plan such as reference being made to local plans being given more weight when making decisions on applications, protecting the historic environment and the impact on second home ownership. Councillor Bannister stated that this was key legislation affecting the Neighbourhood Development Plan (NDP) and that the key features should be used as a guide for future activities for the community.

Councillor Shields made reference to the next steps in terms on consultation and suggested that Council Officers register the Council's interest. Councillor Howells said it was important that the Council keeps track of the various consultation phases in order to respond as appropriate. The Committee agreed that this should be a standard item for the agenda going forward.

**RESOLVED:**

- 1. That officers be instructed to register the interest of the Council in the Bill.**
- 2. That this be added as an agenda item for future Planning Committee meetings.**

## **P587 NEIGHBOURHOOD DEVELOPMENT PLAN WORKING PARTY (NDP)**

Councillor Howells provided an overview on the following documents:

**i. Minutes of a Meeting of the NDP Working Party Held on 3 May 2022**

**RESOLVED:**

**That the minutes of the meeting of the NDP Working Party held on 3 May 2022 be received and noted.**

**ii. NDP Steering Group Notes 67 & 68.**

Councillor Howells made reference to the Tree Protection Orders noted under item 3 (vi) referred to in Meeting 67 and advise received from Bill Bloxsome. The advice given was to not reply at this stage subject to further advising being anticipated.

Referring to Note 67, Councillor Howells made reference to the timeline as to whether an Extraordinary Council meeting may be required in order to proceed to Reg 16. The Deputy Clerk questioned whether there would sufficient time to call an extraordinary meeting prior to the next scheduled meeting of Council. Councillor Howells was to take up the matter with the Clerk.

**RESOLVED:**

**That the notes of the NDP Steering Group Meetings be received and noted.**

**iii. Budget as of 8 June 2022**

Councillor Howells confirmed that whilst there had been a small surplus, the NDP was still under budget.

**RESOLVED:**

**That the budget document be received and noted.**

**iv. COMMUNICATIONS PLAN V13**

**RESOLVED:**

**That the Communications Plan V13 be received and noted.**

v. **SCHEDULE OF REG 14 CONSULTATION RESPONSES**

**RESOLVED:**

**That the Schedule of Reg 14 Consultation responses be recommended to a meeting of Council.**

vi. **STATEMENT OF ALTERATION**

Councillor Howells made reference to the Statement of Alteration noting the amendments shown in red text.

**RESOLVED:**

**That the Statement of Alteration be recommended to a meeting of Council.**

vii. **LEDBURY NDP REG 16 DRAFT PLAN**

Councillor Howells advised Members that this was the revised document with all the amendments shown in red print. The document needed to be approved by the Committee prior to submission to Herefordshire Council in order that it could progress to the next stage.

Councillor Bradford stated that local residents did not receive a copy of the previous NDP as it was a substantial document and too big to post and asked how this new NDP would be marketed to the local residents especially for those without access to the internet. Councillor Howells confirmed that this time the first round had been promoted by Ledbury Town Council and thereafter was managed by Herefordshire Council through an extensive consultation programme. Herefordshire Council will advertise the NDP and send to all statutory consultees. Councillor Howells confirmed that he would ensure that it is available on Ledbury Town Council's website as well as making reference to it in the Newsletter.

**RESOLVED:**

**That the Economy and Planning Committee accept and agree the contents of the NDP Reg 16 Draft Plan and that it recommended to a meeting of Council following which it will be presented to Herefordshire Council to progress to the next stage.**

viii. **INVOICE NO. CT22317 FROM CARLY TINKLER**

Councillor Howells made reference to the invoice that had been presented by Carly Tinkler in respect of reports and plans for publication and Regulation 14 consultation, that had previously been approved and paid.

**RESOLVED:**

**That the invoice submitted by Carly Tinkler be received and noted due this having previously been approved and paid.**

**P588 LOCAL PLAN SPATIAL OPTIONS AND POLICY OPTION CONSULTATION – DRAFT RESPONSE**

Councillor Bradford made reference to the document insofar as no reference had been made to social housing. Referring to the document, reference had only been made to building affordable housing whereas Councillor Bradford believed that Ledbury Town Council has not responded to the local housing plan.

Councillor Hughes asked who the author was of the response document. Councillor Howells confirmed that it had been drafted initially by Councillor Bannister and himself and then reviewed and edited by himself, before taking forward to cabinet members. Councillor Howells stated that there was also a Supplementary Planning Document on affordable housing which is misleading since affordable housing is noted in the document but as different categories of housing which does include social housing. It was noted that Herefordshire Council are investigating possible sites.

Councillor Hughes confirmed that the response made no reference to social housing. Councillor Shields referred Members of the Committee to page 8 of the document where it stated under the paragraph headed up as Housing: "Emphasis should be on a larger proportion (the largest proportion?) of affordable housing ...." whereas Councillor Howells believed that this should be amended to read: "Emphasis should be on a larger proportion (the largest proportion?) of affordable and social housing as defined in the Supplementary Planning Document ...."

Councillor Shields stated that the council need to encourage more affordable and social housing, having made reference to Ledbury Primary School, whose intake for this September was only 33 as compared to an average intake of 60 children. This has a knock-on effect as if the Town is unable to support young families coming to Ledbury then we are unable to keep the schools vibrant.

Councillor Shields considered consequences of the "lack of children in Ledbury" should be an agenda item and the Chair requested that Councillor Shields writes to the Clerk to request that this be added on a future agenda.

**RESOLVED:**

- 1 That the Local Plan Spatial Options and Policy Options Consultation draft response be approved by the Economy and Planning Committee subject to making the amendments noted above in respect of social housing being added, prior to the document being submitted to Herefordshire Council.**

4046

- 2 That Councillor Shields writes to the Clerk to request an agenda item be added in relation to the consequences of the lack of children in Ledbury.

**P589 SECTION 106 – INFORMATION RECEIVED FROM JUSTINE BURNETT, PORTFOLIO MANAGER**

Councillor Hughes noted that the document presented was a process only with no outcomes. Councillor Hughes stated that he knew nothing about these monies and requested to know what the S106 plans were for Ledbury bearing in mind the large quantum of developments taking place, how the money was going to be spent and what part Ledbury Town Council can play in getting these monies spent. Councillor Howells confirmed that a S106 Working Party had taken place last year where members of that Working Party had started to develop a wish list in order that the Council could negotiate with planners at the relevant times.

**RESOLVED:**

**That members of the Economy and Planning Committee agreed that Officers should:**

- 1 Contact Justine Burnett to get answers in respect of S106 schemes.
- 2 Request the Clerk write to the Chief Executive of Herefordshire Council requesting help in regard to S106 responses.
- 3 Include an agenda item for the next meeting to discuss S106 wish list for Ledbury Town Council.

**P.590 REQUEST FROM BLOOR TO MEET WITH MEMBERS OF COUNCIL TO DISCUSS RESERVE MATTERS**

It was confirmed that the meeting with Bloor Homes will take place on 22 June 2022 at 3.30pm in Ledbury Town Council offices. It was noted that Herefordshire Council's Planning Officer, Kevin Bishop, would also be in attendance at the meeting.

Councillor Shields requested that those in attendance make reference to the amount of gas boilers (approximately 17,000) being installed in the new homes before 2025. Whilst noting that Bloor Homes do not need to do anything, the Committee considered that this amount should be challenged.

**RESOLVED:**

**That a meeting would take place with Bloor homes on 22 June 2022 to discuss their first phases of the development and Councillors in attendance are asked to make reference to the large amount of gas boilers being installed.**



## **P.591 EXCLUSION OF PRESS AND PUBLIC**

### **RESOLVED:**

**That in accordance with Section 1(2) of the Public Bodies Admission to Meetings) Act 1960, in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public are excluded from the remainder of the meeting**

## **P592 TOURIST INFORMATION CENTRE (TIC)**

Councillor Shields made reference to when pink papers are issued and required clarity. The Deputy Clerk confirmed that they are confidential and are only issued to Councillors. Reference was made to a previous meeting when pink papers were issued at the start of the meeting and then returned at the end of the meeting. In this instance, the Deputy Clerk had confirmed that the particular agenda item was very sensitive but nevertheless clarity will be provided so that all Councillors understand the protocol.

Councillor Bradford raised concerns about the proposals being put forward, in view of the lack of a formal business plan and potentially committing to £20K of precept monies noting that TIC websites were set up some 15 years ago.

The Chair thought that the Clerk was to prepare a business plan for a TIC but could not recall where it had been recorded as an action and believed that the general consensus was to have a small TIC in the office whereby staff could help people find what they were looking for in the Town. In addition, having merchandise would not contribute to the profits of the TIC. The Chair made reference to the opening hours of the Painted Room believing that this should be open on Thursday, Friday, Saturday and Sunday.

Councillor Hughes considered that events leading up to a TIC had grown out of proportion noting that the initial proposals put forward at the Grants Working Party was simply to move the TIC sign to the entry of the Council offices, "remodel" the reception area to accommodate space for TIC and retrain staff where necessary and for such funds to be made available through the Great Places to Visit fund, whereby adding no further monies to the precept. On that basis, Councillor Hughes did not accept the proposals being put forward now.

Councillor Shields made reference to the Masters House stating that the lack of progress regarding the TIC was holding up plans for the Masters House to find a permanent home for the Children's library as it was considered that the Victorian Room might house the TIC, but this is currently being used as the Children's library. Councillor Morris clarified the position regarding the Masters House stating that Ledbury Town Council would not now or in future use their facilities as a TIC as they were deemed inappropriate by Herefordshire Council.

4048

**RESOLVED:**

**That members of the Economy and Planning Committee agreed to the following actions:**

- 1 Not support the proposals put forward under Item 19.**
- 2 Move the TIC sign to the Council Offices and establish TIC in Council Offices.**
- 3 Consider the workloads of tour guides and refer back to Resources.**
- 4 Take appropriate action as quickly as possible bearing in mind funding expires at the end of August 2022.**

**P593 DATE OF NEXT MEETING**

**RESOLVED:**

**To note that the date of the next meeting of the Planning Committee is scheduled for 14 July 2022 at 7.00pm**

The meeting closed at 8.45pm

**Signed.....**

**Dated .....**

4049

**ACTION SHEET**

**PLANNING COMMITTEE  
16.06.2022**

Minute No.	Action	To be Actioned by	Date Actioned	Comments	Status
P578	That this post be offered to cllrs who were absent from this meeting and to revisit this item at the next meeting	TC	14.07.2022	Item to be considered at meeting of committee on 14.07.2022	In progress
P580 (1-3)	That amendments be made to the minutes of the meeting held on 19.05.2022 prior to the Chair being asked to sign them - Pages 3916,, 3917, 3920 as per minutes -	TC		Amendments to be made and copies presented to the Chair at the meeting scheduled for 14 July 2022	In Progress
P580(4)	That in future members of the committee address minor amendments, such as spelling mistake, with the Clerk prior to the meeting	Committee Members			on-going
P581	That the action sheet be amended to include a trail showing date and when progress has been made and sharing sight of appropriate correspondence with Cllrs	TC		Further disucssion required for clarification	Outstanding
P582	That the Clerk contacts Cllr Sims to ask whether he would wish to be considered as the Council's representative on the Hereford Bid panel	TC			In progress
P583(10.1)	That the Clerk contact the planning department in order to have a dialogue with the applicant regarding their application	TC			Outstanding
P583(10.2)	That this application be referred back to the next meeting of the committee	TC	14.07.2022	Item to be considered at meeting of committee on 14.07.2022	In Progress
P585	That this item be referred back to the next meeting of the committee for further discussion and that in the meantime the Clerk arrange a meeting with the owners and planning department	TC	14.07.2022	(1)Item to be considered at meeting of committee on 14.07.2022 (2) clerk to arrange meeting	1. in progress 2. Outstanding

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P586(1)	That officers be instructed to register the Councils interest in the Bill	TC				Outstanding
P586(2)	That this item be added to a future agenda for further discussion	TC	14.07.2022		Item to be considered at meeting of committee on 14.07.2022	In progress
P587(v-vii)	That these three documents be recommended to Council for approval	TC	14.07.2022		All three documents to be considered at an EO Meeting of Council on 14.07.22 at 6.00 pm	In progress
P588(1)	That the LPSO and PO Consultation draft response be approved subject to the an amendment to include a comment on social housing prior to it being submitted to HC	TC	24.06.2022		Amendments made accordingly and document submitted, by the Clerk, to HC and confirmation received of delivery	Completed
P588(2)	That Cllr Shields write to the Clerk to request an agenda item be added in relation to the consequences of the lack of children in Ledbury.	Cllr Shields			No correspondence received by Clerk to date	Outstanding
P589(1-2)	That the Clerk contact Justine Burnett to get answers in respect of S106 schemes	TC	14.07.2022		Information update on S106 situation to be provided by Clerk at committee meeting scheduled for 14.07.2022	In progress
P589(3)	Item to be included on the next agenda to discuss LTC S106 wish list.	TC	14.07.2022		Item to be considered at meeting of committee on 14.07.2022	In Progress
P592(2)	That the TIC sign be moved to th TC offices	Officers			DTC requested to contact BBLP about changing direction of TIC sign in town centre	In Progress
P592(3)	Consider the workloads of tour guides and refer back to resources				More clarity required in respect of this minute	Outstanding

**LEDBURY TOWN COUNCIL**

**MINUTES OF A MEETING OF THE MARKETS WORKING PARTY MEETING  
HELD ON 16 MAY 2022**

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**PRESENT:** Councillors Chowns, Hughes and Morris  
Non- Councillors – Caroline Green

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

**MWP20. ELECTION OF CHAIR FOR THE 2022/23 MUNICIPAL YEAR**

**RESOLVED:**

That Caroline Green be elected as Chair of the Markets Working Party for the 2022/23 Municipal Year.

**MWP21. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Knight.

**MWP22. DECLARATIONS OF INTEREST**

None received.

**MWP23. TERMS OF REFERENCE**

The Clerk advised that as part of the Council looking at ways to reduce the workload of staff, at the meeting of the Economy & Planning Committee it would discuss whether the Chair and Members of the Working Parties could take on more of an administration role. It is being proposed that the Chair of each Working Party take on the responsibility for the preparation of documents to be included on the agenda and that a member of the Working Party be nominated to take and transcribe the notes of each meeting.

**RESOLVED:**

That the Terms of Reference "Quorum" be amended to state that the Quorum should be two members, at that at least one of those MUST be a Councillor.

**MWP24. TO ELECT NON-COUNCIL MEMBERS TO THE WORKING PARTY**

None present.

MWP25. **TO APPROVE AND SIGN THE MINUTES OF A MEETING OF THE MARKETS WORKING PARTY HELD ON 24 APRIL 2022**

**RESOLVED:**

That the minutes of the meeting of the Markets Working Party held on 24 April 2022 be approved and signed as a correct record.

MWP26. **TO REVIEW CHARTER MARKETS STRATEGY WORKING DOCUMENT**

Councillor Morris expressed some anxiety over the progress being made in respect of the Charter Market Strategy, stating that it had been agreed that this would be available for the Working Party to review at the end of February 2022 and that to his knowledge this was the first time that this had been made available to the Working Party.

The Chair advised that this item had been on the agenda of the previous meeting, however due to time constraints it had not been possible to consider the content and that it had been agreed that it would be the main item of business on the agenda of this meeting.

The Clerk advised that she and other members of staff had, when visiting local markets, spoken to the traders inviting them to attend Ledbury Market on either a Tuesday or Saturday. She advised that as a result a number of new stalls had been attending the Saturday market over past months.

Councillor Morris asked why there was no report back on this providing information as to who had been spoken to, how many and their contact details. The Clerk advised that when speaking with traders at other markets, wherever possible she had obtained business cards or given them her own business card, and that these had been passed to the CDO. She advised that if these were not already in a spread sheet, she would arrange for this to be done, with the spread sheet being submitted to the next Markets meeting for information.

Members discussed the Markets Strategy, and these have been incorporated into the document, a copy of which is attached.

**RESOLVED:**

1. That the CDO create a Marketing/PR Plan taking into account the points raised within the Market Strategy document and that this be presented to the Working Party within three months.
2. That the various recommendations noted in the Markets Strategy be submitted to the Economy & Planning meeting scheduled for 15 June 2022 for consideration.

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MWP27. **REPORT ON WEEKDAY MARKETS**

Unfortunately, the CDO was absent due to illness; and therefore no update was available.

MWP28. **REPORT ON CRAFT MARKETS**

Unfortunately, the CDO was absent due to illness, and therefore no update was available.

MWP29. **DATE OF NEXT MEETING**

Members were advised of a schedule of meetings that had been proposed for all Working Parties, which included the Markets Working Party having been scheduled for bi-monthly meetings. However, Members felt that it would be beneficial for meetings to be monthly until such time the Marketing/PR Plan was completed and that more time should be given to the meetings to allow business to be considered.

**RESOLVED:**

**To note that the next meeting of the Markets Working Party will be held on 27 June 2022 at 10.30 am in the Committee Room and that Members will allow 2 hours for the meeting, to enable all the business to be given consideration.**

The meeting closed at 11.00 am.

Signed ..... date .....





**LEDBURY TOWN COUNCIL**

**MINUTES OF A MEETING OF THE MARKETS WORKING PARTY MEETING  
HELD ON 27 JUNE 2022**

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**PRESENT:** Councillors Hughes and Morris

**ALSO PRESENT:** Angela Price – Town Clerk  
Emma Jackson – CDO

**MWP30. APOLOGIES FOR ABSENCE**

Apologies were received from Councillor Chowns.

**MWP31. DECLARATIONS OF INTEREST**

None received

**MWP32. TO ELECT NON-COUNCIL MEMBERS**

None

**MWP33. TO APPROVE AND SIGN THE MINUTES OF A MEETING OF THE  
MARKETS WORKING PARTY HELD ON 16 MAY 2022**

**RESOLVED:**

**That the minutes of the Markets Working Party meeting held on 16  
May 2022 be approved and signed as a correct record.**

**MWP34. UPDATE ON PROGRESS OF CHARTER MARKET STRATEGY  
WORKING DOCUMENT**

Councillor Morris expressed concerns over the progress of the Market Strategy and suggested that this needed to be revisited with it potentially being started from the beginning. He felt that the strategy should include the long-term view of the council in respect of the markets and how this could be managed. He stated that the market as it is at the moment is an embarrassment and there needs to be a wider conversation about how this can be managed.

The CDO provided an explanation on why some traders had not been at the market through June, whilst also making Members aware that on 25 May the Saturday market had been at full capacity.

It was felt that not enough information was being provided in the reports to the working party, and that they information should include for example:

4055

- The number of stalls present each day
- Their name and what they sell
- A schedule of attendees for future markets
- Speciality markets

Councillor Morris suggested that gazebos should be put up on the High Street on market days irrespective of whether the spaces are booked or not, as this makes the market look like a market. It was agreed that something could be placed on the empty stalls advising that the space was available for hire, with contact details and costs.

**RESOLVED:**

**That the Clerk and CDO meet with Councillor Morris, as the Chair of Economy & Planning to discuss the content of a market strategy and how this can be drawn together.**

**MWP35. REPORT ON WEEKDAY MARKETS**

It was noted that some of the information requested above had been included in the report on the weekday markets that had been provided by the CDO at the meeting and that much of the discussion around this had been covered in the previous agenda item.

**MWP36. REPORT ON CRAFT MARKETS**

The CDO advised that due to lack of interest the June Craft Market had been cancelled. However, she advised that the first two Fridays in July would see the Ledbury Country Market under the Market House and that this should be at capacity.

Members were reminded that it had previously been agreed that officers would develop craft markets on dates where other events were happening in the town, and that the next ones to consider would be the Poetry Festival, which will be when the Ledbury Country Market would be under the Market House and the Christmas Lights Switch on event at the end of November.

It was noted that work should be starting to encourage stalls to the Christmas Lights Switch on market.

**RESOLVED:**

**That the above information be noted.**

MWP37. DATE OF NEXT MEETING

RESOLED:

To note that the date of the next meeting of the Markets Working Party I schedule for 11 July 2022 at 10.00 am.

The meeting ended at 10.55 am.

Signed ..... Dated .....

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## Planning Decisions Log

Planning App	Details	Case Officer	LTC's Recommendation	HFDS Decision
<b>LTC MEETING DATE 11 July 2018</b>				
<a href="#">192361</a>	Proposed works to remove T1 Cherry and works to T2 Variegated Maple to thin and lift the crown at <b>Bowling Green Cottage, The Southend, Ledbury, HR8 2HD</b> – works to trees in a conservation area	OK	No objection	No Decision
<b>LTC MEETING 11 MARCH 2021</b>				
<a href="#">204577</a>	Proposed redevelopment of former auction rooms with associated demolition works, now car parking and other infrastructure – <b>Former Auction Rooms, Market Street, Ledbury, Herefordshire</b>	CB	No Objection	No Decision
<a href="#">204578</a>	Proposed redevelopment of former auction rooms with associated demolition works, now car parking and other infrastructure – <b>Former Auction Rooms, Market Street, Ledbury, Herefordshire – Listed Building Consent</b>	CB	No Objection	No Decision
<b>LTC MEETING 9 DECEMBER 2021</b>				
<a href="#">213810</a>	Reserved Matters application following outline 171532 for part of the landscaping matter for the advance planting of new hedgerow and associated planting to the north west boundary – <b>Land North of Viaduct, Adjoining Orchard Business Park, Ledbury, Herefordshire</b>	Carl Brace	No Objection	No Decision
<a href="#">214019</a>	Proposed replacement cartway screen on west elevation – <b>Upper Barn, Ledbury, Herefordshire, HR8 2PX</b>	Carl Brace	No Objection	No Decision
<b>LTTT Meeting 10 February 2022</b>				
<a href="#">220103</a>	Application for variation of condition 11 of Planning application MH0619/85 (Erection of 4 no. 1,000 square foot light industrial units). To allow changes in opening hours to: January to December 10 <sup>th</sup> opening hours to be Monday to Friday 06:00-19:00, Saturday 06:00-16:00 and December 11 <sup>th</sup> to December 24 <sup>th</sup> opening hours to be	MT	OBJECTION – 1. on the grounds that the current hours breached and noise pollution 2. That the Clerk contacts the	No Decision

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	Monday-Sunday 06:00-22:00 (The 22:00 being worst case scenario and only to happen on the 22 <sup>nd</sup> and 23 <sup>rd</sup> when picking and packing Christmas Orders). Outside these hours to allow that cleaning can occur 24 hrs a day, so long as the noise is within the legal tolerance and no shutters would be opened to disturb the local residents		Planning enforcement Officers at HC to ask for clarification on the enforcement rules in place in respect of unit 3 and whether there has been any improvement since the enforcement notice was issued	
<b>LTC Meeting 10 March 2022</b>				
<a href="#">220374</a>	Small scale demolition works with new single rear and two storey side extension – Briar Bank, 49 Bank Crescent, Ledbury, Herefordshire, HR8 1AF	MN	No Objection	Approved with Conditions
<b>LTC Meeting 10 April 2022</b>				
<a href="#">220694</a>	Proposed new stables and garden store; to include vehicle access to stables and parking off road with turning area – Ludstock Grange, Ross Road, Ledbury, Herefordshire, HR8 2LE	MN	No Objection	No Decision
<a href="#">220855</a>	Application for approval of reserved matters following outline approval – Land South of Leaddon Way, Ledbury, Herefordshire	CS	Extension requested – pending meeting with Vistry Homes	Approved of Reserved Matters
<b>LTC Meeting 19 May 2022</b>				
<a href="#">221183</a>	Proposed two storey extension to side – 101 Robinson Meadow, Ledbury, Herefordshire, HR8 1S	MN	No Objection	Approved with conditions
<a href="#">221285</a>	Proposed conversion of an attic space into a bedroom and ensuite along with associated stairs and mitigation bar roost – Upper Hall Lodge, Ledbury, Herefordshire, HR8 1LG	JB	No Objection	Approved with Conditions
<a href="#">221306</a>	Proposed change of use from B2 Use3 to hand car wash. Construction of canopy to cover was area (retrospective) – Ledbury Hand Car Waah,, Ledbury, Herefordshire,. HR8 1LG	JB	That member wait for more information to be provided in respect of flood and drainage issues before submitting a comment	No decision

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<a href="#">221468</a>	Proposed two storey rear extension – <b>Arknell Farm, Horse Road, Wellington Heath, Ledbury, Herefordshire, HR8 1LS</b>	<b>JB</b>	Query whether falls within Ledbury Parish – Case Officer advised that site is adjacent to the boundary of Ledbury Parish and therefore consulting adjacent parish in case there are any comments	<b>No decision</b>
<a href="#">221507</a>	Partial replacement of synthetic roof slate with natural slate, rebuilding of previously demolished chimney, removal of several new partition walls, installation of new bathroom and kitchen fitting, opening up blocked fireplace, installation of a new multi-fuel appliance and hearth, installation of secondary glazing, forming several holes in the external walls and fitting vents for mechanical air extraction from bathrooms – <b>Abby House, 37 The Homend, Ledbury, Herefordshire, HR8 1BP</b>	<b>MN</b>	No objection – query whether this a listed building	<b>No decision</b>
<a href="#">220857</a>	Proposed works to the front elevation of the TSB branch to change branding includes the removal of the existing fascia and replacement with a new fascia board. The existing projecting signs to be replaced or new. Internal changes – new furniture and fittings as well as decorations – <b>17-19 The Homend, Ledbury, Herefordshire, HR8 1BN</b>	<b>MN</b>		<b>Withdrawn</b>
<b>LTC meeting 16 June 2022</b>				
<a href="#">221577</a>	Construction of a low carbon commercial building comprising offices and warehouses heated with ground source and air source heat pumps with associated parking, HGV manoeuvring, new pavement connection, sustainable drainage and landscaping – Land between Leaddon Wy and Amcor Flexibles, Lower Road Trading Estate, Ledbury, Herefordshire, <b>HR8 2DJ</b>	<b>CS</b>	That the clerk contact the planning department in order to have a dialogue with the applicant regarding their application	
<a href="#">221598</a>	New garage with ground floor link room and storage above – <b>Hill View, Ledbury, Herefordshire, HR8 1LG</b>	<b>JB</b>	That this item be referred to the next meeting of the committee	<b>Approved with conditions</b>

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<a href="#">221603</a>	Proposed single storey extension – <b>Parkfield Farm, Liddington, Ledbury, Herefordshire, HR8 2LF</b>								
<a href="#">221720</a>	Beech tree – remove large lowest limb which has Kretzschmaira deusta disease. Yew tree – remove a few overhanging branches to slightly raise the crown								
<a href="#">221419</a>	Proposed detached orangery – <b>Hall House Farm, Ledbury, Herefordshire, HR8 2JE</b>								
<a href="#">221702</a>	Proposed single storey rear extension – <b>37 Robinsons Meadow, Ledbury, Herefordshire, HR8 1SU</b>								
<a href="#">221661</a>	Proposed change of use of ground floor from offices to retail shop unit and self contained 1 bed apartment – <b>Lanark House, 17 New Street, Ledbury, Herefordshire, HR8 2DX – Listed Building Consent</b>								

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## MEMORANDUM

To : Cllr L'Anson, Cllr Harvey, Cllr Howells, Karen Knight, Lindsay Gilbert, Ruth Jackson,  
Bruce Evans, Town clerk, PMO

From : Yvonne Coleman

Tel : 01432 383083 My Ref : 143116

Date : 28 June 2022 Your Ref :

**SITE:** LAND TO THE SOUTH OF LEADON WAY, LEDBURY, HEREFORDSHIRE

**DESCRIPTION:** PROPOSED OUTLINE PLANNING PERMISSION FOR THE ERECTION OF UP TO 321 RESIDENTIAL DWELLINGS (INCLUDING UP TO 35% AFFORDABLE HOUSING, STRUCTURAL PLANTING AND LANDSCAPING, INFORMAL PUBLIC OPEN SPACE, CHILDREN'S PLAY AREA, SURFACE WATER ATTENUATION, VEHICULAR ACCESS POINT FROM LEADON WAY AND ASSOCIATED ANCILLARY WORKS. ALL MATTERS RESERVED WITH THE EXCEPTION OF THE MAIN SITE ACCESS. (FOR DOC 6, 7, 8 & 23 SEE 170075)(FOR DOC 4 11 13 & 22 SEE 173302) (FOR DOC 12 & 20 SEE 200182).

**PLANNING APPLICATION NO:** 143116

The following payments have been received via BACS on 22 June 2022 with regards to the above development and paid into the following accounts:

Payment towards	Payment amount received	Payment held in account number
Education - means primary education provision at Ledbury Primary School	£480,705.92	B99999 B03304 FIN1784 GT05
Transport (bus stop provision) - towards new bus stop and shelter on the west side of Martins Way, plus the provision of a shelter at the existing bus stop on the east side of the road, together with associated kerbing works, ground works, drainage works and design.	£24,145.45	B99999 B03302 FIN1784 GT06
Outdoor Sport - towards the cost of the improvement of existing and the provision of new off-site sports in accordance with the Playing Pitch Assessment	£158,201.02	B99999 B03302 FIN1784 GT04

There was no timescale for spend in the deed.



<b>ECONOMY &amp; PLANNING COMMITTEE</b>	<b>14 JULY 2022</b>	<b>AGENDA ITEM: 12(2)</b>
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Report prepared by Angela Price – Town Clerk

**SECTION 106 - UPDATE ON CONVERSATIONS WITH PAUL WALKER,  
HEREFORD COUNCIL CHIEF EXECUTIVE, AND JUSTINE BURNETT,  
PORTFOLIO MANAGER, ECONOMY & ENVIRONMENT, PROGRAMME  
MANAGEMENT OFFICE, HEREFORDSHIRE COUNCIL**

**Purpose of Report**

The purpose of this report is to provide Members with an update on discussions with Herefordshire Council Officers on the progress of Section 106 information for each of the Town Councils in Hereford.

**Detailed Information**

Paul Walker has introduced bi-monthly meetings with the Clerks of the five town councils and the City Council. At these meetings Clerks are given the opportunity to suggest items to be included on the agenda, and one of the key areas that all Clerks were in agreement on was Section 106 and the lack of information being provided to Town Councils on what monies are available and what they are allocated to.

At the meeting held on 19 May 2022, Justine Burnett was in attendance and provided an overview of the current position and the notes of that meeting are attached. Justine provided a power point presentation at that meeting and a copy of this was provided to the committee for consideration at their meeting on 16 June 2022.

At that meeting it was resolved:

- 1. The Clerk be instructed to contact Justine Burnett to get answers in respect of S106 schemes.**
- 2. Request the Clerk write to the Chief Executive of Herefordshire Council requesting help in regard to S106 responses.**
- 3. Include an agenda item for the next meeting to discuss S106 wish list for Ledbury Town Council.**

The attached meeting notes advise that Janine anticipated being in a position to send out the spreadsheet to the town councils at the beginning of June, subject to receipt of legal advice. The information has not been received and the Clerk intends to raise this at the next meeting which is scheduled for 21 July 2022.

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Justine advised that her team were working to clean up the current S106 data to ensure that when it is provided to each council it provides correct, up to date information.

Janine recognised that S106 information had not been regularly forthcoming over recent years but hoped that once they had completed the clean up of the data this would then provide for regular annual data being provided to the town councils, to ensure they are fully informed.

### **Recommendation**

That Members receive and note the above information, noting that the Town Clerk will raise the question as to why the information has not been received as had been suggested and provide a report back to the next meeting of the Committee..

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Town Clerks Meeting - Notes and Actions

**Date:** Thursday 19<sup>th</sup> May

**Attendees:**

Paul Walker - Chief Executive  
Amy Pitt - Service Director, Communities  
Steve Kerry - City Council  
Julie Debbage - Leominster Town Council  
Liz Kelso - Kington Town Council  
Sarah Robson - Ross Town Council  
Karen Mitchell - Bromyard Town Council  
Angie Price - Ledbury Town Council  
Roger Allonby – Interim Director of Economy  
Justine Burnett – Portfolio Manager

**Agenda**

- Introductions and overview of meeting
- S106

Justine Burnett (JB) attended for this item and gave an overview of the current position, including the project management approach to delivering the programme of S106 funding. The programme is being led by JB with support from two dedicated project managers. It was noted that the current spreadsheet and data is currently being data cleansed to ensure it is accurate and up to date. JB explained that engagement with parish and town councils is critical to the success of the S106 projects and this is being built into the programme.

Legal advice currently being sought on terms and conditions and S106 spreadsheet to be sent out by the beginning of June.

Leominster have received an uncleaned version and City Council are happy to wait.

**'Wish lists' to be submitted to Justine  
JB to provide an update on the slides and overview of S106, slides to be circulated.**

- Business Summit Update

Roger Allonby (RA) attended for this part of the agenda to explain that business summits were scheduled in for the remainder of the year across the market towns and the next event is on the 7th June in Leominster. The focus is to provide an update to each area on projects and economic plans with the most recent being Levelling Up and Shared Prosperity.

**Agreed to arrange quarterly City Centre focussed Business Summits  
RA agreed to inform the clerks the attendees registering for the events  
RA to follow up the invitee list**



- Communication (PW)

A discussion was held about the opportunity to improve the communication between town/city councils and Herefordshire Council. It was expressed that there is a lack of understanding with officers of the working of parish/town councils and particularly on timescales to respond to requests and information.

It was agreed that 8 weeks for a decision making process is a reasonable expectation for parish/town councils to make decisions and would provide clear expectations.

It was also raised about the communication with BBLP in all areas and expectations from BBLP on the town/parish councils was not reasonable. PW suggested a 'rules of engagement meeting' be held with BBLP to explore further.

**AP to work with governance and comms to develop education on expectations on councils  
AP to liaise with Ross Cook to arrange a 'rules of engagement' meeting with  
BBLP/town/city clerks**

It was also agreed that the following questions would remain on the agenda for future discussions:

**'what are those things we can do to help and/or change you do your job better?' and 'what things can you do to help the council do their job better?'**

**Town Clerks to consider opportunities for improved relationships and collaboration.**

- Communities Update

AP provided an update on the community family and 'thank you' events being organised across each market town and in the city and also the Herefordshire Hoard community events.

- Next meeting to be arranged for two months and these are scheduled in bi-monthly

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## Section 106 – Contact Details

Justine Burnett, Portfolio Manager, Economy and Environment,  
Programme Management Office, Herefordshire Council

[Justine.burnett@Herefordshire.gov.uk](mailto:Justine.burnett@Herefordshire.gov.uk)

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hfdscouncil

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Herefordshire.gov.uk

## Section 106 – Objectives of today

- To provide an update on the Section 106 Portfolio of Works Programmes, including development and delivery.

## Section 106 Works Programmes - development and delivery update

### Highways

- 11 schemes in train, currently at design stage – completion dates tbc.

### Education

- 8 schemes in train - completion dates May 2022 – April 2023.

### Off Site Play/Open Space

- 15 schemes in train – completion dates March 2023.

### Sports

- 3 Schemes in train – completion dates January 2023



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[Herefordshire.gov.uk](https://www.herefordshire.gov.uk)

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## Section 106 – Data

### Data Cleanse

- Section 106 source data (Master) spreadsheet data cleanse and validation underway – Completion May/June 2022.
- Spreadsheet detailing Section 106 works funding to be provided to each Ward in June 2022. Information to include:
  - Gain type, planning reference, link to planning application, planning application title, gain description, gain amount received, balance and repayable date.

40069

## Section 106 – Governance and Resources

### Governance Decision

- Section 106 Portfolio of Works – delivery proposals Cabinet Report, 25<sup>th</sup> November 2021 approved: -
  - procurement route and implementation of new delivery proposals, processes and expenditure of up to £9.3m of Section 106 monies, including resources required to deliver Section 106 Schemes.

### Recruitment

- 2 x Senior Project Managers – 1 x Highway & 1 x Education and all other schemes/projects.
- Developing a 2/3 year Works Programme to deliver schemes.

#### Tasks include:

- Review/allocate Section 106 monies in line with current strategies/polices;
- Initial consultation/liaison with local members/parish councils/schools, etc;
- Highways, Education and Offsite Play/Open Space and Sports – develop programmes and project manage procurement/ tender.

## Section 106 – Background and Context

### Agreements and Policy

- Section 106 agreements are legally binding obligations between local authority and developers (under the Town and Country Planning Act 1990) to ensure developers make a reasonable cash or in kind contribution to local physical and social infrastructure.
- Linked to a specific development and specifies what the money has been secured for - funds are already ring fenced by gain type category.
- Normally specifies time period within which monies must be spent, failing which the contribution may be required to be returned to the developer.
- Approach set out in Supplementary Planning Document (SPD) guidance – meets Core Strategy objectives and other relevant strategies to support significant increase in population and employment.
- Section 106 monies are paid at key stages of development (trigger points) in accordance with relevant terms of a particular obligation to fund projects across a range of themes, e.g highways, education, community and leisure facilities, etc.

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**Herefordshire Council  
Section 106 Portfolio of  
Works – update**

19<sup>th</sup> May 2022

Justine Burnett – Portfolio Manager, E&E

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**HEREFORDSHIRE COUNCIL  
(SPEED LIMIT) (CONSOLIDATION) ORDER 2022  
(VARIATION) ORDER No.6 2022  
(A417 & A449, LEDBURY)  
(40MPH SPEED LIMIT)**

The County of Herefordshire District Council, known as Herefordshire Council in exercise of its powers under Section 84 and Part IV of Schedule 9 of the Road Traffic Regulation Act 1984 (the 1984 Act) and the Traffic Management Act 2004 (the 2004 Act) and of all other enabling powers, and after consultation with the Chief Officer of Police in accordance with Part III of Schedule 9 to the 1984 Act, hereby proposes to make the above-named Order the effect of which would vary the Herefordshire Council (Speed Limit) (Consolidation) Order 2022 (the 2022 Order) so that:

**No person shall drive a motor vehicle at a speed exceeding 40 miles per hour along the following lengths of road:**

**A417** extended from its current extent eastwards to its junction with A449 (The Southend to Ledbury Bypass) and 87m south of this junction

**A449** from its junction with A417 (Ledbury Bypass) for a distance of 26m in a northerly direction

A copy of the 2022 Consolidation Order, can be viewed on the Council's website at [www.herefordshire.gov.uk](http://www.herefordshire.gov.uk) in the Introduced Traffic Regulation Order section, the draft Variation Order named above, a consultation plan and Statement of Reasons can be viewed on the Council's website at [www.herefordshire.gov.uk](http://www.herefordshire.gov.uk) in the Proposed Traffic Regulation Order section. They are also available for inspection during normal office hours at the Hereford Customer Service Centre, Blue School House, Blue School Street, Hereford, HR1 2LX. Photocopies of the same may be provided on payment of photocopying charges at the Council.

General enquiries relating to the proposal should be referred to the Traffic Management Team at ADL Traffic and Highways Engineering Ltd (Tel: 01454 332100). Objections to the proposal together with the grounds on which they are made must be sent in writing to the Traffic Management Team, ADL Traffic and Highways Engineering Ltd, ADL House, Oaklands Business Park, Armstrong Way, Yate, Bristol BS37 5NA, or by email to [wc@adltraffic.co.uk](mailto:wc@adltraffic.co.uk). The deadline for the receipt of objections is 12:00 noon on Friday 8 July 2022. Representations of support will also be received during this time.

*Any representations received by the Council may be imparted to third parties. We will keep your data for up to 7 years. Your information may be shared with other Balfour Beatty teams within Herefordshire and Herefordshire Council in order to provide you with the service. Individuals have a number of rights under data protection law, including the right to request their information. You also have a right to make a complaint about our handling of your personal data to the Information Commissioner's Office*  
<https://ico.org.uk/>

Mark Averill  
Interim Service Director Environment, Highways and Waste

**HEREFORDSHIRE COUNCIL  
(SPEED LIMIT) (CONSOLIDATION) ORDER 2022  
(VARIATION) ORDER No.6 2022  
(A417 & A449, LEDBURY)  
(40MPH SPEED LIMIT)**

The County of Herefordshire District Council, known as Herefordshire Council in exercise of its powers under Section 84 and Part IV of Schedule 9 of the Road Traffic Regulation Act 1984 (the 1984 Act) and the Traffic Management Act 2004 (the 2004 Act) and of all other enabling powers, and after consultation with the Chief Officer of Police in accordance with Part III of Schedule 9 to the 1984 Act, hereby makes the above-named Order.

The Herefordshire Council (Speed Limit) (Consolidation) Order 2022 ("the 2022 Order") shall be varied by the revocation of the existing sealed plans specified in the First Schedule to this Order which are hereby replaced with the new sealed plans specified in the Second Schedule to this Order.

The effect of this Order is to introduce the restrictions set out in the Third Schedule to this Order.

The remainder of the 2022 Order shall remain in full force and effect.

This Order shall come into effect on the \_\_\_\_\_ day of \_\_\_\_\_ 2022 and may be cited as the "HEREFORDSHIRE COUNCIL (SPEED LIMIT) (CONSOLIDATION) ORDER 2022 (VARIATION) ORDER NO.6 2022 (A417 & A449, LEDBURY) (40MPH SPEED LIMIT)".

FIRST SCHEDULE  
Sealed Plans to be Revoked

Plan Number (and Revision number if applicable)	Effective Date
FQ101	17 <sup>th</sup> February 2022
FR101	17 <sup>th</sup> February 2022
FR102	17 <sup>th</sup> February 2022

SECOND SCHEDULE  
Sealed Plans to be inserted

Plan Number (and Revision number if applicable) - TO BE INSERTED IF ORDER IS CONFIRMED	Effective Date
FQ101 (Rev.1)	TBC
FR101 (Rev.1)	TBC
FR102 (Rev.1)	TBC
FR103	TBC
FQ103	TBC
FQ104	TBC
FR104	TBC

THIRD SCHEDULE  
Restrictions to be introduced

4074

**40mph Speed Limit**

Road Name & Number	Extent
A417	Extended from its current extent eastwards to its junction with A449 (The Southend To Ledbury Bypass) and 87m south line of this junction.
A449	From its junction with A417 (Ledbury Bypass) for a distance of 26m in a northerly direction.

**DATED**

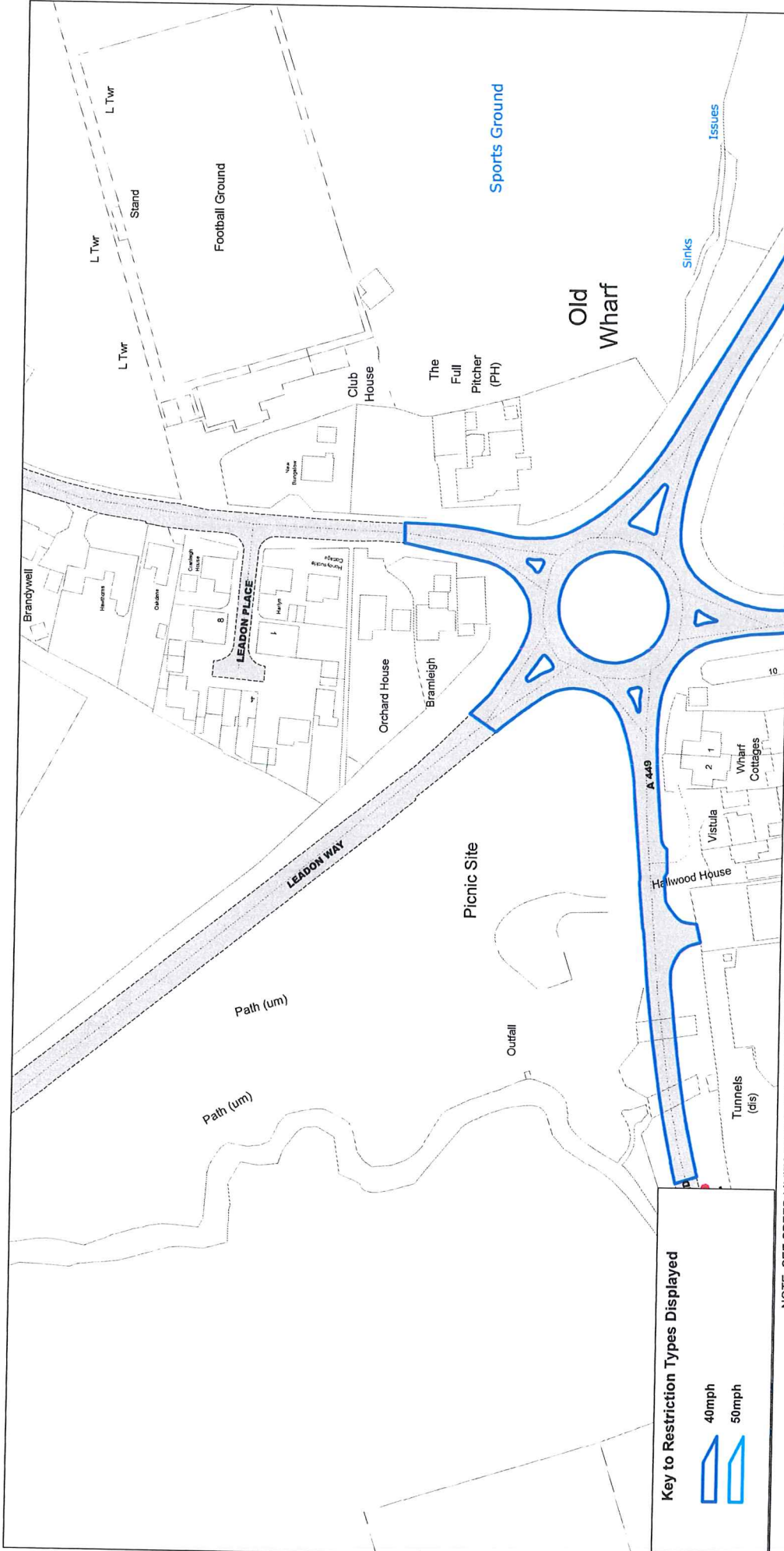
**2022**

THE COMMON SEAL of  
THE COUNTY OF HEREFORDSHIRE DISTRICT COUNCIL  
was hereunto affixed BY ORDER

Authorised signatory

4075

Herefordshire Council (Speed Limit) (Consolidation) Order 2022



**Key to Restriction Types Displayed**

40mph

50mph

**SCALE** = 1 : 1250 at A3 size

**NOTE: SEE SPEED LIMITS MAP SCHEDULE LEGEND FOR RESTRICTIONS DISPLAYED**  
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▲ FQ102 ▲

▲ FR101 ▲

**Status:** PROPOSED  
**Map Tile Reference:** Tile Ref: FQ101  
**Sheet Revision Number:** DRAFT  
**Sheet Active From:** TBC



44076



Herefordshire Council (Speed Limit) (Consolidation) Order 2022



4077

Key to Restriction Types Displayed



40mph

**SCALE** - 1 : 1250 at A3 size

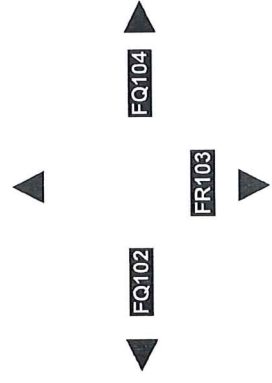
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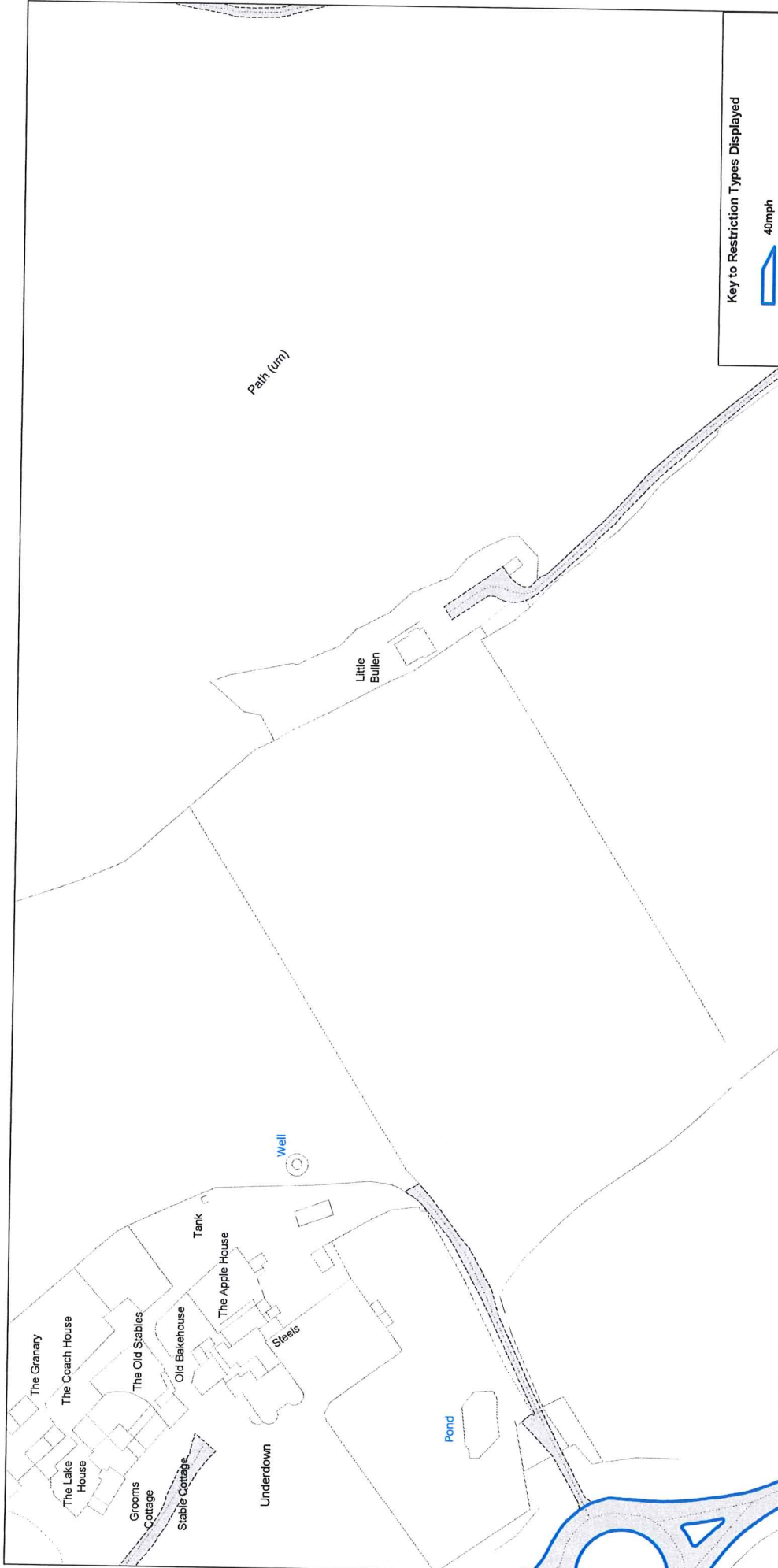
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Sheet Revision Number: DRAFT

Sheet Active From: TBC



Herefordshire Council (Speed Limit) (Consolidation) Order 2022



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▲ ▲

FC103

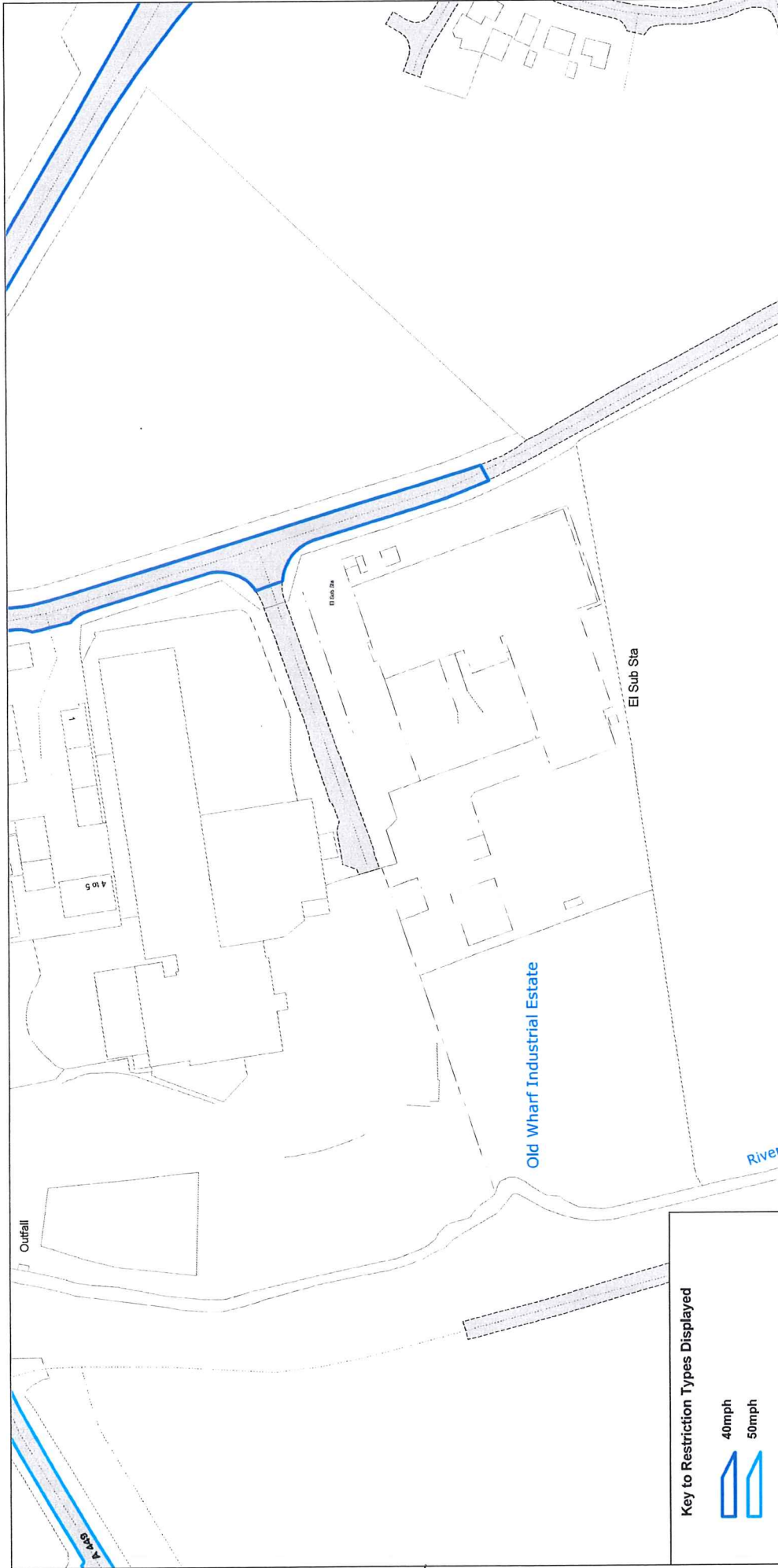
FR104

▲ ▲

**Status:** PROPOSED  
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**Sheet Revision Number:** DRAFT  
**Sheet Active From:** TBC

8707

Herefordshire Council (Speed Limit) (Consolidation) Order 2022

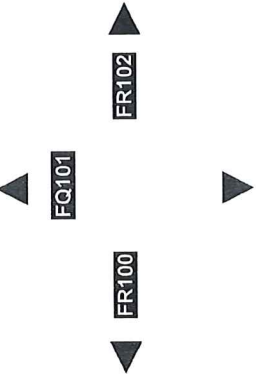


Key to Restriction Types Displayed



**SCALE** -1 : 1250 at A3 size

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 Map Tile Reference: Tile Ref: FR101  
 Sheet Revision Number: DRAFT  
 Sheet Active From: TBC

2079

Herefordshire Council (Speed Limit) (Consolidation) Order 2022



**Key to Restriction Types Displayed**

40mph

**SCALE - 1 : 1250** at A3 size

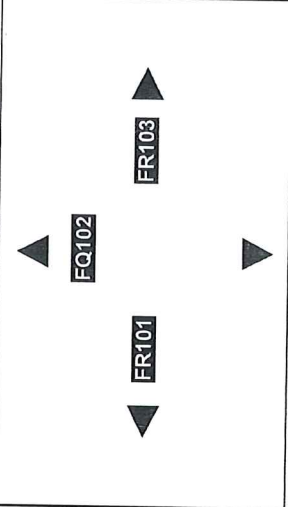
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Status: PROPOSED

Map Tile Reference: Tile Ref: FR102

Sheet Revision Number: DRAFT

Sheet Active From: TBC



4080

Herefordshire Council (Speed Limit) (Consolidation) Order 2022



**SCALE** -1 : 1250 at A3 size

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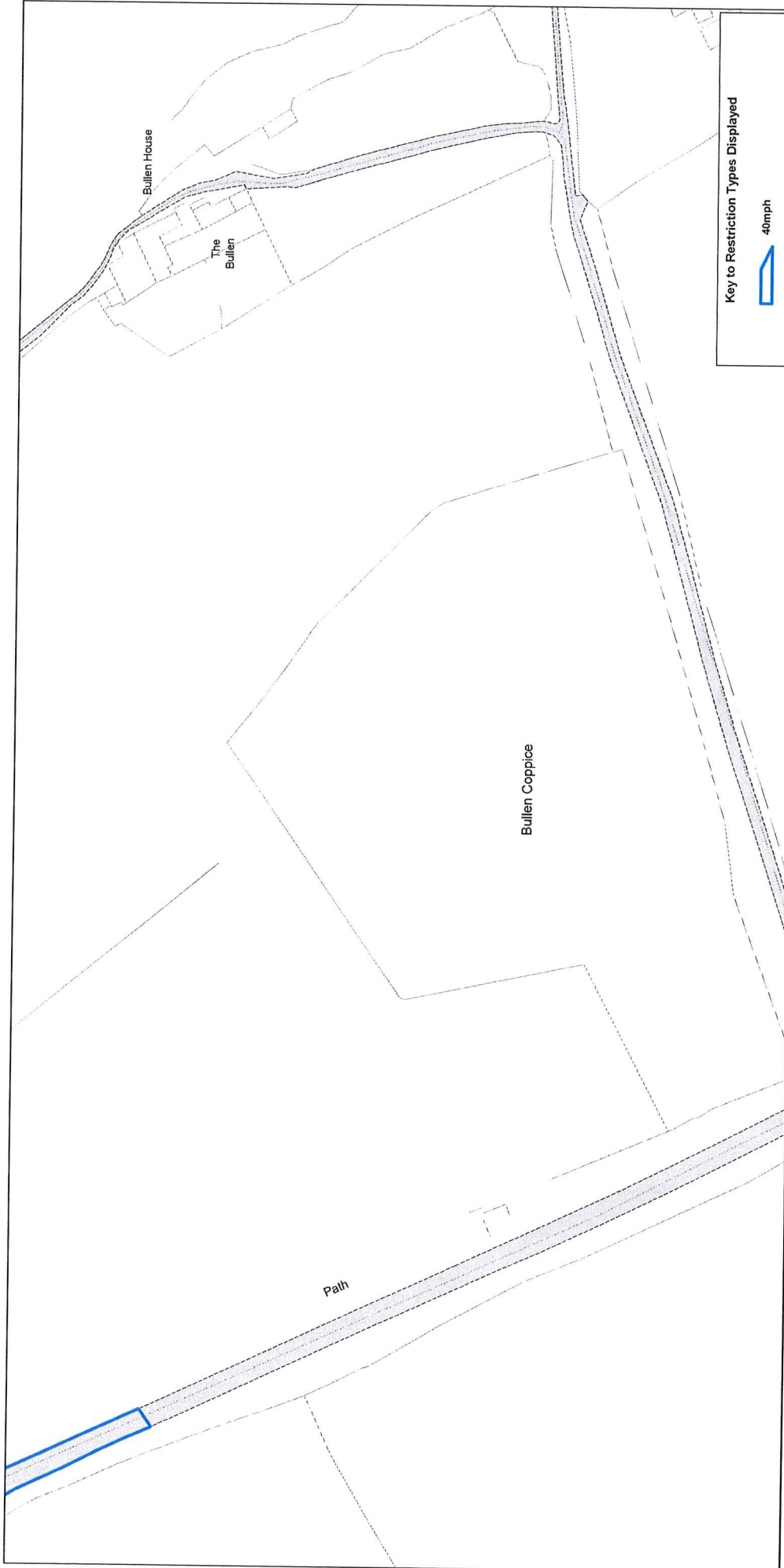
**Herefordshire Council**

▲ **FC103** ▲  
 ▲ **FR102** ▲  
 ▲ **FR104** ▲

Key to Restriction Types Displayed  
 40mph

**Status: PROPOSED**  
**Map Tile Reference: Tile Ref. FR103**  
**Sheet Revision Number: DRAFT**  
**Sheet Active From: TBC**


4081



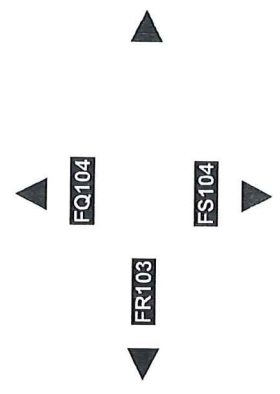
**SCALE - 1 : 1250** at A3 size

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Key to Restriction Types Displayed  
 40mph

Status: PROPOSED  
 Map Tile Reference: Tile Ref: FR104  
 Sheet Revision Number: DRAFT  
 Sheet Active From: TBC



4082

**COUNTY OF HEREFORDSHIRE DISTRICT COUNCIL**

**STATEMENT OF REASONS FOR PROPOSING**

**HEREFORDSHIRE COUNCIL**

**(SPEED LIMIT) (CONSOLIDATION) ORDER 2022**

**(VARIATION) ORDER No.6 2022**

**(A417 & A449, LEDBURY)**

**(40MPH SPEED LIMIT)**

The implementation of the proposed 40mph speed limit under Section 84 of the Road Traffic Regulation Act 1984 and the Traffic Management Act 2004 (the 2004 Act) and of all other enabling powers, and after consultation with the Chief Officer of Police in accordance with Part III of Schedule 9 to the 1984 Act, is necessary for the following reasons:

For avoiding danger to persons or other traffic using the road or any other road or preventing the likelihood of any such danger arising.

For preserving and improving the amenity of the area through which the road runs.

Ensure the expeditious, safe, and convenient movement of vehicles through the area concerned.

To improve safety for local residents who will live in the new residential development.

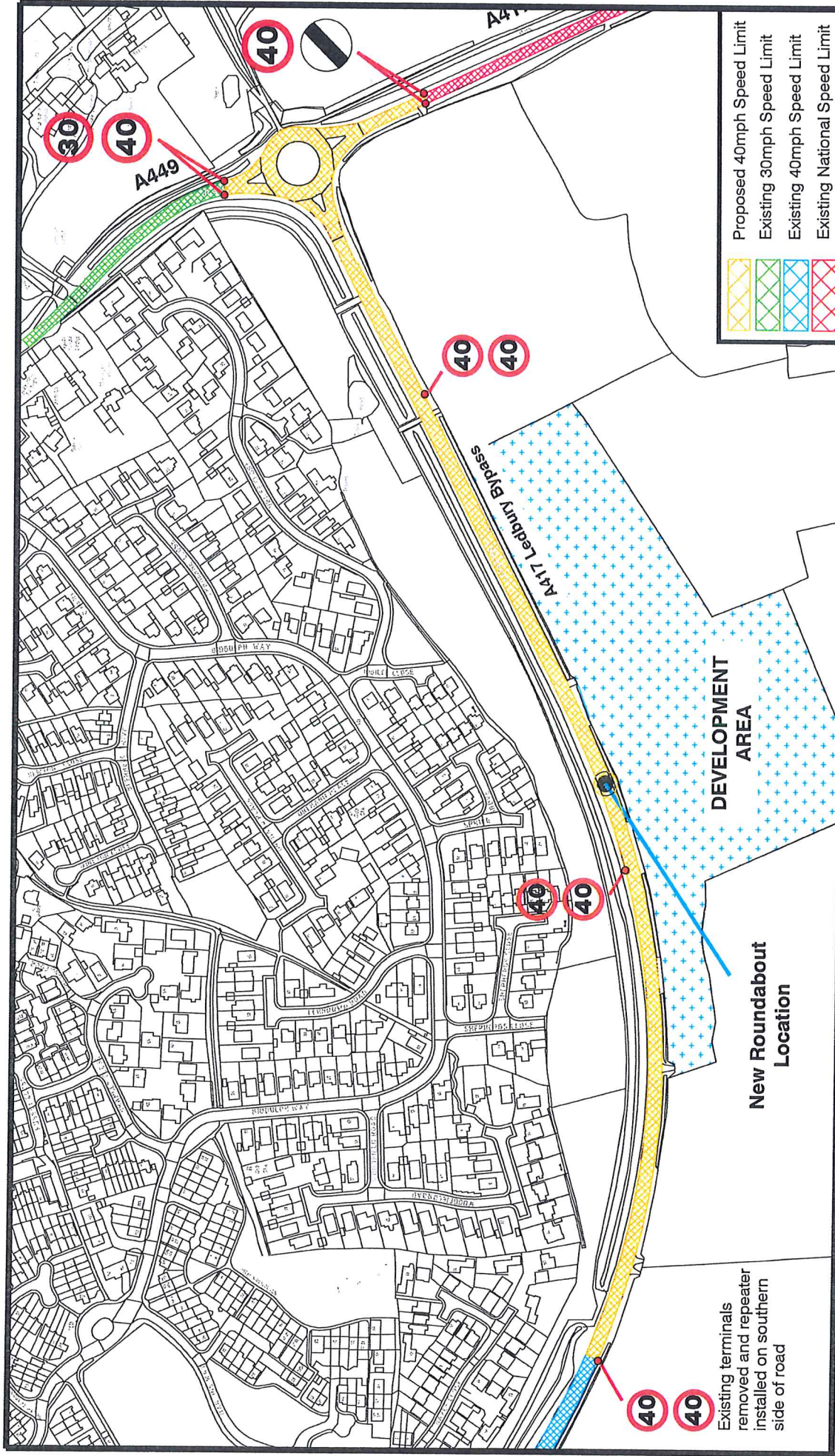
To reduce vehicle speeds generally, in order to improve safety for vehicles attempting to enter/exit the new development.

The Council reserves the right to produce an amended or further statement in the context of any public enquiry or judicial proceedings to these proposals.

Mark Averill

4083

4085



- Proposed 40mph Speed Limit
- Existing 30mph Speed Limit
- Existing 40mph Speed Limit
- Existing National Speed Limit

Existing terminals removed and repeater installed on southern side of road

**New Roundabout Location**

Project		Leaddon Way, Leabury Herefordshire	
The Proposed 40mph Speed Limit and Signage		Drawn	WC
Date	Dec 2021	Date	
Checked		Approved	
Scale	1:100	Urg No.	3409-103-001
NTS	A3	Rev.	A

ADL Job No.	3409 - 103
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REF.	DATE	DESCRIPTION

**NOTES**

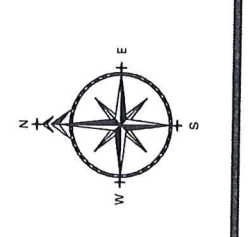
1. PRELIMINARY DESIGN PROVIDED FOR ILLUSTRATIVE PURPOSES ONLY. ALL DETAILS ARE SUBJECT TO INCLUDING ALL NECESSARY INFORMATION.
2. DO NOT SCALE FROM THIS DRAWING.
3. BACKGROUND PLOT IS BASED UPON A DIGITAL OSDBE.
4. ALL DIMENSIONS ARE IN METERS UNLESS OTHERWISE STATED.
5. EXCEED 1:50 AND 1:40 RESPECTIVELY OTHERWISE STATED.
6. ALL LAND OWNERS MAY BE AFFECTED BY THIS DEVELOPMENT.
7. ADAPTED HIGHWAY AND RIGHTS OF WAY TO BE CONFIRMED.
8. NO TREES ARE SUBJECT TO BE ALIENED AND

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**ADL**

T R A F F I C & S

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 E-Mail : CAD@ADLTRAFFIC.CO.UK





Agenda Item  
14

**Town and Country Planning Act 1990**

**LAND BETWEEN LEADON WAY AND AMCOR – LEDBURY 2022 (NO.664)  
Tree Preservation Order**

The County of Herefordshire District Council in exercise of the powers conferred on them by section 198 of the Town and Country Planning Act 1990 make the following Order—

**Citation**

This Order may be cited as **Land between Leadon Way and Amcor - Ledbury (2022) (NO.664) Tree Preservation Order**

**Interpretation**

- 1.— (1) In this Order “the authority” means the County of Herefordshire District Council
- (2) In this Order any reference to a numbered section is a reference to the section so numbered in the Town and Country Planning Act 1990 and any reference to a numbered regulation is a reference to the regulation so numbered in the Town and Country Planning (Tree Preservation)(England) Regulations 2012.

**Effect**


- 2.— (1) Subject to article 4, this Order takes effect provisionally on the date on which it is made.
- (2) Without prejudice to subsection (7) of section 198 (power to make tree preservation orders) or subsection (1) of section 200 (tree preservation orders: Forestry Commissioners) and, subject to the exceptions in regulation 14, no person shall—
  - (a) cut down, top, lop, uproot, wilfully damage, or wilfully destroy; or
  - (b) cause or permit the cutting down, topping, lopping, uprooting, wilful damage or wilful destruction of,
 any tree specified in the Schedule to this Order except with the written consent of the authority in accordance with regulations 16 and 17, or of the Secretary of State in accordance with regulation 23, and, where such consent is given subject to conditions, in accordance with those conditions.

**Application to trees to be planted pursuant to a condition**

3. In relation to any tree identified in the first column of the Schedule by the letter “C”, being a tree to be planted pursuant to a condition imposed under paragraph (a) of section 197 (planning permission to include appropriate provision for preservation and planting of trees), this Order takes effect as from the time when the tree is planted.

Dated this 27th day of June 2022

Signed on behalf of the County of Herefordshire District Council

  
.....

Authorised by the Council to sign in that behalf

4086

**CONFIRMATION OF ORDER**

This Order was confirmed by the County of Herefordshire District Council without modification on the ... day of .....

OR

This Order was confirmed by the County of Herefordshire District Council, subject to the modifications indicated by the omission of T3 in the schedule, as shown with a single line through the text.

on the ... day of .....

Signed on behalf of the County of Herefordshire District Council

.....

Authorised by the Council to sign in that behalf

**DECISION NOT TO CONFIRM ORDER**

A decision not to confirm this Order was taken by The County of Herefordshire District Council on the ... day of .....

Signed on behalf of the County of Herefordshire District Council

.....

Authorised by the Council to sign in that behalf

**VARIATION OF ORDER**

This Order was varied by the Herefordshire Council on the ... day of ..... by a variation order under reference number ..... a copy of which is attached

Signed on behalf of the Herefordshire Council

.....

Authorised by the Council to sign in that behalf

**REVOCATION OF ORDER**

This Order was revoked by the Herefordshire Council on the ... day of .....

Signed on behalf of the Herefordshire Council

.....

Authorised by the Council to sign in that behalf

4087

## SCHEDULE

### Specification of trees

#### Trees specified individually (encircled in black on the map)

<u>Reference on map</u>	<u>Description</u>	<u>Situation</u>
T1	Quercus Robur English Oak	Grid Reference: 369,947 237,569

#### Trees specified by reference to an area (within a dotted black line on the map)

<u>Reference on map</u>	<u>Description</u>	<u>Situation</u>
None		

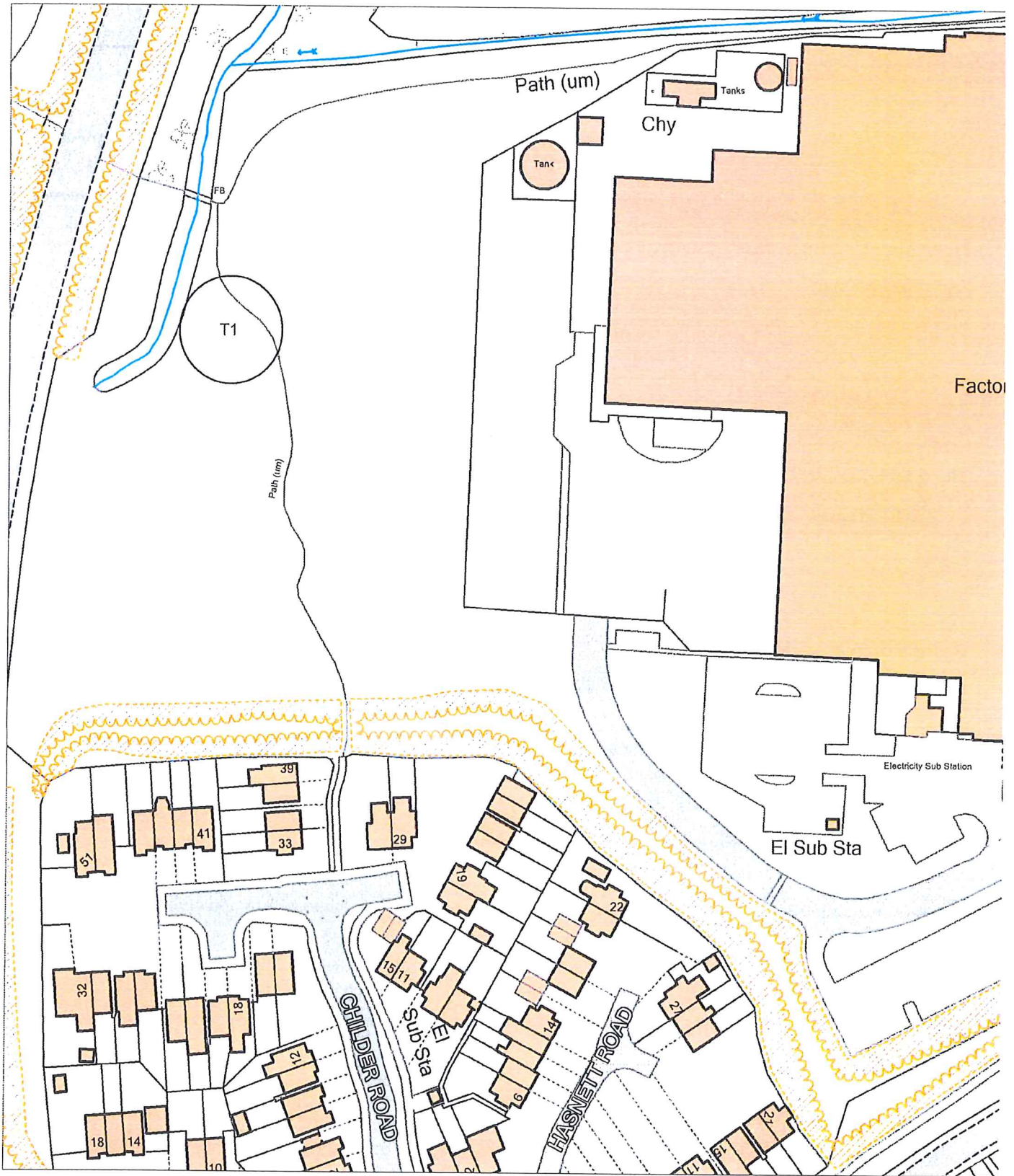
#### Groups of trees (within a broken black line on the map)

<u>Reference on map</u>	<u>Description</u>	<u>Situation</u>
None		

#### Woodlands (within a continuous black line on the map)

<u>Reference on map</u>	<u>Description</u>	<u>Situation</u>
None		

4088





# TREE PRESERVATION ORDER

GRID REFERENCE: 369,947 237,569

OS REFERENCE:

TPO NUMBER: TPO\_664

LOCATION DESCRIPTION:  
Land between Leadon Way and Amcor  
Ledbury, Herefordshire

 <b>Herefordshire Council</b>	SCALE 1:1000	 NORTH
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4089

# 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**

Agenda  
 Item 15(a)

<b>Meeting 67 – Friday, 27<sup>th</sup> May 2022</b>	
<b>Present: PH; NF; AL</b>	
<b>1. Notes of Meeting 66</b> These were agreed.	
<b>2. Budget Issues</b> After payment of another bill from Royal Mail (£239) for the 1 <sup>st</sup> consultation exercise, there is approximately £1,100 over, which covers BB's quote for the Basic Condition and Consultation Statements (£400 each). Payment has been recommended and approved by the Finance Committee.	
<b>3. Discussion of Schedule 1 and Associated Changes to NDP</b> SG looked at all responses to comments received and agreed the following: i) Page 3: Policy EE1.2. This should read Change 13. ii) Page 4: Policy NE4.1. SG would like specific reference to the need 'to avoid the loss of the best and most versatile agricultural land'. iii) Page 4: Policy TR1.1. Second bullet point to be drafted by NF. An alphabetical list rather than bullet points is recommended for consistency here. iv) Page 6: PH looked for any earlier written comments from Steve Betts but could not find any. NF to ask MB if she has any record and to look through the 1 <sup>st</sup> consultation paper response forms herself. PH to ask Amy Howells where these paper forms are filed. SG also noted that people had been asked to put all comments on a Response Form at Reg 14. v) Page 9: The acronym (TPO) should be added in the draft. See page 57 of the draft at end of Policy NE2.1 (f). vi) Specific TPOs (Tree Protection Orders). A planning application has recently been raised to preserve 3 trees in direct line of the proposed access road to new sporting land (off the Little Marcle Road). This application needs to be lodged and its handling discussed with BB. vii) Page 11. NF made the general point that where issues raised by consultees are not within the scope of the NDP, (e.g. working checklist on pp. 10/11) they should nevertheless be noted for future reference. PH is already keeping such a list. BB to be asked to add note where appropriate along the following lines: 'This has been noted and the NDP Working Party is keeping a list of recommended actions for future NDPs and for other action outside the remit of NDPs.'	NF  NF PH

## Ledbury NDP Steering Group (SG) agenda and actions

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Consultants: Bill Bloxsome (BB); Carly Tinkler (CT) Samantha Banks,

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

<ul style="list-style-type: none"><li>viii) Pages 12 to 26: NF has sent BB documents relevant to BB's questions. PH to agree his responses on these pages.</li><li>ix) Page 20: Typo in 'Core' Strategy.</li><li>x) Page 27/28: Reference to Royal Oak. Suggest changing the response to show that we have listened to consultees. Reference should only be to the Feathers and Talbot as examples of coaching inns with accommodation.</li><li>xi) Page 38/39: The revision requires minor amendment in the draft, page 12, para. 1.8. This should read: 'Until the mid-1980s, the population was stable at around 3,500. In 1989, the by-pass was built which led to sustained growth predominantly to the west of the town. Building extending along...' Remove new sentence (in red). 'In 1989, the by-pass...'</li><li>xii) Pages 45 – 47: Policy CL2.1 SG discussed the response on land colloquially known as 'Robinson's Meadow' (land at the rear of the Knapp). SG agreed that the need for protection was covered in Policy CL2.1 but could be enhanced in the following way:<ul style="list-style-type: none"><li>a) Adding that it is listed as important green space in Appendix 1 and amend the title of Appendix 1 to state that this is an extract from the Herefordshire Townscape Assessment (e.g. on page 45)</li><li>b) Adding this space to Map 5 (Key Areas of Green and Open Space) and referring to Map 5 in Policy CL2.1 (page 67 of the draft) after the Town Policies Map (Map 11).</li></ul></li><li>xiii) Page 47. Location of employment land on Viaduct site. Discuss change 43 (page 12 of Schedule 2) with BB including changes proposed to Map 11 which need to be done by Hoople. Also ask BB about his point 3, which is currently blank. Suggest to BB that a note is added to the map that the employment site is indicative and to be confirmed.</li><li>xiv) Page 48. SG agreed to discuss rewording of last sentence with BB to read: 'Such studies and investigations would be costly and time consuming within the agreed timescale for this NDP.'</li><li>xv) Page 49. Land opposite Full Pitcher now Barratts. SG discussed intention here and assumed it referred to the Barratts land formerly proposed for housing now designated green space. Agreed to discuss with BB marking this area as green space on Map 5 and Map 11.</li><li>xvi) Page 49. Town Centre Definition. SG agreed to suggest rewording BB's response as follows: 'At the 1<sup>st</sup> public consultation, various options were presented to extend the</li></ul>	<b>PH</b>
---	-----------

# 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

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

<p>currently defined town centre or keep it as it is. The majority of respondents favoured extending it to include Lawnside, part of New Street and the Co-op. The options presented and consulted on were agreed by the NDP Working Party.'</p> <p>xvii) Pages 60-64. PH to agree responses on these pages.</p> <p>xviii) Pages 62 and 63: Policy CL2.2 (Sport England). PH to ask AP to send letter to the Leader of HC asap.</p> <p>xix) Page 65/66: Future health care facilities. BB to be asked to add reference in his response to the strong public support (88%) at 1<sup>st</sup> consultation for maintaining health facilities in the town centre. BB also to be asked about the outcome of his contact with Tracy Ricketts (HC – One Public Estate Partnership).</p> <p><u>Additional Proposed Changes to NDP Draft.</u></p> <ul style="list-style-type: none"> <li>• Page 13: Para 1.14: Travel. Suggest last sentence reads 'Ledbury has a developing Community Transport Scheme.'</li> <li>• Page 55/56: Map 6 and title should be on same page.</li> <li>• Various Pages – suggest adding Map 11 and Map 12 (in brackets) when referring to Town Policies and Town Centre map</li> <li>• NF to produce List of Important Buildings and Heritage Assets</li> <li>• Front Cover: After discussion, NF offered to take another similar photo for SG to consider at the next meeting.</li> </ul>	<p>PH</p> <p>PH</p> <p>NF</p> <p>NF</p>
<p><b>4. Completion of 1<sup>st</sup> Consultation Grid/Record</b></p> <p>SG concluded that this does not need completion before Reg 16, but does need to be on the website asap and for the Examiner. SG agreed that all documents should be on the website by the end of August. NF has nearly completed her part of the 1<sup>st</sup> consultation grid.</p>	
<p><b>5. Timeline</b></p> <p>SG agreed that the aim is to complete all documents and the NDP draft by Thursday, 9<sup>th</sup> June, if possible. They would then be available to be sent out before the ED&amp;P meeting on 16<sup>th</sup> June and for an extraordinary meeting of LTC in the week of 20<sup>th</sup> June. And, if approved by LTC, to be sent to Herefordshire Council shortly afterwards. SG also agreed to copy in all Working Party members asking them to respond to the documents before 16<sup>th</sup> June and encouraging them to attend the planning meeting which will hopefully recommend the new NDP draft and supporting documents should be approved by full council to proceed to Reg 16.</p>	
<p><b>6. Responses to LVBA</b></p> <p>PH pointed out that this is already a finalised and approved document.</p>	

## 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,

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

SG agreed to file further comments on the LVBA for future action with the LVBA and on the list of recommended actions for future NDPs. PH to email Steve Glennie-Smith about this decision.	PH
<b>7. Other Matters</b> PH to email SB after next meeting with BB in order to set out what we are doing, the intention to put all documents on the website by end-August and ask if this would comply with NDP regulations.	PH
<b>8. Date of Next Meeting</b> Wednesday, 1 <sup>st</sup> June at 10:30am (with BB).	



# Ledbury NDP Steering Group (SG) agenda and actions

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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><b>Meeting 68 – Wednesday, 1<sup>st</sup> June 2022</b>  <b>Present: PH; NF; AL; BB</b></p>	
<p><b>1. Notes of Meeting 67</b>          These were agreed.</p>	
<p><b>2. Discussion of Schedule 1 and Associated Changes to NDP</b>          SG went through Meeting 67 notes, Section 3 (i) to (xix). Most of these points had already been accepted and dealt with by BB in both Schedule 1 and the draft NDP. Such changes are recorded here as 'agreed'. Further notes should be read alongside those of Meeting 67 and were as follows:</p> <ul style="list-style-type: none"> <li>(i) Agreed.</li> <li>(ii) BB pointed out this is already covered in Policy NE4.1 (f)</li> <li>(iii) Policy TR1.1, bullet point 3. The words 'and to the station' to be included.</li> <li>(iv) NF to check if MB has the paper forms from the 1<sup>st</sup> consultation and, if not, PH to follow up again with office staff.</li> <li>(v) Agreed.</li> <li>(vi) SG discussed a TPO order made recently (No.659) concerning three trees in direct line of the proposed access road to new sporting land. BB to look at this issue and recommend a response.</li> <li>(vii) Agreed. BB advised reference to LTC rather than to the NDP Working Party and to add 'where necessary'.</li> <li>(viii) BB confirmed that he has referred to the correct locations in Schedule 1. PH asked for inclusion of SB's advice that, once beyond Reg 14, a local council should proceed towards NDP adoption on the basis of the current Core Strategy. BB to add a sentence to this effect in Schedule 1.</li> <li>(ix) Agreed.</li> <li>(x) Agreed.</li> <li>(xi) Agreed.</li> <li>(xii) SG discussed land colloquially known as 'Robinson's Meadow'. BB agreed points (xii) a and b and advised that, while the land should not be separately listed, because this would then have to be done for other green spaces, it should be identified on both Map 5 and Map 11. This would not preclude development and BB suggested that it might be used for a new health centre. It might also be associated with an active travel initiative in the green corridor (LSC1) in which the land is located. BB can amend Map 5 but pointed out that the time to go back to Hoople for other map changes is after LTC approves them. BB also thought that</li> </ul>	<p style="text-align: center; color: red;">NF</p> <p style="text-align: center;">BB</p>

4095

## 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>HC might use Hoople themselves to make necessary changes in ensure consistency with their other documents.</p> <p>(xiii) After discussion, it was agreed that the employment land location be described as 'indicative'.</p> <p>(xiv) Agreed.</p> <p>(xv) PH believes this refers to former Barratt's housing land, not the 'triangle' opposite the Full Pitcher roundabout. BB agreed to look at covering this issue on Map 11. SG also discussed other areas of potential green space in the vicinity. AL pointed out the general need for green infrastructure in this area which is at the heart of LEZ2.</p> <p>(xvi) Agreed, but change at end to 'and approved by Ledbury Town Council'.</p> <p>(xvii) &amp; (xviii). PH to send draft letter to AP for HC Cllr Hitchiner urgently. A positive reply would change BB's response in Schedule 1.</p> <p>(xviii) PH to send BB contact details for Tracy Ricketts.</p>	<p></p> <p>PH</p> <p>PH</p>
<p><b>3. Other Matters</b></p> <p><u>Front Cover</u>: SG discussed and chose a new cover photo taken by NF. NF to send it to BB.</p> <p><u>Timeline</u>: BB will amend all the documents by Thursday, 9<sup>th</sup> June, including indicating changes on maps, so that they can be sent out in time for the ED&amp;P meeting on 16<sup>th</sup> June.</p> <p><u>Consultation Statement</u>: NF to send BB the original Consultation Statement used by LTC.</p>	<p>NF</p> <p>BB</p> <p>NF</p>
<p><b>6. Date of Next Meeting</b></p> <p>Thursday, 9<sup>th</sup> June 2022 at 2pm</p>	<p></p>

# 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><b>Meeting 69 – Friday, 10<sup>th</sup> June 2022</b>  <b>Present: PH; NF; AL</b></p>	
<p><b>1. Notes of Meeting 68</b>          These were agreed.</p>	
<p><b>2. Discussion of NDP Documents for Planning Meeting</b>          BB had provided four documents: changes made in the light of SG Meeting 68; Schedule 1 (Schedule of Representations, June, 2022); Schedule 2 (Schedule of Alterations, June, 2022); and the Submission Draft Plan. SG agreed that these documents represent a huge amount of thorough, detailed work by BB. After discussion, some edits were noted to be included with any feedback from WP members and the planning meeting to be held on 16<sup>th</sup> June. The SG edits are as follows:</p> <p>a) <u>Schedule 1</u>: The general response to some representations should be re-drafted to read: 'This has, however, been noted in a list for future NDPs and other matters falling outside the remit of NDPs. This list is being kept for action as necessary by Ledbury Town Council.' See: page 27 (1.18); page 28 (not specified); page 30 (TR1.1, 4<sup>th</sup> bullet point); page 31/32 (TR1 objective); page 33 (waste site); page 34 (public transport).</p> <p>b) <u>Schedule 1</u>: Reference to the Royal Oak. This has been deleted from the draft NDP, but apparently not from the responses in Schedule 1. SG suggest amending to: 'Comment is noted and reference to it has been deleted.'</p> <p>c) <u>Draft NDP, Appendix 1</u>: This lists land at the rear of The Knapp as important green space. SG would therefore like more emphasis given to the fact that the Appendix is based on the Ledbury Rapid Townscape Assessment produced by Herefordshire Council in 2010. This could be done either by (i) adding to the Appendix title: 'Based on Ledbury Rapid Townscape Assessment (Herefordshire Council, 2010) and Ledbury Design Guide (2018)'; or (ii) by typing these sources and dates in bold in the first paragraph of Appendix 1.</p> <p>d) <u>Schedule 1, page 47</u>: The response on The Knapp issue should also refer to the fact that this land is listed in Appendix 1. And the spelling of The Knapp should be corrected in all documents to remove the 'e'.</p> <p>e) <u>Draft NDP, Policy CL2.2 and Schedule 1 (pages 62 and 63)</u>. Final drafting about the land for playing fields will depend on the outcome of further discussions with Herefordshire Council on financing. PH explained that while Cllr. Hitchener had earlier said they would provide funding from S106 monies, this was not minuted and there is therefore no record of the commitment.</p>	

4097

# 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

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

<p>Moreover, in reply to a recent letter sent by AP, Cllr. Hitchener was not willing to confirm that the money will be made available, but offered to meet to discuss and include possible LTC commitment to the land purchase.</p> <p>f) <u>Draft NDP (maps)</u>: SG noted that agreed changes to Map 5 and Map 11 (relating to various green spaces) had yet to be implemented. These await further possible feedback from the Planning Committee and WP members.</p> <p>g) <u>Draft NDP (photos)</u>: NF noted that some photo captions need amendment.</p> <p>h) <u>Schedule 2</u>: Reference to Walford should read Ledbury.</p>	
<p><b>3. Other Matters</b></p> <p>a) <u>TPO No. 659</u>: Representation based on BB's advice has been sent to Ruth Jackson of Herefordshire Council indicating that these TPOs should not be made in isolation or prematurely, but await a master plan for the whole area.</p> <p>b) <u>ED&amp;P Meeting</u>: PH to send all 3 documents to the Deputy Clerk for distribution to the Planning Committee. PH also to send these documents to WP members asking for comments/suggestions by 5pm on the 16<sup>th</sup> June or for them to make representations in person at the ED&amp;P meeting that evening. He will also confirm that the next WP meeting will be on Tuesday, 23<sup>rd</sup> August.</p> <p>c) <u>Consultation on Herefordshire Core Strategy</u> PH reported that Ledbury Town Council had submitted a response to the consultation on the spatial options and that Councillors planned to submit a response to the Environmental Building Standards consultation.</p>	<p>PH</p> <p>PH</p>
<p><b>4. Date of Next Meeting</b> Friday, 24<sup>th</sup> June at 2pm.</p>	

# 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><b>Meeting 70 - 24th June 2022</b>  <b>Present: PH; NF; AL; BB</b></p>	
<p><b>1. Notes of Meeting 69 and Actions Since</b>          The notes of meeting 69 were agreed.          PH reported that the ED&amp;P on 16<sup>th</sup> June had recommended that the NDP document be passed to LTC for approval and that AP will be arranging an extraordinary meeting for this purpose.          Prior to the ED&amp;P meeting, all WP members had been consulted on the plan, the Schedule of Representations and the Schedule of Alterations made at Reg 14. The only comment received was from Celia Kellett praising the work done.          PH to ask AP to let WP members know that the meeting scheduled for 28<sup>th</sup> June will be cancelled and that the next WP meeting will be on the 23<sup>rd</sup> August.</p>	<p>PH</p>
<p><b>2. Discussion with BB</b></p> <p>a) <u>Meeting with Tracy Ricketts (HC)</u>: SG agreed that BB should meet with Tracy Ricketts on the 28<sup>th</sup> June, call upon PH if there is any issue requiring his involvement and report back to SG. BB to send Tracy two documents: one relating to the earlier consultation on future healthcare facilities; the second one sent more recently by the Ledbury Health Partnership at Reg 14. SG discussed various sites outside the town centre which might be considered for future health centre facilities and BB noted 8 sites to be suggested at the meeting.          BB also to forward comments received from the Fire and Police services, including their view on future site location. BB pointed out that the future location of both the medical centre and tri-services is outside the scope of this NDP.</p> <p>b) <u>Wording on Playing Fields</u>: SG discussed S106 monies available in Herefordshire and the fact that Ruth Jackson's department is keen to support delivering land for the proposed playing fields using these funds. PH hopes that HC will admit that there was a commitment to funding for this and the access land and that a meeting will soon resolve matters. BB to revise the wording on playing fields (and associated section in Schedule 1), not allocating the land, but indicating that further development is anticipated. BB pointed out that the wording can then be changed as necessary after Reg 16 and before the plan goes to the Examiner.</p> <p>c) <u>Final Documents and Timeline</u>: SG discussed and agreed that all Reg 14 changes in the NDP draft should remain in red until after LTC approval.</p>	

4099

# 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>NF to make minor drafting/typo changes (in green) to a Word version of the NDP by Saturday 25<sup>th</sup> June. PH and AL to look at these changes by the morning of Wednesday, 29<sup>th</sup> June and send agreed version to LTC ready for distribution by Thursday, 30<sup>th</sup> June. PH to discuss an extraordinary LTC meeting with AP, most likely to be held in the week of 11<sup>th</sup> July.</p> <p>PH to send SB NDP document (with changes still in red) on 30<sup>th</sup> June, informing her of the planned timetable.</p> <p>SG agreed that BB should adopt his own format for the Basic Conditions Statement and the Walford format for the Consultation Statement, as this is clearly set out and easily adapted for the Ledbury situation. BB to start work on both these statements and use updated documents from the Reg 14 consultation to be sent by PH.</p> <p>Final NDP submission (all changes in black) to be sent to SB immediately after LTC approval, allowing 2-3 weeks for Reg 15 and SEA.</p> <p>SG agreed to aim to get the SEA, Basic Conditions and Consultation Statements and NDP finalised by 4<sup>th</sup> August to go to an ED&amp;P Meeting on 11<sup>th</sup> August.</p>	<p>NF PH &amp; AL</p> <p>PH</p> <p>PH PH</p> <p>SG</p>
<p><b>3. Website Update</b></p> <p>PH to finalise his part of the 1<sup>st</sup> consultation responses by end-July. NF to complete this work for uploading by mid-August. NF offered to update certain pages of the website and put past AL.</p> <p>AP is aware of the need to update the website by the end of August and there are potentially 2 new members of staff to help. The NDP submission and all associated documents will need to be online ready for Reg 16.</p>	<p>PH NF NF &amp; AL</p> <p>PH</p>
<p><b>4. Date of Next Meeting</b></p> <p>Thursday, 28<sup>th</sup> July at 10:30am.</p>	

**LEDBURY TOWN COUNCIL**

**MINUTES OF A MEETING OF THE TRAFFIC MANAGEMENT WORKING PARTY  
HELD ON  
31 MAY 2022**

---

**PRESENT:** Councillors Bannister, Bradford, Howells, Hughes, and Morris  
Non-Councillors – Steve Glennie-Smith

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

**TMWP124 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Harvey

**TMWP125 ELECTION OF CHAIRPERSON FOR THE 2022/23 MUNICIPAL YEAR**

**RESOLVED:**

**That Councillor Bannister be elected as Chairman for the 2022/23  
Municipal Year.**

**TMWP126 DECLARATIONS OF INTEREST**

**None received**

**TMWP127 TERMS OF REFERENCE**

**RESOLVED:**

**That the Terms of Reference be approved.**

**TMWP128 TO APPROVE THE MINUTES OF A MEETING OF THE TRAFFIC  
MANAGEMENT WORKING PARTY HELD ON 3 MAY 2022**

**RESOLVED:**

**That the minutes of a meeting of the Traffic Management Working  
Party held on 3 May 2022 be approved and signed as a correct  
record.**

**TWMP129 ACTION SHEET**

**RESOLVED:**

**That the action sheet be received and noted.**

TMWP130 **SPEED INDICATOR DEVICE (SID's)**

In 2021/22 it was agreed with BBLP that Ledbury was to have a SID in place on rotation in three locations in Ledbury, on a three-month rotation.

The Clerk gave a verbal report regarding the SID's for the area.

A debate ensued as to whether permanent SID's would be a financially viable option. The Clerk agreed to research this option.

**RESOLVED:**

**That the Clerk and Councillor Howells would write to Herefordshire Council in order to reopen the dialogue regarding the SID's for Ledbury and that the Clerk research the financial implication of permanent SID's.**

TMWP131 **OUTCOME OF PARKING PERMIT SURVEY**

Members were provided with an update on the recent parking permit survey that had been carried out with residents of Masefield Avenue and Queens Court.

It was reported that seven properties in Masefield Court had responded to the survey, whilst twenty properties in Queens Court responded.

Councillors were unsure as to whether a majority must be in favour of a parking permit scheme in order for it to be implemented. The Clerk will check if a majority must be in favour before the matter is closed.

**RESOLVED:**

**That the Clerk seek clarification on the requirements for the implementation of resident parking schemes.**

TMWP132 **FEEDBACK FROM MEETING WITH LOCALITY STEWARD IN RESPECT OF TRAFFIC REGULATION ORDER SUBMISSION**

A verbal report was given by Councillor Howells regarding the two and a half-hour walk around meeting which was held with the Locality Steward and Ian Connolly, the police advisor.

During the meeting, the delegation visited several points around Ledbury with a view to discussing proposals put forward by the Council.

Councillors have requested that the report be submitted in writing to the members at the next working party meeting.



**RESOLVED:**

**That Councillor Howells provide a written report to the next meeting, to be held on 27 June 2022.**

**TMWP133 TWENTY'S PLENTY**

Councillor Howells reported that the 20mph area was removed from the area near the school as it had expired and felt that it should be reapplied for. This matter was raised with the police advisor during his visit, and he expressed that a 20mph zone should be in place near to the school.

**RESOLVED:**

**That the members of the working party agreed that the 20mph zone be reapplied for.**

**TWMP134 REQUEST FOR CONSIDERATION FROM LOCAL RESIDENTS**

- a. Request for consideration to be given a Drop Kerb being installed at 48 Queens Court to assist with mobility scooter**

During the meeting with the police advisor drop kerbs were discussed. A drop kerb for mobility access does not come under TRO so therefore should be raised in a different manner.

- b. REQUEST FOR CONSIDERATION TO BE GIVEN TO CONVEX REFLECTIVE TRAFFIC MIRROR AT THE JUNCTION OF KNAPP LANE TO IMPROVE VISIBILITY FOR BOTH ENTERING AND EXITING THE JUNCTION**

During the meeting with the police advisor convex mirrors were discussed. If a convex mirror is placed on private property it is not the responsibility of Ledbury Town Council; however, if the mirror is on Council property it is a council matter.

**RESOLVED:**

**That the members of the working party agreed that no progress could be made on this item at this time.**

**TWMP135 IMPACT OF DEVELOPMENT AND PROPOSED DEVELOPMENT OF TRAFFIC MANAGEMENT (STANDING ITEM)**

Councillor Morris raised the subject of the GWR grant which is to be put forward to the Full Council for their consideration at the next Full Council meeting.

**RESOLVED:**

**That the GWR grant is to be discussed fully at the next Full Council meeting.**

**TWMP136 DATE OF NEXT MEETING**

**RESOLVED:**

**It was noted that the next meeting of the Traffic Management Working Party was scheduled for 29 June 2022 at 7.00pm.**

**The meeting ended at 3.58 pm.**

**Signed .....**  
**(Chair)**

**Dated .....**

LEDBURY TOWN COUNCIL

MINUTES OF A MEETING OF THE TRAFFIC MANAGEMENT WORKING PARTY  
HELD ON  
27 JUNE 2022

---

**PRESENT:** Councillors Bannister, Howells and Hughes

**ALSO PRESENT:** Angela Price – Town Clerk  
Charlotte Barltrop – Minute Taker

**TWMP137 APOLOGIES FOR ABSENCE**

Apologies for absence were received from PC Matthew Davis

**TWMP138 DECLARATIONS OF INTEREST**

None received

**TWMP139 MINUTES OF A MEETING OF THE TRAFFIC MANAGEMENT  
WORKING PARTY HELD ON 31 MAY 2022**

**RESOLVED:**

That the minutes of a meeting of the Traffic Management Working Party held on 31 May 2022 be approved and signed as a correct record.

**TWMP140 ACTION SHEET**

- **TWMP130 – That the Clerk and Cllr Howells write to HC in order to reopen the dialogue regarding SID's for Ledbury and that the Clerk research the financial implications of SID's -Town Clerk to complete**
- **TMWP131 – That the Clerk seek clarification on the requirements for the implementation of resident parking schemes– How many vehicles can be parked in the space? How many vehicles are owned by the house owners? Clerk to invite HCC roads to a meeting as the walk around meeting did not look positive for Residents Parking Schemes.**
- **TMWP132 – That the Cllr Howells provide a written report to the next meeting – Councillor Howells to complete for next meeting**
- **TMWP135 –That the GWR Grant is to be discussed fully at the next meeting of full council - Councillor Howells and Clerk agree that this should be fully looked into for 2023 application. Councillor Hughes has asked if there is a possibility for other funds for this project.**

**TWMP141 SID's**

The Clerk advised that due to her workload she had not had time to obtain information and costs to purchase an SID.

**RESOLVED:**

**That this agenda item be added to the agenda for the next TWMP meeting, to be held on 25 July 2022.**

**TWMP142 REPORT FROM MEETING WITH LOCALITY STEWARD IN RESPECT OF TRAFFIC REGULATION ORDER SUBMISSION**

**RESOLVED:**

**That Councillor Howells provide a written report to the next meeting, to be held on 25 July 2022.**

**TWMP143 PARKWAY GATES**

The Clerk advised that she had made some progress in respect of the gates at Parkway.

**RESOLVED:**

**That a meeting be arranged with Hereford Council Traffic Management Officer.**

**TWMP144 BEYOND THE HILLS CSP – REPORT ON LEDBURY BUS AND TRAIN TIMES BOOK**

**Members suggested that** the Clerk contact The Ledbury & Colwall Community Station Partnership regarding the constitution.

A meeting be arranged with Community Action Ledbury regarding buses and timetabling for the future. In particular the Newent-Ledbury-Ross bus route which is to be added to the agenda for the next meeting.

**RESOLVED:**

- 1. That the Clerk contact Gareth Davis in respect of The Ledbury & Colwall Community Station Project.**
- 2. That the Clerk invite a representative of Community Action Ledbury to the next meeting of the traffic management working party discuss how they may be able to assist with the proposed plans for this bus route.**

**TWMP145 IMPACT OF DEVELOPMENT AND PROPOSED DEVELOPMENT OF TRAFFIC MANAGEMENT (STANDING ITEM)**

Recommendations for Planning Committee to consider;

1. TRO's 20mph zones to be installed around schools
2. One way system at Woodley Road with a cyclesafe lane to be instated

Councillor Hughes raised the subject of Bus Routes on the new development.

**RESOLVED:**

**That the Clerk would contact Neil James regarding drop kerbs.**

**TWMP46 DATE OF NEXT MEETING**

**RESOLVED:**

**To note that the date of the next meeting of the Traffic Management Working Party will be 25 July 2022**

The meeting ended at 4.00 pm.

Signed .....

(Chair)

Dated .....

4105



<b>ECONOMY &amp; PLANNING</b>	<b>14 JULY 2022</b>	<b>AGENDA ITEM: 16</b>
-------------------------------	---------------------	------------------------

**Report prepared by Angela Price – Town Clerk**

**HEREFORDSHIRE LOCAL PLAN 2021-2041 – PLACE SHAPING CONSULTATION**

**Purpose of Report**

The purpose of this report is to provide Members of the Economy & Planning Committee with a copy of the Power Point presentation given to Town & Parish Councils at a recent zoom meeting.

**Detailed Information**

Place Shaping is the third public consultation to be undertaken in 2022 and the results of this consultation will help inform the preparation of a new local plan for Herefordshire.

The consultation sets out possible options and/or potential strategic development areas for Hereford, and how each of the County's market towns and rural areas could be developed over the next 20-years.

Following the close of this consultation a draft local plan will be prepared. Much of the evidence base for the plan will be developed over the summer and autumn and, together with the results of the consultations undertaken during 2022, will form the basis to support the plans policies and proposals. Further consultation upon a draft local plan will be undertaken in 2023.

Herefordshire Council would like to hear Council's views on the options of potential areas for growth presented for each of the Market Towns and rural areas. Responses can be provided at the following link: <https://hlp.commonplace.is/en-GB/proposals/place-shaping-questions/step1>

Hereford Council have also arranged a number of events for Parish and Town Council's to attend and a copy of the most recent virtual meeting is attached for information. Councillor Morris had been booked to attend this meeting, however to-date the Clerk has received no feedback.

**Recommendation**

That Members of the Economy & Planning Committee review the above link and consider whether they wish to provide a response, via this committee, on behalf of Ledbury Town Council.

4106





**Place Shaping  
Options**  
June 2022

4107

Agenda Item  
16

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# Place Shaping Options Context

- ❑ Spatial Options Consultation (January 2022)
- ❑ Public favoured Option 3: Focus Growth in Hereford and Market Towns
- ❑ Option 3 indicative housing targets:

4108

Hereford	3,900	Leominster	1,700
Bromyard	650	Ross-on-Wye	1,500
Kington	250	Rural Areas	2,500
Ledbury	600		

- ❑ River Lugg phosphate issue and emerging evidence base

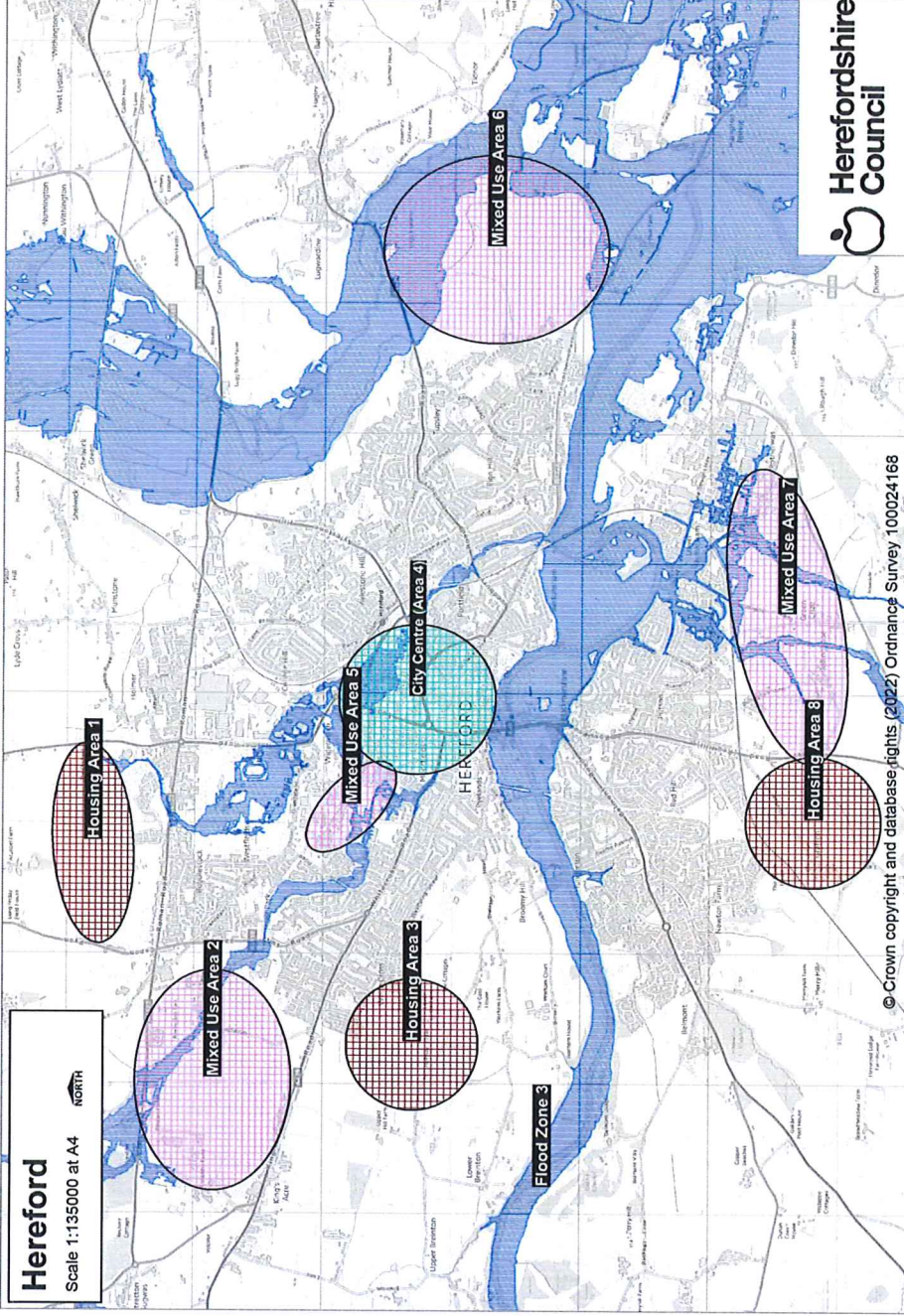
# City and Market Towns Options

6037



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# Hereford

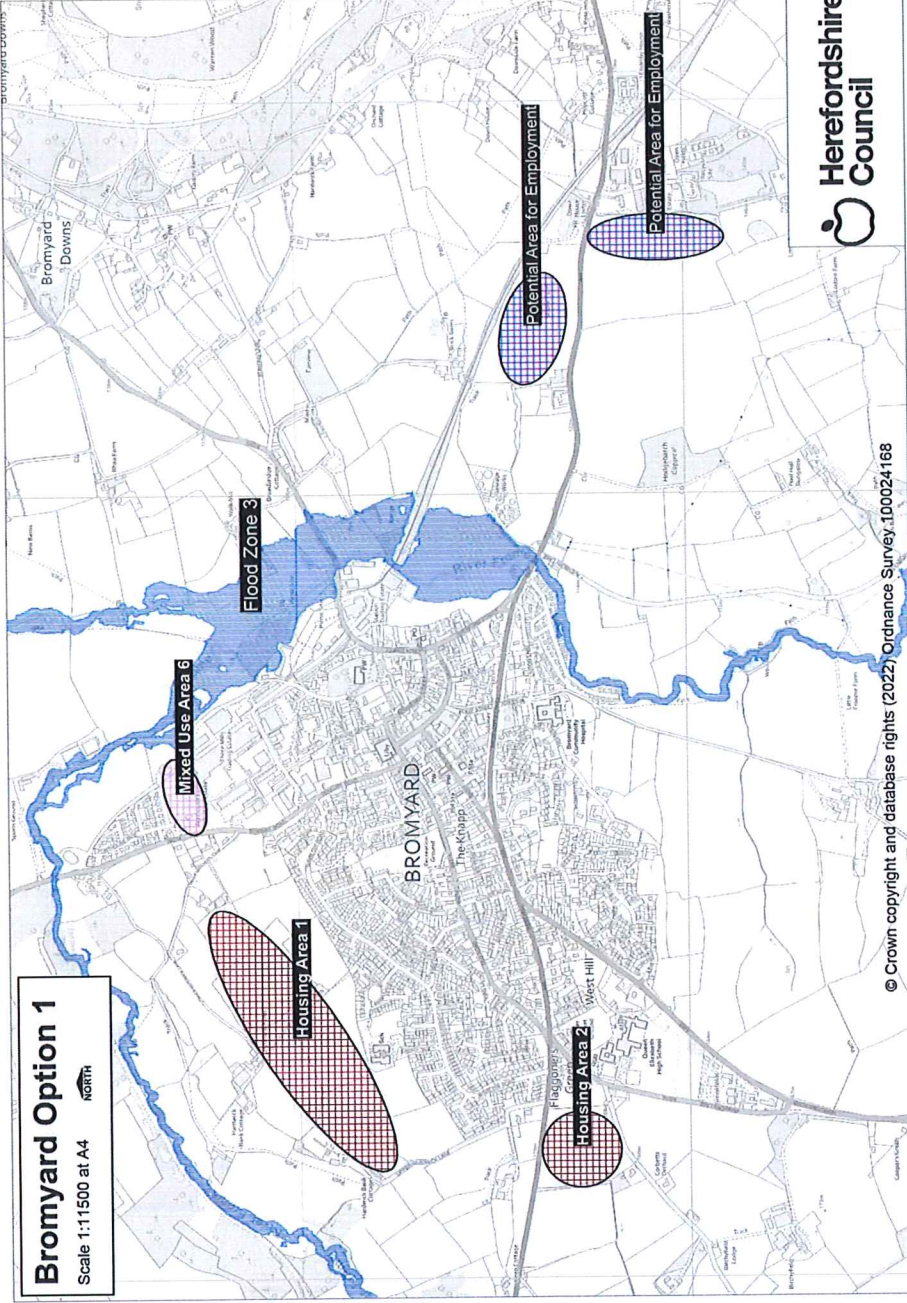


A110

# Bromyard 1

## Bromyard Option 1

Scale 1:11500 at A4



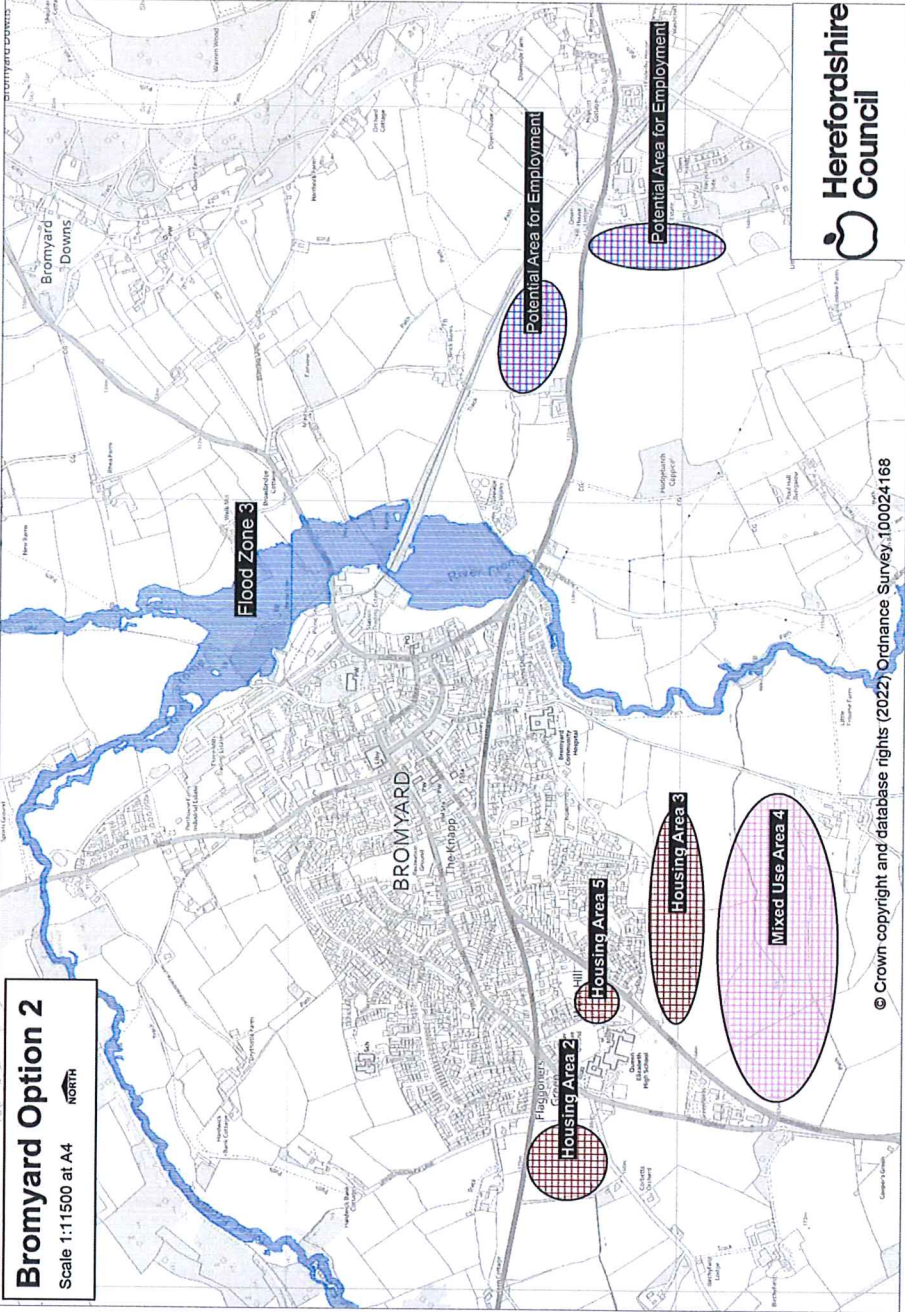
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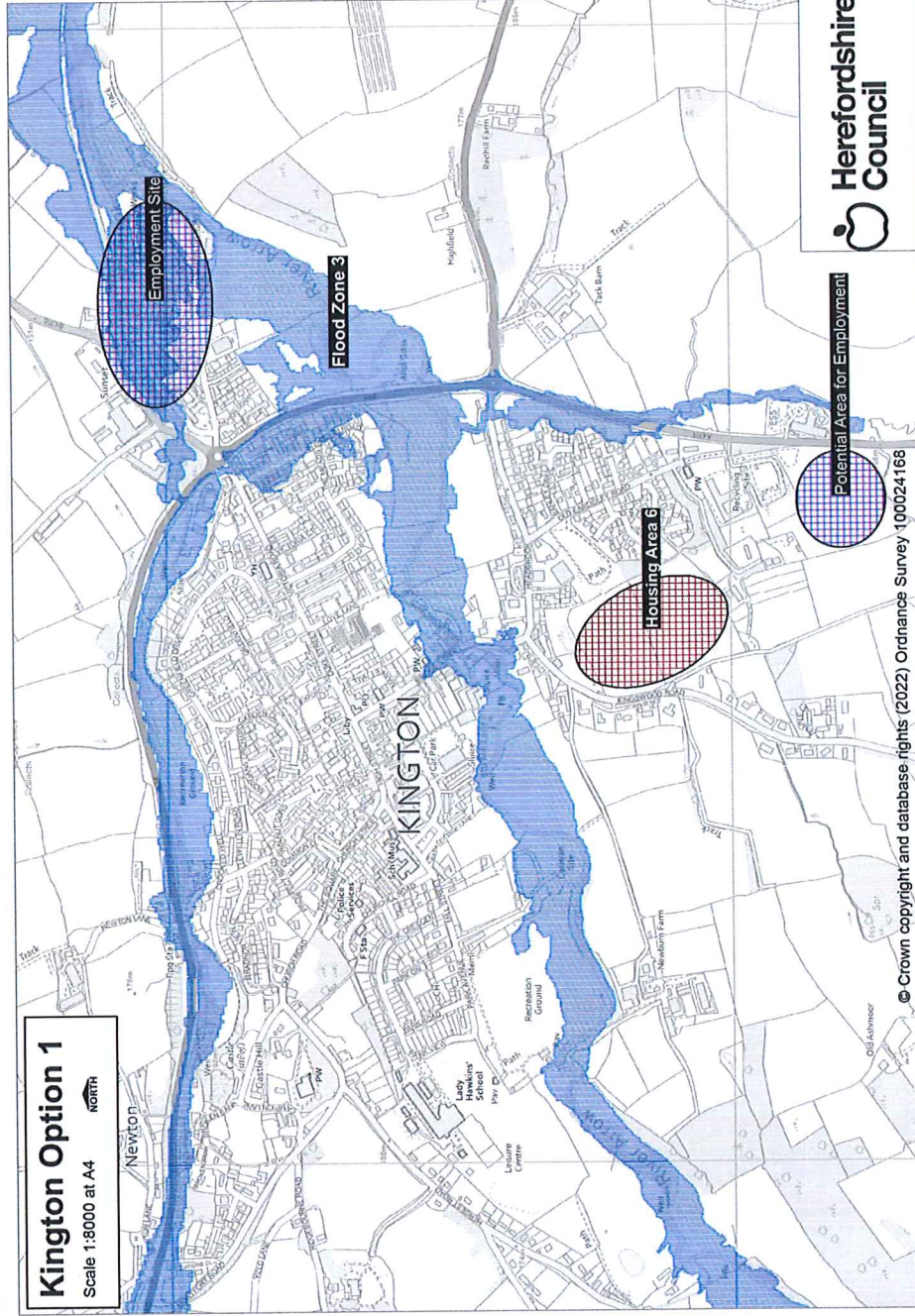
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# Bromyard 2



4112

# Kington 1



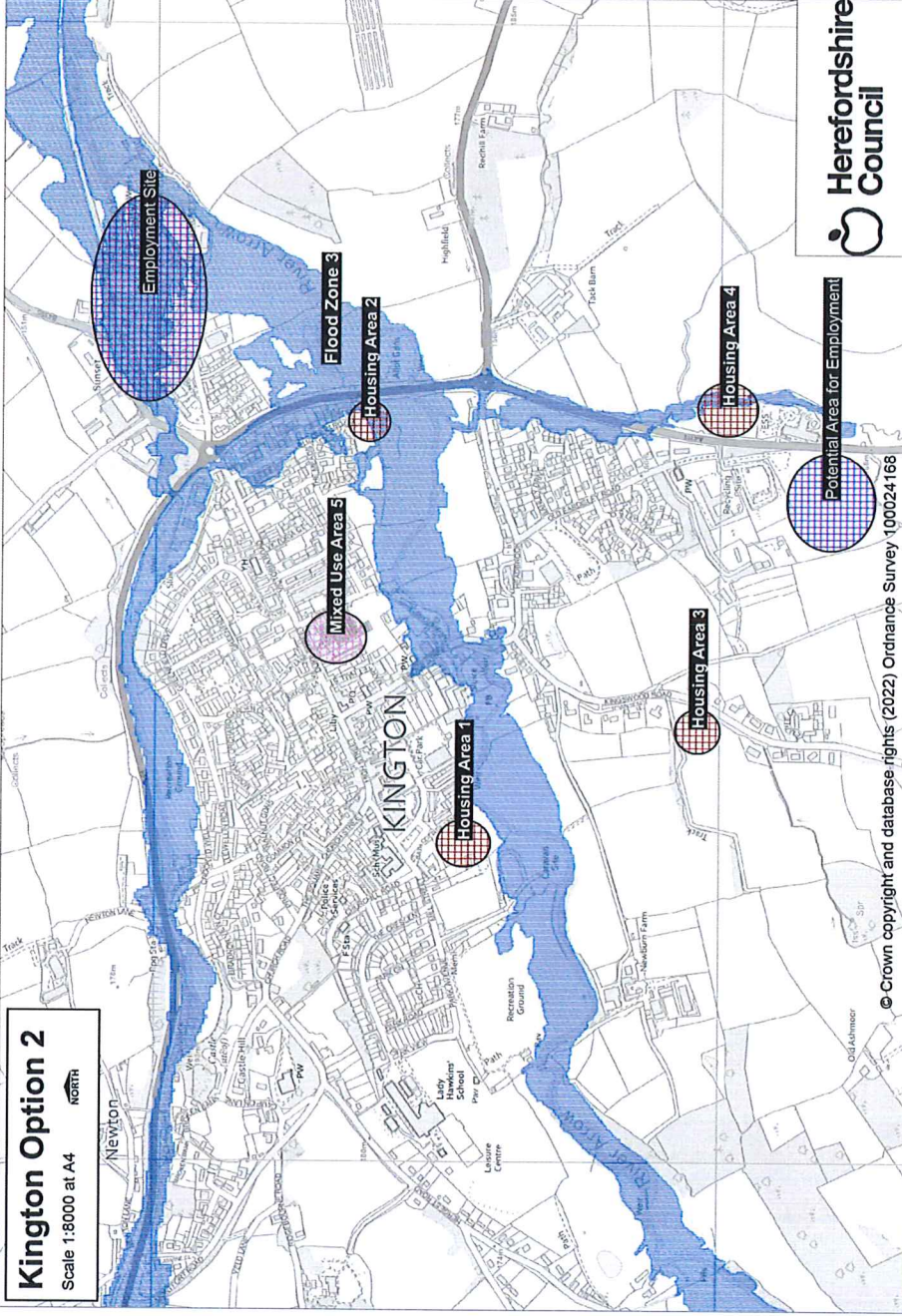
A113

# Kington 2

## Kington Option 2

Scale 1:8000 at A4

NORTH

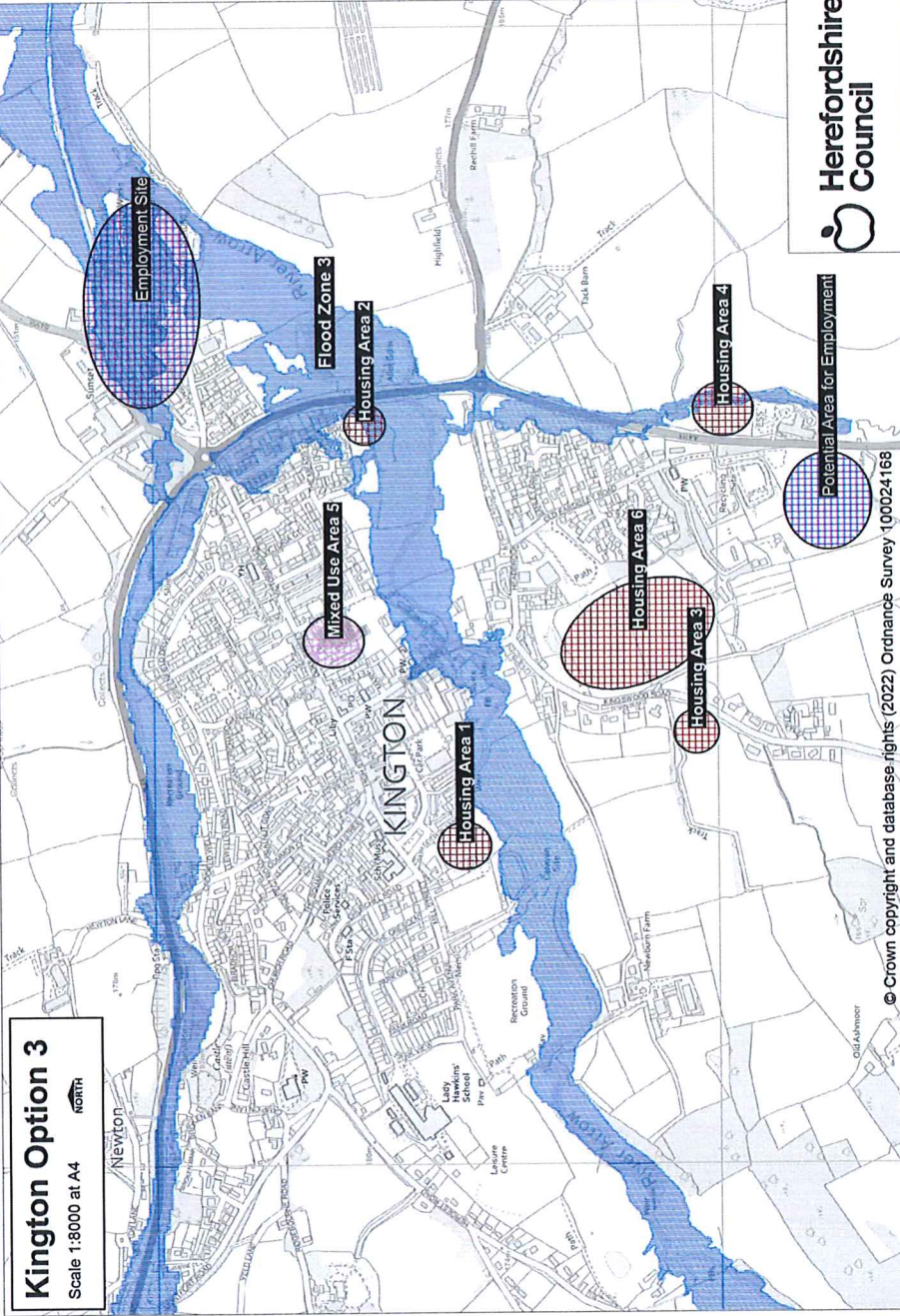


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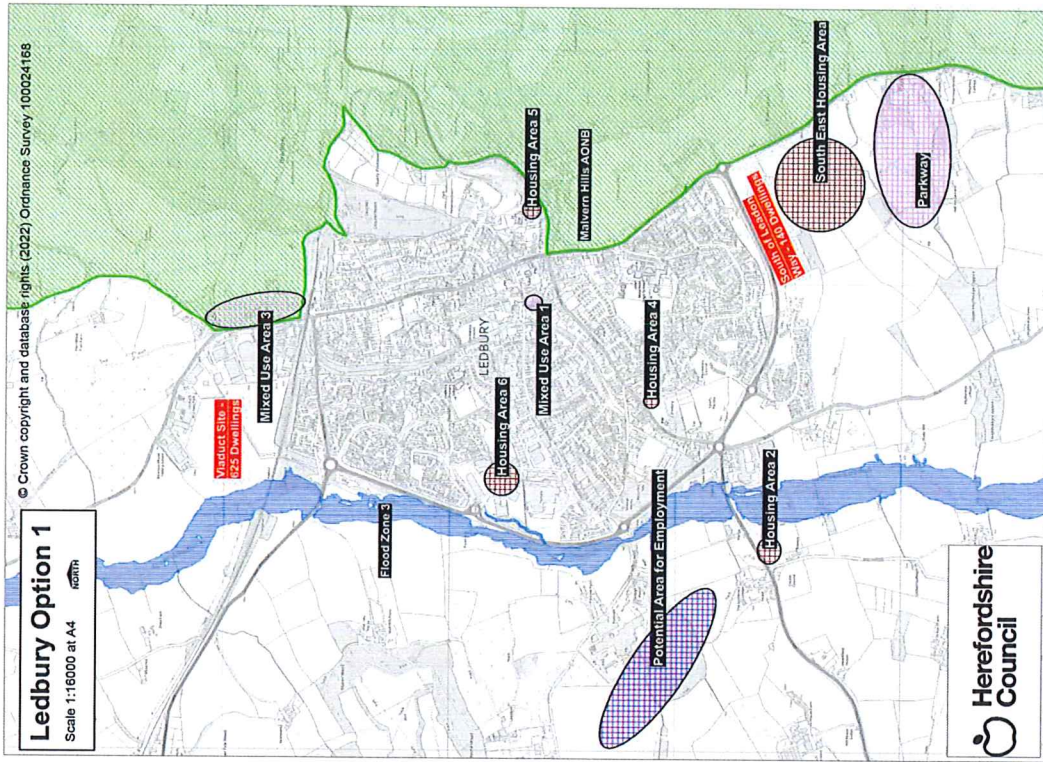
# Kington 3



AILS

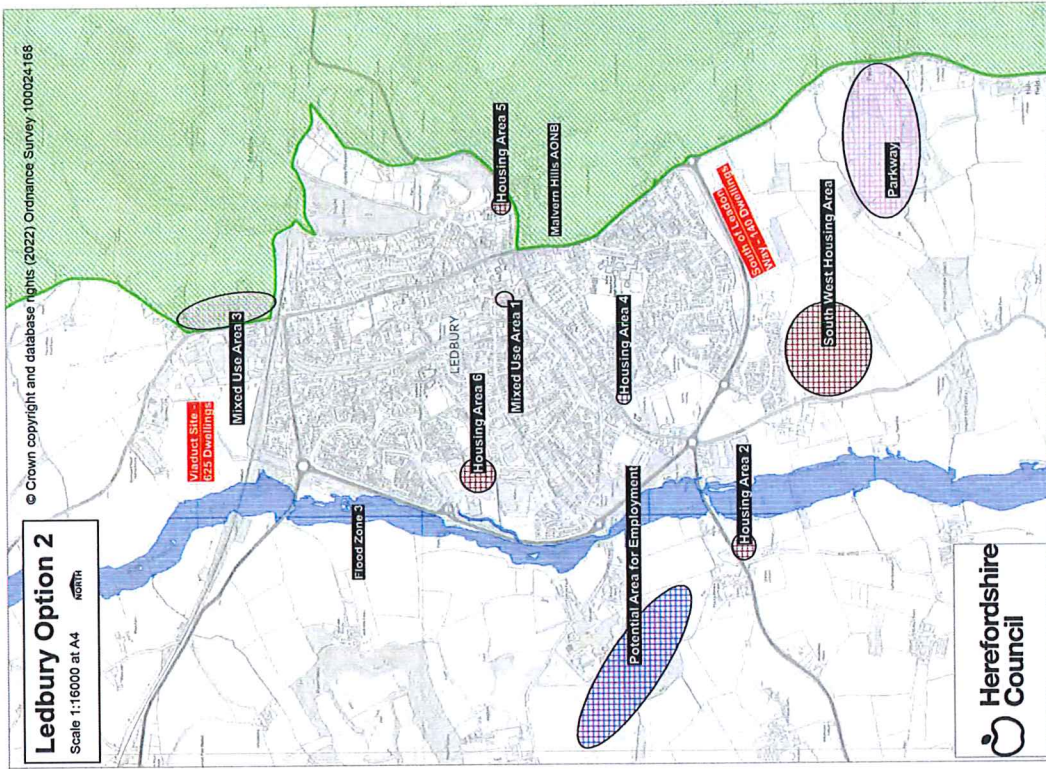
# Ledbury 1

4116



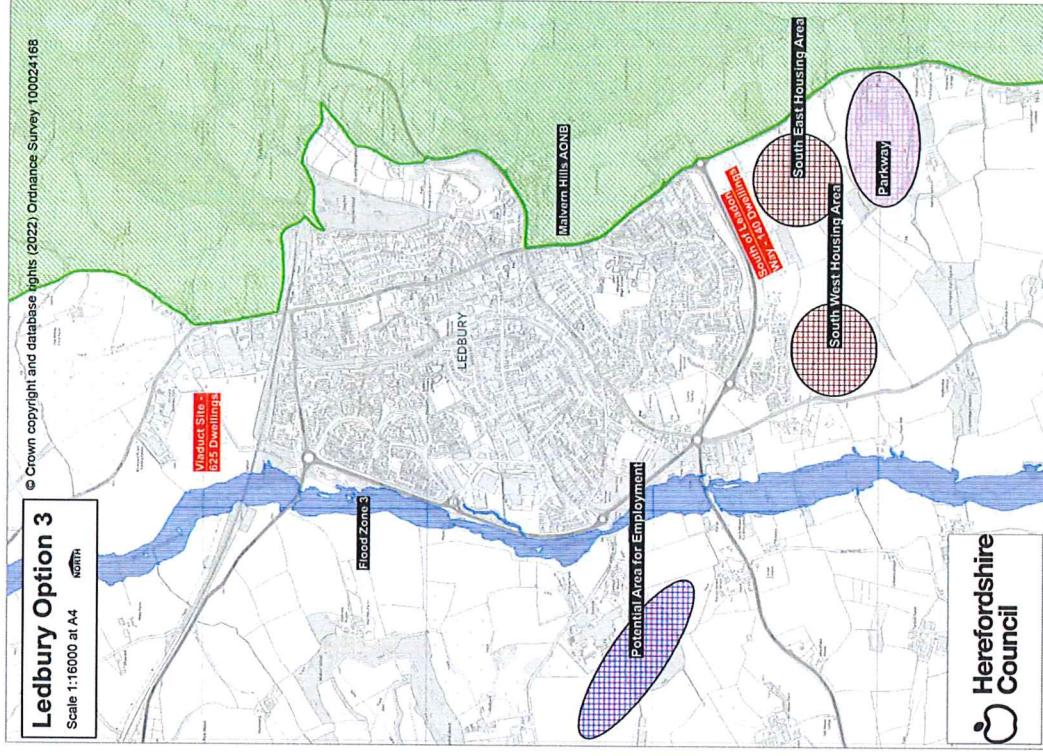
# Ledbury 2

4117

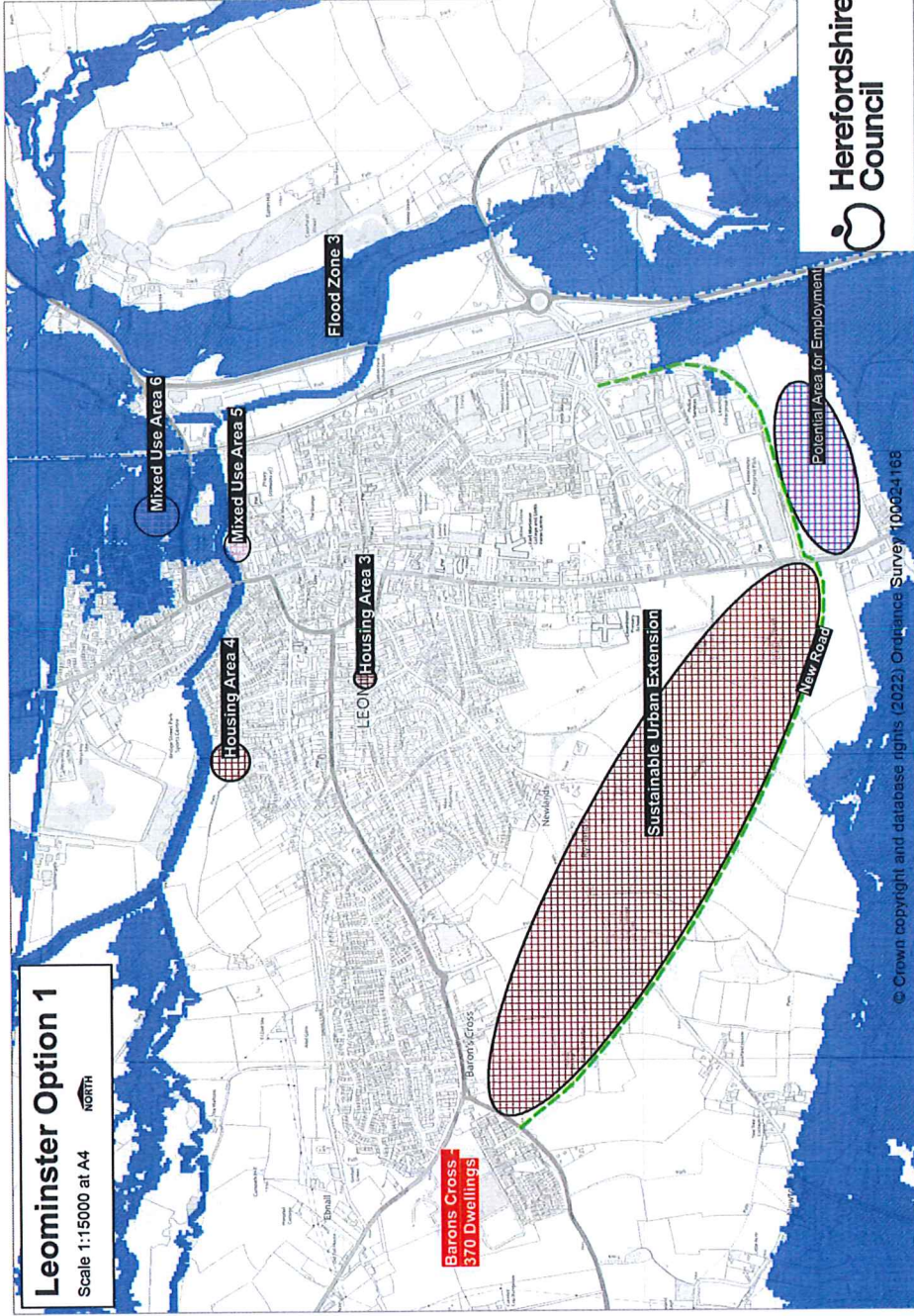


# Ledbury 3

A118

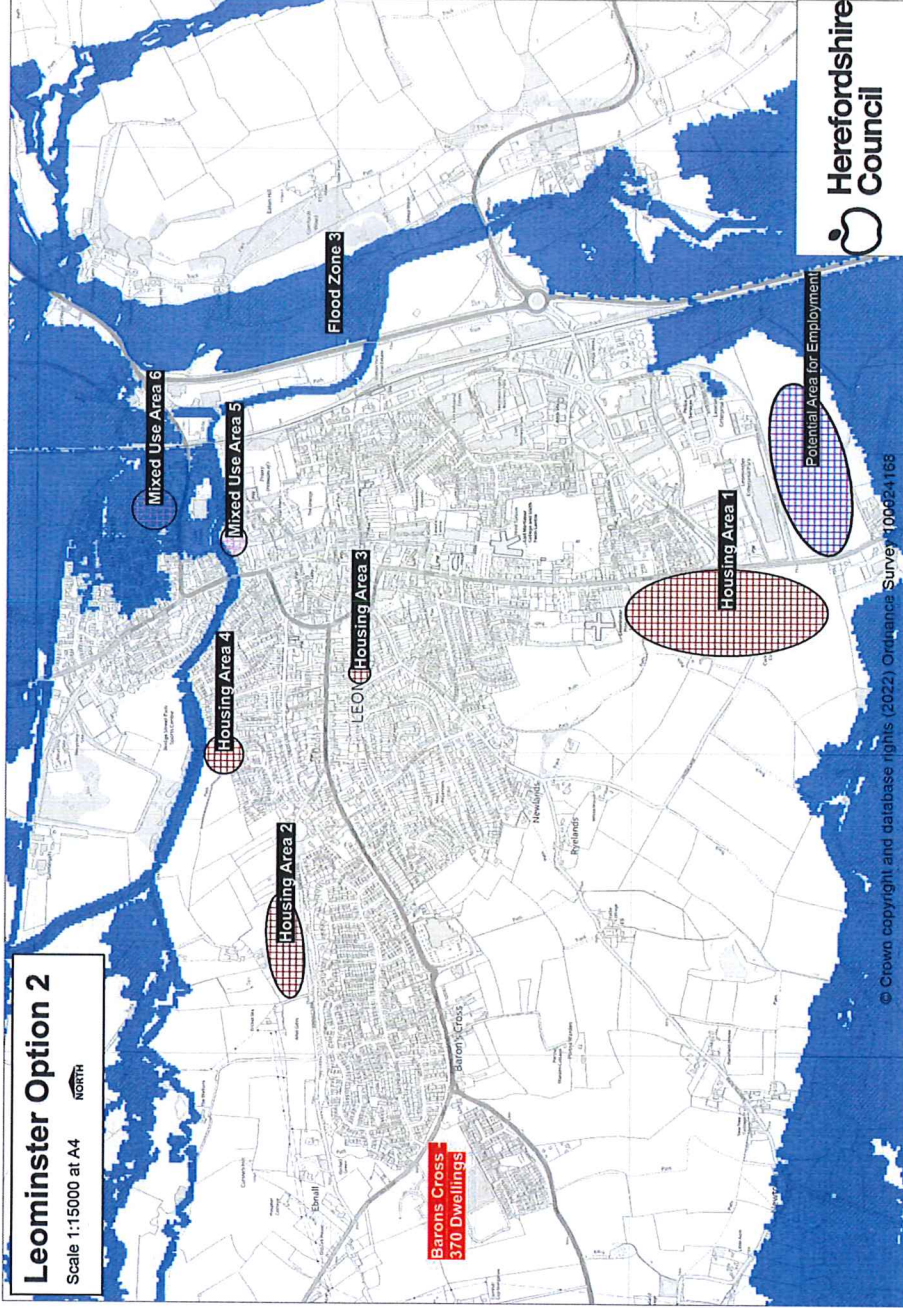


# Leominster 1



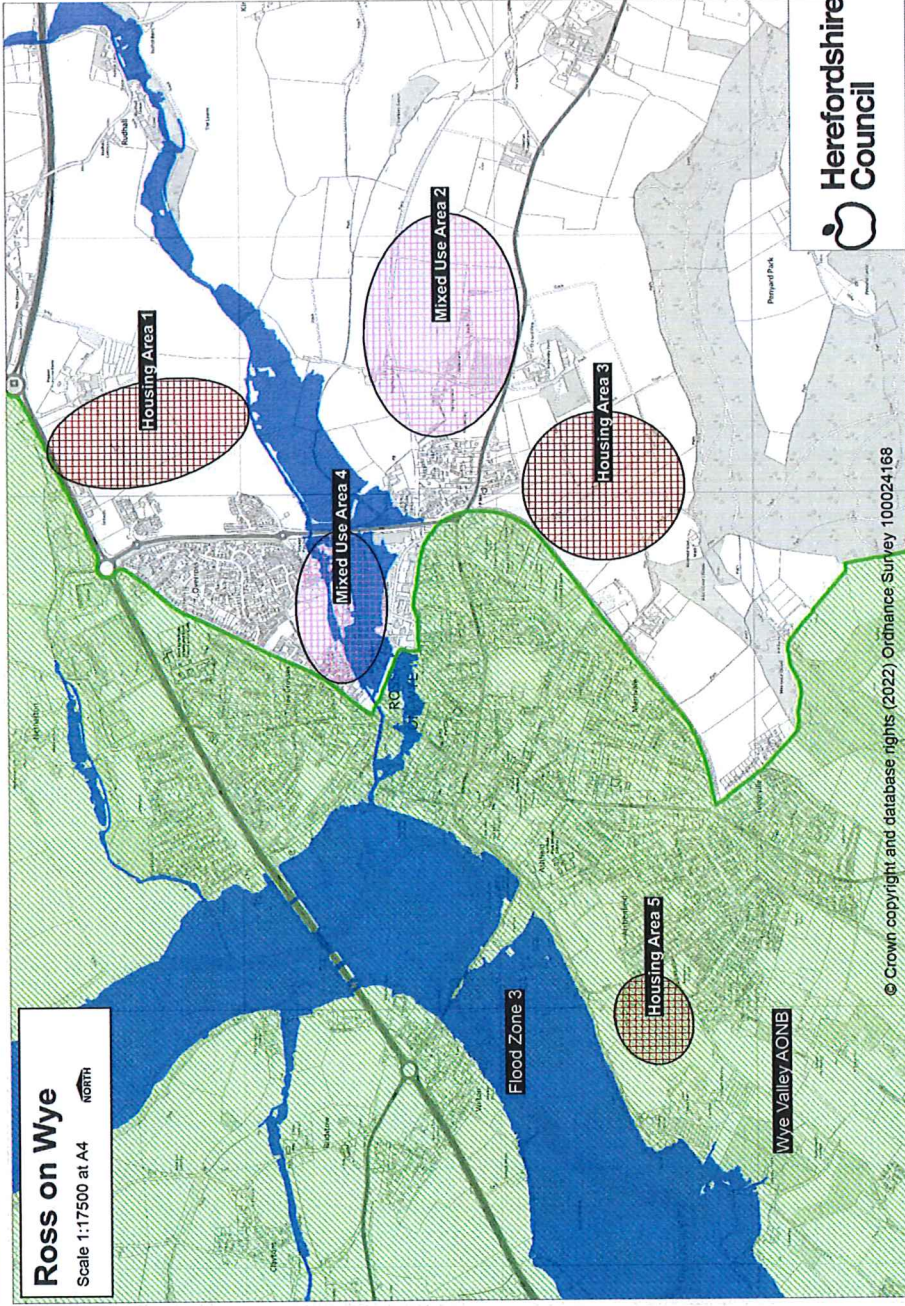
A119

# Leominster 2



4/20

# Ross-on-Wye



A121

4122

# Workshop/Discussion Break



# Rural Areas Options

4123

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## Rural Areas Place Shaping Options

### Option 1. Settlement Hierarchy Options

Where rural housing will be distributed

### Options 2 and 3. Responsive to local circumstance Options

How can special circumstance be taken into account

### Option 4. Proportionate Growth Options

The amount of rural housing to deliver

4124

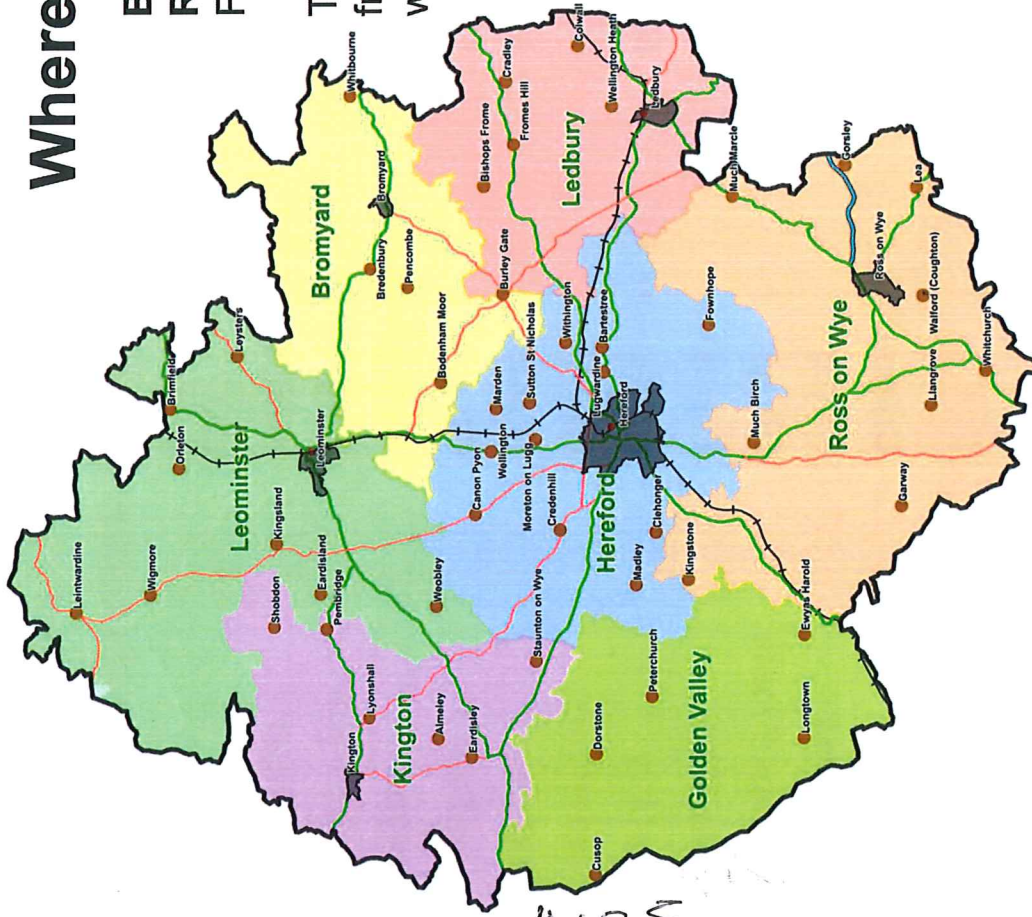
# Where rural housing will be distributed?

**Background**  
**Rural Settlement Hierarchy 318 settlements reviewed.**  
For full details can be found in the Rural Background Paper.

The settlements listed in the following options have been identified from evidence gathered, there are four focus areas as to how weighting is applied.

## A sustainable balanced approach has been taken

- Environmental designations and constraints
- Services and facilities
- Large employment sites
- Public transport provision trains/buses
- Road and water infrastructure



## Option 1a: The housing to be distributed through the most sustainable settlements across the county;

### OPTION 1A COUNTYWIDE

Almeley	Credenhill	Liangrove	Shobdon
Bartestree	Cusop	Longtown	Staunton on Wye
Bishops Frome	Dilwyn	Lugwardine	Stretton Sugwas
Bodenham	Eardisley	Lyonshall	Tarrington
Bosbury	Ewyas Harold	Madley	Wellington
Bredenbury	Fownhope	Marden	Weobley
Bridstow	Fromes Hill	Mordiford	Weston under Penyard
Brimfield	Goodrich	Moreton on Lugg	Whitchurch
Burghill	Kimbolton	Much Birch	Wigmore
Canon Pyon	Kingsland	Orleton	Withington
Clehonger	Kingstone	Pembridge	Wormbridge
Colwall	Lea	Peterchurch	Yarpole
Cradley	Leintwardine	Pontrilas	

A-26

## Option 1a: List of identified settlements

### Pros

- Targets housing to the most sustainable settlements
- Reduce the need to travel
- Supports rural services and facilities
- Enables affordable housing opportunities

### Cons

- Some areas of the county have limited housing growth
- Some areas in the county have no settlements listed
- Some existing rural services and facilities will not see increased growth to support their viability
- Lack of opportunities for affordable housing

A127

## Option 1b: Housing to be distributed to the most sustainable settlements in each Housing Market Area.

OPTION 1B HMA			
BROMYARD HMA	GOLDEN VALLEY HMA	HEREFORD HMA	KINGTON HMA
Bodenham	Cusop	Bartestree	Almeley
Bredenbury	Ewyas Harold	Credenhill	Eardisley
Brockhampton (N)	Longtown	Fownhope	Lyonshall
Burley Gate	Michaelchurch Escley	Madley	Pembridge
Edwyn Ralph	Peterchurch	Marden	Shobdon
Hope under Dinmore		Moreton on Lugg	Staunton on Wye
Stoke Prior		Wellington	Titley
LEDBURY HMA	LEOMINSTER HMA	ROSS ON WYE HMA	
Ashperton	Brimfield	Goodrich	
Bishops Frome	Kimbolton	Kingstone	
Bosbury	Kingsland	Little Dewchurch	
Colwall	Leintwardine	Llangrove	
Cradley	Orleton	Much Birch	
Fromes Hill	Weobley	Peterstow	
	Wigmore	Pontrilas	
		St Weonards	
		Weston under Penyard	
		Whitchurch	
		Wormbridge	

428

## Option 1b: List of identified settlements

### Pros

- Responsive to the different character of rural areas across the county
- Even distribution across the rural area
- Supports vital services in remote areas of the county
- Enables affordable housing opportunities

### Cons

- Still a need to travel by private car
- Some settlements identified have a smaller range of services and facilities
- Some larger settlements in the Hereford HMA will not be identified for growth

ANS

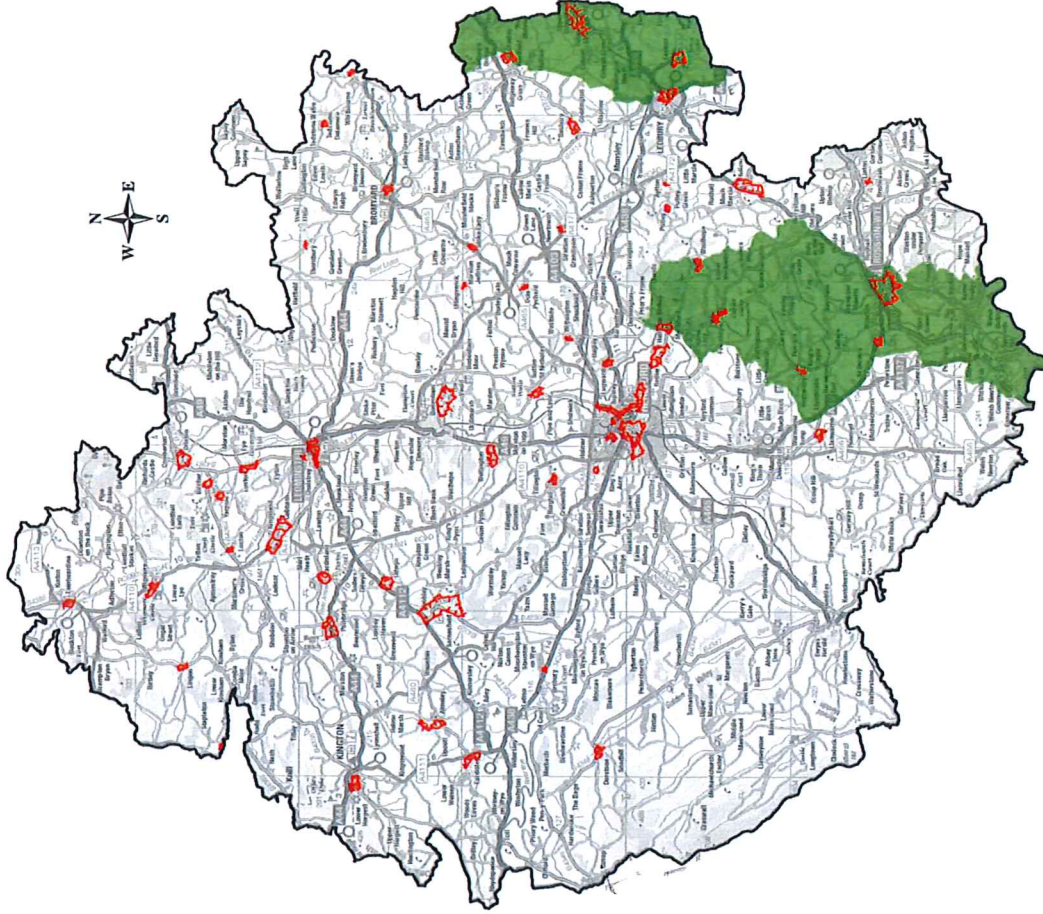
## Option 2: Taking account of Conservation Areas and Areas of Outstanding Natural Beauty

The preferred option was reduced growth in AONBs and Conservation Areas.

**2a: Focus growth only within sustainable settlements outside of the AONB (in green) and Conservation Areas (in red);**

or

**2b: Reduce amount of growth within settlements in the AONBs and Conservation Areas.**



4130



## Option 2a: Focus growth only within sustainable settlements outside of the AONB and Conservation Areas

### Pros

- Protect landscape and townscape of AONBs and conservation areas
- Retain and enhance high quality places
- Enhances tourism

### Cons

- Some of the most sustainable settlements are within a AONB or have a conservation area
- Impact viability of services and facilities
- Identified settlements subject to growth restrictions
- Growth concentrated on fewer sustainable settlements

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## Option 2b: Reduce amount of growth within settlements in the AONBs and Conservation Areas.

### Pros

- Responsive to environmental character
- Retain viability of services and facilities
- Reduce the amount of development
- Protect the landscape and townscape

### Cons

- Affect the ability to provide affordable housing and community facilities
- Growth would be concentrated on the settlements outside of AONB and Conservation Areas
- Development close to conservation areas may impact on historic character

## **Option 3: Additional settlements to meet local needs, to include affordable housing, self build and custom built housing.**

**Option 3a:** Support growth with a **second tier** of sustainable settlements, allowing for affordable housing and local need self-build and community led housing only.

### **OPTION 3**

<b>Brampton Abbotts</b>	<b>Holme Lacy</b>	<b>Monkland</b>	<b>Vowchurch</b>
<b>Burley Gate</b>	<b>Hope under Dinmore</b>	<b>Much Marcle</b>	<b>Walford (s)</b>
<b>Clifford</b>	<b>Kilpeck</b>	<b>St Weonards</b>	<b>Woolhope</b>
<b>Crow Hill</b>	<b>Little Dewchurch</b>	<b>Stoke Prior</b>	
<b>Dorstone</b>	<b>Luston</b>	<b>Sutton St Nicholas</b>	
<b>Gorsley</b>	<b>Michaelchurch Escley</b>	<b>Titley</b>	

4+33

## Additional settlements to meet local needs Option 3b: Neighbourhood Development Plan allocations

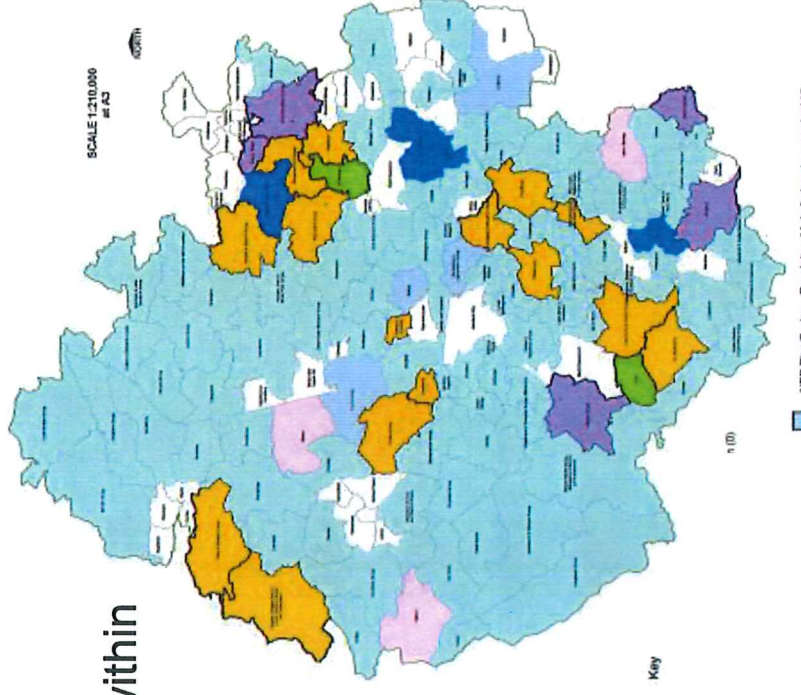
Provide policy framework to support parish councils/communities within their own Neighbourhood Development Plans to

Make the case to allocate sites for

- Affordable housing
- Self build
- Custom-build and community led housing schemes.

Settlements not indicated within the Local Plan list for growth could make a reasoned argument within their NDPs where there is a specific need or requirement.

This supports communities to provide local needs housing within their area within a local development plan led approach.



## Option 3a/b: Provision of additional tier of settlement for affordable housing, self-build and custom build housing only

### Pros

- Address local needs
- Opportunities for affordable housing in areas where market housing would be limited
- Limited development would protect settlement landscape/townscape character

### Cons

- Encourages some growth in less sustainable areas
- Still a need to travel by private car
- Not sustain rural services and facilities
- Require robust definitions of local needs, 'self-build' and community led housing

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## Option 4: Proportionate Growth Options in the rural areas

### The amount of rural housing to be distributed



#### Rural Area Proportionate Growth Option 1

- Proportional growth based on the size of the existing settlement.

Size of settlement x % Proportional Growth = Future Growth

4136



#### Rural Area Enhanced Growth Option 2

- Proportional growth based on the viability of development sites. Overall rural growth distributed evenly to named sustainable settlements regardless of settlement size.

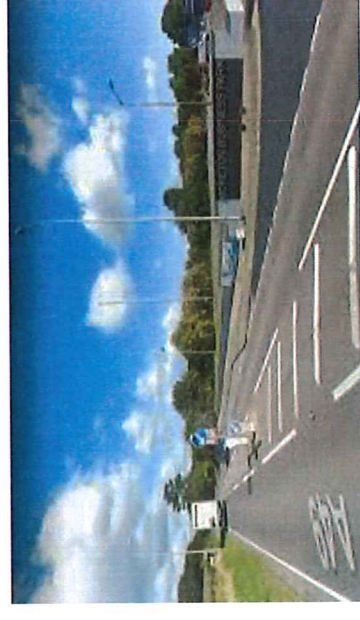
Rural Housing divided by No. of settlements = Settlement growth

## Rural Employment

There are a number of large employment sites within the rural area which could be identified for safeguard. Further guidance will be provided within the Employment Land Study.

- Kingstone / Madley Airfield
- Moreton on Lugg
- Shobdon Airfield
- Whitestone Business Park, Withington

4137



- Outside of any existing employment sites, should new larger scale employment provision be directed towards those settlements named within the options above?
- Are there instances where large scale employment will be situated within the 'open countryside'?

## Transport and connectivity

- There are a number of potential opportunities to improve connectivity and transport in and around the rural area, enabling commuter and leisure travel to be made within the use of private cars.
- These could include:
  - Long distance cycleways/greenways along old railway lines
  - Additional footpaths/rights of way along field edges connecting rural settlements
  - Safeguarding the former Herefordshire Gloucestershire canal route
- Are there any known long distance routes which could be safeguarded within the Local Plan?





# Workshop/Discussion Break

4139

  @hfdscouncil

[Herefordshire.gov.uk](http://Herefordshire.gov.uk)

# Next Steps

Next steps (draft)	Dates
Place shaping consultation period	13 <sup>th</sup> June – 25 <sup>th</sup> July
Members and Parish Council presentation	w/c 13 <sup>th</sup> June
Roadshow events	20 <sup>th</sup> June – 8 <sup>th</sup> July

4140

Any other questions?

# Place Shaping Consultation Roadshows

LOCATION	VENUE	DATE	TIME
Ledbury	Market Place	Tues 28 June	10:00 – 12:00
Bishops Frome	Village Hall	Tues 28 <sup>th</sup> June	14:00 – 16:00
Hereford	High Town Market	Wed 29 June	09:30 – 12:30
Fownhope	Village Hall	Wed 29 June	14:00 – 16:00
Ross-on-Wye	Market Place	Thurs 30 June	10:00 – 12:00
Lea	Village Hall	Thurs 30 June	14:00 – 16:00
Leominster	Market Place	Fri 1 July	10:00 – 12:00
Wigmore	Community Hall	Fri 1 July	14:00 – 16:00
Ewyas Harold	Memorial Hall	Mon 4 July	14:00 – 16:00
Bromyard	Country Market	Thurs 7 July	10:00 – 12:00
Bartestree	Village Hall	Thurs 7 July	14:00 – 16:00
Kington	Market Hall	Fri 8 July	10:00 – 12:00
Weobley	Village Hall	Fri 8 <sup>July</sup>	14:00 – 16:00

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<b>ECONOMY &amp; PLANNING</b>	<b>14 JULY 2022</b>	<b>AGENDA ITEM: 17</b>
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Report prepared by Angela Price – Town Clerk

## **LEDBURY MARKET HOUSE – REMOVABLE STAIR LIFT**

### **Purpose of Report**

The purpose of this report is to provide Members of the Economy & Planning Committee with information on a proposal put forward by Councillor Bradford in respect of purchasing a mobile stair lift for use in the Market House.

### **Detailed Information**

As Members are aware in the past there have been numerous discussions around accessibility of the Market House and whether a lift or stair lift could be installed. These discussions have raised concerns within the Ledbury Community due to the Market House being an iconic, Grade I listed building.

An alternative to these proposals could be the provision of a “portable stair lift” similar to the emergency chairs found in modern buildings for evacuation purposes in the event of a fire.

On investigation the Clerk has discovered a folding electric lightweight stair climber, which can be viewed at the following link:

<https://www.youtube.com/watch?v=QhBhuuoeyd4>

As mentioned above this is similar to an evacuation chair, the main difference being that this is battery powered and therefore minimises the physical effort required to climb/descend stairs. The benefits of a battery-operated stair climber are as follows:

- Whilst it is advisable that two people are available when in use, it is not essential and stairs can be successfully negotiated with just one person operating it.
- The unique track structure is convenient and safe when going up/down the stairs
- It is a lightweight, self-contained unit and is foldable for easy storage
- It is capable of climbing 5 floors on one battery charge
- Detachable battery unit for easy charging

On investigation so far the Clerk has been unable to find where the battery powered stair climber can be purchased in the UK other than eBay or Amazon, currently they appear to be available for the American market, whereas varieties of the evacuation chair are produced in the UK and easily purchased. However, officers are still trying to find this product for sale in the UK other than Amazon and eBay.

4/42

An example of an evacuation chair can be found at the following link:

[https://www.fireprotectiononline.co.uk/elite-evacuation-chair?gclid=EAlaIQobChMI6r6NtNLM-AIVjZftCh34wgBWEAYYCSABEgJIQ\\_D\\_BwE](https://www.fireprotectiononline.co.uk/elite-evacuation-chair?gclid=EAlaIQobChMI6r6NtNLM-AIVjZftCh34wgBWEAYYCSABEgJIQ_D_BwE)

The obvious difference between the battery-operated stair climber and the evacuation chair is that the evacuation chair requires physical effort to ascend/descend the stairs.

This product is supplied with wall storage mount and easily removable dust cover and as stated above these are manufactured and sold in the UK.

Additional information on both of the above options is attached.

### **Financial Information**

On investigation the cost of the elite evacuation chair is in the region of £1,000, and the cost for the battery-operated stair climber is in the region of £2,000 (however it should be borne in mind that currently it would appear that these are only available via eBay or Amazon) for the UK market.

### **Recommendation**

1. That Members of the Economy & Planning Committee view the links provided above to ensure they have a good comprehension of the difference between the two products.
2. That Members make a recommendation to the Finance, Policy & General Purposes Committee on which product should be pursued as a solution to accessibility issues in respect of the Market House, for further instructions to be given to the Clerk as to which product to purchase.

2/14/3

downstairs, it can also move upstairs. In this situation, it will take two assistants to operate.

## Pros and Cons

Even when something seems like a worthy investment, a prudent customer always looks into alternatives and the pros and cons of buying the commodity. On that thought, here are the **pros and cons of buying a portable stairlift**.

### Pros

- A mobile stairlift does not require costly track installation or alterations to the existing architecture.
- It's ready to use right out of the box, just charge the battery, and it's ready to run!
- It's much more adaptable and affordable alternative to **installed stairlifts** and costs half as much as other detached trackless stairlifts.
- Its durable rubber tank- treads enables it to move on nearly any stair surface
- It's the only "car-to-bed" solution in the market today. A rider can get on the chair right after a lighting from the car, and be transported upstairs to their bed without unbuckling the safety belt—there's no sitting down and getting up at each turn of the way.
- Portability is another key element. Mobile Stair lift folds enough to fit in most trunks, so you can take it wherever you go!

### Cons

- The rider can't operate a mobile stairlift alone. They should always be accompanied by an operator who is adequately trained to use the stairlift.

Typically, a Mobile Stairlift improves the lifestyle of your beloved and is easy to use. As an operator, you'll be required to set controls on the stair climber, so it switches from a trolley to a stair-climbing dolly. When you switch on the power, the device will rotate its treads to move up or downstairs. As you firmly grip the handlebar, the device pulls up the stair and transports the rider accordingly.

However, the operator should be adequately trained on how to use the mobile stair lift to prevent injury. You should also first practice descending and ascending stairs without the rider.

If you are looking for stairlift companies near me then visit [Towson Medical Equipment](#) for a test drive on our manual stair lift or our installed Handicare units.

## Mobile Stairlifts are Available in Two Versions!

Mobile stair lifts are equipped with tracks that do all the heavy lifting when ascending or descending stairs. It can carry up to 400 pounds and all you have to do is hold on to the handlebar and move forward. That said, there are two models of mobile stairlift; a manual and battery-powered unit.

The battery-powered stair-climbing chair weighs about 30kg and doesn't require you to move your loved one manually.

When fully charged, it can transport a rider to over 120 flights on a single charge. This chair can be used both at home and whenever you go out. It's well equipped to **climb up and down on metal, wooden, and concrete stairs.**

The manual stair-climbing chair is lighter, weighing only 18 kg. It can be used to quickly evacuate individuals up and down the stairs, especially during an emergency such as evacuation and fire rescue. While this version of the mobile stairlift is ideal for moving

AMS



# What's a Mobile Stairlift?

Unlike **stair lifts installed in homes** to alleviate mobility limitations on a single set of stairs, a mobile one offers even more flexibility. It's a portable stair-climbing solution that can be used in hospitals, ambulances, emergency centers, healthcare industries, **homes**, offices, and other related workplaces.



All you have to do is carry it in the trunk of your car and use it to transport your loved one up and down stairs whenever the need arises.

## Portable Mobile Stair Lift Rental

This equipment can also be rented. A **portable mobile stair lift rental is perfect for those who need a temporary solution to getting up and down the stairs**. Like for those recovering from surgery or a broken leg, rent one for a month or two and return it when you are done needing it.

CONTACT US TODAY

## How to Use it

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# Towson Medical Equipment

Sales | Service | Rentals | Stairlifts

1805 East Joppa Road, Parkville MD

CALL NOW... 410-882-4005

TOLL FREE... 877-391-4290

[Home](#) » [Blog](#) » Mobile Stair Lift – Home Mobility Solution for Seniors

## MOBILE STAIR LIFT – HOME MOBILITY SOLUTION FOR SENIORS

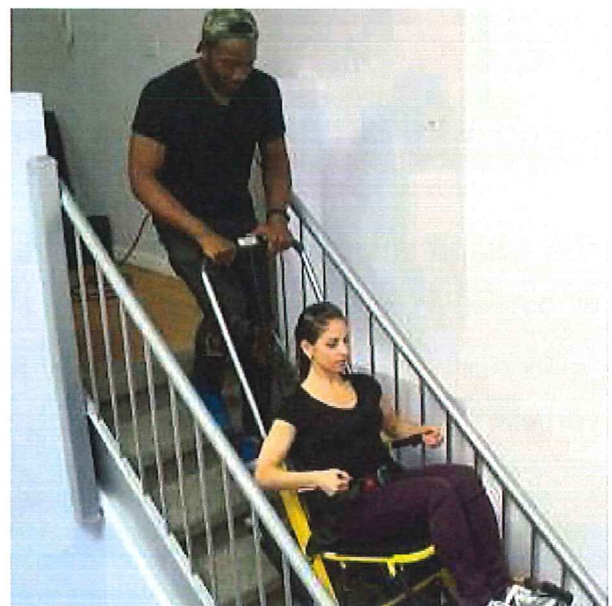
by [Admin](#) on [August 8, 2020](#) in [Stair Lift](#)

3

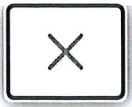
The technology of mobile stairlift has provided seniors and other individuals with mobility issues more choices than were available to earlier generations. Imagine the convenience of going up the stairs in buildings that don't offer alternative avenues such as an elevator or wheelchair maneuvering space. There are not many other stair lift alternatives.

That's what the mobile stair lift offers you! It's similar to a stairlift elevator without the messy installation. And it is one of the few great stair lift alternatives.

But what is a portable mobile stairlift and how useful can it be to your situation? Read on to find out!



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Exitmaster's Elite Evacuation Chair is the premium evacuation chair within its range, boasting a 4 point harness, padded seat with arm rests, comfort hand grips and enhanced headrest with a headband. Supplied with wall storage mount and easily-removable dust cover, these are manufactured in the UK.

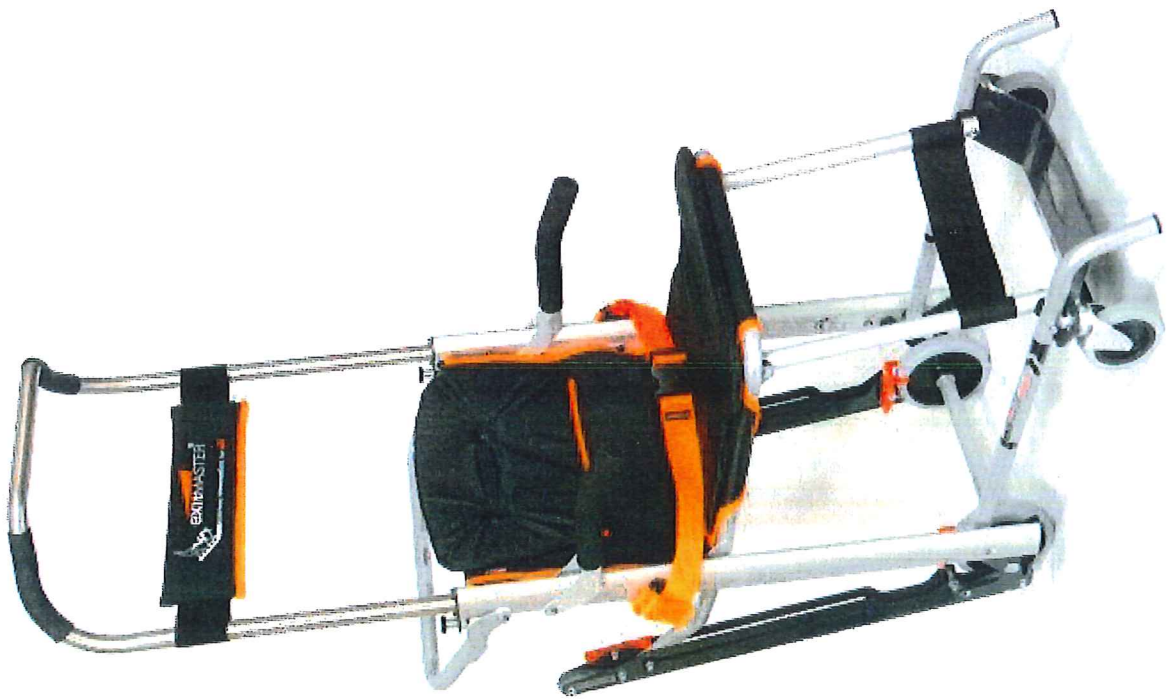
Exitmaster's Elite Evacuation Chair is the premium evacuation chair within its range, boasting a 4 point harness, padded seat with arm rests, comfort hand grips and enhanced headrest with a headband.

This evac chair can also be used as a transit chair plus, its stair blade track system allows extra grip on the staircase and more control.

The Elite Evacuation Chair is very easy to use, has amazing stability and just needs one assistant to aid anyone getting into the chair.

Evacuation chairs are a live saving item for any office with multiple floors to aid the escape of anybody with a mobility impairment as the lifts cannot be used during an emergency situation.

The Elite Evacuation Chair comes complete with a dust cover and the wheels have an automatic break when folded for easy storage.



4150

**Subject:** FW: Barclays is making a change in Ledbury  
**Attachments:** Reasons-For-Closure-Ledbury.pdf

You don't often get email from [adrian.davies@barclays.com](mailto:adrian.davies@barclays.com). [Learn why this is important](#)

Dear Sir/Madam,

I would like to give you notice of a change Barclays is making in your constituency. On Wednesday 5<sup>th</sup> October 2022 we are closing our branch at 22 The Homend, Ledbury.

The decision to close a branch is never an easy one, however, the way people bank today is unrecognisable from 50 years ago when almost every banking transaction took place in a branch. Now, that number is less than 10%, and we need to make sure that we are providing our services in ways that best reflect customers' needs, including outside of traditional branch formats.

This ongoing change in behaviour means we are seeing a sustained fall in customer transactions across our network and this trend is reflected at the Ledbury branch where there has been a 41% reduction in counter transactions in the two years to March 2020. In addition, we can identify that 85% of our Ledbury customers are using alternative ways in which to undertake their banking, including via the telephone, online and mobile app.

Despite the branch closure, we are confident that access to banking remains sufficient in the local community; everyday transactions can be completed at any Post Office, with the closest located at One Stop, 10 The Homend, Ledbury a short distance away. There are 3 free-to-use ATMs within one kilometre of Ledbury branch, the nearest at One Stop, 10 The Homend, Ledbury.

The closest Barclays branches are Broad Street, Hereford and High Street, Worcester.

Although the branch is closing, we will still have an active presence in the community via new and alternative physical touchpoints. We plan to provide additional face-to-face access for banking services via one of our community locations – from the point of closure. Further details, including the timings and the location, will be communicated to our regular customers in the coming days. We will be delighted to let you know further details in due course.

We appreciate that not all of our customers will adopt change at the same pace, and we would like to underline our commitment to supporting our vulnerable customers through this change. We have also identified that in total 28 regular customers at Ledbury use the branch exclusively for their banking and do not interact with us in other ways. We will be making personal contact with all regular branch users to discuss their options and guide them through alternative ways to bank.

As part of this closure announcement we will follow the Access to Banking Standard. This means all of our local customers will be informed of our decision at least 12 weeks before the closure via letter. We will also make available our Reasons for Closure document (copy attached).

We appreciate you may receive queries from local residents on this matter, and want to make sure you are prepared with the relevant information in this event.

Despite the closure of the branch, I hope you can agree that we remain committed to meeting customer needs in Ledbury.

If you have any questions in the meantime, please do not hesitate to contact me.

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Kind regards,

Adrian

Adrian Davies (he/him) | Customer Care Director – Bristol, Gloucester & Wiltshire  
Barclays UK | West & Wales

Respect | Integrity | Service | Excellence | Stewardship  
[Creating opportunities to rise](#)

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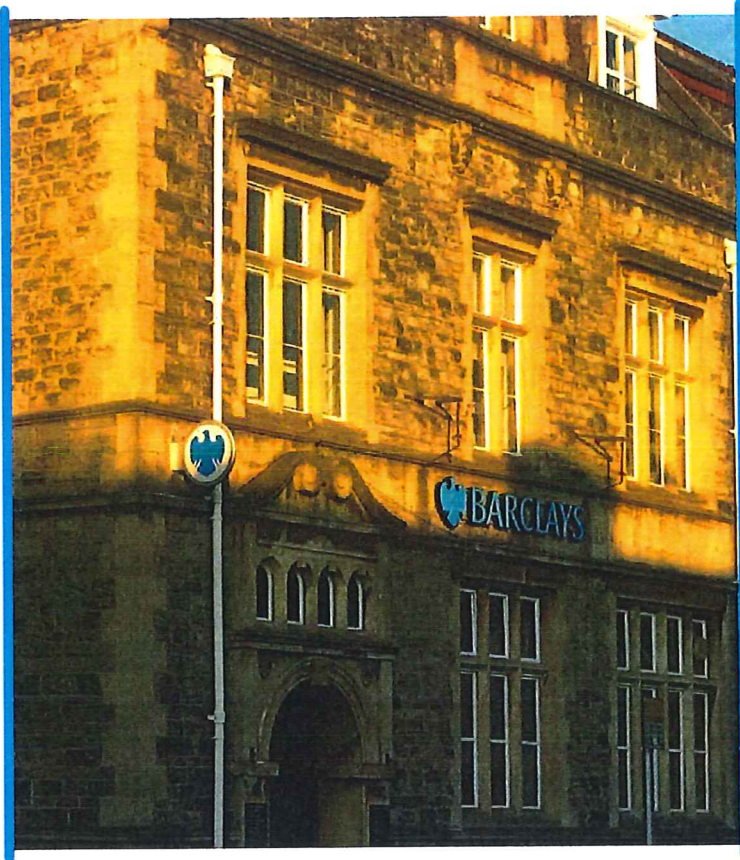
If you are incorporated or operating in Australia, please see <https://www.home.barclays/disclosures/importantapacdisclosures.html> for important disclosure.

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How we use personal information see our privacy notice  
<https://www.investmentbank.barclays.com/disclosures/personalinformationuse.html>

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 BARCLAYS

This branch is closing –  
but we're still here to help

Our Ledbury branch is closing  
on Wednesday 5 October 2022

Reasons for closure, and alternative ways to bank.

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## This branch is closing – but your bank is always open

This first booklet will help you understand why we've made the decision to close this branch. It also sets out the banking services and support that will be available to you after this branch has closed.

In a second booklet, which will be available from the branch prior to it closing or online at [home.barclays/ukbranchclosures](https://home.barclays/ukbranchclosures), we'll share concerns and feedback from the local community. We'll also detail how we are helping people transition from using the branch with alternative ways to carry out their banking requirements.

Here are the main reasons why the Ledbury branch is closing:

- The number of counter transactions has gone down in the previous 24 months, and additionally 85% of our branch customers also use other ways to do their banking such as online and by telephone
- Customers using other ways to do their banking has increased by 12% since 2016
- In the past 12 months, 25% of this branch's customers have been using nearby branches
- We've identified that only 28 customers use this branch exclusively for their banking



Proposals to close any branch are made by the Barclays local leadership teams and verified at a national level ahead of any closure announcement. If you have any questions and concerns about these changes then please feel free to get in touch over the phone on **0345 7 345 345**, or with Adrian Davies, your Customer Care Director for Bristol Gloucester & Wiltshire.

Email: [adrian.davies@barclays.com](mailto:adrian.davies@barclays.com)

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## How banking is changing

Many people are choosing to bank differently, and these changes inform our decisions



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## How this branch is used

Before we make the decision to close any branch, we think carefully about how it has been used so far. We consider how many customers have been visiting, what kind of transactions they've been making, and all the other ways they've been choosing to bank with us. We also take into consideration the availability of other branches in the wider community.

### Customers

Usage in last year	Regular (3+ times)	Heavy (12+ times)	% heavy users who also use nearby branches
Personal	1,227	183	23%
Business & Corporate	249	85	29%

### Weekly transactions

#### Personal

	Counter transactions	Cash withdrawals	Cash deposits	Cheque deposits
Apr 19 to Mar 20	407	149	123	135
Apr 21 to Mar 22	234	80	75	79
Apr 19 to Mar 20 vs Apr 21 to Mar 22	-43%	-46%	-39%	-41%

#### Business & Corporate

	Counter transactions	Cash withdrawals	Cash deposits	Cheque deposits
Apr 19 to Mar 20	113	9	44	60
Apr 21 to Mar 22	72	7	30	35
Apr 19 to Mar 20 vs Apr 21 to Mar 22	-36%	-22%	-32%	-42%

### Opening hours of Ledbury

Monday	09:30-16:30
Tuesday	09:30-16:30
Wednesday	10:00-16:30
Thursday	Closed
Friday	09:30-16:30
Saturday	Closed
Sunday	Closed

### Facilities available

Counter services	Yes
Cash machines	Yes
Self service machines	Yes

Cheque deposit volumes may show an increase due to the fact that deposits completed through self-service devices in the earlier comparison period did not count towards the total.

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## Other places you can bank locally

There are many other ways you can still bank in your local community, including nearby Barclays branches, cash machines and Post Offices.

### Nearby Barclays branches

Name	Hereford	Worcester High Street
Address	1-3 Broad Street, Hereford HR4 9BH	54 High Street, Worcester WR1 2QQ
Distance (miles)	14.6	15.7
Branch Facilities – Counters	Yes	Yes
Branch Facilities – Self service	Yes	Yes

Opening hours for these and all our branches can be found at [barclays.co.uk/branchfinder](https://www.barclays.co.uk/branchfinder)

### Nearby free cash machines

Location	Address	Distance (miles)
One Stop	10 The Homend, Ledbury HR8 1BT	0.0
Co-op	New Street, Ledbury HR8 2EZ	0.2

To find the location of any LINK<sup>3</sup> cash machine, go to [link.co.uk](https://www.link.co.uk)

### Nearby Post Offices

Post Office Name	Address	Distance (Miles)
Ledbury	One Stop, 10 The Homend, Ledbury HR8 1BT	0.0
Bromsberrow Heath	Unit 3, Bromsberrow Heath Business Park, Bromsberrow Heath, Ledbury HR8 1PG	4.0

To find the location and opening hours of any Post Office, go to [postoffice.co.uk/branch-finder](https://www.postoffice.co.uk/branch-finder)

All data contained within this booklet was sourced in March 2022 and published in July 2022

## Ways to bank

We want to make staying in control of your everyday banking as easy and convenient as possible. Over the years, we've introduced many ways you can bank without having to come into a branch.

### The Barclays app

Transfer money between accounts and keep a check on your balances. If you need to, you can call us directly from the app too. The Barclays app is free to download from your app store<sup>1</sup>.

### Online Banking

Do all your everyday banking tasks from your home computer. We use the most advanced security systems to keep your details safe and our Online and Mobile Banking Guarantee protects you from fraud. To register, just call 0345 734 5345<sup>2</sup>.

### Telephone Banking

Available 24 hours a day, seven days a week. You can hear your balance, check transactions, pay bills and transfer money. You can speak to an adviser about your banking needs too. To register, just call 0345 734 5345<sup>2</sup>.

### The Post Office

All customers can withdraw or pay in cash and check balances using their Barclays debit card and PIN at thousands of Post Office branches across the country.

All customers can also pay cheques into a Barclays account using a personalised paying-in slip and a cheque deposit envelope. You will need to allow two extra working days for cheques to reach your Barclays accounts using the Post Office.

Transaction charges for Business transactions will apply.

### LINK cash machines

Withdraw cash, check your balance and request a receipt at any cash machine displaying the LINK sign<sup>3</sup>. You can also print off a mini statement at Barclays cash machines.



If you would like more information or help with any of the different ways you can bank with us, please speak to someone in branch or visit [barclays.co.uk/ways-to-bank](https://www.barclays.co.uk/ways-to-bank)  
If you're a business customer then visit [barclays.co.uk/business-banking/ways-to-bank](https://www.barclays.co.uk/business-banking/ways-to-bank)

**Broadband** - to check the availability and speeds in your area please visit [checker.ofcom.org.uk/broadband-coverage](https://checker.ofcom.org.uk/broadband-coverage). If you need any support, please speak to someone in branch.

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## Glossary

### Glossary of terms

<b>Feedback from local community</b>	May include local MPs, Councillors, Consumer Groups identified with a particular interest in the closure, or received directly from personal or business customers
<b>Nearby branches</b>	These are the branches listed on page 5
<b>Exclusively for their banking</b>	Only use the counter in branch (12 or more times in the last 6 months) and did not use online, telephone, mobile banking or any of the nearby branches
<b>Use other ways of banking</b>	Use online, telephone or mobile banking in addition to the branch
<b>Counter Transactions</b>	Cheque deposits, cash withdrawals and deposits
<b>Usage – Regular</b>	Used an inside ATM or the Counter – 3 or more times in the last 12 months.
<b>Usage – Heavy</b>	Used an inside ATM or the Counter – 12 or more times in the last 12 months.
<b>Branch Facilities – Counters</b>	Has a manned traditional style counter
<b>Branch Facilities – Self Service</b>	May have one or more of the following: External / Internal cash machine, online banking point, quick pay point / service point or Assisted Service Counter
<b>Nearby free cash machines</b>	Cash machines identified nearby that are free to use, additional free to use cash machines may also be nearby, as well as cash machines that charge a usage fee

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Calls may be recorded for quality and training purposes.

<sup>1</sup> You need to be 16 or over to use the app. T&Cs apply.

<sup>2</sup> Calls to 03 numbers are charged at the same rate as calls to 01 & 02 landlines, and will count towards any inclusive minutes you may have covering calls to landline numbers.

Call charges may differ, please check with your local provider.

<sup>3</sup> Cash withdrawal fees may apply to some cash machines in the LINK network.

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