

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 10 - Friday 4th December	
Present: PH; NF; AL	
<p>1. Notes of Meeting 9 Notes were amended and agreed. SG to investigate whether part of Bovis land should be within the settlement boundary as a protected green space, having regard to the planning application. Also noted that SB would like to see Topic Papers when they get to final drafts.</p>	SG
<p>2. Filing List PH wants to get filing sorted, because it's a high priority. AP will ensure document accessibility, as the Council now has a policy on this. SG discussed and agreed principles involved and broad filing list as follows: there should not be too many headings; keep as simple and accessible as possible; paper and PC headings for Olivia's use should be the same; all 13 headings will be reduced to 6:</p> <ol style="list-style-type: none"> 1. Objectives, budget and project plan. 2. Consultation. 2 subgroups: 1) public; 2) topics. 3. Consultants – brief, proposals, associated paperwork. 4. Evidence – Topic Papers with associated maps/plans. 5. Current NDP documents – Main page to have main plan on lower resolution so that the whole document can be seen on screen. If people want a printed version, it can be sent. Need to add Examiner's Report and Design Guide. 6. Meetings and notes. <p>Other points agreed:</p> <ol style="list-style-type: none"> a) In addition to y and x symbols, E in column 'LTC Website' will indicate where evidence should be filed; N/A if this is not applicable. b) After discussion, SG agreed that only the final version of each Topic Paper will be put on the website. c) NF's "about page". SG needs to agree the final version and ask Olivia to put it up. d) Delete note about meetings suspended by Covid and take away current plan in 3 pdfs version e) Meeting papers. Put SG and WP papers in chronological order. <p>PH to liaise with Council staff and implement the above.</p>	PH

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>3. Work with BB</p> <p>a) Ask BB if he as happy with SEA and to send feedback to SB a.s.a.p.</p> <p>b) ED&P due to discuss settlement boundary next week. After this meeting, feedback to BB to update Topic paper 5.</p> <p>c) Employment. BB has already been asked to contact Nick Webster. Feedback needed now on Topic Paper 2, so PH to send this to Paul Kinnaird and Ian James for valued input.</p> <p>d) Recreation. BB to be asked to contact Ruth Jackson but given background by PH on previous contact with HC council leader. PH to contact Nick a.s.a.p. to give list of options for recreation, pros and cons, to BB. BB also to be briefed on current plan for landscape assessment work.</p>	<p>NF</p> <p>PH</p> <p>NF</p> <p>NF</p>
<p>4. Current Position on LSCA and Zoning</p> <p>SG discussed notes of Meeting 7 with CT and a subsequent email from her.</p> <p>SG agreed that we need 2 reports:</p> <ol style="list-style-type: none"> 1) a Landscape and Visual Assessment, including write-up of baseline studies. Need to clarify title as it has been referred to as a Landscape and Visual Sensitivity Assessment and CT writes of a 'sensitivity' plan. 2) Zoning plan. <p>Further Discussion on Zoning</p> <p>PH summarised reasons for a zoning plan: to feed into next Core Strategy; to guide the next NDP; to take account of proposed government planning changes.</p> <p>SG agreed to research what is needed for Ledbury. NF to look at way zoning is handled in Ross NDP and draft/report back. Account also to be taken of councillors' views on zoning. Discussion then needed with CT about her zoning plan scope and approach.</p> <p>Budget for Above</p> <p>SG agreed that initial £10,000 in present contract with CT was not time limited and should cover all work up to and including writing up Topic Paper 6. A separate quote was needed for work on zoning and dealing with questions under Reg.14.</p> <p>PH to write to CT about the 2 reports and titles (as above) and the budget involved with each.</p>	<p>NF</p> <p>SG</p> <p>PH</p>

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>Funding PH reported that Council had agreed a further £10,000 for the next financial year. Project timeline indicates that 2 grants should be applied for now, early December: Localities to be done first, Awards for All to follow. PH had previously prepared an application for a Localities grant – he would see if he could find it, otherwise agreed SG should complete draft applications, send to Dave Tristram for approval and then to AP to handle final applications. NF will ask Dave Tristram about partial funding for Design Guide.</p>	<p>PH SG NF</p>
<p>Other Matters PH to write letters to WP members asking for help with feedback on Topic Papers, consultation plans etc. AL to draft. Letters to Employers. PH to remind AP on 7/12 and change date for responses. SG to help with task and distribution, if necessary</p>	<p>PH PH</p>
<p>Next SG Meeting Wednesday, 16th December 4 pm</p>	