

# 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

<b>Meeting 30 – Tuesday 6<sup>th</sup> April 2021</b>	
<b>Present: PH; NF; AL</b>	
<b>1. Notes of Meeting 29.</b> These notes were agreed.	
<b>2. Discussion of Feedback on Issues Paper, Consultation Leaflet and Questionnaire</b> Feedback has been received from Nick Fish, Helen l'Anson, Diane Fullerton and Celia Kellet, all of whom were generally happy with the documents, but think numbering of the sections should be changed to avoid confusion. SG agreed and NF has changed the questionnaire accordingly. LTC has decided to include an additional question to ask about preserving the route of the by-pass via the viaduct site. PH to draft this under section 3. SG discussed amendments to the Issues paper which address some of Cllr Harvey's comments. AL to complete and send to PH to check before sending to BB for further comment and inclusion of new map, figure 8. BB will also be asked to update Topic Paper 2 to include proposals on the area north of the railway station, for the town centre and a brownfield first policy. NF to finalise questionnaire and leaflet. PH to ring SB for feedback on key issues on 7 <sup>th</sup> April.	PH  AL  PH  NF PH
<b>3. Other Matters</b> <u>Leaflet Postage:</u> SG discussed A4 or A5 leaflet size. It is currently 8 sheets of A4 but cramped. The questionnaire is 3 sheets of A4 and together with an envelope, weighs about 47g. Price of postage is dependent on weight and likely to be around 50g (£520). SG agreed that the leaflet had to be easily readable and that the whole of the back page could be used as freepost envelope/label. PH to look at choice of A4/A5 and best option. PH to ask AP to get freepost licence (having checked a dummy) or decide on including a pre-stamped envelope for the questionnaire. <u>Funding:</u> NF has been in contact again with Dave Tristram and will look at Awards for All application this week. PH is working on the Localities grant application form for the second grant.	PH PH  NF
<b>4. Next SG Meeting</b> Thursday, 8 <sup>th</sup> April at 10:30am.	