

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**

Meeting 20 – Monday 15 February 2021 at 10.30am Present: PH; NF; AL; CT (joined the meeting at 11 am)	
1. Agreed to hold a Steering Group meeting on Friday 19 th February at 2pm.	
2. Agreed to discuss with CT which parts of the Landscape Study could be done by volunteers and which CT would do and timescales and also to find out if there was information she needed to complete her study which she did not have.	
3. CT joined the meeting at 11.00. She asked for information about the work she had been asked to do to assess the sensitivity of the Railway Station as this had not been an area she had been asked to look at before. From the work she has done to date she believes this is an area of high sensitivity. Agreed CT to talk to BB about what information he needs from her. Suggested that BB first read the introductory sections of CT's draft LVBA report which explains the approach the report will take – PH to contact BB and explain.	CT PH
4. NF agreed to do the Biodiversity section and had contacted Ledbury Naturalists to see if they had any ecological studies. CT to send a copy of her Hindon report as an example of how to write up the biodiversity section.	NF CT
5. NF agreed to attempt to write up the aesthetic and perceptual section.	NF
6. AL agreed to write the approaches and gateways section. CT explained that this would look at old and new gateways – and address the question 'does the gateway/approach express how we want Ledbury to be perceived?' and also 'do we want to mark the gateways?'. Often the gateway is where the 30 mile speed limit begins or is it where you first see the town.	AL
7. CT to circulate the 2 nd draft of the LVBA	CT
8. Recommendations – each section should have recommendations – what can't be done now but what we should be asking developers to contribute to and what could be included in the next iteration of the NDP. CT will bring all the recommendations together in the final part of the report.	
9. All authors will be asked to read the 2 nd draft report to pick up details from other sections to cross-reference with their own.	All Authors
10. Asked about the digitalising of the maps CT said that most of the maps had been digitalised – but they will need updating particularly the keys and proof-reading. About 3 new maps would be needed – Visual baseline, Green infrastructure, and Land use – CT to verify. CT to see if the landscape architect volunteers would be willing to	

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help with these. PH to find out if Sam Banks/Herefordshire Council has anyone who could do this. CT said that her Ordnance Survey number could be used but she would check whether BB could use it too. CT thought the Town Council had the right use the Ordnance Survey map of the town centre without a license – PH to ask Sam Banks.	CT/PH PH
11. Photos will be put in at the end, authors should indicate where they would like a photo	All Authors
12. PH to complete the footpaths, social and public amenity section bringing together everything that Ian Fountaine and Tony Evans have done in line with the template he has.	PH
13. NF to get in touch with John Bannister re views from Wellington Heath and photos	NF