

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>Carl Brace to be sent Issues and Options paper and asked for his views on town centre proposals.</p>	<p>PH</p>
<p>8. Issues and Options Paper <u>a) Source Document</u> Constructive discussion at the WP meeting on 2nd March led to agreed changes to the Introduction. It was felt that key issues would be clearer if bullet points were used, and the importance of the settlement boundary enhanced by making it the first issue covered in the paper. It was also suggested that Question 1, about land for sport, should include an additional question about the location of such land. Suggested question: Do you agree that there should be a sporting hub for junior and senior football on land south of Little Marcle Road? (See settlement boundary Map 3). WP members agreed to respond with any further comments on the Issues paper by the 12th March and with any comments on the quote proposals by the 11th March. NF to send known feedback on the Issues paper to BB a.s.a.p. as he will only have a couple of days to act on additional comments before documents have to be sent to AP by 16th March. AL to summarise feedback and questions on Topic Papers 2-5 and forward to NF for inclusion in one document for BB. This should also include feedback on Topic Paper 1 (Design Guide) which NF has coordinated. The recent WP meeting agreed that all topic papers should be finalised to show to ED&P as soon as possible. SG also agreed that the topic papers should be sent to a wider number of individuals for their feedback during March and April. <u>b) Public Consultation Version</u> SG agreed that this paper would need editing and condensing for use as a consultation document, but that MB could advise on this and on the format of the leaflet. NF felt that the Issues paper should be related to the existing NDP and the public given the key, relevant sections at appropriate points online. BB to be asked to do this. Mid-April would be the earliest date when consultation papers would be needed. SG discussed format options e.g. A5 coloured leaflet or A3 folded leaflet and a black and white questionnaire. AP has an estimate of £250 for internal printing of 5,000 short version leaflets and 5,000 questionnaires. NF suggested the cost-benefit of using an outside printer, which would reduce council staff workload. NF also suggested delivering the leaflets and questionnaires via the Post Office or Focus; the latter covers</p>	<p>NF</p> <p>AL</p> <p>NF</p> <p>SG</p> <p>NF</p>

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<p>the town only, volunteers to cover outlying areas. NF to find out about the cost of using the Post Office for delivery, which would be covered by the £1,000 consultation budget. NF also wanted more publicity between the 1st and 2nd consultations by using physical boards where possible to explain the proposals. We would again need Max's advice in the present Covid situation, and about how to reach schools, care homes and other groups difficult to reach.</p>	<p>NF</p>
<p>9. Next SG Meeting 12th March – 2:00pm</p>	