

## 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 15 – Thursday 21<sup>st</sup> January 2021</b> <b>Present: PH; NF; AL</b></p>	
<p><b>1. Notes of Meeting 13 &amp; 14.</b> After changes were made, notes of both meetings were agreed.</p>	
<p><b>2. Meeting with Councillors re. project timetable</b> For meeting on 25<sup>th</sup> January, PH will send councillors various documents: original WP objectives, terms of reference and scoping document (May 2019); settlement boundary definition; latest timeline; updated budget document. (now reduced to about £30,000 based on £10,000 from LTC, £20,000 in grants and contingency of £5,000). PH will outline the topics we are working on and the policies we shall be updating e.g. on town centre and retail. HC advice is to redraw town centre with no distinction between primary and secondary areas. PH will also raise question about inclusion of community-led affordable housing. NF pointed out that this can be done, according to BB, in a different way, outside the NDP, and that the Old Cricket Ground will be for affordable housing. PH will also cover other topics on 25<sup>th</sup> January including: Green Infrastructure and the areas for future protection; an extended Design Guide. PH emphasised need for LTC buy-in to present strategy and timeline. NF and AL both in favour of present, shorter timeline to get to Reg. 14 by September 2021. SG agreed this position.</p>	<p>PH</p>
<p><b>3. Funding</b> PH said that NF had been a great help with the Localities grant application and it was agreed that she would no longer be involved with funding. SB has commented on the funding template and PH had sent it to AP to register and complete after his meeting with her on Tuesday (26<sup>th</sup> January). Application will be put past Dave Tristram on Wednesday (27<sup>th</sup> January), and Awards for All application too.</p>	<p>PH</p>
<p><b>4. BB's 'Issues and Options' paper.</b> PH suggested that NF and AL pass on comments to BB rather than hold things up. It is important that all read and approve the final version. Later agreed with BB (meeting 16 on 22<sup>nd</sup> January) to have an SG Meeting to discuss this paper on Thursday, 28<sup>th</sup> January at 3:00pm.</p>	<p>SG</p>

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<p><b>5. Consultee List</b> PH is working to revise the Communications and Consultation Plan and has received helpful input from MB. The list of people/organisations to consult urgently was discussed and PH reported what has already been done.</p> <ol style="list-style-type: none"> <li><u>Mr Wilce</u>. Proposal for land north of station was discussed with him about a year ago and again at a meeting last week. The landowner (Mr Wilce) is still happy. PH to contact Paul Sampson for meeting minutes relevant to this.</li> <li><u>Mr A Young</u>. Not to be contacted until after consultation meeting with Sports Federation, which is still held up.</li> <li><u>Pugh's and John Goodwin</u>. Agreed to contact by letter drafted by AL, with offer of telephone call or Zoom meeting to discuss further.</li> </ol>	<p>PH</p> <p>AL &amp; PH</p>
<p><b>6. Filing</b> PH to ring/email Olivia about this. The website has nothing live on supporting documents as yet. There are difficulties working from home at present and PH may need to talk to AP about this.</p>	<p>PH</p>
<p><b>7. Meeting with CT</b> The purpose and content of meeting with CT were discussed. It was agreed that SG need at least the draft baseline studies completed and time to read them to have a worthwhile discussion. PH to contact CT and arrange another meeting next week.</p>	<p>PH</p>
<p><b>8. SEA Scoping Report</b> SG agreed to inform SB that this is acceptable. NF to contact SB.</p>	<p>NF</p>
<p><b>9. Agenda for WP meeting – 2<sup>nd</sup> February</b></p> <ol style="list-style-type: none"> <li>To receive notes of WP meeting on 5<sup>th</sup> January (N.B. not yet seen)</li> <li>To receive notes of SG meetings 12, 13, 14 (15 &amp; 16?)</li> <li>Update on funding</li> <li>Approve Communications and Consultation plan (also update on consultation and request for volunteers' involvement).</li> <li>Update on progress with work of BB and CT</li> </ol>	
<p><b>10. Next SG Meeting</b> 22<sup>nd</sup> January at 2:45pm with BB.</p>	