

Notes from NDP workshop with Consultants on 7th January 2020 at 2.00pm in the Market House.

Present: Celia Kellett, Paul Kinnaird, Beverley Kinnaird, Ian James, Nicola Forde, Cllr Phillip Howells (Chairman), Ann Lumb, Tony Evans, Ian James

Consultants: Bill Bloxsome, Carly Tinkler, Catherine Laidlaw

Apologies: Cllr Helen I'Anson, Cllr Liz Harvey, Cllr Nick Morris

The Chairman started the meeting by reminding everyone that the initial agenda was to:

1. Discuss the different task/work groups needed as a result of a discussion at the consultants day on 9th December which agreed they needed a reduction from the quite large number proposed.
2. To prepare terms of reference for the new agreed number of groups
3. To agree/confirm the project plan/timescales

with a small group meeting having been held beforehand to prepare material as agreed on 9th December.

However, during the holiday period PH, NF and consultants had a rethink on the scale of what we had agreed we should aim to achieve on 9th December and decided that there was simply not time to do everything and meet a Reg 14 submission target of Sept 2020. This meeting would therefore now start with a review of our objectives to set more realistic targets for the next few months.

CT made the comment that an initial LSCA objective should be to consider residential developments only, but in doing so she expected the LSCA work to also identify green spaces and infrastructure.

BB gave a Powerpoint presentation pointing out that the plan needs to be:

- With proportionate evidence, working to relevant need only
- Revision based and not a totally new plan
- Include core strategy review input
- A next revised plan will then follow post the core strategy review
- Need to set short, medium and long term objectives

After some discussion it was agreed that the basic objectives for a Sept 2020 Reg 14 submission must include the settlement boundary, meeting para 14 of the NPPF (National Planning Policy Framework) and green infrastructure. It was also felt that this edition of the revised plan should ideally:

- Identify where the 12ha of business land stated in the core strategy for Ledbury should be located
- Identify 400m of retail development in the town centre
- Show how to accommodate the 825 houses for Ledbury shown in the core strategy
- Identify infrastructure needs
- Update the Design Guide and incorporate it into the plan
- Update other existing policies only

- Everything else could be developed 'alongside' this work in a separate stream to then carry on past a target date for this current revision to be adopted by January 2021 to produce evidence for the core strategy review and form a base for the next NDP revision.

It was agreed that this 2 streams of activity approach would be recommended to the WP.

The objectives for the Jan 2021 version now to be:

- 1. Produce a settlement boundary**
- 2. Conform to para 14 of the NPPF**
- 3. Cover green infrastructure**
- 4. Identify where the 825 houses can be built (including the viaduct site even though currently under appeal of refused planning permission)**
- 5. Identify options for 12ha of employment land**
- 6. Investigate infrastructure options for the priority areas of:**
 - a. Sport facilities, especially football**
 - b. Medical centre**
 - c. Railway station improvements**
- 7. Update the Design Guide to include climate change considerations with a view to integrating it into the NDP (to decide as whether a distinct policy or integrated throughout the NDP as relevant – the latter probably the preferred route)**
- 8. Update existing policies where relevant to do so**

It was agreed that working groups to achieve this will be in two categories:

- Landscape related working groups under the guidance and control of CT with support of CL, with CT acting as a sort of hub with individual landscape groups as the spokes
- A steering group under the guidance of BB to look at the land requirements of the NDP document

The LSCA will particularly look at landscape character and heritage, ecology, recreation and access; the capacity for residential land and options for 12ha of business land.

The actual required landscape and land use groups would be recommended and guided by CT and CL working with the volunteers coming forward to work on areas of their expertise or interest in taking part.

(Note: a follow on meeting with CT took place on 20th January with PH and NF to put more detail to the LSCA work and how it will be organised, as in the separately provided notes.)

Other points raised:

Work group members to be provided with terms of reference for the work, a declaration of interest form to be produced and a confidentiality agreement to be produced and signed by all.

CT to send a template suggestion for an authority letter to be produced by the Town Council for all work group members to show if necessary when doing any site based LSCA work or holding meetings on LSCA matters.

When conducting an green space designation work it is very important to ensure landowners are consulted.

Timescales agreed:

- LSCA final draft completed by end May 2020
- LSCA baseline evidence by mid-March 2020
- Public consultation June 2020
- All info to Bill to start writing NDP by end July 2020
- Report ready by end August 2020
- SES complete by end September 2020

BB also to visit the Town Council offices with PH and NF to review existing material including evidence that can be used as part of this revision. **(Note – this meeting and material/existing evidence review took place on the afternoon of 21st January 2020). BB also to attend the next WP meeting and included on the agenda circulation list.**

If necessary, PH, NF and AL to meet to decide on any other detail which needs to be sorted for the next WP meeting (by 13th January if needed).

NF/PH to organise A0 sized copies of two maps to be printed by the next WP meeting.

The next full meeting of the NDP WP was confirmed for Monday 27th January at 7.30pm in the Town Council offices.