

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 53 – Tuesday, 16th November 2021 Present: PH; NF; AL	
<p>1. Notes of Meeting 52</p> <p>These were agreed and some outstanding issues were further discussed. These were:</p> <p>a) <u>Feedback to BB on the draft NDP</u> PH to feedback to BB by 19th November. NF to contact BB about some small changes to the text and inclusion of a policy statement, recommended by Carl Brace, similar to that used in the Ross NDP to cover future out-of-town supermarket applications and their impact on the town centre, Tesco's and the petrol station. NF also to respond to BB's questions on photos, diagrams and list of heritage assets. NF to produce examples of non-listed heritage assets in/around Ledbury needing protection and ask Celia Kellett to extend the list. People can then be asked to add to it at the Reg 14 consultation.</p> <p>b) <u>Remaining Consultees</u> PH has contacted Bruce Gilbert again, but he hasn't responded. PH to follow up at Reg 14 stage. John Goodwin has responded with a small change to the wording of comments on the report of the consultation with the landowner, Mr A Young. NF to produce a note for the record on her consultation with Ledbury Park residents. NF to get Trader's Association signature to the notes of a meeting with them. PH to send all consultation feedback to NF. Diane Fullerton to be asked to help with the Reg 14 consultation as a priority before processing data from the last consultation phase.</p> <p>c) <u>Website and filing</u> PH still to send documents to Amy Howells for posting to the website and has to catch up on the physical filing, which is planned for 24th November. Once up to date, then will get on to sending digital versions to Amy for the website. NF to help with filing from about 10:30 am.</p>	<p>PH</p> <p>NF</p> <p>NF</p> <p>NF</p> <p>NF</p> <p>NF</p> <p>PH</p> <p>PH/NF</p>
<p>2. Agenda for WP Meeting on 23rd November 2021</p> <p>a) Last WP meeting notes and recent SG notes</p> <p>b) Revised NDP draft (version 1.2 sent 16/11/21)</p> <p>c) Issues to explain/discuss at the meeting</p> <p>i) Maps being updated; settlement boundary (Option C)</p> <p>ii) 20 hectares of employment land</p>	

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<ul style="list-style-type: none">iii) Town centre extensioniv) Timeline. On track, so doesn't need to be sent out again. Revised NDP to be sent out before LTC meeting on 2nd December and to Herefordshire Council by 6th December 2021.v) Budget. This will be reissued to WP showing new spending on maps and planned spending on Reg 14 events and materials.vi) Feedback to Paul Kinnaird. This will be covered under (iii) above or sent by email if he is not at the meeting.vii) Feedback to Steve Glennie-Smith. Also covered under (i) and (ii) above, together with LVBA comments to be coordinated by AL and NF and emailed separately to both Steve and CT.viii) Request for volunteers to help with Reg 14 consultation events.	
<p>3. Outline plan for Reg 14 Consultation</p> <p>SG agreed the six-week consultation should be from Monday, 10th January to Sunday 20th February 2022 and to the following programme.</p> <p><u>3rd – 9th January 2022</u> Publicity on council website and all social media sites, articles and news release. Final NDP and LVBA reports to be on Council website during this week.</p> <p><u>From 10th January 2022</u> Permanent display in the Masters House library, if possible. Consultation materials and questionnaire available on the website and at Council offices.</p> <p><u>Tuesday 25th January and Wednesday 26th January 2022 – 10.00am to 6.00pm</u> 2-day, drop-in consultation event in the Panelled Room, Council offices (if available).</p> <p><u>Tuesday, 1st February 2022 – 07:00am to 12:00pm</u> Business/Employment consultation in the Panelled Room, Council offices (if available).</p> <p><u>Saturdays, 5th and 12th February 2022 – 11:00am to 3:00pm</u> Drop-in consultation events in the Panelled Room, Council offices (if available).</p>	

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<p>Alongside this, emails will be sent to businesses and community groups and/or face-to-face or Zoom sessions will be held with specific interest and hard-to-reach groups to get feedback.</p>	
<p><u>Questionnaire and Materials</u> MB to be asked to draw up consultation questionnaire for online and paper completion at consultation events and help design presentation cards/posters for display at these events. Volunteers required for a suggested two-hour slot at each of the 5 consultation events proposed. NF to produce summary of the above Reg 14 programme. AL to contact MB to arrange next SG meeting to discuss Reg 14 issues with her in week of 29th November.</p>	<p>NF AL</p>
<p>4. Next SG Meeting (with MB) Tuesday 30th November 2021 at 10:00am or 5:00pm <u>or</u> Friday, 3rd December 2021 at 10:00am or 2:00pm, depending on MB.</p>	