



LEDBURY TOWN COUNCIL

TOWN COUNCIL OFFICES - CHURCH STREET - LEDBURY

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6 January 2022

**TO: Councillors Bannister, Eakin, Harvey, Howells and Morris
Plus, non-councillor members**

Dear Councillor

You are invited attend a meeting of the **Neighbourhood Development Plan Working Party** which will be held on **Tuesday, 11 January 2022 at 6.30 pm via zoom**, for the purposes of transacting the business set out below (a link to join the meeting will be sent out by the Clerk prior to the meeting).

Yours faithfully

pp Angie Price
Town Clerk

A G E N D A

1. **Apologies for absence**
2. **Declarations of interest**
3. **To approve and sign the minutes of the meeting of the Neighbourhood Development Plan (NDP) Working Party meeting held on 23 November 2021**

(Pages 1039 - 1042)
4. **To receive the notes of the meeting of the NDP Steering Group meetings held from 28 October 2021 to 4 January 2022 inclusive:**

(Pages 1042 - 1059)

 - 4.1 NDP SG notes of meeting no. 51-57

5. **Progress to Reg 14 – Revised NDP V1 Working Draft – December 2021**
(Verbal discussion)
(Pages 1060 - 1194)

- 5.1 Neighbourhood Development Plan – Draft Plan – December 2021 (Pages 1060 – 1145)
- 5.2 Reg 14 Consultation response sheet (Pages 1146 – 1147)
- 5.3 SEA (Strategic Environmental Assessment) - Link:
https://ledburytowncouncil-my.sharepoint.com/:b:/g/personal/admin_ledburytowncouncil_gov_uk/EWMO7evKggVKvvzhqfZB124BxmKJD9r7YS5C0IB2xYIYzA?e=M1c6z9
- 5.4 HRA (Habitats Regulations Assessment) (Pages 1148 – 1164)
- 5.5 Consultation activities and timescales (urgent call for volunteers needed to help at the consultation sessions) (Pages 1165 – 1166)
- 5.6 Consultation boards copy (versions for Library/resident information and for the consultation sessions) (Pages 1167 – 1177)
- 5.7 Final version of the LVSA (Landscape and Visual Sensitivity Assessment) (Pages 1178 – 1194)

6. **Dates of future meetings**

To note that future meetings will be held on the following date and time:

Tuesday, 22 February 2022 at 6.30pm (to be confirmed).

LEDBURY TOWN COUNCIL

**MINUTES OF A MEETING OF THE
NEIGHBOURHOOD DEVELOPMENT PLAN WORKING PARTY
HELD ON 23 NOVEMBER 2021**

PRESENT: Councillors Eakin, Howells (Chair)
NON-COUNCILLORS: Nicola Ford (Vice Chair), Paul Kinnaird and Steve Glennie-Smith

ALSO PRESENT: Angela Price – Town Clerk

217 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Ann Lumb

218 **DECLARATIONS OF INTEREST**

None received.

219 **TO APPROVE AND SIGN THE MINUTES OF THE MEETING OF THE
NEIGHBOURHOOD DEVELOPMENT PLAN (NDP) WORKING PARTY
MEETING HELD ON 19 OCTOBER 2021.**

RESOLVED:

That the minutes of the meeting of a Neighbourhood Development Plan Working Party held on 19 October 2021 be approved and signed as a correct record.

220 **TO RECEIVE THE NOTES OF THE MEETING OF THE NDP
STEERING GROUP MEETINGS HELD FROM 30 SEPTEMBER TO 2
NOVEMBER 2021 INCLUSIVE:**

RESOLVED:

That the notes of the NDP Steering Group held 30 September to 2 November 2021 (50–52) be received and noted.

221 **PROGRESS TO REG 14 – REVISED NDP V1 WORKING DRAFT V1.2**

Councillor Howells advised a revised version of the draft is being worked on to present to Full Council at its meeting on 2 December 2021. Subject to Paul and Steve's comments being taken on board, members were happy to accept what had been agreed by the Planning Committee.

Councillor Howells confirmed that the final draft would be sent to the clerk by Thursday, 25 November 2021.

Councillor Howells briefed the WP on the key elements of the Reg 14 consultation process and documentation.

- a. Settlement Boundary – the proposed settlement boundary in the Reg 14 revised NDP was for the 3rd option given in the consultation survey since it had the significant majority support over the other two options.
- b. 20 hectares of employment land – on being asked why up to 20 hectares was indicated as being available when the core strategy only calls for a minimum of 12 acres to be found, Councillor Howells explained that having potentially more employment land would help in meeting future employment needs as residential developments expanded in Ledbury, and more employment land was also needed to reduce the current situation in which Ledbury was a net outward commuting to work town.
- c. Town Centre definition – there was discussion on the options for a redefining of the town centre, with a question still undecided by inconclusive findings, on whether the Tesco superstore end of town should be included or not in the definition proposals. Councillor Howells explained that a decision would be made on what to include in the Reg 14 document for consultation after more discussions and advice from our consultant and Herefordshire planners.
- d. Ledbury NDP Communications and Consultation Plan V10 November 2021 – Councillor Howells advised that this was on the agenda to note that the Reg 14 stage had been updated with planned activities and the costs for them.
- e. Reg 14 Consultation programme and volunteer register – assuming the Council approves the Reg 14 Working Draft, this would be the consultation programme of activities and timescales that would be followed. Nicola Forde Councillor Howells stressed that volunteers from Councillors and working party members would be needed if the planned consultation sessions were to be adequately manned to proceed.

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UPDATES

- a. Timeline for the Reg 14 consultation:
 - Week beginning 3 January 2022 concentrated publicity. Posters will be produced for the website and social media and a news release will be published in the new year advising of the public consultation and its timescale.

- 10 January consultation period commences. Permanent display of basic consultation info in the library if possible. Consultation materials and questionnaire available on the website and at council offices.
 - Tuesday 25 January and Wednesday 26, 10am – 6pm : 2 days' drop in consultation events in Jacobean room council offices.
 - Tuesday 1 February 7am – 12pm: Business/Employment consultation in Jacobean room, council offices.
 - Saturdays 5 February and 12 February 11am – 3pm: Drop in consultation event in Jacobean room, council offices.
- b. Budget – as of the completion of the first public consultation phase, Councillor Howells advised that we are £264 under budget.

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DATES OF FUTURE MEETINGS

RESOLVED:

To note that future meetings will be held on the following date and time:

11 January 2021 6.30 pm and provisionally Tuesday 22 February 2022 6.30pm to be confirmed at the next meeting by when the consultation period would have been finally confirmed.

The meeting ended at 8:02pm.

Signed Dated
(Chair)

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
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Action colour code: Red = still to do

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Ledbury NDP Steering Group (SG) agenda and actions

Members: Cllr Phillip Howells (PH); Nicola Forde (NF); Ann Lumb (AL)

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<p>by email that they were happy with the notes of the meeting.</p> <ul style="list-style-type: none"> • Pughs had declined to comment • No reply from Arthur Hindmarch • No reply from the Primary School • PH to contact Bruce Gilbert • PH had contacted local travellers and given them a questionnaire he will check if they had replied • PH waiting to hear back from Charles Masefield re 'Masefield Meadow' • NF to chase John Masefield School and meet with representative of Ledbury Park Residents. • NF to chase Ledbury Traders re approving the notes from their meeting. • PH to forward all comments received so far to NF for entry into feedback spreadsheet. 	<p>PH</p> <p>PH</p> <p>PH</p> <p>PH</p> <p>NF</p> <p>NF</p> <p>PH</p>
<p>5. Website As a priority PH to get agendas and minutes to Council staff to upload. Supporting documents must be uploaded at the latest by the end of December.</p>	<p>PH</p>
<p>6. Next Meeting Tuesday 2nd November 2pm – NF to invite BB</p>	<p>NF</p>

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Meeting 52 – Tuesday 2nd November 2021	
Present: PH; NF; AL; BB (part of meeting)	
1. Notes of Meeting 51 These were agreed.	
2. Feedback to BB on Revised NDP v1 SG discussed comments received from Paul Kinnaird and Steve Glennie-Smith (forwarded to BB) and other issues raised by SG members. PH to respond to BB by Thursday, 4 th November. <u>Town Centre:</u> Consultations support the town centre boundary being extended. At a recent meeting, the Traders' Association unanimously wanted inclusion of both the New Street and Lawnside areas; the majority were also in favour of including Tesco (the green area mapped). BB to redraft this section for SG/WP to consider. <u>Map Showing Settlement Boundary:</u> This will be the same as for Option C in the Issues and Options Report: BB to contact Hoople to organise the most accurate map to show the settlement boundary and new sport and employment areas. BB also to contact Hoople about a base map for his use. NF to put together a list of Locally Important Heritage Assets for BB's use. PH to send Harold Sparrey the old NDP document and ask him for photos to replace or add to the originals. NF to ask Pat Strauss also for photos. BB to send out notes of meeting held on 17 th September with HC officers re. employment matters. AL to confirm references which could be made in the revised NDP to the public survey results and LVBA, as supporting evidence.	PH BB BB NF PH NF BB AL
3. Timetable <u>NDP:</u> PH felt that, with MB's analysis of the public survey and feedback from all the consultations, the current draft NDP should be adopted much as it stands. The aim should be to get a final draft to the WP meeting on 23 rd November and for LTC to be asked to agree it on 2 nd December. PH to check with AP that councillors will have the document sufficiently far in advance. NF to let BB know of the deadline in time for distribution before the WP meeting. Herefordshire Council needs the document to scrutinise for 3 weeks, meaning it can go to HC in the first or second week of December and that Reg. 14 consultation can take place during January/February.	PH NF

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<p><u>Publicity</u>: NF to draft piece (approx. 200 words) to flag up the forthcoming NDP consultation for inclusion in Focus, All About the Hills and the LTC newsletter; all three need to be contacted before their November deadlines. PH and AL to check the draft by Thursday, 4th November.</p> <p><u>LVBA</u>: This needs to be finalised by end-December. NF is to meet CT about the maps in the week of 15th November. NF to send PH a baseline map for footpaths/cycle ways to check, as she needs to digitalise it a.s.a.p. AL to clarify the land use map for NF.</p> <p>Feedback from Steve Glennie-Smith to be looked at by AL and NF and forwarded to CT.</p>	<p>NF</p> <p>AL & PH</p> <p>NF</p> <p>AL</p> <p>AL & NF</p>
<p>4. Consultations – Outstanding Feedback</p> <ul style="list-style-type: none"> • Final comments from John Goodwin to be received. • PH to contact Bruce Gilbert again. • NF to encourage John Masefield school to respond by Reg 14 at latest. • NF has contacted Ledbury Park residents where the fields are sub-let to a tenant farmer; yellow meadow ants are indicative here of unimproved grassland. • NF to get signature to notes of Ledbury Traders' meeting. <p>PH to send all remaining feedback from consultations to NF by Friday, 5th November.</p>	<p>PH</p> <p>NF</p> <p>NF</p> <p>PH</p>
<p>5. Website</p> <p>PH still has to get documents to Amy Howells.</p>	<p>PH</p>
<p>6. Next Meeting</p> <p>Tuesday, 16th November, 2:30pm (to plan series of Reg 14 consultation events).</p>	

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Ledbury NDP Steering Group (SG) agenda and actions

Members: Cllr Phillip Howells (PH); Nicola Forde (NF); Ann Lumb (AL)

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<ul style="list-style-type: none"> iii) Town centre extension iv) 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 Market 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>	

Ledbury NDP Steering Group (SG) agenda and actions

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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.	
<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 29 th November.	NF AL
4. Next SG Meeting (with MB) Tuesday 30 th November 2021 at 10:00am or 5:00pm <u>or</u> Friday, 3 rd December 2021 at 10:00am or 2:00pm, depending on MB.	

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Meeting 54 – Tuesday, 29th November 2021, 2nd & 3rd December	
Present: PH; NF; AL; MB	
<u>29th November PH, NF, MB</u>	
1. MB said that it would be good practice to keep the public informed about progress on the NDP, the results of the issues and options consultation should be publicised of the before the Regulation 14 consultation starts so that people can see their views had been taken into account. She suggested a press release in early December and the consultation report should be put on the website asap.	
2. PH outlined the consultation programme suggesting a permanent display in the Library.	
3. MB suggested the consultation with businesses should be extended to cover lunchtime – to 2pm. If there is a worry about Covid people could be asked to book slots.	
4. NF asked how people could be steered to concentrate on new policies and whether they should also be told about removed policies. MB said she would think about this.	MB
5. PH said that the draft questionnaire/display needs to be approved by LTC – the last meeting of the year is 20 th December (this would enable us to keep to the current schedule), papers go to the meeting on 16 th December.	
6. MB said that it would be quite hard to get the work done to the deadline, agreed she would have a look at the work and meeting would resume on 2 nd December.	
<u>2 December PH, NF, MB</u>	
1. Agreed Reg 14 consultation should be put back by one week to start on 17 th January. The LTC Planning Committee could consider the materials on 13 th and the NDP Working Party on 11 th Jan. (6 th Jan send out papers) – PH to check that LTC would be happy with this. Maxine said she would have a good draft ready by early January and an rough draft before Christmas.	PH
2. MB suggested there may be a problem getting volunteers for all the events – PH/NF to find out how many volunteers are likely (councillors and working party members) so that the consultation can be planned realistically.	PH/NF
3. PH to ask SB if there are any restrictions on public meetings	

Ledbury NDP Steering Group (SG) agenda and actions

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due to Covid?	PH
4. Suggested that in order to cover all eventualities (Covid restrictions) it would be a good idea to hold 3 Zoom meetings, 1.5 hours each – 1 in the morning, 1 in the afternoon, and one in the evening.	
5. PH to let LTC know at Full Council meeting to be held 2 nd December the additional proposals for consultation and ask them to approve this approach.	PH
6. MB said she would attend Zoom or public meetings if necessary, she could come to the meeting on 25 th January.	
<u>3rd December PH, NF, AL</u>	
1. PH Reported that there had been 6 points raised at the LTC Full Council meeting re the draft NDP, all by Cllr Harvey, with the three key inputs from her being: - That Masefield/Robinsons Meadow should be considered part of Green Infrastructure - That the Cricket Club and the Auction site off Ross Road should be included in the settlement boundary. - That the plan for the viaduct site should not show the location for employment as this has not been decided and there could be a better location within the site.	
2. Agreed that SB at Herefordshire Council should be made aware of these issues when the NDP is sent to her and advice should be taken re Cllr Harvey's points from planning consultant Bill Bloxsome.	PH
3. PH to also let SB know that the draft NDP will be updated throughout December with maps, photos and the non-designated heritage assets list (NF to compile). PH to forward H Sparrey's photos to NF and AL	PH NF PH
4. Agreed that PH should put the issues and options consultation report on the NDP website as soon as possible and a press release should be drafted next week.	PH
5. AL asked whether the LVSA had been finalised, agreed to ask CT at the meeting on 6 th December.	
Next meeting; Monday 6 th December 2.00pm with CT	

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Meeting 55 – Monday, 6th December 2021	
Present: PH; NF; AL; CT.	
<p>1. Completion of LVBA</p> <p><u>Background</u> PH reported that, with two caveats, LTC had approved the revised NDP for passing to HC for statutory consultation prior to it being accepted as the formal Reg 14 document. The NDP reflects both the LVBA and the LVSA. HC's consultation will be completed by end-December and public consultation will start in the week of 17th January. PH to send CT a copy of the revised NDP.</p> <p><u>Discussion and Actions</u> CT aims to finish her work on the LVBA by Monday 13th December. NF/AL to send CT the draft with the revisions they have made. NF to finish work on the figures, including PH's map showing recommendations. On completion, CT to send PH the final text to check his sections in particular. NF and AL to look at recommendations' plan/map and number the key recommendations. This map can be completed in early January. PH to send about 20 photos received from David Sparrey to BB, CT, NF, AL and Amy Howells. SG agreed to meet on 6th January to make final LVBA changes and ensure that this document is on the website by Friday, 14th January.</p>	<p>PH</p> <p>CT</p> <p>NF NF</p> <p>CT</p> <p>NF & AL</p> <p>PH</p>
<p>2. LVSA</p> <p>It was agreed that the current draft could now be issued as final. It was also agreed that PH would send the LVSA and current LVBA draft (along with the NDP) to SB for final comments.</p>	<p>PH</p>
<p>3. Next SG Meetings</p> <p>Wednesday, 15th December at 10:00am (with MB)</p> <p>Thursday, 6th January at 10:30am (Malvern Hills Hotel with CT)</p>	

Ledbury NDP Steering Group (SG) agenda and actions

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Meeting 56 – Thursday, 16th December 2021 Present: PH; NF; AL; MB.	
<p>1. Discussion with MB</p> <p><u>General Points</u></p> <p>MB made some general points about the planned consultation programme. She said it was critical that people are aware of the draft NDP and where to access it on the website and to have access to printed copies, too. In the light of Covid, events could be moved to on-line opportunities, but still require people to make representations on a form. MB pointed out that while public events are not essential, collecting comments on the document will be. We should also note all the statutory consultees including adjoining councils (see list of 44 statutory and other relevant consultees supplied by BB). These should be sent a link to the Response Sheet for comments.</p> <p><u>Response Sheet</u></p> <p>MB advised SG to use the Response Sheet forwarded by BB, arguing that most councils use a form like this, enabling anyone including councillors, to make comments. PH was concerned that this would provide mostly qualitative, but little quantitative feedback on each policy. MB pointed out that the aim was to illicit strong views either way and questioned a more quantitative approach such as using a scale: strongly agree, agree...to strongly disagree. She also asked how we would use data from people who don't agree with policies already in the NDP; given earlier consultation, this is unlikely to occur.</p> <p>After discussion, SG agreed to use the Response Sheet as advised by both MB and BB. PH to ask SB about it, and to consult on it at the next ED&P meeting.</p> <p><u>Issues Raised by Cllr Harvey</u></p> <p>The 2 main issues to be re-visited were discussed: a) land north of the viaduct for employment and b) the open/green space at The Knapp/Robinson's Meadow.</p> <p>a) The employment area is to be left as in the Master Plan; it's indicative of where employment will be, not set in stone, and subject to planning decision.</p> <p>b) No change in this NDP draft. The difficulty is that this is private land and we have no evidence of its function as a bio-diversity asset or corridor.</p> <p>AL to draft reply to BB about SG decisions on (a) and (b).</p> <p>PH to ask Cllr Harvey about the 6 issues she has raised on the draft NDP, including evidence to support designating (b) as green space.</p>	<p>SG</p> <p>PH</p> <p>AL PH</p>

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<p><u>Boards Required for Physical Consultations and Zoom Sessions</u> MB to look at latest draft NDP and produce information boards and Power Point presentation as follows: 12 boards to cover: chapters 3 and 4 (vision and objectives); chapters 5 to 11 (policies); maps; how to respond. For the Library (or other public space if not available), 6 boards to cover: vision/objectives; policy areas; maps; how to respond. MB to produce this material by 3rd January in time to discuss content with SG at meeting on 4th January at 1pm.</p>	<p>MB</p>
<p>2. Other Matters <u>Printing Quotes</u> NF to get 3 quotes before Christmas for board printing on thick paper and A2 format. AP to give necessary authority for printing. <u>Press Release</u> PH to draft press release to discuss at meeting on 4th January to cover programme for Reg 14 consultation and availability of Issues and Options results from previous consultation. <u>Website</u> SG agreed this needs to be fully up-to-date well before 17th January. PH has a list of all key documents for the website and these will be sent to Amy Howells for loading onto the site a.s.a.p. <u>Other Communications</u> NF to send e-mail for PH to forward to all WP members, asking them to add to a list of Heritage Assets and also asking for help with the consultation meetings.</p>	<p>NF PH PH NF & PH</p>
<p>3. Next SG Meetings 4th January 2022 at 1:00pm (with MB) 6th January 2022 at 10:30am (with CT at Malvern Hills Hotel)</p>	

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Meeting 57 – Tuesday, 4th January 2022 Present: PH; NF; AL; MB.	
<p>1. Discussion with MB</p> <p>SG discussed the draft consultation boards which MB had produced for display at the Library and use at consultation events. During the discussions, MB edited the text and maps used. Formatting and adding links, photos and additional maps to follow a.s.a.p.</p> <p><u>Urgent Actions Agreed:</u></p> <p>PH to discuss a possible change to the town centre map with BB and then inform MB of the outcome.</p> <p>PH to send David Sparrey's photos to BB, CT, NF, AL and Amy Howells.</p> <p>NF and AL to agree photos needed by MB: a photo of Church Lane or High Street; an important view and a photo to include under Leisure (selected by PH).</p> <p>NF to send MB jpegs of Maps 6 and 7 for inclusion in her work.</p> <p>PH to provide webpage address needed by MB.</p> <p>PH also to check with AP that she is happy for her email to be used for contacts from the public. Also to discuss with her implications (including hours) of the planned consultation events.</p> <p>MB to send edited version of the draft boards, as discussed at this meeting. MB also to send finalised Response Sheet (as discussed and agreed at SG meeting 56) for use in this round of consultation.</p> <p>PH to send all relevant papers (including MB's boards, Response Sheet and final LVSA) to AP by 7th January for LTC meeting on 13th January.</p>	<p>PH</p> <p>PH</p> <p>NF & AL</p> <p>NF</p> <p>PH</p> <p>PH</p> <p>MB</p> <p>MB</p> <p>PH</p>
<p>2. Printing</p> <p>NF to get 3 quotes (5th January) for printing the boards for both the Library and consultation events. MB recommended PIP printers in Hereford for their speed of delivery.</p>	<p>NF</p>
<p>3. Organisation of Consultation Programme</p> <p>NP was very concerned about the difficulty of starting consultation as planned on 17th January. There has so far been no response to the request for volunteers to help with the consultation events, making it impossible to commit to the dates planned.</p> <p>PH to ask for volunteers at forthcoming LTC meetings and also at next WP meeting. Phone calls to individuals might help.</p> <p><u>Urgent Actions Agreed:</u></p> <p><u>Website:</u> PH to get all relevant up-to-date files to AP a.s.a.p</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><u>Consultation Locations</u>: NF to ask if the Library will accommodate the consultation boards. If not, PH to contact the Barrett-Browning building.</p> <p>Display under the Market House on a daily basis is possible, but probably impractical.</p> <p><u>Press Release (social media and other communications)</u>: PH to draft a press release to be sent on 11th January and agreed by SG on 10th January.</p> <p>E-mail list to be used to invite businesses to consultation event on 1st February and to book 'slots'. Traders' Association members to be contacted separately.</p> <p>Letter to be sent to all community groups to invite them to attend the public consultation events.</p> <p><u>Statutory Consultees</u>: List provided by SB and BB to be used to contact on about 14th January, in advance of the consultation period.</p>	<p>NF</p> <p>PH</p>
<p>4. Agenda for WP Meeting on 11th January</p> <p>Papers need to be with AP by 6th January, again requesting help with the consultation events.</p> <p>Papers to send: notes of SG meetings 54, 55 and 56; the latest version of the NDP; final LVSA; MB's consultation boards and Response Sheet.</p>	<p>PH</p>
<p>5. Discussion of Outstanding Issues (BB's Work)</p> <p><u>Urgent Actions Agreed:</u></p> <p>In addition to discussing a possible change to the town centre map, PH to contact BB:</p> <ul style="list-style-type: none"> a) to confirm wording on employment land at viaduct site. b) to send photos from David Sparrey c) to confirm that the list of Heritage Related Assets and updated statistics do not need to be referred to in this draft but should be added at Reg 16. <p>NF and PH to comment on BB's supplementary paper a.s.a.p.</p>	<p>PH</p> <p>PH</p> <p>PH</p> <p>PH & NF</p>
<p>6. Next SG Meetings</p> <p>6th January 2022 at 10:30am (with CT at Malvern Hills Hotel)</p> <p>10th January 2022 at 11:00am</p>	

Ledbury Neighbourhood Development Plan 2021 –2031

Ledbury Town Council

**Draft Plan
December 2021**

Town Council Draft

Town Council Draft

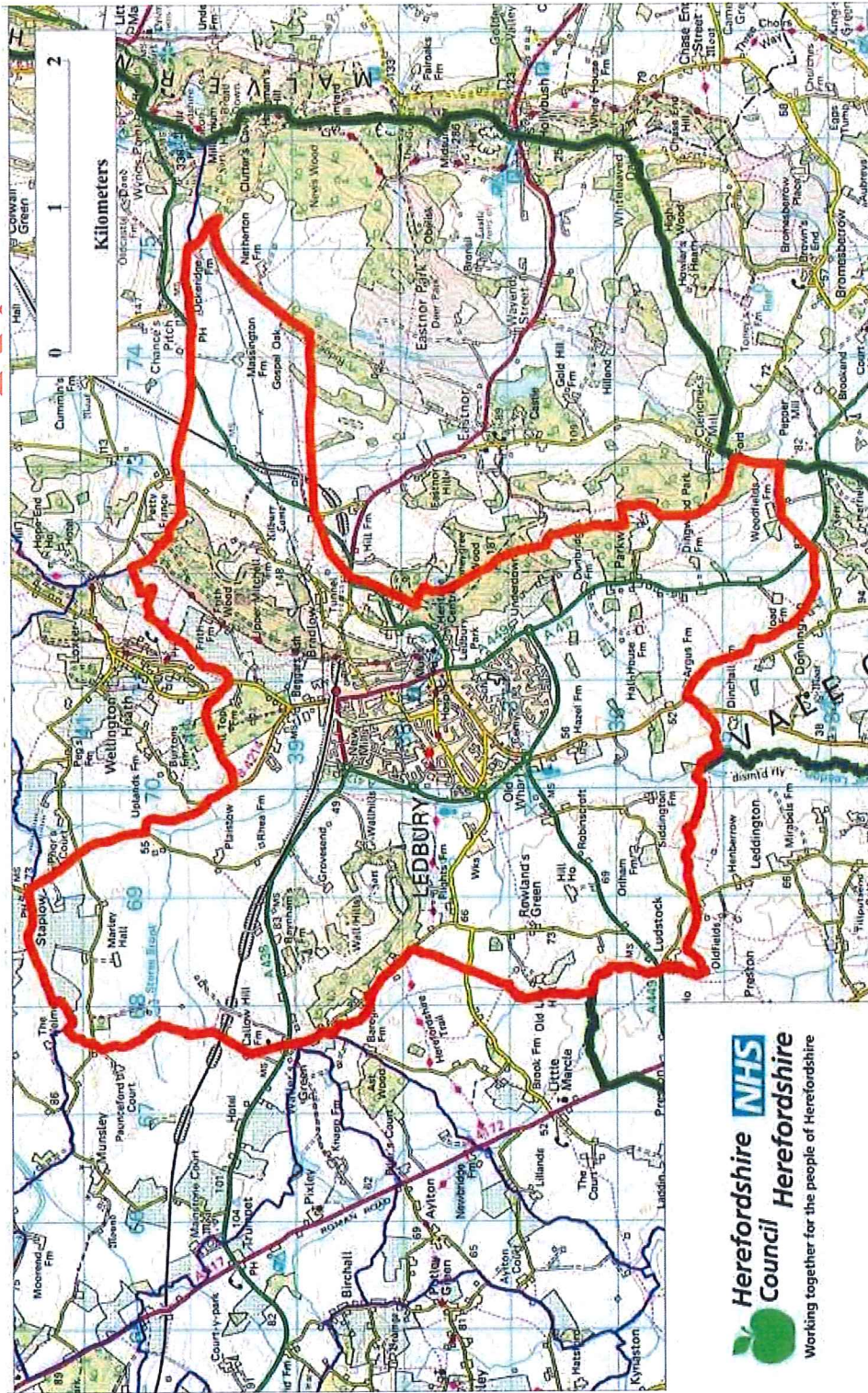
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Photographs Courtesy of

Town Council Draft

MAP 1 – Ledbury Neighbourhood Development Plan Area



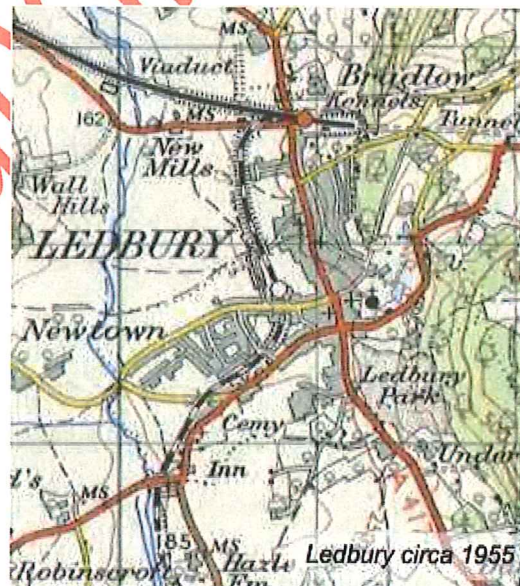
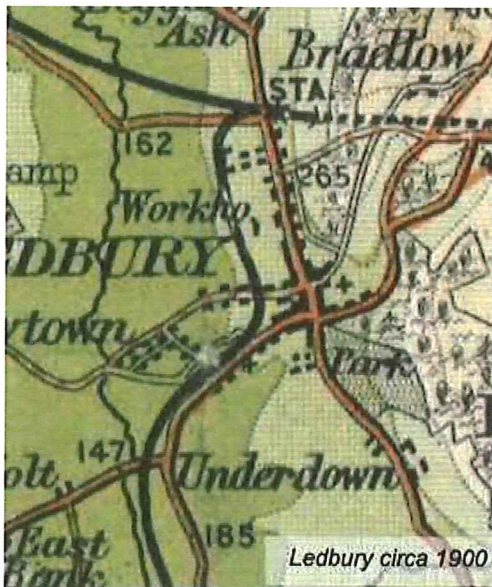
1. About Ledbury

Population

1.1 Ledbury is a market town with a population estimated to be 10,100¹ although this will have risen since that date through significant housing growth. It is a centre for some 20 parishes in Herefordshire, as well as several villages in neighbouring Gloucestershire and Worcestershire, making a catchment population using its services and facilities of over 20,000.

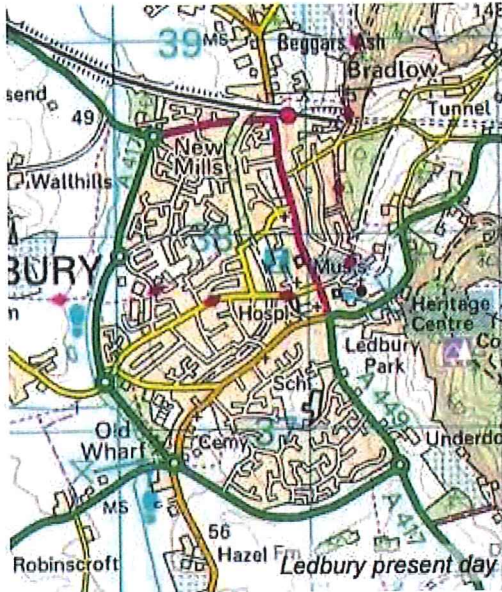
Historical Interest

1.2 Since its origins as an Anglo-Saxon settlement, Ledbury has been at the crossroads of trade routes between the Midlands and Mid and South Wales. Recognised as the gateway to Herefordshire and the Welsh Marches, it is a convenient stopover offering friendly hospitality and service. The town centre, originally formed in the 12th century, has developed around a core of 15th to 17th century buildings from the proceeds of the wool trade and to this day retains its medieval street pattern. These maps demonstrate the growth of Ledbury from a very small town reliant on agriculture in the early 20th century, to a small but prosperous town of traders. Walls Hill Camp Scheduled Ancient Monument sits within the Parish on the opposite side of the River Leadon overlooking the town.



Source of maps: <http://maps.nls.uk/>

¹ Source – Understanding Herefordshire, 2017 - <https://understanding.herefordshire.gov.uk/quick-facts/>



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1.3 Key buildings include the Market House and Ledbury Park (both listed Grade I buildings by Historic England), the Barrett Browning Institute (Grade II listed) the recently restored Master's House (Grade II* listed), St Katherine's Hall and Almshouses, the Old Grammar School Heritage Centre (Grade II* listed), St Michael and All Angels Parish Church (Grade I listed) plus the Feathers and the Talbot Hotels (both Grade II* listed). The latter two are former coaching inns that accommodated the travellers of that time, maintaining the town's reputation for friendly hospitality.

1.4 Much of the retail accommodation in the centre of town is of this era and recognised as historically important or special by listings of Grade II or Grade II*. The town centre is a Conservation Area. The Civic Society runs a small museum and presents lectures by visiting speakers, as well as its work on conservation and the environment.

(Insert 1 photograph possibly that from current NDP)

Natural Environment

1.5 The parish includes a large area of productive and attractive agricultural land, orchards and woodland. The eastern part of the parish, including Frith and Connigree Woods, (known locally as Connigree) is within the Malvern Hills Area of Outstanding Natural Beauty (AONB) and this nationally important landscape abuts the town's built-up area along its eastern edge. Many of the woodlands along this eastern edge are ancient woodlands as are those surrounding Walls Hill Camp, all of which are considered irreplaceable habitats. Three Sites of Special Scientific Interest and numerous local wildlife and geological sites are located within the Parish.

(Include a photo representing one or more of the environmental features referred to)

Visitors

1.6 The town centre provides interest for tourists and historians. It is also the venue for the annual Poetry Festival, an event of international status attracting well known participants from the arts. It is a few miles from Eastnor Castle, including its Registered Park and

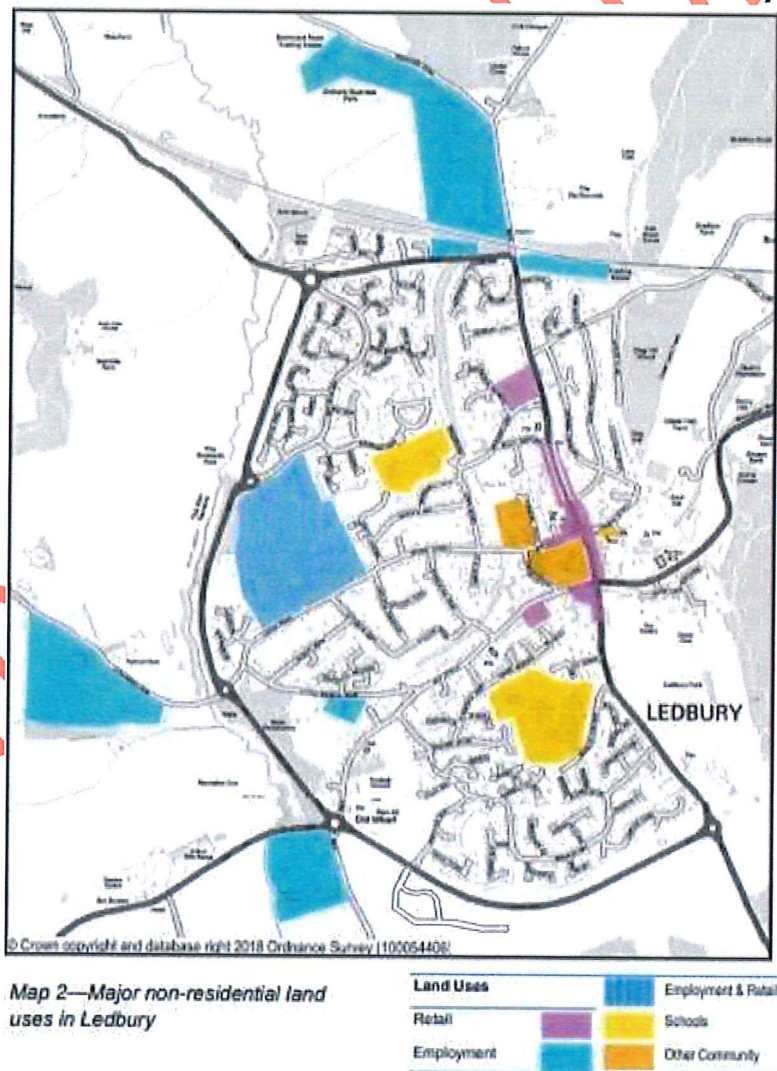
Garden, which holds events and festivals throughout the year and has excellent facilities for family celebrations. Although Ledbury is an hour's drive from Cheltenham racecourse, the town's hotels are much in demand during race meetings from visitors, owners and trainers. The Herefordshire Trail passes east-west through the Parish and town and the Geopark Way skirts its eastern edge. Ledbury has longstanding links with our armed forces and welcomes visits by the crew of HMS Ledbury, who were awarded the Freedom of the Town in 2011.

Shopping and Entertaining

1.7 The town is proud of its market, originally granted under a Charter by Queen Elizabeth 1 in 1584, and its thriving high street. Its independent shops feature local food, home interiors and clothing (modern and retro), as well as supporting general local needs. There are a number of specialist outlets tucked away in mews settings. Ledbury has some lovely pubs and a wide range of restaurants offering traditional British food and international menus. Ledbury Traders and Business Association aims to promote independent shops and the economic prosperity of the town.

(Insert 1 photograph possibly that from current NDP)

MAP 2 – Major Non-Residential Land Uses in Ledbury



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Housing

1.8 Until the 1980s, the population was stable at around 3,500. In 1979 the bypass was built which led to sustained growth predominantly to the west of the town. The town has grown much larger since the Second World War and before the 1970's in particular; building has extended along New Street and much of the building east of the Homend is post-war. The Langlands estate in the Homend was built in the 1960s and the quarter bounded by New Street, Gloucester Road and the bypass (called Deer Park—early 1980s) has been in-filled with well-spaced single and two-storey houses. Recent large developments include the New Mills estate (late 1990s) bordered by the bypass, Hereford Road and the disused Gloucester railway line, and an urban extension on the southern side of Leadon Way of some 400 dwellings. These comprise developments of high density 2, 3, 4 and 5-bedroomed houses. The average property price in Ledbury is the highest in the county. Ledbury has exceeded its Core Strategy housing requirement to a significant extent with new development at Hawk Rise, between Leadon Way and the Dymock Road, and new housing being built adjoining, also south of Leadon Way. Extensive further housing is planned north of the town at the viaduct site.

1.9 Ledbury is a popular place for people to retire to – 25% of the population is 65 and over, according to the 2011 Census – 4% more than the county average. Nearly a third of households (32.5%) consist of only one person, and many of these will be elderly people.

(Insert 1 photograph possibly that from current NDP)

Business

1.10 Although mainly agricultural, with growers supplying most major supermarkets and food outlets (both organic and mainstream) with plums, apples and pears, Ledbury also has a thriving light industrial base, with companies such as Amcor, Galebreaker, Ornua, Helping Hand, ABE, Heineken and Bevisol.

1.11 Ledbury has a flourishing town centre encompassing not only numerous (mainly independent) retail outlets and a twice weekly market, but also printers, accountants and solicitors. There are also health professionals such as dentists, osteopaths and physiotherapists.

1.12 In addition, a short distance from the town centre are three busy trading estates containing various commercial outlets and light industry.

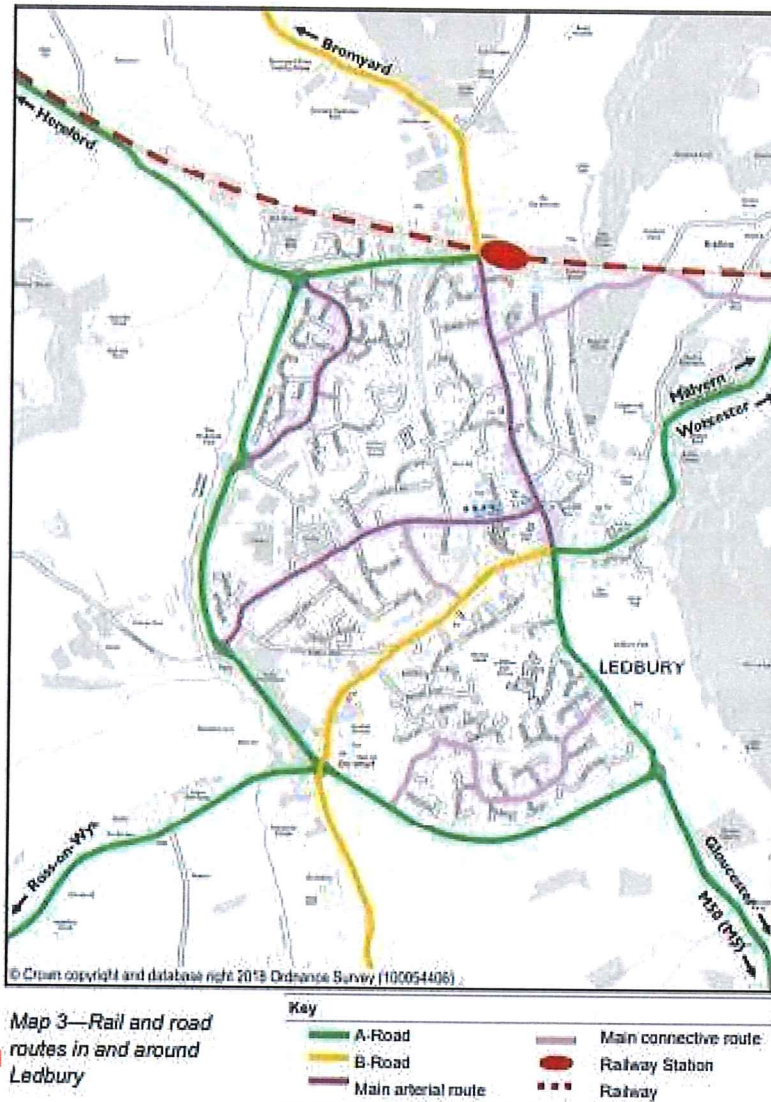
1.13 Herefordshire Core Strategy has identified a general location for new employment land to the west of the current built-up area, which will form the basis for new enterprises to develop and promote the prospect of new businesses opening or moving to the town. This will generate opportunities for future employment of the residents of the new housing estates to be built to the north and south of the town.

Travel

1.14 The town is bounded to the west and south by a bypass channelling traffic towards the M50 (5 miles away) which is the main strategic highway infrastructure provision for the region. All traffic to and from Malvern must pass through the historic town centre (including commercial, leisure and commuting). Ledbury has a railway station with regular services to Hereford, Malvern, Worcester, Birmingham and London. The town is fortunate to have a frequent service to London, which is an important connection for commuters wishing to

travel within the region and further afield. Ledbury has bus services to and from Hereford, Gloucester and other surrounding towns and cities. There is a daily return National Services Express coach service to London.

Map 3 – Rail and Road Routes in and around Ledbury



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Education

1.15 Ledbury Primary School (500 nursery and primary pupils) has academic achievement results above national levels. Pastorally it champions values-based education. Once primary education has been completed, education continues at John Masefield High School and Sixth Form Centre (900 students) which has been rated "good" by Ofsted. Both schools are successful and recognise there will be an increase in demand, with their preferred option to develop and improve their existing sites, rather than attempt to relocate. John Masefield High School is an academy with specialist school status for performing arts, catering for 11-18-year-olds of all abilities.

1.16 Through Lottery funding and former district council investment, the school has comprehensive sports facilities available to pupils during school hours and the rest of the community at other times. Private nursery education is also available in the local area.

(Insert 1 photograph possibly that from current NDP)

Services

1.17 The town has a Fire Station, Police Station, and rapid response Paramedic Service. There is a recycling centre in the town. Religious services are held in the Parish Church of St. Michael and All Angels as well as Baptist, Methodist and Catholic Churches, and other denominations. As of June 2021, two high street banks remain with branches for personal and business support, despite the rise in online banking.

1.18 Ledbury's two doctors' surgeries have recently combined to form a Health Partnership. There is a possibility that an integrated approach to health and care services may be developed to increase local services to the community.

(Insert 1 photograph possibly that from current NDP)

Community and Sport

1.19 Ledbury has a strong voluntary sector with over 120 local groups. These include general interest clubs, education classes and support groups to the less fortunate in the community. The volunteer resource needed to support such activity is likely to be extended by the continuing demands made upon it to make up for the withdrawal of services by Herefordshire Council. An admirable example of this effort is the volunteer-run Market Theatre which provides popular live shows and cinema for the community. Another success story is Ledbury in Bloom which achieved its fourteenth Royal Horticultural Society gold award in the 2021 Britain in Bloom competition. Ledbury has successful rugby union, football, cricket, running, tennis, bowling and swimming clubs. In addition, the town has tennis courts, a bowling green and a Centenary Field recreation ground with a skateboard park, play equipment and various exercise facilities. It has an indoor swimming pool, reconstructed in 2016/17, and two leisure centres which run keep fit classes, including, yoga, kick boxing, and dancing.

(Insert 2 photographs possibly that from current NDP)

2. About Neighbourhood Planning

Background and Overarching Planning Policy

National Policy

2.1 The National Planning Policy Framework (NPPF) and associated Planning Practice Guidance (PPG) set out the Government's planning policies for England and how these are expected to be applied.

2.2 At the heart of the NPPF is the principle of sustainable development, which identifies three overarching objectives:

- An economic objective – to build a strong, responsive and competitive economy.
- A social objective – to support strong, vibrant and healthy communities.
- An environmental objective – to contribute to protecting and enhancing our natural, built and historic environment.

2.3 These three overarching objectives are interdependent and need to be pursued in mutually supportive ways so that opportunities can be taken to secure net gains across each of the different objectives.

Localism Act 2011

2.4 The Localism Act of 2011 reformed the planning system to give residents of towns new rights to shape the development of the communities in which they live.

2.5 They include new freedoms and flexibilities for local government; new rights and powers for communities and individuals; reform to make the planning system more democratic and more effective, and reform to ensure that decisions about housing are taken locally. Ledbury Neighbourhood Development Plan (NDP) encompasses the use of land for all types of property development, including land use, design, density and affordability. It seeks to preserve those areas of land which are of benefit to the wider community, such as sites of historical interest, areas of natural beauty and community facilities.

The Influence of the Core Strategy

2.6 The next level of planning policy below the NPPF is Herefordshire Council's Core Strategy 2011-2031. The Core Strategy requires that "Ledbury will accommodate 800 new homes balanced with approximately 15 hectares on new employment land during the plan period". Further information particular to Ledbury is contained in Section 4.5 of the Core Strategy.

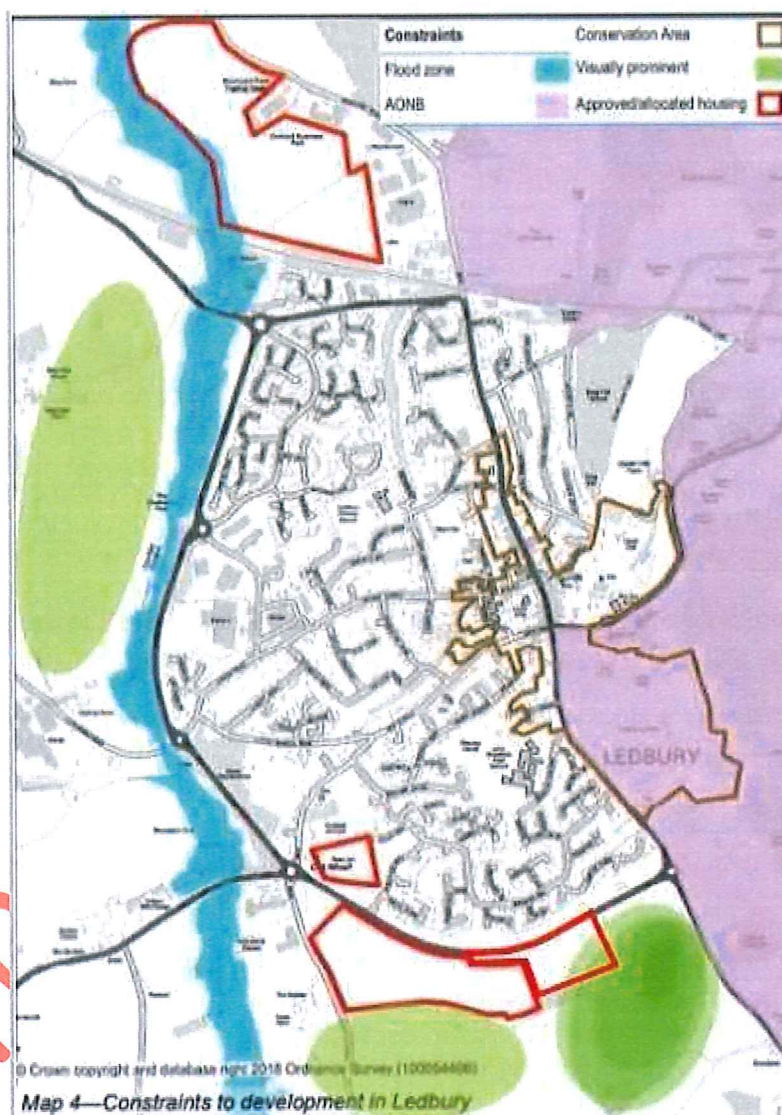
2.7 With completions and planning permissions for around 1,200 dwellings since 2011, including 625 homes to the north of the Viaduct, 415 homes south of Leaden Way², 93 homes on land behind the Full Pitcher, and windfall developments elsewhere, the minimum target of 800 homes set out in the Herefordshire Local Plan Core Strategy for the Neighbourhood Area has been exceeded by around 50%. This has not been matched by the required growth in employment development or community facilities.

² Includes an outline permission granted for 321 dwellings although it has yet to be shown that the residual area beyond 275 dwellings is able to accommodate the remaining dwellings with adequate protection to residential amenity.

2.8 The Core Strategy was adopted in 2015, following rigorous examination. The NDP does not seek to remove sites allocated in the Core Strategy and cannot delete sites that have received planning permission. Residents should note that the NDP review has minimal impact on either the number of homes that Ledbury is expected to accommodate, or on the sites that have already been approved.

2.9 There are two policies within the Core Strategy that relate specifically to Ledbury—LB1 and LB2:

Map 4 – Constraints to Development in Ledbury



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Policy LB1- Development in Ledbury

Ledbury will accommodate a minimum of 800 new homes balanced with a minimum of 15 hectares of new employment land during the plan period. The majority of new housing development will be focussed to the north of the town as set out in Policy LB2 and the strategic location for new employment of around 12 hectares to the west of the town, south of Little Marcle Road. Further development will take place through the implementation of

existing commitments, infill development, and sites allocated through a Neighbourhood Development Plan. A number of sites which have future potential for development have been identified in the Strategic Housing Land Availability Assessment (SHLAA).

Within Ledbury, new development proposals will be encouraged where they:

- allow for suitable small scale employment sites including live work opportunities within or adjoining the town;*
- maintain and enhance the vitality and viability of the existing town centre. Proposals for new retail, leisure or office development of over 400m² in gross floor space and located outside the town centre will need to be supported by an impact assessment to determine whether there could be any adverse impacts on the town centre;*
- improve accessibility within Ledbury by walking, cycling and public transport, particularly where they enhance connectivity with, for example, local facilities, new employment areas and the town centre;*
- contribute to addressing deficiencies in community facilities and/or allow for infrastructure improvements (including broadband) in the town, to promote sustainable development;*
- reflect and enhance the characteristic built historic elements of Ledbury, such as its stone, brick and timber-framed buildings, medieval plan form, conservation areas and setting overlooking the Leadon Valley;*
- protect and enhance its green infrastructure, including connections to the public right of way network and biodiversity, particularly the Malvern Hills Area of Outstanding Natural Beauty to the east and the Leadon Valley to the west;*
- protect and enhance the setting of the town from eastern and western viewpoints; and, where this is not possible, incorporate appropriate mitigation measures; and*
- have demonstrated engagement and consultation with the community including the Town Council.*

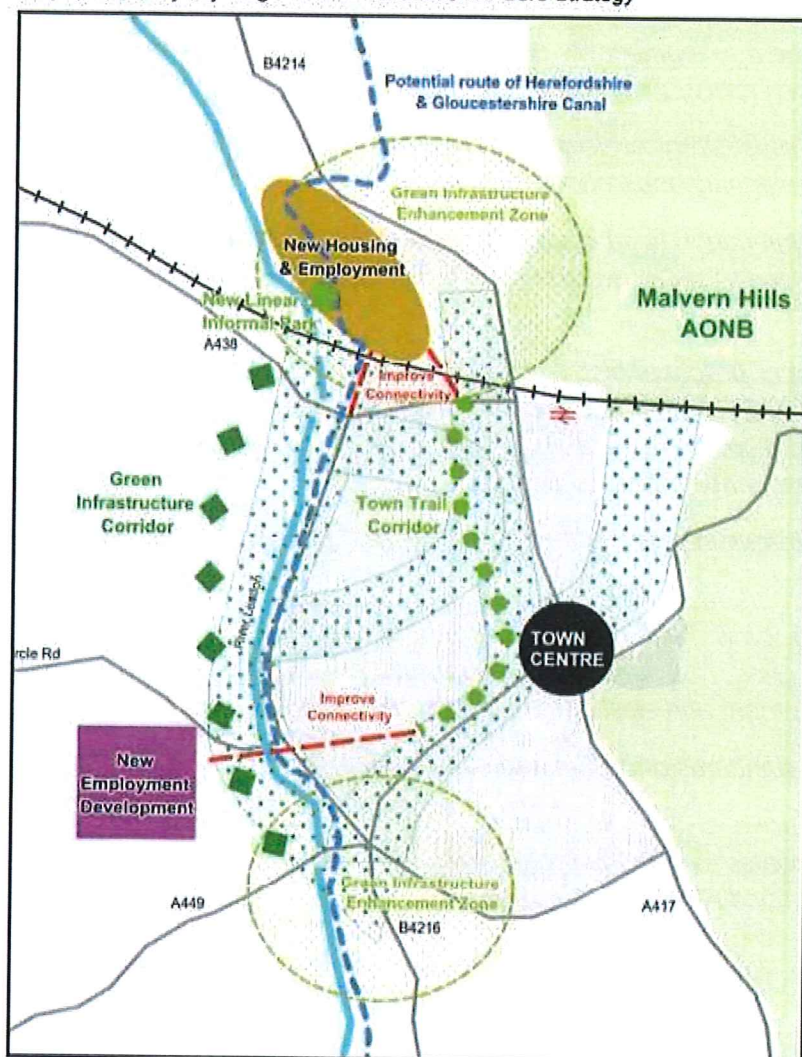
Policy LB2 - Land north of the Viaduct

Development proposals north of the viaduct in Ledbury will be expected to bring forward the following to achieve a sustainable mixed use urban extension of the town:

- mixed use development of around 625 new homes, at an average density of around 40 dwellings per hectare, comprising a mix of market and affordable house sizes and types that meet the requirements of Policy H3 and the needs identified in the latest version of the Herefordshire Local Housing Market Assessment;*
- around 3 hectares of employment land, restricted to Use Class B1;*
- a target of 40% of the total number of dwellings to be affordable housing;*
- land and contributions to facilitate a restored canal to be delivered in partnership with the Herefordshire and Gloucestershire Canal Trust;*
- a new linear informal park to link to the existing town trail, riverside walk, recreational open space and existing allotments;*

- the provision of developer contributions towards any identified need for new/improved community facilities/infrastructure improvements. This shall include a new 210 place primary school within the development (or an expansion of the existing primary school) and new recreational open space, play, indoor and outdoor sport facilities;
- provision of satisfactory vehicular access arrangements, the details of which will be determined at planning application stage;
- appropriate mitigation to safeguard the amenity of future occupants from unacceptable levels of noise and to safeguard the continued operation of existing businesses adjoining the area;
- development of bespoke, high quality and inclusive design, including accommodation that will meet the needs of older persons and that contributes to the distinctiveness of this part of Ledbury and respects the setting and significance of the listed viaduct and the Malvern Hills Area of Outstanding Natural Beauty;
- safeguards to ensure there is no adverse impact on water quality and quantity in the River Leadon;
- new walking, cycling and bus links from the urban extension directly to the town trail and riverside walk under the viaduct, the railway station and town centre to create linkages to nearby development and existing community facilities;
- sustainable standards of design and construction; and
- a comprehensive sustainable urban drainage system which includes measures such as rain gardens and swales to manage ground and surface water drainage and safeguard against any increased flood risk.

Map 5—Ledbury key diagram from Herefordshire Core Strategy



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Neighbourhood Planning

2.10 Although the Government's intention is for local people to decide what goes on in their towns, the Localism Act sets out some important guidelines. One of these is that all Neighbourhood Plans must be in line with higher level planning policy, the overarching policy for England: the NPPF. This "sets out the Government's requirements for the planning system only to the extent that it is relevant, proportionate and necessary to do so. It provides a framework within which local people and their accountable councils can produce their own distinctive local and neighbourhood plans, which reflect the needs and priorities of their communities."

2.11 The NDP can introduce planning policies to which planning applications in the plan area have to adhere, as long as they are in compliance with neighbourhood planning regulations, the NPPF and the Herefordshire Core Strategy.

2.12 Examples of such policies concern the planning of new homes, leisure facilities and opportunities to increase employment. The NDP aims to focus on guiding land use rather