

**LEDBURY TOWN COUNCIL**

**MINUTES OF A MEETING OF THE PLANNING, ECONOMY & TOURISM  
COMMITTEE HELD ON 16 MAY 2024**

---

**PRESENT:** Councillors Howells, Hughes and Morris (Chair).

**ALSO PRESENT:** Angela Price – Town Clerk  
Sophie Jarvis – Minute Taker  
1 members of the public

**P226. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Harvey and Furlonger.

**P227. DECLARATIONS OF INTEREST**

No declarations of interest were received.

**P228. PUBLIC PARTICIPATION**

Mr Browning advised that he was at the meeting to speak about an item on the action sheet – P194 That a public meeting be set up with Councillors from Ledbury Town Council, Bloor Developments and Planning Officer Andy Byng to allow representatives from Golding Way to have more community engagement in the decision of the proposed pathway from the Viaduct site into Ledbury Town Centre.

**P229. NOLAN PRINCIPLES**

**RESOLVED:**

**The Nolan Principles were received and noted.**

**P230. TO APPROVE AND SIGN THE MINUTES OF THE PLANNING,  
ECONOMY AND TOURISM COMMITTEE MEETING HELD ON 11  
APRIL 2024.**

**RESOLVED:**

- 1. That the minutes of the Planning, Economy & Tourism Committee meeting held on 11 April 2024 were approved and signed as a correct record.**



**P231. TO REVIEW THE ACTION SHEET**

Minute no. P194 on the action sheets was discussed.

The Clerk read an email received from Andy Byng, Planning Officer at Herefordshire Council. The Clerk informed members that she had also spoken with Andy Byng, Planning Officer, who had informed her that he did not consider there was a need for a further meeting in respect of this matter, due to the decision already being made and works being underway.

Mr Browning informed members that it was unfortunate that Bloor had not responded to the Town Council's request for a meeting. Mr Browning advised that he was pleased that the proposed lighting had been changed to be more environmentally friendly. However, he stated he would still like a meeting to take place to discuss how the greenery is being cut back, a fence that has been damaged and to find out what the further plans will look like.

Members informed Mr Browning that if any damage has been made that he should report this on the Herefordshire Council online portal. Members noted the progress of the lighting plans being changed and informed Mr Browning that should he organise a meeting the Town Council Offices could be used as a venue.

**RESOLVED:**

- 1. That the Action Sheet be received and noted.**
- 2. That Mr Browning would contact Andy Byng and Bloor to arrange a meeting with residents and Ledbury Town Council ahead of the next planning meeting.**

Mr Browning left the meeting at 7:25pm.

**P232. ST KATHERINES SQUARE**

Members were requested to give consideration to suggestions for inclusion in a Licence between Ledbury Town Council and Herefordshire Council in respect of St Katherines Square for submission to Helen Beale, Estates Officer, Herefordshire Council.

The Clerk suggested that whilst the details of the licence are being worked through, Ledbury Town Council trial some events on the square, noting that this would provide evidence as to whether there is an appetite for holding events on the square.

*DM*

**RESOLVED:**

**That the Clerk be instructed to progress the following agreed points with Herefordshire Council Estates Office:**

- 1. Ledbury Town Council explore further the option of a license and that a timeline be established for this.**
- 2. The Clerk be instructed to complete the 'Expression of Interest' form to avoid delay.**
- 3. The Clerk be instructed to have discussions with Herefordshire Council to draft some tentative License options for consideration.**
- 4. A TEN (Temporary Events Notice) be applied for the Community Day event scheduled for 8 June 2024 and whilst the details of the licence are being worked out, Ledbury Town Council explore the possibility, with Herefordshire Council, of trialling events on St Katherines Square.**

**P233. NOTES OF A MEETING OF THE TOURISM TASK & FINISH GROUP HELD ON 24 APRIL 2024.**

**RESOLVED:**

**That the notes from the Tourism Task & Finish Group on 24 April 2024 be received and noted.**

**P234. DRAFT TOURISM STRATEGY DOCUMENT**

Councillor Hughes offered to assist the Clerk to put a plan together to recruit 3 self-supporting groups.

Members agreed that consideration should be given to a new Ledbury leaflet needs to be created to promote the town, the Clerk was instructed to put this on the agenda for the next meeting and invite Jane Roberts to attend.

**RESOLVED:**

**That the Committee accept the draft Tourism Strategy Document and that the next step be creating 3 core areas:**

- a. Heritage & History Group**
- b. Hotels & Accommodation**
- c. Performance**



**RECOMMENDATION:**

**That an amended version of the Draft Tourism Strategy be recommended to Full Council at the next scheduled meeting on 6 June 2024.**

**P235. PAINTED ROOM VISITOR NUMBERS**

**RESOLVED:**

**That the Painted Room Visitor Numbers report be received and noted with thanks and that a request be made for charts of trends for the next meeting to analyse the numbers.**

**P236 PLANNING CONSULTATIONS**

- i. Planning Application No. 240894 – Proposed replacement detached dwelling and extension to residential curtilage, following demolition of existing dwelling and detached dwelling – Land at Bella Vista, Parkway, Ledbury, Herefordshire, HR8 2LG.**

**RESOLVED:**

**That Ledbury Town Council withhold any comments on planning application no. 240894 until a response to the Senior Landscape Officers report is received by Herefordshire Council.**

- ii. Planning Application No. 241039 – Proposed Variation of condition 2 of planning permission 203223 (Proposed detached dwelling) – amendments to design – Old Kennels Farm, Bromyard Road, Ledbury, Herefordshire, HR8 1LG.**

**RESOLVED:**

**That Ledbury Town Council withhold any comments on planning application no. 241039 until a response to the Senior Landscape Officers report has been received by Herefordshire Council.**

**P237. TABLED APPLICATIONS**

**RESOLVED:**

**There were no tabled applications.**

**P238. PLANNING DECISIONS**

**RESOLVED:**

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



**P239. PLANNING APPLICATION NO. 223248 BUILDING AND CURTILAGE OF GREENACRES BUNGALOW, AND LAND TO THE REAR OF THE KNAPP AND, THE HOMEND, LEDBURY – APPEAL NOTIFICATION**

**RESOLVED:**

- 1. That the document prepared by Councillor Howells in respect of the appeal reference: APP/W1850/W/23/3334961 be received with thanks.**
- 2. That it be noted that Members are due to meet with Ward Councillor Simmons and Kelly Gibbons (Planning Officer) on Monday, 20 June to discuss Planning Application no. 223248 and submit their comments.**

**P240. HEREFORDSHIRE COUNCIL LOCAL PLAN CONSULTATION**

**RESOLVED:**

**That the Response to the draft Herefordshire Local Plan (Regulation 18) consultation prepared by Councillor Howells be provided to Herefordshire Council.**

**P241. NEIGHBOURHOOD DEVELOPMENT PLAN WORKING PARTY UPDATE**

**RESOLVED:**

**That a meeting date be arranged for the Neighbourhood Development Plan Working Party, all Councillors and members of the public to be invited to attend.**

**P242. NOTIFICATION OF TREE PRESERVATION ORDER (NO. 687 NEW STREET, LEDBURY)**

**RESOLVED:**

**Received and noted.**

**P243. JOHN MASEFIELD MEMORIAL WORKING PARTY**

- i. MINUTES OF A MEETING OF THE JOHN MASEFIELD MEMORIAL WORKING PARTY HELD ON 1 MAY 2024**
- ii. REQUEST FROM JOHN MASEFIELD MEMORIAL WORKING PARTY**

*DM*

**RESOLVED:**

**That the Minutes of a meeting of the John Masefield Memorial Working Party held on 1 May 2024 were received and noted.**

**RECOMMENDATION:**

**That the following recommendations be referred to a meeting of full council scheduled for 6 June 2024:**

- 1. The recruitment of two staff by the Council, one being a young person (under 25) as a paid (living wage) intern and a Project Coordinator which would be a full-time role on a salary of circa £27,344-£29,493, which is in line with the Community Engagement Officer's salary, be approved, noting that the funding for these two roles would be part of the NLHF application subject to clarity of payment scales.**
- 2. Ledbury Town Council to agree to match funding of £5,000, which would be in addition to the £15,000 the Council has already pledged in support of setting up this project.**
- 3. The Council submit the NLHF application, subject to the remaining information being included accordingly.**
- 4. Members give consideration as to whether it would be the Council who would be responsible for the monument on completion, and if not who and how it would be maintained, accepting that there is likely to be an annual cost to the council which would be dependent on the design/style of the finished memorial.**
- 5. Approval be given to drawing down the remaining funds allocated for the project from within the Council budgets for 2024/25 which there is currently circa £5,000 remaining, to enable a fund-raising event to be held in the Masters House as outlined above and any additional marketing material required.**

**P244. SECTION 106 (STANDING ITEM)**

**NOTIFICATION OF RECEIPT OF S106 MONIES BY HEREFORDSHIRE COUNCIL IN RELATION TO LAND NORTH OF THE VIADUCT SITE**

**RESOLVED:**

**That the Notification of Receipt of S106 Monies by Herefordshire Council in Relation to Land North of the Viaduct Site be received and noted.**



**P245. COMMUNITY INFRASTRUCTURE REPF GRANTS**

**RESOLVED:**

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.
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.

**P246. CORRESPONDANCE RECEIVED FROM LOCAL RESIDENT**

**RESOLVED:**

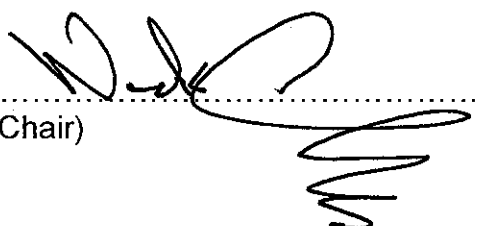
That the correspondence received from a local resident be forwarded onto Ward Councillor Simmons.

**P247. DATE OF NEXT MEETING**

**RESOLVED:**

To note that the next meeting of the Planning, Economy & Tourism Committee is scheduled for 20 June 2024.

The meeting ended at 8:37pm.

Signed .....  ..... Dated 20-06-2024

(Chair)

