

## LEDBURY TOWN COUNCIL

### MINUTES OF A MEETING OF THE PLANNING, ECONOMY & TOURISM COMMITTEE HELD ON 15 AUGUST 2024

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**PRESENT:** Councillors Furlonger, Hughes & Morris (Chair).

**ALSO PRESENT:** Angela Price – Town Clerk  
Sophie Jarvis – Minute Taker  
Honor Holton – Administrator  
3 Members of the public

**P297. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Bradford, Chowns (Ex-Officio), Harvey & Howells.

**P298. DECLARATIONS OF INTEREST**

No declarations of interest were received.

**P299. PUBLIC PARTICIPATION**

Mr & Mrs Williamson explained to members why their Planning Application (no. 241728 – Bradlow Farm) was appearing on the list of Planning Consultations a third time. Mr & Mrs Williamson informed members that they have had several issues with the Planning Department at Herefordshire Council, and this is the third time they have had to pay a fee for the same planning application.

The Chair thanked Mr & Mrs Williamson for attending and confirmed that members will continue to support this planning application.

Mrs l'Anson spoke regarding item 16 – Market Town Investment Plan Feasibility Studies, Update July 2024. She asked the Chair why it stated in the update that 'no Town Councillors were able to be present' at the recent meeting and expressed her concern regarding this.

The Chair confirmed that a further meeting had taken place earlier in the day which Councillors had been present at in relation to the Market Town Investment Plan Feasibility Studies.

Mrs l'Anson left the meeting at 7:07pm.

Mr & Mrs Williamson left the meeting at 7:09pm.

**P300. NOLAN PRINCIPLES**

**RESOLVED:**

The Nolan Principles were received and noted.

**P301. TO APPROVE AND SIGN THE MINUTES OF THE PLANNING, ECONOMY AND TOURISM COMMITTEE MEETING HELD ON 18 JULY 2024.**

Councillor Hughes queried minute no. P282 and asked that the following amendment be made: “He stated that the next phase would be to *use* the ‘toolkit’ and confirm the short, medium and long-term aspirations which will be submitted back via the committee process for approval and adoption”.

Councillor Hughes informed members that the ‘toolkit’ has already been created for the next phase of forming the Ledbury Tourism Strategy.

**RESOLVED:**

**That the minutes of the Planning, Economy & Tourism Committee meeting held on 18 July 2024 be approved and signed as a correct record subject to the following amendment: “He stated that the next phase would be to *use* the ‘toolkit’ and confirm the short, medium and long-term aspirations which will be submitted back via the committee process for approval and adoption”.**

**P302. TO REVIEW THE ACTION SHEET**

The following points on the action sheet were discussed:

**P216 – That the Markets Working Party give consideration to a letter and survey being sent to shop traders in Ledbury encouraging them to support the Market and to have a stall on occasions to compliment their shops”.**

The Clerk informed members that this will be item on the agenda to be discussed at the next Charter Market Working Party taking place on Wednesday, 21 August 2024.

**P222.1 – That a date be set to resume the work of the Neighbourhood Development Plan Working Party.**

The Clerk informed members that due to Councillor Howells currently being unavailable for Council work members needed to discuss what the next steps would be for the Neighbourhood Development Plan Working Party.

Members instructed the Clerk to contact Ann Lumb and Nicola Forde to request if they would be happy to take the lead on resuming the work for the Neighbourhood Development Plan Working Party.

**P245.1 – That Carnival Procession Co-ordinator be approached to ask if she could organise a group of mobility scooters to go around town and create a review on where dropped kerbs should be installed.**

The Clerk informed members that Mrs Hughes from the Carnival Committee had confirmed that they would be happy to organise a group of mobility scooters to review where dropped kerbs should be installed.

Members confirmed that they would like the main routes into town to be looked at and then routes into the residential areas.

**P245.2 – That members instruct the Clerk to investigate disable access at Leadon Walk, with a view to submitting an expression of interest either under the PROW funding scheme, or the Infrastructure Funding Scheme.**

The Clerk informed members that this action would have to be put on the back burner due to a lack of resources for the time being.

**P279 – That the Clerk meet with the Chair and Vice Chair of the committee to discuss the consideration of “Welcome Packs” for new residents to Ledbury.**

The Clerk informed members that this meeting is due to take place on Wednesday, 28 August 2024 at 10:00am.

**P282 – That the Clerk and Councillor Hughes arrange a meeting to discuss the next phase of forming the Ledbury Tourism Strategy.**

The Clerk confirmed that this meeting had taken place, and she is awaiting an update from the CEO about which individuals would be willing to take part in the 3 groups of the Ledbury Tourism Strategy.

**P288.1 – That officers be instructed to proceed with the installation of a SID unit in the South of Parkway at the site of the existing base.**

The Clerk informed members that she is awaiting a response from Herefordshire Council to confirm that the proposed SID units meet legal requirements before purchasing them and the exact What Three Words locations of where they can be placed.

**P292 – That the following projects be endorsed as priorities of the committee subject to the Clerk ensuring that the office resources are available.**

The Clerk confirmed that this item is on the agenda for the Resources Committee meeting taking place Thursday, 29 August 2024.

**P292.4 – Asset Register (Bovis) – further information to be requested with potential need to be resourced and expertise brought in to prepare a management plan for this area. In relation to potential gift of land to LTC.**

The Clerk informed members that the Ward Councillor is eager set a meeting to discuss this with the Project Manager before he is due to leave, to confirm the exact location between the Bovis Housing Development and Parkway of the land that is proposed to be gifted to Ledbury Town Council.

**RESOLVED:**

- 1. That the Action Sheet be received and noted.**
- 2. That the Clerk contact Ann Lumb and Nicola Forde to ask if they would be happy to take the lead on resuming the work of the Neighbourhood Development Plan Working Party.**

**P303. CONSIDERATION OF “WELCOME PACKS” FOR NEW RESIDENTS TO LEDBURY**

The Clerk confirmed that a meeting to discuss the welcome packs had been scheduled for Wednesday, 28 August 2024 in which the Chair and Vice Chair would attend, and Ward Councillors Harvey and Simmons have also been invited.

**RESOLVED:**

**That this item be deferred to the next committee meeting.**

**P304. ARTISAN ART**

**RESOLVED:**

**That 12 copies of the publication “Artisan Art” be purchased on a sale return basis at a cost of £16.25 per copy for resale at £25.00 in the 16<sup>th</sup> Century Painted Room.**

**P305. PAINTED ROOM VISITOR NUMBERS**

**RESOLVED:**

**That the Painted Room Visitor Numbers were received and noted.**

**P306. ANNUAL ATTRACTION SURVEY**

**RESOLVED:**

**That the Annual Attraction Survey was received and noted.**

**P307. PLANNING CONSULTATIONS**

- i. **Planning Application No. 241623 – Proposed side extension – 31 Blenheim Drive, Ledbury, Herefordshire, HR8 2XE**

**RESOLVED:**

**No objections.**

- ii. **Planning Application No. 241728 – Replace existing detached outbuilding with similar scale building for use associated with main dwelling. (Part retrospective) – Bradlow Farm, Westhill Road, Bradlow, Ledbury, Herefordshire, HR8 1JE**

**RESOLVED:**

**No objections.**

- iii. **Planning Application No. 241911 - Proposed brick faced, pitched roof single storey extension to the front and side – 10 Russet Close, Ledbury, Herefordshire, HR8 2XR**

**RESOLVED:**

**No objections.**

**P308. TABLED APPLICATIONS**

**That there were no Tabled Applications.**

**P309. PLANNING DECISIONS**

**RESOLVED:**

**That the Planning Decisions were received and noted.**

**P310. APPLICATION FOR REVIEW OF PREMISES LICENCE – QUALITY FISH & CHIPS, 76-77 BYE STREET, LEDBURY, HR8 2AG**

Members noted that this application is no longer relevant and has been withdrawn.

**RESOLVED:**

**That the Application for review of Premises Licence – Quality Fish & Chips, 76-77 Bye Street, Ledbury, HR8 2AG was received and noted.**

**P311. SECTION 106 (STANDING ITEM)**

To note that the S106 Portfolio of Works Delivery Update – online Parish Briefings Meetings are scheduled as follows:

Evening Session (1 Hour)

- Monday 09 September 2024 18:00 – 19:00

Daytime Session (1 Hour)

- Tuesday 10 September 2024 10:00 – 11:00

The Clerk confirmed that she had emailed all Councillors with the details of the above sessions.

**RESOLVED:**

**That the Section 106 update was received and noted.**

**P312. MARKET TOWN INVESTMENT PLAN FEASIBILITY STUDIES – UPDATE JULY 2024**

The Chair gave a verbal update to members of the meeting that took place earlier that day to discuss the Market Town Investment Plan Feasibility Study.

The Chair confirmed that Herefordshire Council officers are going to draft a brief for consideration by Ledbury Town Council prior to it being considered by the end of September 2024 of for possible funding for a feasibility in respect of “Tourism, Events and Markets in Ledbury”.

**RESOLVED:**

**That the Market Town Investment Plan Feasibility Studies – Update July 2024 was received and noted.**

**P313. INVOICES FOR APPROVAL FOR PAYMENT**

**RESOLVED:**

**That the Invoices for Payment for August 2024 be approved for payment at the sum of 16,483.57.**

**P314. DATE OF NEXT MEETING**

To note minute no. C309 of the Council meeting held on 1 August 2024:

“That Council suspends the committee structure of developed powers; suspend the current pattern of meetings; and to move to fortnightly meetings of Full Council”.

The meeting ended at 8:45pm.

Signed ..... Dated .....  
(Chair)

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