

Ledbury NDP Steering Group (SG) agenda and actions

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

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

Office: Angie Price (the Clerk, AP)

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

<p>Meeting 23 Thursday, 26th February 2021 Present: PH; NF; AL</p>	
<p>1. Notes of SG meetings 21 and 22. These were agreed as an accurate record</p>	
<p>2. Brief for Consultants Agreed NF to draft briefs for next stage of work for CT, MB and BB</p>	<p>NF</p>
<p>3. Issues and Options Paper. Agreed to send Sam Banks, ccd to James Latham, the amended paper explaining that the aim is to send a copy of the paper with a separate questionnaire to every household in the parish. Ask her to give feedback, if possible, before the Working Party Meeting on Tuesday 2nd March. Agreed to send further documents: communications plan, revised projected timeline etc to Sam Banks and Carl Brace next week.</p>	<p>NF</p>
<p>4. Advice from Sam Banks re employment land Discussion about advice BB needs from Sam Banks. Need to find out whether the allocation of the land in the Core Strategy off the Little Marcle Road means that it cannot be allocated in the NDP. PH believed that the land was not allocated in the Core Strategy as only around 12 ha was referred to, the reference was not precise enough to be an allocation. Also need to explore access to the proposed recreation and employment sites – believed that access from the Little Marcle Road is the most appropriate but need evidence to support this.</p>	
<p>5. Design Guide. NF had received comments from Paul Neep and Paul Kinnaird she would compile the comments and feedback to BB. Send the next draft to Sam Banks, Carl Brace and Paul Esrich.</p>	<p>NF</p>
<p>6. LVBA PH would complete his section later in March. Discussion about whether CT could produce sensitivity work for BB without that section.</p>	<p>PH</p>
<p>7. Filing update and Website PH to let Olivia know that she needs to put back content she has removed from the NDP process page and either let the new content (about the history of the NDP in Ledbury) follow on from that or make a new page for it. PH explained that Olivia had a deadline to get the website content and pages finished by the end of March. When it is ready Hannah will be able to help upload content.</p>	<p>PH</p>
<p>8. Funding. Angie has registered on the Awards for All website. NF to look at and suggest content. PH pointed out that the important point is that we need to explain how the work will benefit the community. PH will meet with Dave Tristram when the draft is ready.</p>	<p>NF</p>
<p>9. Articles for the Focus and All About the Hills. The deadline for the Focus is 8 March, for All About the Hills deadline is 15 March. To place an article is free. Agreed PH to produce text with project</p>	

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timeline and photograph of the town from viewpoint on Dog Wood. NF to mention NDP in Civic Society article.	
10. Consultation Materials Agreed Angie should be asked to get a quote for 5,000 copies of an 8 page A5 colour document and 10,000 copies of an A4 questionnaire black and white. If possible quotes to be sought before the Working Party on Tuesday 2 nd March.	PH
3. Next SG Meeting Thursday 4 th March 11 am	