

# 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 46 – Thursday 26<sup>th</sup> August 2021 (also notes from LVBA mapping meeting with CT 19<sup>th</sup> August 2021)</b>  <b>Present: PH; NF; AL</b></p>	
<p><b>1. Notes of Meeting 45</b>          These were discussed and with some amendments, agreed.</p>	
<p><b>2. Consultation Update</b>          PH has a few more templates to send out (e.g. John Goodwin, Pugh's, Tesco, W. Midlands Rail Executive) and will get them sent this weekend (28/30th August), asking for responses by 13<sup>th</sup> September.          Signatures are still required to confirm the consultation has been completed with a number of individuals/organisations, all noted by NF on the consultee grid. PH also to follow up contact with Mr B. Gilbert and Mr A. Hindmarsh and UBL signature confirmation from Paul Kinnaird.          NF still to contact Ledbury Park and get signature confirmation from the Health Partnership.          Most hard to reach groups have been consulted, except for travellers' groups. NF to write to SB (copied to Kevin Bishop) for advice on who and how to contact relevant travellers.          NF to phone Canal Trust chairman (after 31<sup>st</sup> August) to follow up template already sent to him.          SG discussed whether we should consult owner of Masefield Meadow about the future for this land as green space. SG agreed that it was important, and that PH should ask John Bannister to contact the owner.          NF to provide appropriate template and accompany to take notes if required.</p>	<p>PH     PH   NF   NF   PH   NF</p>
<p><b>3. Redraft of Town Centre Policies</b>          AL and NF had looked at BB's redraft. AL to feedback to BB, with note that PH had spoken with the Traders' Association who would respond to the consultation by 13<sup>th</sup> September.</p>	<p>AL</p>
<p><b>4. Draft LVBA</b>          SG discussed various aspects of the first draft (e.g. introduction, hydrology, public and social amenity, GI and conclusions). PH and AL to feed back to CT on the settlement boundary conclusions. After discussion, SG agreed that the first draft should only go to those involved in the writing; the next draft to go to the WP, councillors and other individuals. NF noted all those to whom an email should be sent, flagging up when the next draft was expected and asking for their views on it.          NF to ask SB who the draft LVBA should be sent to at HC.</p>	<p>PH/AL     NF   NF</p>

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<p><b>5. Next WP Meeting</b> SG discussed the next WP meeting scheduled for 7<sup>th</sup> September. PH reiterated the timeline according to which the final draft of the LVBA would be available by 6<sup>th</sup> September. Recognising that this may not be the case, and that both MB's report on the survey and BB's redraft of the NDP will also not be available, SG agreed to propose a short postponement of the WP meeting until 15<sup>th</sup> September. PH to talk to AP and ask her to email WP members, explaining this short delay until one or more reports are available. NF also asked PH if AP could provide a dedicated email for all SG to access and send emails ready for the next consultation phase.</p>	<p>PH PH</p>
<p><b>6. Other Matters</b> Further completed questionnaires (e.g. from Harling Court) would have to be added to the qualitative feedback which is being kept. NF to ask MB again for her advice on a template to capture qualitative feedback. SG to discuss this whole subject at next meeting. SG noted that the meeting held with Carly Tinkler at the Market House on 19<sup>th</sup> August had confirmed the mapping requirements to go with the LVBA. CT has the list. NF believes she can do the digitalisation of the maps as needed from the input by contributors. NF to provide PH with an A3 map for adding his content from his Public Amenities section of the LVBA.</p>	<p>NF SG</p>
<p><b>7. Next SG Meeting</b> To be confirmed after the WP meeting on 15<sup>th</sup> September.</p>	