

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 54 – Tuesday, 29th November 2021, 2nd & 3rd December Present: PH; NF; AL; MB</p>	
<p><u>29th November PH, NF, MB</u></p> <p>1. MB said that it would be good practice to keep the public informed about progress on the NDP, the results of the issues and options consultation should be publicised of the before the Regulation 14 consultation starts so that people can see their views had been taken into account. She suggested a press release in early December and the consultation report should be put on the website asap.</p>	
<p>2. PH outlined the consultation programme suggesting a permanent display in the Library.</p>	
<p>3. MB suggested the consultation with businesses should be extended to cover lunchtime – to 2pm. If there is a worry about Covid people could be asked to book slots.</p>	
<p>4. NF asked how people could be steered to concentrate on new policies and whether they should also be told about removed policies. MB said she would think about this.</p>	<p>MB</p>
<p>5. PH said that the draft questionnaire/display needs to be approved by LTC – the last meeting of the year is 20th December (this would enable us to keep to the current schedule), papers go to the meeting on 16th December.</p>	
<p>6. MB said that it would be quite hard to get the work done to the deadline, agreed she would have a look at the work and meeting would resume on 2nd December.</p>	
<p><u>2 December PH, NF, MB</u></p> <p>1. Agreed Reg 14 consultation should be put back by one week to start on 17th January. The LTC Planning Committee could consider the materials on 13th and the NDP Working Party on 11th Jan. (6th Jan send out papers) – PH to check that LTC would be happy with this. Maxine said she would have a good draft ready by early January and an rough draft before Christmas.</p>	<p>PH</p>
<p>2. MB suggested there may be a problem getting volunteers for all the events – PH/NF to find out how many volunteers are likely (councillors and working party members) so that the consultation can be planned realistically.</p>	<p>PH/NF</p>
<p>3. PH to ask SB if there are any restrictions on public meetings</p>	

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due to Covid?	PH
4. Suggested that in order to cover all eventualities (Covid restrictions) it would be a good idea to hold 3 Zoom meetings, 1.5 hours each – 1 in the morning, 1 in the afternoon, and one in the evening.	
5. PH to let LTC know at Full Council meeting to be held 2 nd December the additional proposals for consultation and ask them to approve this approach.	PH
6. MB said she would attend Zoom or public meetings if necessary, she could come to the meeting on 25 th January.	
<u>3rd December PH, NF, AL</u>	
1. PH Reported that there had been 6 points raised at the LTC Full Council meeting re the draft NDP, all by Cllr Harvey, with the three key inputs from her being: <ul style="list-style-type: none"> - That Masefield/Robinsons Meadow should be considered part of Green Infrastructure - That the Cricket Club and the Auction site off Ross Road should be included in the settlement boundary. - That the plan for the viaduct site should not show the location for employment as this has not been decided and there could be a better location within the site. 	
2. Agreed that SB at Herefordshire Council should be made aware of these issues when the NDP is sent to her and advice should be taken re Cllr Harvey's points from planning consultant Bill Bloxsome.	PH
3. PH to also let SB know that the draft NDP will be updated throughout December with maps, photos and the non-designated heritage assets list (NF to compile). PH to forward H Sparrey's photos to NF and AL	PH NF PH
4. Agreed that PH should put the issues and options consultation report on the NDP website as soon as possible and a press release should be drafted next week.	PH
5. AL asked whether the LVSA had been finalised, agreed to ask CT at the meeting on 6 th December.	
Next meeting; Monday 6 th December 2.00pm with CT	