

# 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**

<b>Meeting 44 – Wednesday, 27 July 2021, 2.30</b>	
<b>Present: PH; NF; AL; BB from 3.30 pm; MB from 4.30pm</b>	
<b>1. Notes of Meeting 43</b> These were agreed.	
<b>2. Call for Views</b> Agreed that, as the response to the Call for Views had not been good, CT should be informed that the most important views had been identified and it is not expected more will be received.	NF
<b>3. LVBA Timetable</b> Agreed this should be clarified with CT and that a meeting should be arranged with her and with BB to ensure their documents are consistent.	PH
<b>4. Time period NDP Covers</b> Agreed this should be 2021 – 2031 as per the Core Strategy	
<b>5. Communication with Consultants.</b> Agreed NF and AL should be responsible for responses to consultant requests for information/feedback etc without recourse to PH	
<b>6. Consultation emails and templates</b> – PH had sent out about 50%. There is less pressure now for the NDP to be completed as Herefordshire Council has 6.9 years of housing supply. PH to revisit list of consultees.	
<b>7. BB joined the meeting</b> <u>a) Updates to topic papers/Supplementary Paper</u> Agreed topic papers do not need major updating but form part of the consultation phase. Any subsequent changes can be included in the Supplementary Paper BB is preparing which will include arguments for why some changes have been included and others have not eg housing. Core Strategy states that a balanced approach should be taken but currently development in Ledbury is not balanced so this revision concentrates on employment and recreation to redress the balance.  Agreed BB would read through the topic papers and tweak if there are major inconsistencies or errors.	BB
<u>b) Meeting with Herefordshire Council and Herefordshire FA re Sports Provision</u> BB cannot revise the NDP until meetings have been had with interested parties re sports and employment - PH to urgently organise. Agreed it is essential for Dan Chance, Ruth Jackson, one person from each of the football teams and one NDP SG member to attend but more important to have the meeting urgently than to allow everyone who might wish to attend.	PH

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<p>c) <u>Re-drafting the NDP</u></p>	<b>BB</b>
<p>Photographs and diagrams for the NDP will need to be sourced and provided at a later stage.</p>	
<p>BB asked where the section covering the Settlement Boundary go in the report. PH said Ledbury councillors had asked for it to come first in the consultation. BB agreed to ask Carl Brace what he thought.</p>	
<p>Currently the NDP states that objectives are set out in the document followed by proposals to meet those objectives and justifications for those proposals. However this is not always the case in the actual document so one major change is to go through the whole document and amend, occasionally inserting new objectives.</p>	<b>BB</b>
<p>d) <u>Sensitivity Studies from CT</u></p>	<b>BB</b>
<p>BB explained what was needed (see subsequent email from BB to Steering Group dated 30.07.21)</p>	
<p>e) <u>Proposals for access to the railway station</u></p>	
<p>PH said that a new solution to access to the station and car parking had emerged, ie adapting the westbound platform for use for trains from both directions and extending the car park on the south side. PH suggested the business on Homend Trading Estate should be canvassed as to their views of proposals for them to relocate. NF said that many people who had responded to the consultation had suggested a lift (as at Leominster) or long ramp (as seen at stations in the Cotswold).</p>	
<p>BB suggested that the NDP should identify the different options for the railway station site and a supportive policy, rather than a firm proposal, as the evidence for a firm proposal is not possible to gather in the time frame. NF and AL supported this proposal.</p>	
<p>f) <u>Green Infrastructure</u></p>	<b>NF/AL/BB</b>
<p>In the light of the Vistry and Gladman emails re. the NDP (July 2021), SG agreed that it's important to co-ordinate the green infrastructure strategy and proposals as outlined in the Issues paper and the LVBA. AL and NF to contact BB and CT.</p>	

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<p><b>8. MB joined the meeting at 4.30</b>              849 responses to the consultation had been received so far. NF agreed to ensure all questionnaires are sent back to the office so MB can pick them up for checking.</p> <p>MB to analyse all responses in terms of postcodes.</p> <p>Headline results could be given immediately.</p> <p>MB also to supply comments from the consultation in raw data form (without any analysis so SG can understand the issues people are concerned about). She advised it was not necessary as this is an informal consultation to respond to each comment. SG needs to be careful not to allow individual comments to outweigh the statistical results.</p> <p>MB will issue her report by the end of the first week in September PH asked MB when she needed to invoice for the work. She replied she could either invoice separately for the data input training and for the data analysis and report or for the two stages together. PH to find out from the Clerk what the Council had said they would do.</p>	<p>NF</p> <p>MB</p> <p>MB</p> <p>MB</p> <p>PH</p>
<p><b>9. MB and BB left the meeting</b></p>	
<p><b>10. Timetable for draft NDP and LVBA</b>              Agreed that drafts of both reports need to be available for the Working Party meeting on 7th September. The final report should go to the Full Council meeting on 30th September and to Herefordshire Council at the beginning of October in order for the Regulation 14 consultation to take place before Christmas.</p>	
<p><b>11. Next SG Meeting</b>              Tuesday 10<sup>th</sup> August at 10. CT to join at 10.30. BB to join at 11.30</p>	