

LEDBURY NEIGHBOURHOOD DEVELOPMENT PLAN ACTION INDEX 2018-2021

Version dated: 06/12/2022

Action needed and decisions made (using NDP documentation filing system index of headings - actions as recorded from notes and organisation/individual inputs)						
A list of all suggestions for consideration by the NDP WP from committee meetings, working parties and feedback other than from the formal public consultation, captured for the record including decision taken.						
Filing section headings	Date	Subject (key words)	Action needed	Decision summary	Comments	Done v
1.0 Admin, governance and funding						
1.1 Admin						
Ledbury Town Council - NDP confidentiality agreement	01/01/21	Signatures	All relevant WP members need to sign before the revision is completed.	Combined form for both confidentiality and non-disclosure sent Nov 22	In progress; receipts being recorded under GDPR conditions, completion expected before end 2022.	v
Ledbury Town Council Declaration of interest	01/01/21	Declarations of interest	Confirm with LTC whether all members of the WP (excluding Councillors who already sign one) need to complete a Declaration of	Yes confirmed, as above	See above	n/a
Hold meeting with Councillors to brief on NDP & decision options	01/01/21	Councillors NDP briefing	Ensure all Councillors know more about NDP process and make decision on areas for the updated NDP to cover relative to timescales	Clerk arranging for evening either 25th or 26th January 21	Held 25th January; new status and action plan for the NDP agreed to put to ED&P and Council for approval	v
Ensure all documents that have to go on the websites are accessible as per standards	01/01/21	Online documents meeting accessible standards	All documents that go on websites have to meet accessibility standards as from 23rd September 2020 otherwise the draft plan will not be allowed to proceed to Regs 14 and 16	Review with Sam Banks, Bill Bloxsome, Carly Tinkler and the SG that all documents that go on both the LTC NDP website and that will be posted on the HC NDP website meet the accessibility standards	Sam Banks consulted and gave advice on what was needed to ensure accessibility compatibility and key docs checked to ensure they comply as filed on the website	v
1.2 Funding and budget						
Draft grant application(s) to be agreed by SG in early January	01/01/21	Funding grant applications	Agree with Dave Tristram then prepare with Angie to submit before end Jan 21	Timescales and application process agreed with Dave and the Clerk by the NDP SG	Applications now proceeding	v
Apply for first Localities grant	01/02/21	Grant application	Apply for £5,000 localities grant for period to 31st March 2021	Clerk registered and application sent in	Approved and money received Feb 2021	v
Apply for Awards for All Grant	01/03/21	Grant application	Apply for £10,000 Awards for All grant for 12 mth month period to 31st March 2022	Clerk registered and application sent in	Application rejected by Awards for all	v
Apply for second Localities grant	01/03/21	Grant application	Apply for £5,000 localities grant for 12 mth month period to 31st March 2022	Clerk registered and application sent in	Approved and money received June 2021	v
Apply for Malvern Hills AONB grant contribution	01/03/21	Grant application	Apply for grant of up to £1,000 from the Malvern Hills AONB Management Board	Agreed a grant in principle up to £600; ANOB asked LTC for bank info to send an order for BACs payment	£600 grant received	v
Complete grant use return form for first Localities grant	01/05/21	Grant use return	Submit grant use form once spent	Money spent and form completed	Grant use return form accepted	v
Complete grant use return form for Awards for All grant	01/03/22	Grant use return	Submit grant use form once spent	n/a	Grant not given	n/a
Complete grant use return form for second Localities grant	01/03/22	Grant use return	Submit grant use form once spent	n/a	Form returned and accepted	v
1.3 Objectives and terms of reference						
1.4 Project plan						
2.0 Communications and consultation						
2.1 Documentation						
Produce communications and consultation process plan	01/01/21	Consultation process	Update draft document to final version for approval by committees by end Feb 21	Produced and confirmed by Council in v6	Will be updated as consultation proceeds as necessary	v
Record of all comms actions with date sent, to whom, how, quantity and number of responses	01/02/21	Communications activities record	Produce spreadsheet and update with all communications activities as they happen	Form set up and is completed/updated as comms and promotion activities take place	None	v
Detailed record of all communications responses by individual response with decision on how considered and included in the NDP	01/02/21	Detailed record of consultation responses	Produce spreadsheet using template from the current adopted NDP	Spreadsheet template set up and completed/updated by WP Deputy Chair as 1st public consultation proceeds.	Template will be used for subsequent consultation rounds	v
Review Ledbury Town Plan for any NDP related actions	07/08/19	Town Plan data input	Review Ledbury Town Plan and questionnaire responses since it is felt there could be useful data to use in the evidence base	Sent to Bill Bloxsome and Carly Tinkler in Sept 21 to help with formulation of the revised NDP document and also the Landscape Visual Baseline Assessment	Review completed and relevant elements and ref to the Town Plan included in the draft plan	v
Review Ledbury Corporate Plan for NDP related tasks - especially ED&P and E&L committees elements of the corporate plan	01/01/21	Corporate plan NDP input	Review Ledbury Corporate plan for objectives and aspirations to be reflected in NDP policies (Clerk to send update copy of ED&P and E&L corporate plan priorities in Feb 2021	Review of plan completed and all actions noted in this list	None	v
2.2 1st public consultation						
Public survey written questionnaires returned by consultant and filed	30/10/21	Survey questionnaires filed	Maxine Bassett to return all paper questionnaires to the office once the analysis report has been completed	Agree with Maxine	Returned Oct 22	v

2.3 Reg 14 consultation						
2.4 Reg 16 consultation and adoption						
3.0 Consultants and Herefordshire Council planning support						
3.1 Tender invitations and responses						
3.2 Bill Bloxsome						
3.3 Carly Tinkler						
3.4 Sam Banks and NDP support team at Herefordshire Council						
4.0 Key issues						
4.1 Employment						
Rest of business consultation letters to be sent	01/01/21	Town centre consultation	Rest of business consultation letters to go to all town centre retailers and businesses (approx 175 by hand) by mid-Jan 21	Discussion of whether hand delivery was allowed, check data for addresses if available from Herefordshire Council? In the end concluded it was legal to hand deliver and rest of business letters hand delivered around the town in early February 2021.	In total, 76 letters were posted initially to larger business around the town in Dec 20, 48 sent by email specifically to Traders Association Members and then 165 hand delivered to all businesses of all types around the town centre (duplicating Trader members in most cases)	✓
Review retail policy in the existing plan to re-define the town centre and revisit retail type uses preferred. Refer to new document in classification of retailers/businesses and which are supported by the NDP - Change to use classes from 1 September 2020	08/10/20	Redefine town centre area	A result of questions over NDP application to planning applications in the town centre at the ED&P meeting held 8/10/20 and a later 2021 meeting with HC planners over the Deeley application impact on the town centre. Need to re-write the current retail policy to expand the town centre area definition, combine different primary and secondary areas into one, review retail categories supported or not and clarify change of use conditions supported	Question in the 1st public consultation survey included to feed into policy formulation and identified consultees added to comms and consultation document	Discussed with WP & SG with planners advice - formulated new town centre definition not including Tesco, but with policy to include impact on Tesco as well as new defined town centre for any out of town developments in which a supermarket is proposed.	✓
From the Ledbury Corporate Plan as an ED&P committee related NDP action	17/01/21	Achieve sustainable growth	Work with county council planners and local landowners to achieve sustainable growth by bringing forward local employment sites alongside new homes and improved community infrastructure	Consider as being adequately reflected in the employment topic guide	Included/reflected in Topic Paper 2	✓
4.2 Herefordshire & Gloucestershire Canal Trust						
4.3 Medical facilities						
4.4 Neighbouring NDP parishes						
Consult on revised NPD issues with all neighbouring parishes	Jun - Aug 21	Consult neighbouring parishes	Send out consultation invitations with template during the 1st public consultation phase	Done during August 2021	See qualitative response files for information	✓
4.5 Railway station						
From the Ledbury Corporate Plan as an ED&P committee related NDP action	17/01/21	Railway station access	Work with local stakeholders, landowners and HC planners to improve facilities at/serving the train station	Already a major objective of the NDP revision	Options reflected in the transport policies of the NDP	✓
4.6 Sport and fitness (including football)						
Nick Fish to provide info on football site options that had been considered over the years	31/12/20	Sports site options	BB identified need to list site options considered for football to include in the topic guide, before end Jan 21	List of sites considered and assessment comparison outcomes produced and completed by the SG and then provided to BB for inclusion in the topic guide	Ledbury football clubs confirmed all sites considered had been included	✓
From the Ledbury Corporate Plan as both an ED&P and E&L committees related NDP action	17/01/21	Sporting land availability	Work with the community and stakeholders to ensure land for sporting activities is available	Already a major objective of the NDP revision	Comprehensive consultations and policies reflected in the NDP to help ensure this is achieved	✓
5.0 Design issues						
Light Pollution from Bromyard Road Industrial estate	16/02/21	Dark skies policy	Add dark skies policy element of design guide content in the relevant policies as suggested by HC planner Carl Brace	Cllr John Bannister to produce a guidance paper for inclusion of content into the policies where relevant	Paper produced and reflected in the LVBA and design policies	✓

Review if and how to mention the issue of affordable (as in the socially affordable definition particularly) housing, either in the housing policies and/or in the design content of the respective NDP policies	20/02/21	Affordable housing	Given this is a formal housing strategy of HC and growing importance, consider if and how it can be mentioned/referred to in this revision of the NDP	Housing not covered as a specific element of the NDP but reflected in the design policies where applicable	To be further developed in the next iteration of the NDP (see below)	✓
Review the current LTC NDP Design Guide document in light of the new National Model Design Code with the LPA	09/06/21	National Model Design Code	When submitting the Localities Grant application in June 2021, Sam Banks advised adding this wording to the Design Question, so this is an action the NDP WP needs to address.		Design guide elements built into policies in the new plan; recommended to be built in the next NDP iteration - see below.	✓
From the Climate Change Working Party Action notes no CC37: Use the Neighbourhood Plan to require new homes to be energy efficient, nature friendly, and located close to public transport and amenities	11/01/21	Energy efficient and nature friendly homes close to public transport and amenities	Neighbourhood Plans can identify sites for future housing and should push for these to be zero-carbon (eg Passivhaus standard) and nature friendly, even though the local planning authority may seek to override this aim. Homes should also be fitted with renewable energy. Homes need to be located close to amenities and public transport to avoid car dependency.	Referred to consultant Bill Bloxome for suggestions on how and where we include these ideas in the NDP. His response: see Topic Guide No 1 - especially suggested policies after paragraphs 5.3 (Highways); 7.4 (Sustainable Design); and 8.3 (Diversity)	Feel this has probably been adequately covered as advised by Bill	✓
From the ED&P meeting of 13th May 2021 consider correspondence on charging points being included in the design guide	13/05/21	New house builds should include an electric vehicle charging point	Mr Martin Eager submitted correspondence to the ED&P meeting of 13th May 2021 suggesting urgency be given to incorporating the need for at least one charging point for electric cars in all new houses; this was passed to the NDP WP to consider		Included a desired requirement in design policies, but effect likely to limited until NPPF stipulates this as a development requirement by law. To be built up by next NDP iteration (see below)	✓
6.0 Green spaces and recreation						
6.1 Community gardens						
From the Ledbury Corporate Plan as an E&L committee related NDP action	17/01/21	Community gardens	Encourage the development of community gardens and community gardening schemes.	Already a specific objective of the NDP to identify suitable land	Despite consultation with Haygrove and a couple of sites potentially identified, no firm site could be allocated - an action to follow up in the next NDP iteration (see below).	✓
6.2 Footpaths and cycleways						
Slow Ways Project delegated to the NDP WP to reflect in its policies by LTC ED&P committee 9/7/20	09/07/20	Slow Ways Project	NDP WP to reflect/take into account in its footpaths related topic guide & policies	Anne Crane of the Climate Change Working Party has volunteered for the Slow Ways project and is willing to coordinate NDP input	Reflected in LVBA	✓
From the Ledbury Corporate Plan as an ED&P committee related NDP action	17/01/21	Record PRowWs, footpaths, cycle and bridleways	Plan to map/record all the footways as well as the PROW, cycle and bridleways in the parish. Identify extensions and enhancements to the network and promote the walking and cycling opportunities in the area, e.g. Herefordshire has a Walking Festival which we could take a more active part in. To be carried out via NDP working parties	Consider as being adequately reflected in the sports and recreation topic guide and LVBA paper	Reflected in LVBA and NDP policies, but ongoing area of progress and development to be continued in the next NDP iteration (see below).	✓
From the Climate Change Working Party Action notes no CC38: Designate safe walking and cycle routes in the Neighbourhood Plan	11/01/21	Designate safe walking and cycle routes	Identify safe walking and cycling routes and where necessary work in partnership with Herefordshire Council to deliver them. The Propensity to Cycle tool identifies the huge potential for increasing cycling in all areas of the country, particularly with good quality infrastructure, such as segregated cycleways and cycle parking, and with the use of E-bikes.	Lost Ways (Forgotten Paths) project – Anne Crane & Mike Sessarego volunteered to work with NDP WP to identify any Lost Ways, which need to be added to the definitive map before 2026 deadline. Also review Slow Ways project as above Referred to consultant Bill Bloxome for suggestions on how and where we include these ideas in the NDP. His response: Core Strategy SS4 does form the basis for working with HC on such matters and I have tried to replicate this in other NDPs. These can be required through policies relating to specific sites. However, such works utilising the highway are matters that are taken through the various Highways Acts. Examiners have often moved policies relating to these to an appendix in an NDP entitled 'Community actions' or 'enabling actions' or similar. What I would suggest is that a group identify where such routes might be devised and we can see whether there are any ways they might be included in some form within the NDP. Not sure thought whether it is within the current brief especially as this may take some time and delay work on the current review. It may be something to look at for the next iteration (or split between the current and future review according to what is identified).	Some work done in LVBA and NDP policies, but also a subject for further development in the next NDP iteration (see below).	✓

From the Climate Change Working Party: Review Welcoming Walkers project for any NDP action.	11/01/21	Welcoming Walkers project	Review how and if this can be reflected in the NDP		Reflected in LVBA and NDP policies, but also an ongoing area of progress and development to be continued in the next NDP iteration (see below).	✓
From the Climate Change Working Party: Review where Herefordshire Council are with the PROWs Definitive Map project	11/01/21	PROWs Definitive Map	Ensure we have reflected Ledbury current and aspired additions/improvements to the PROWs network		PROWs Definitive Map deadline now not applicable, but important to continue the work done to identify, mark and enhance PROWs shown in the LVBA and this revised NDP in the next iteration (see below).	✓
From the ED&P meeting of 13th May 2021 consider correspondence on help with pathways linking Ledbury to Dymock and beyond	13/05/21	Linking local towns and villages by foot	Correspondence from Mr Mike Townsend of the Windcross Paths Group to the ED&P meeting of 13th May 2021, offering help with linking Ledbury with Dymock and beyond to Newent was referred back to the NDP WP to review and consider		Some progress made on this in the LVBA revised NDP with an aspiration to develop a cycling and walking trail from Staplow, through Ledbury to Dymock and Newent. Liaised with Dymock NDP WP but their progress slower than the revised version so again an ambition to continue to build upon in the next NDP iteration (see below).	✓
6.3 Public green spaces						
From the Ledbury Corporate Plan as both an ED&P and E&L committees related NDP action	17/01/21	Expand public access spaces	Maintain and expand the availability of quality public access spaces for recreation and leisure	Already a specific objective of the NDP to identify suitable land	Reflected in LVBA and NDP policies with new green space enhancement zones and new green space corridors identified, described and clearly marked on the new NDP policies and maps.	✓
From the Climate Change Working Party Action notes no CC36: Designate sites within the Neighbourhood Plan for trees, renewable energy and nature restoration	11/01/21	Designate sites for trees, renewable energy and nature restoration	In practice, the development of 90% of Neighbourhood Plans is led by town councils working hand in hand with their communities. The Neighbourhood Planning process is far from perfect and very time consuming, but it offers the community the opportunity to show it means business on protecting and enhancing the environment for future generations.	Referred to consultant Bill Bloxsome for suggestions on how and where we include these ideas in the NDP. Ideas: Create a check list? Consider the inclusion of miniature forests within new developments?	Some work done on this subject in the LVBA and NDP policies, but not one of the key priority areas in this limited update version of the revised NDP, so an action area for building upon and enhancing in a next NDP iteration (see below).	✓
6.4 Other green spaces and recreation areas						
Consider protecting Ledbury Park in policy terms within the settlement boundary	10/12/20	Ledbury Park in the Settlement boundary	Raised by Cllr Harvey ED&P meeting 10/12/20	On consultant's advice, not included in the proposed settlement boundary.		✓
Include Queens Walk, Bye Street Garden and the Walled Garden as areas given a formal HC 'Licence to Cultivate' to LTC in the NDP	11/03/21	Licences to Cultivate	ED&P 11/03/21 approved request to apply for a licence to cultivate to add to current Walled Garden licence - areas to be identified in the NDP green spaces & recreation content		Reflected in LVBA, but also work for respective LTC committees to act on.	✓
From the Ledbury Corporate Plan as an E&L committee related NDP action	17/01/21	Allotments and space to grow food	Consider how best to exercise the parish power for the provision of allotments and to encourage local people to make better and more healthy food choices	Consider as being adequately reflected in the green spaces topic guide with suitable land identification	Considered in the LVBA and reflected in policies of the revised NDP with a key area identified for probable new allotments growth.	✓
Consider the implications of the Frith and Conigree Forest Plan 2021-2031 in any of the NDP policies	13/05/21	Frith and Conigree Forest Plan	Following the LTC ED&P meeting of 13th May 2021 during which this report was considered, the NDP WP was requested to consider how to reflect the implications in NDP policies		Reflected where relevant in the LVBA and NDP policies.	✓
7.0 Herefordshire Council planning						
email from TalkCommunity re LTC discussions on Strategic Housing Provision 290621	19/07/21	Strategic Housing Provision	Action to NDP from the LTC Planning committee meeting of 19th July 2021 - arrange discussion with TalkCommunity as a follow up to the email		Housing was not a focus area of this limited NDP revision so a key action for the next NDP iteration to consider (see below).	✓
8.0 Landscape and Visual Baseline Assessment						
NF to send out map to WP to locate and submit views	31/12/20	Key views paper	Produce a key views paper to include in the landscape topic guide by end Jan 21		Views considered widely for the revised NDP and well reflected in the LVBA and NDP policies.	✓
Share the LSCA (now an LVBA - Landscape and Visual Baseline Assessment) and identified potential development sites assessment work with Herefordshire Council	04/08/20	Share LSCA with HC	Request from Herefordshire Council's Economy & Place directorate in letter dated 4/8/20 to share LSCA work as input into the review of the next Local Plan Core Strategy as agreed by ED&P minute no P258	To contribute proactively with evidence to the emerging new Core Strategy Local Plan is a key objective of the revised NDP so agreed this would be done once work completed	Done	✓

9.0 Maps and plans						
10.0 Meeting agendas						
10.1 Agendas - Working Party						
10.2 Agendas - other meetings						
11.0 Meeting notes						
11.1 Meeting notes and meeting packs - Working Party						
11.2 Meeting notes - Steering Group						
11.3 Meeting notes - Other						
12.0 Settlement boundary						
SG to revisit issue of Bovis small triangle of land shown at south end of the current approved site to remove it as being green space?	05/01/21	Bovis site south corner take out of SB?	Check location/spec to confirm it should be removed and redrawn SB line accordingly		Excluded from the proposed settlement boundary.	✓
If planning permission is refused for Barratts 2nd Phase application for the erection of 46 dwellings consider taking out of the SB on account of cheese factory noise?	26/01/21	Barratts 2nd phase	Given the application was refused in January 2021, now considering including into the SB map with policy proposals for employment land along with the refused Deeley proposal application for the corner site by the Ross road roundabout.		Permission was given so now included in the proposed settlement boundary.	✓
Consider including the route of the Northern extension of the bypass which was saved in the original Herefordshire UDP	10/12/20	Northern extension Ledbury bypass	Raised by Cllr Harvey ED&P 10/12/20, minute P328		Not feasible to include given the Bloor development appeal being upheld; preserving could be said to blight their development plans with significant costs possible to LTC.	✓
Consider protecting Ledbury Park in policy terms	10/12/20	Ledbury Park protection	Raised by Cllr Harvey ED&P 10/12/20, minute P328		Reflected in LVBA and policies.	✓
Include proposed sites on either side of the bypass for the access to and foundations for a new cycling and walking footbridge to be built from between the two Bovis and Barratts sites across the ring road, allowing for a route across the fields into the Shepherds Close area.	01/01/21	Footbridge across the bypass	After being discussed in meetings over options for active travel links from the south of the bypass developments into the town, now needs to be considered in the NDP		Sites for bridge footings and path/cycling routes for implementation at some point in future developments now recognised by planners and developers as likely; the NDP reflects this in relevant policies.	✓
Review if and how to mention the issue of affordable (as in the socially affordable definition particularly) housing, either in the housing policies and/or in the design content of the respective NDP policies	20/02/21	Affordable housing	Given this is a formal housing strategy of HC and growing importance, consider if and how it can be mentioned/referred to in this revision of the NDP		Housing was not a focus area of this limited NDP revision so although the need reflected where appropriate in policies, this is a key action for the next NDP iteration to consider (see below).	✓
13.0 Previous 2019 adopted Ledbury Neighbourhood Development Plan 2018-2031						
Ledbury Neighbourhood Development Plan 2018-2031	01/01/21	Consolidate files	Reduce 3 sections on website & PC file to one, remove from NDP into page and re-post into the supporting documents page on the website.	Olivia in the office to combine and post to the relevant section in the NDP website	Done	✓
14.0 2021 Revised version of the Ledbury Neighbourhood Development Plan 2021-2031						
Future considerations for next iterations of the NDP						
From the Ledbury Corporate Plan as an ED&P committee related NDP action	17/01/21	Community led housing schemes	Consider the introduction of community led housing schemes	To be considered in next iterations of the NDP		

From NDP WP member Steve Glennie-Smith when reviewing the 1st round of public consultation documents	27/04/21	Provision of public amenity infrastructure	Infrastructure - not covered in this revision of the NDP. Of particular importance are the sewage and waste (tip) sites: neither is adequate for expansion of the town within the 2021-2031 timeframe. Herefordshire Council recently gave itself planning permission to extend operating hours of the tip to a full day on Sundays - which took effect from 2nd May 2021, and to allow expansion of the site (without specifying where to). Three full days will not be sufficient within the NDP timeframe, especially if the inconvenient booking system remains. If the tip is extended northwards, it would be into woodland that is a valuable wildlife habitat - and it would affect the Town Trail. If southwards, that would be into the sewage site, which will definitely not be adequate as it stands by 2031. So we need to consider how the sewage site could expand, or a location for a second site - or relocation of the tip to make that land available for the sewage site.	Recommended to be considered in next iterations of the NDP		
When reviewing housing as part of the next revision, include investigation of sites for locally built genuinely affordable housing.	09/09/21	Rural affordable housing	Discussed the need on many occasions in planning meetings. Meeting of 9th Sept 21 considered the Parish Councillors Guide to Rural Affordable Housing and agreed the need to address this in Ledbury. Agreed this should be on the next NDP revision agenda. One suggestion was to consider development of Lower Street industrial area for housing and amenities near to the town with businesses possibly relocated to outside the settlement boundary.	Recommended to be considered in next iterations of the NDP		
email from TalkCommunity re LTC discussions on Strategic Housing Provision 290621	19/07/21	Strategic Housing Provision	Action to NDP from the LTC Planning committee meeting of 19th July 2021 - arrange discussion with TalkCommunity as a follow up to the email	Recommended to be considered in next iterations of the NDP since housing not considered in this version		
Planning zoning/master plans for the employment area south of Little Marcle Road to the west of Ledbury to be the subject of future studies to build upon the landscape sensitivity work done as part of the current revision of the NDP	24/09/21	Develop landscape assessment and master plan for the land south of the Little Marcle Road	To be reviewed in the next iteration of the NDP as agreed with Carly Tinkler and confirmed in notes dated 24th September on actions still needed for the current NDP revision			
Business addresses database produced and updated regularly	23/02/22	Need an accurate and upto date database of Ledbury business address as agreed at a planning meeting (in 2021?)	When writing to the know database of supposedly 65 companies with addresses, 11 of these were returned as moved or unknown.	Recommend to LTC to invest in building a database of Ledbury businesses for general communications as well as for consultation on future iterations of the NDP.		
Review if and how to mention the issue of affordable (as in the socially affordable definition particularly) housing, either in the housing policies and/or in the design content of the respective NDP policies	20/02/21	Affordable housing	Given this is a formal housing strategy of HC and growing importance, consider if and how it can be mentioned/referred to in this revision of the NDP	Housing not covered as a specific element of the NDP but reflected in the design policies where applicable	To be further developed in the next iteration of the NDP	
Review the current LTC NDP Design Guide document in light of the new National Model Design Code with the LPA	09/06/21	National Model Design Code	When submitting the Localities Grant application in June 2021, Sam Banks advised adding this wording to the Design Question, so this is an action the NDP WP needs to address.		Design guide elements built into policies in the new plan; recommended to be built in the next NDP iteration	
From the ED&P meeting of 13th May 2021 consider correspondence on charging points being included in the design guide	13/05/21	New house builds should include an electric vehicle charging point	Mr Martin Eager submitted correspondence to the ED&P meeting of 13th May 2021 suggesting urgency be given to incorporating the need for at least one charging point for electric cars in all new houses; this was passed to the NDP WP to consider		Included a desired requirement in design policies, but effect likely to limited until NPPF stipulates this as a development requirement by law. To be built up by next NDP iteration	
From the Ledbury Corporate Plan as an E&L committee related NDP action	17/01/21	Community gardens	Encourage the development of community gardens and community gardening schemes.	Already a specific objective of the NDP to identify suitable land	Despite consultation with Haygrove and a couple of sites potentially identified, no firm site could be allocated - an action to follow up in the next NDP iteration	

From the Ledbury Corporate Plan as an ED&P committee related NDP action	17/01/21	Record PRowWs, footpaths, cycle and bridleways	Plan to map/record all the footways as well as the PRow, cycle and bridleways in the parish. Identify extensions and enhancements to the network and promote the walking and cycling opportunities in the area. e.g. Herefordshire has a Walking Festival which we could take a more active part in. To be carried out via NDP working parties	Consider as being adequately reflected in the sports and recreation topic guide and LVBA paper	Reflected in LVBA and NDP policies, but ongoing area of progress and development to be continued in the next NDP iteration.	
From the Climate Change Working Party Action notes no CC38: Designate safe walking and cycle routes in the Neighbourhood Plan	11/01/21	Designate safe walking and cycle routes	Identify safe walking and cycling routes and where necessary work in partnership with Herefordshire Council to deliver them. The Propensity to Cycle tool identifies the huge potential for increasing cycling in all areas of the country, particularly with good quality infrastructure, such as segregated cycleways and cycle parking, and with the use of E-bikes.	Lost Ways (Forgotten Paths) project – Anne Crane & Mike Sessarego volunteered to work with NDP WP to identify any Lost Ways, which need to be added to the definitive map before 2026 deadline. Also review Slow Ways project as above Referred to consultant Bill Bloxsome for suggestions on how and where we include these ideas in the NDP. His response: Core Strategy SS4 does form the basis for working with HC on such matters and I have tried to replicate this in other NDPs. These can be required through policies relating to specific sites. However, such works utilising the highway are matters that are taken through the various Highways Acts. Examiners have often moved policies relating to these to an appendix in an NDP entitled 'Community actions' or 'enabling actions' or similar. What I would suggest is that a group identify where such routes might be devised and we can see whether there are any ways they might be included in some form within the NDP. Not sure thought whether it is within the current brief especially as this may take some time and delay work on the current review. It may be something to look at for the next iteration (or split between the current and future review according to what is identified).	Some work done in LVBA and NDP policies, but also a subject for further development in the next NDP iteration.	
From the Climate Change Working Party: Review Welcoming Walkers project for any NDP action.	11/01/21	Welcoming Walkers project	Review how and if this can be reflected in the NDP		Reflected in LVBA and NDP policies, but also an ongoing area of progress and development to be continued in the next NDP iteration.	
From the ED&P meeting of 13th May 2021 consider correspondence on help with pathways linking Ledbury to Dymock and beyond	13/05/21	Linking local towns and villages by foot	Correspondence from Mr Mike Townsend of the Windcross Paths Group to the ED&P meeting of 13th May 2021, offering help with linking Ledbury with Dymock and beyond to Newent was referred back to the NDP WP to review and consider		Some progress made on this in the LVBA revised NDP with an aspiration to develop a cycling and walking trail from Staplow, through Ledbury to Dymock and Newent. Liaised with Dymock NDP WP but their progress slower than the revised version so again an ambition to continue to build upon in the next NDP iteration.	
From the Climate Change Working Party Action notes no CC36: Designate sites within the Neighbourhood Plan for trees, renewable energy and nature restoration	11/01/21	Designate sites for trees, renewable energy and nature restoration	In practice, the development of 90% of Neighbourhood Plans is led by town councils working hand in hand with their communities. The Neighbourhood Planning process is far from perfect and very time consuming, but it offers the community the opportunity to show it means business on protecting and enhancing the environment for future generations.	Referred to consultant Bill Bloxsome for suggestions on how and where we include these ideas in the NDP. Ideas: Create a check list? Consider the inclusion of miniature forests within new developments?	Some work done on this subject in the LVBA and NDP policies, but not one of the key priority areas in this limited update version of the revised NDP, so an action area for building upon and enhancing in a next NDP iteration.	
Review if and how to mention the issue of affordable (as in the socially affordable definition particularly) housing, either in the housing policies and/or in the design content of the respective NDP policies	20/02/21	Affordable housing	Given this is a formal housing strategy of HC and growing importance, consider if and how it can be mentioned/referred to in this revision of the NDP		Housing was not a focus area of this limited NDP revision so although the need reflected where appropriate in policies, this is a key action for the next NDP iteration to consider.	