



LEDBURY TOWN COUNCIL

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6 January 2023

TO: Councillors Bannister, Bradford, Harvey, Howells, Hughes, Manns, Morris, Shields, and Sims

You are hereby summoned to attend a meeting of the **Planning, Economy & Tourism Committee** which will be held in the **Council Offices, Church Lane, Ledbury**, on **Thursday, 12 January 2023 at 7.00 pm** for the purposes of transacting the business set out below.

Yours faithfully


Angie Price
Clerk

FILMING AND RECORDING OF COUNCIL MEETINGS

Members of the public are permitted to film or record meetings to which they are permitted access, in a non-disruptive manner. Whilst those attending meetings are deemed to have consented to the filming, recording, or broadcasting of meetings, those exercising the rights to film, record or broadcast must respect the rights of other people attending under the Data Protection Act (GDPR) 2018

A G E N D A

1. To receive apologies for absence
2. To receive any declarations of interest and written requests for dispensations

*(Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Ledbury Town Council Code of Conduct for Members and by the Localism Act 2011)
(Note: Members seeking advice on this item are asked to contact the Monitoring Officer at Herefordshire Council at least 72 hours prior to the meeting)*

3. Public Participation

Members of the public are permitted to make representations, answer questions, and give evidence in respect of any item of business included in the agenda. The period of time, which is at the Chairman's discretion, for public participation shall not exceed 15 minutes. Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than five minutes. Questions/comments shall be directed to the Committee Chairman.

MINUTES

4. To approve and sign the minutes of the Economy & Planning Committee meeting held on 8 December 2022 (Pages 4343 - 4350)
(5 minutes)
5. To review the Action Sheet (Pages 4351 - 4352)
(5 minutes)

ECONOMY

6. Minutes of a meeting of the Ledbury Market Town Initiative Plan (MTIP) held on 7 December 2022 (Pages 4353 - 4354)
(10 minutes)
7. Minutes of a meeting of the Markets working Party held on 9 January 2023 (5 minutes)
(To follow)

TOURISM

8. Request for signage in Ledbury (Page 4355)
(5 minutes)

PLANNING

9. Planning Consultations (30 minutes)

	Application Number	Deadline for comments	Application details
9.1	<u>223476</u>	31.12.2022 Target determination date	Conversio of portal barn to single dwelling – Portal Barn, Upper Mitchell Farm, Ledbury, Herefordshire, HR8 1JF
9.2	<u>223556</u>	12.01.2022 Target determination date	Proposed side extension to form kitchen/dinning, wet room and porch – 126 Biddulph Way, Ledbury, Herefordshire, HR8 2XL

9.3	<u>223742</u>	12.01.2023 Target determination date	Replacement main entrance door – Masefield Solicitors Office, Worcester Road, Ledbury, Herefordshire, HR8 1PN
9.4	<u>223855</u>	02.01.2023 Target determination date	Proposed internal and external alteration to include alterations to windows, the installation of a wood burner and flue and internal refurbishment – The Old Bake House, Underdown, Ledbury, Herefordshire, HR8 2JE
9.5	<u>223856</u>	02.01.2023 Target determination date	Proposed internal and external alteration to include alterations to windows, the installation of a wood burner and flue and internal refurbishment – The Old Bake House, Underdown, Ledbury, Herefordshire, HR8 2JE – LISTED BUILDING CONSENT
9.6	<u>223921</u>	07.0.2023 Target determination date	Proposed dwelling – Land to the rear of 8A High Street, Ledbury, Herefordshire, HR8 1DS
9.7	<u>223944</u>	09.01.2023 Target determination date	Variation of condition 15 of planning permission 200437 (Demolition of existing bungalow & construction of new purpose built veterinary clinic & new repositioned access to the highway). To allow Saturday opening times to be amended from 9.30 – 12.30 to 9.00-12.30 – Brookside Veterinary Practice, The Nook, Hereford Road, Ledbury, Herefordshire, HR8 2PR
9.8	<u>223968</u>	16.01.2023 Target determination date	Proposed extension to integral garage to rear of house, proposed independent hot tub enclosure in garden,

			widening of exiting patio door and internal alterations to existing dwellings – Alvestone House, New Street, Ledbury, Herefordshire, HR8 2EE
9.9	<u>223969</u>	24.01.2023 Target determination date	Proposed extension to integral garage to rear of house, proposed independent hot tub enclosure in garden, widening of exiting patio door and internal alterations to existing dwellings – Alvestone House, New Street, Ledbury, Herefordshire, HR8 2EE – LISTED BUILDING CONSENT
9.10	<u>223996</u>	12.01.2023 Target determination date	Proposed floor extension and porch with internal alterations – 15 Martins Way, Ledbury, Herefordshire, HR8 2XW
9.11	<u>224095</u>	11.301.2023 Target determination date	T1 English Oak – reduce the overall crown back by approx 50%. T2 Common Ash (x3) – potential ADB – sectionally dismantle both tree down to leave as near ground level as possible T3 Common Ash x 2 (Near Cabin) – dismantle down to leave as near ground level as possible. T4 Common Ash (all trees 4-5 stems leaning towards house) front garden – dismantle down to leave as near ground level as possible. T5 Goat Willow and 1 Ash – crown raise in order to make room for crane access for the above – Massington Lodge, Eastnor, Ledbury, Herefordshire, HR8 1EG

9.12	<u>224127</u>	24.01.2023 Target determination date	Proposed single storey side extension – Ivory House, 51 Hallwood Drive, Ledbury, Herefordshire, HR8 2FY
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10. **Planning Decisions** (Pages 4357 - 4362)
(5 minutes)
11. **Tree preservation Order no. 664 – Land between Leadon Way and Amcor** (Pages 4363 - 4366)
(5 minutes)
12. **Section 106 (Standing item)** (Pages 4367 - 4370)
(5 Minutes)
To receive and note notes of S106 Portfolio of Works Delivery Update – Parish Clerk Briefings held on 5 and 6 December 2022
12. **Cycle storage Hawkrise Estate, Ledbury** (to follow)
(10 Minutes)

WORKING PARTIES (10 minutes)

13. a. **Neighbourhood Development Plan Working Party (NDP)**
(Attached separately)
- i. Update on examination progress (Verbal)
 - ii. Action index
 - iii. Names of people who have contributed
 - iv. Confidentiality and non-disclosure form
 - v. Consultation activities record
 - vi. Final response to the Reg 16 representations
 - vii. NDP WP notes of a meeting held on 23 November 2022
 - viii. Steering Group notes of meetings 72 & 73
 - ix. Confirmation email re appointment of the independent examiner
 - x. Current updated filing record
- b. **Traffic Management Working Party** (Pages 4371 - 4373)
- i. Minutes of a meeting of the Traffic Management working Party held on 12 December 2022 (attached) and 9 January 2023 (To follow)

14. Date of next meeting

To note that the date of the next meeting of the Planning, Economy & Tourism Committee is scheduled for 9 February 2023 at 7.00 pm

Distribution: Full agenda to: - Committee Members (9)

Full agenda excluding confidential papers to:
Councillor l'Anson (1)
Press (2)

Agenda front pages to all non-committee members (7)

LEDBURY TOWN COUNCIL
MINUTES OF A MEETING OF AN ECONOMY, PLANNING & TOURISM
COMMITTEE

HELD ON 08 DECEMBER 2022

PRESENT: Councillors Bannister, Howells, Hughes, Morris (Chair), Shields & Sims.

ALSO PRESENT: Angela Price – Town Clerk
Sophie Jarvis – Minute Taker

P691. APOLOGIES FOR ABSENCE

Apologies were received from Councillors Bradford, Harvey and Manns.

P692. DECLARATIONS OF INTEREST AND WRITTEN REQUESTS FOR DISPENSATIONS

Councillor Sims advised of a declaration of interest in respect of the request for signage in Ledbury due to him being a business owner in the town. He informed members that he would take part in the discussion of this item but would not vote on it.

P693. PUBLIC PARTICIPATION

No members of the public were present.

P694. TO APPROVE AND SIGN THE MINUTES OF THE ECONOMY & PLANNING COMMITTEE MEETING HELD ON 10 NOVEMBER 2022

Councillor Hughes highlighted two typing errors on pages 4251 & 4252 within the minutes. He also requested that the 2nd resolution be amended on minute no. P687a to read 'That the Clerk will send out the **link** to the Neighbourhood Planning Newsletter to the Planning Committee members electronically in the future'.

RESOLVED:

That the minutes of the Economy & Planning Committee be signed as a correct record, subject to the above amendments being made.

P695. TO REVIEW THE ACTION SHEET

P680(1) – That the Clerk prepare a press release asking members of the public to provide suggestions of sites where dropped kerbs could be installed around the town.

Councillor Morris queried whether this press release was on the Ledbury Town Council website. The Clerk advised that she would check and informed members that she received notification from Herefordshire Council advising that Ledbury would not be receiving any dropped kerbs in town in this year's budget.

P685(1) – That the Clerk will ask Herefordshire Council if the bus stop outside the Alms Houses can have a “green” roof.

Councillor Morris asked for the status of this action point to be changed to 'ongoing'.

P685(2) – That once a start date has been agreed in respect of the works to the War Memorial the Clerk arrange a meeting with Herefordshire Council Officers to discuss how this work could be co-ordinated with the works on the bus stop outside the Alms Houses.

Councillor Morris asked for the status of this action point to be changed to 'ongoing'.

Members asked the Clerk whether there was a start date for the War Memorial works, she informed them that there is no fixed date now, but it is likely to commence early Summer 2023.

P687a(2) – That the Clerk will send out the Neighbourhood Planning Newsletter to Planning Committee members electronically in the future.

Councillor Hughes asked if this could be amended as per the minutes to read 'That the Clerk will send out the link to the Neighbourhood Planning Newsletter to the Planning Committee members electronically in the future'.

P688b(2) – That the Clerk write a letter to West Midlands Rail Executive (WMRE) in support of the plans to improve disabled access at Ledbury Train Station.

Councillor Morris asked the Clerk if she had received a response to this letter. The Clerk informed members that she had not received a response but that was expected due to it being a letter of support.

RESOLVED:

That the action sheet was received and noted subject to the above amendments being made.

P696. PROPSAL RECEIVED FROM EAT, SLEEP, LIVE HEREFORDSHIRE

Members were disappointed in the lack of information received from Eat, Sleep, Live Herefordshire. Councillor Sims informed members that he believed this Tourism Campaign is not the right choice for Ledbury Town Council as a more bespoke plan is required. Members discussed whether a marketing consultant

could be approached to help promote Tourism in Ledbury. Members also discussed that once the information from the Herefordshire BID has been received this will help to get an idea on areas to improve in marketing the town as the BID will have access to resources and information that the Town Council will not. He proposed that the proposal from Eat, Sleep, Live, Hereford not be accepted, but that the Council continue to work with and promote Visit Hereford. The outcome of the proposal was 5 for and 1 against.

Councillor Shields proposed that a Task & Finish group be set up to discuss this matter further. Councillor Sims agreed to chair this Task & Finish group to discuss and brainstorm ideas to boost marketing in the town. Members suggested that all local businesses should be invited to attend this Task & Finish group, all members were in favour.

Councillor Sims proposed that in the meantime Ledbury Town Council will carry on promoting the town as normal and use the Visit Herefordshire website as it is a free platform. All members were in favour apart from one.

RESOLVED:

- 1. That the proposal from Eat, Sleep, Live, Hereford not be accepted, but that the Council continue to work with and promote Visit Hereford.**
- 2. That a Task & Finish group will be set up to brainstorm ideas to boost marketing in the town, all local businesses will be invited to attend, and Councillor Sims will chair it.**
- 3. That Ledbury Town Council will carry on promoting the town via the website, social media, and the Visit Herefordshire website.**

P697. REQUEST FOR SIGNAGE IN LEDBURY

Members discussed the lack of signage in Ledbury as a big tourism issue as tourists are not aware of the many side streets and lanes off the main High Street. Councillor Sims highlighted that this would benefit all businesses in Ledbury, and it would be as simple as signs reading 'more shops this way'. The Town Clerk advised members that she had raised this item during a recent meeting with Economy & Place officers at Herefordshire Council, and it may be possible to fund new signs from the upcoming Shared Prosperity Fund.

RESOLVED:

That the Clerk investigate the cost and possibility of having more signage put in place around the town to identify areas other than The Homend and High Street where there are other shops and businesses that may be of interest to tourists.

P698. TO RECEIVE AND NOTE THE MINUTES OF A MEETING OF THE PAINTED ROOM TASK & FINISH GROUP HELD ON 10 NOVEMBER 2022 AND TO CONSIDER ANY RECOMMENDATIONS THEREIN

RESOLVED:

That the minutes of a meeting of the Painted Room Task & Finish Group held on 10 November 2022 be received and noted.

P699. PLANNING CONSULTATIONS

10.1 Planning Application No. 223207

Proposed erection of external chimney flue – Y Pass Fish and Chip shop, The Homend, Ledbury, Herefordshire, HR8 1BN

RESOLVED:

No objection.

10.2 Planning Application No. 223313

Various internal and external works. To include dismantling chimney stack, removal of lean-to garden shed/workshop, repair works to gable end, fencing and gate and strengthening of roof beam - The Ark, Woodleigh Road, Ledbury, Herefordshire, HR8 2BG

RESOLVED:

No objection.

10.3 Planning Application No. 223445

Application for prior notification for the proposed erection of a 15.0m Phase 9 slimline Monopole and associated ancillary works – Land off Orchard Lane, opposite Leadon Bank, Ledbury, Herefordshire, HR8 1BY

Members agreed that a response should be provided in respect of this planning application to ask the Herefordshire Planning Department why it is necessary to place this monopole opposite Leadon Bank and whether it could be placed in a more discreet, area by a tree for example. Members also felt that there was a lack of information provided on the planning as to what purpose the monopole was required and that this should be a question included in the Council's response along with a request for more engagement with local residents, in particular Leadon Bank. Members suggested that Ledbury Town Council should write to residents of Leadon Bank to inform them of this planning application and ask Herefordshire Planning Department to do undertake resident engagement.

RESOLVED:

1. That the Clerk write to Herefordshire Council's Planning Department to ask them why this monopole is being placed in the suggested location rather than in a more discreet place, what purpose does it have, and to request them to undertake engagement with residents of Leadon Bank to inform them that this is happening.
2. That the Clerk write a letter to Leadon Bank residents to inform them of this application.

RESOLVED:

10.4 Planning Application No. 223555 – LISTED BUILDING CONSENT

Proposed internal alterations and external chimney flue – Y Pass Fish and Chip Shop, The Homend, Ledbury, Herefordshire, HR8 1BN

RESOLVED:

No objection.

10.5 Planning Application No. 220604

Proposed non-material amendment to planning permission ref 150041 (Landscaping of the Masters House to enhance its setting) – Improvements to layout proposals

RESOLVED:

No comment.

P700. PLANNING DECISIONS

Councillor Hughes queried why there was still 'no decision' on Planning Application 192361 – Proposed works to remove T1 Cherry and works to T2 Variegated Maple to thin and lift the crown at Bowling Green Cottage, The Southend, Ledbury HR8 2HD – works to trees in conservation area from July 2018. The Clerk informed members that she would look into this and will contact the case officer to check if this has been overlooked on Herefordshire Council's website.

RESOLVED:

1. That the Planning Decisions document be received and noted.
2. That the Clerk contact the case officer about planning application no 192361.

P701. TO RECEIVE AND NOTE A NOTICE OF APPEAL IN RESPECT OF ENFORCEMENT NOTICE – ST KATHERINES BARN, HIGH STREET, LEDBURY, HEREFORDSHIRE, HR8 1DZ

RESOLVED:

That the Notice of Appeal in Respect of Enforcement Notice – St Katherines Barn, High Street, Ledbury, Herefordshire, HR8 1DZ was received and noted.

P702. LAND SOUTH OF LEADON WAY – NOISE IMPACT ASSESSMENT RECEIVED FROM VISTRY HOMES (FOR INFORMATION ONLY)

RESOLVED:

That the Noise Impact Assessment received from Vistry Homes regarding the Land South of Leadon Way was received and noted.

P703. TO RECEIVE AND NOTE A NOTIFICATION OF TREE PRESERVATION ORDER NO 659 – LAND AT LITTLE MARCLE ROAD, LEDBURY

Members stated that they were disappointed that the letter sent to Herefordshire Council regarding this application had been ignored.

RESOLVED:

That a follow up letter be sent asking why this tree preservation order has been made when it has implications on access to an area of land identified for potential sports grounds in the Ledbury Neighbourhood Development Plan.

P704. SECTION 106 (STANDING ITEM)

The Town Clerk informed members that the Section 106 meetings are taking place quarterly and that all Councillors are invited to attend.

RESOLVED:

That the Section 106 update was received and noted.

P705. TO RECEIVE AND NOTE NOTIFICATION OF APPLICATION GRANTING/VARIATION OF PREMISES LICENSE – LANARK HOUSE INVESTMENTS LTD, THE SHED, REAR OF LANARK HOUSE, 17 NEW STREET, LEDBURY, HR8 2DX

RESOLVED:

That the Application Granting/Variation of Premises License – Lanark House Investments Ltd, The Shed, Rear of Lanark House, 17 New Street Ledbury, HR8 2DX was received and noted.

P706. PLANNING APPLICATION NO. 223248 – PROPOSED DEMOLITION OF EXISTING BUILDINGS ON SITE AND ERECTION OF RETIREMENT LIVING APARTMENT WITH ASSOCIATED ACCESS, CAR PARKING, LANDSCAPING, ANCILLARY FACILITIES, AND ASSOCIATED WORKS

- i. Update on McCarthy Stone application for a retirement living development on land off the Homend, Ledbury
- ii. Draft report provided by Councillor Bannister in response to planning application

Members discussed Councillor Bannister's report in response to planning application no. 223248. Members suggested various amendments to the report to be made before sending to Herefordshire Council.

RESOLVED:

1. That the update on McCarthy Stone application for a retirement living development on land off the Homend, Ledbury be received and noted.
2. That Councillor Bannister make the suggested amendments to his report to then be sent to Planning Committee members via email to be agreed, following which the Clerk will forward it to Herefordshire Council Planning Department.

P707. TO NOTE THE CONSULTATION ON THE AGRICULTURAL PLANNING SUPPLEMENTARY PLANNING DOCUMENT (AP SPD) – HAVE YOUR SAY TODAY - AGRICULTURAL PLANNING SUPPLEMENTARY PLANNING DOCUMENT - HEREFORDSHIRE LOCAL PLAN 2021-2041 (COMMONPLACE.IS)

RESOLVED:

That the Consultation on the Agricultural Planning Supplementary Planning Document (AP SPD) was received and noted.

P708a. NEIGHBOURHOOD DEVELOPMENT PLAN WORKING PARTY (NDP)

- i. Verbal update from the Chair of NDP
- ii. Steering Group Notes
- iii. Letter received from tpa on behalf of Heineken UK Ltd and response from Chair of NDP

RESOLVED:

That the Neighbourhood Development Plan update was received and noted.

P709b. TRAFFIC MANAGEMENT WORKING PARTY

To receive and note the minutes of a meeting of the Traffic Management Working Party held on 14 November 2022

RESOLVED:

That the minutes of the Traffic Management Working Party held on 14 November 2022 be received and noted.

P710. DATE OF NEXT MEETING

To note that the date of the next meeting of the Planning Committee is scheduled for 12 January 2023 at 7:00pm.

The meeting ended at 8:20pm.

Signed Dated
(Chair)

Action Sheet November 2022

Minute No.	Action	To be Actioned by	Date Actioned	Comments	Status
P696(1)	That the proposal from Eat, Sleep, Live, Hereford not be accepted, but that the Council continue to work with and promote Visit Hereford.	TC			
P696(2)	That a Task & Finish group be set up to brainstorm ideas to boost marketing in the town, all local businesses will be invited to attend, and Councillor Sims will chair it.	CLLR NS			
P696(3)	That Ledbury Town Council continue to promote the town via the website, social media, and the Visit Herefordshire website.	TC	2023 onwards		ongoing
P697	That the Clerk investigate the cost and possibility of having more signage in place around the town to identify areas other than The Homend and High Street where there are other shops and businesses that may be of interest to tourists.	TC			
P699-10.3(1)	That the Clerk write to Herefordshire Council's Planning Department to ask them why this monopole is being placed in the suggested location rather than in a more discreet place, what purpose does it have, and to request them to undertake engagement with residents of Leadon Bank to inform them that this is happening.	TC	09.12.2022	email sent - chased up with PO to ensure response available for HC meeting - no further response received - application approved by HC	Completed

P699-10.3(2)	That the Clerk write a letter to Leadon Bank residents to inform them of planning application no. 223445	TC	09.12.2022	Letter sent - see above	Completed
P700(2)	That the Clerk contact the case officer about planning application 192361	TC			
P703	That a follow up letter be sent to Herefordshire Council's planning department regarding the tree preservation order no 659 - land at little marcle road asking why this tree preservation order has been made when it has implications on access to an area of land identified for potential sports grounds in the Ledbury Neighbourhood Development Plan.	TC			
P706(2)	That Councillor Bannister make the suggested amendments to his report on planning application no. 223248 to then be sent to Planning Committee members via email to be agreed, following which the Clerk will forward it to Herefordshire Council Planning Department.	JB/TC		Clerk yet to receive report from Cllr Bannister for forwarding to HCPD	In Progress

Ledbury Market Town Initiative Plan (MTIP)
Town Council Meeting
Minutes

Attendance:

Cllr Liz Harvey	Town Councillor
Cllr Phil Howells	Ledbury Mayor
Cllr Nick Morris	Chair of the Economic Development and Planning Committee
Roger Allonby	HC Acting Service Director, Economy and Environment
Angela Price	Ledbury Town Clerk
Vinia Abesamis	Senior Policy and Funding Officer

Ledbury Market Town Investment Plan

Following extensive local engagement, the market town economic development investment plans (MTIPs) for Ledbury was adopted. The plan identifies potential projects in each, and funding opportunities for them.

Funding Opportunities

- UK Shared Prosperity Fund - UK Government approves local spending plans for UK Shared Prosperity Fund (UKSPF). Funding will turbo-charge levelling up: supporting local businesses, boosting skills, reviving high streets and improving local pride. HC will identify spend for the first year which will end on 31 March 2022.
- Levelling Up Fund. Landscaping of the Master's House is one of the key Levelling Up projects in Herefordshire.
- Rural England Prosperity Funds a top-up to the UKSPF and is available to eligible local authorities in England. It succeeds EU funding from LEADER and the Growth Programme which were part of the Rural Development Programme for England. Herefordshire Council submitted an addendum to government and is awaiting decision.

Ledbury Project ideas

- Proposals to improve employment opportunities in Ledbury by building high tech business units on part of the viaduct site that has been allocated to employment. Need to liaise with Bloor Homes, which has been granted outline planning consent by the Secretary of State on Appeal, in terms of access to utilities (gas, electric, water) for the employment site. Need to commission a technical work.
- Railway Station infrastructure improvement to prepare for the extra services between Worcester and Birmingham would be provided as part of the Midlands Rail Hub project. Need to commission a technical work.
- Trading Estate by the railway station. Need to commission a feasibility study.
- Employment land e.g. land owned by Heineken which is 6.7 acres of existing brownfield land. Need to employ a development company to identify technical solutions to employment land in Ledbury. There is also a need to set a private/public partnership to take this forward.
- Digital artwork for window displays in the high town.

- Funding for training for business e.g. marketing, and learning from previous projects e.g. circular walks, poetry project, transfer learning from BID.
- Town maps and visitor boards
- Brown signage to promote attractions in the market towns

Next steps:

- Town council to identify funding proposals, including those which requires feasibility studies, etc.
- Prepare funding applications in the new year. Vinia to support.

PLANNING, ECONOMY & TOURISM COMMITTEE	12 JANUARY 2023	AGENDA ITEM: 8
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Report prepared by Angela Price – Town Clerk

LOCAL SIGNAGE – CORRESPONDENCE RECEIVED FROM LEDBURY PLACES

Purpose of Report

The purpose of this report is to inform Members of the Planning, Economy & Tourism Committee of correspondence received from Ledbury Places about working together to improve signage around the town.

Detailed Information

The Clerk recently received an email from Al Braithwaite of Ledbury Places advising that at a recent meeting she had presented a report on their visitor numbers and feedback received. Al advises that one of the questions asked where visitors had heard about them and several responses had indicated that it had been due to local signage, which Ledbury Places took to be the A Board outside the Old Grammar School.

This prompted a discussion about the benefits of having a finger post style sign at the bottom of Church Lane, and Al has written to ask whether the Town Council and Ledbury Places might work together on getting a sign placed at the bottom of Church Lane.

Members will recall that at the last meeting of the Committee it was agreed that officers should investigate the possibility of more signage around the town to indicate the various shopping areas etc. As a council it is not always easy to obtain grant funding for projects like this, as you will often be advised that you should raise funds for such projects via your precept. Working with an organisation like Ledbury Places may open up funding streams, as they could be applied for in the Ledbury Places name with support from the Town Council.

To date due to workload and the Christmas period officers have not yet had the opportunity to discuss signage with the appropriate officers at Herefordshire Council or BBLP.

Recommendation

That Members of the Planning, Economy & Tourism Committee authorise the Clerk to work with Ledbury Places and meet with the relevant officers from either Hereford Council or BBLP to discuss the possibility of having new signage located around the town and that they also investigate possible funding streams for this type of project.

4356

Planning Decisions Log

Planning App	Details	Case Officer	LTC's Recommendation	HFDS Decision
LTC MEETING DATE 11 July 2018				
<u>192361</u>	Proposed works to remove T1 Cherry and works to T2 Variegated Maple to thin and lift the crown at Bowling Green Cottage, The Southend, Ledbury, HR8 2HD – works to trees in a conservation area	OK	No objection	No Decision
LTC Meeting 10 April 2022				
<u>220694</u>	Proposed new stables and garden store; to include vehicle access to stables and parking off road with turning area – Ludstock Grange, Ross Road, Ledbury, Herefordshire, HR8 2LE	MN	No Objection	Withdrawn
LTC Meeting 14 July 2022				
<u>220783</u>	Proposed change of use of land and laundry/washroom to a bungalow (Retrospective) and for a new day/laundry room for existing traveller site – Little Bush Pitch, Bush Pitch, Ledbury, Herefordshire, HR82PX	MT	Deferred back to committee	No decision
LTC Meeting 14 July 2022				
<u>221775</u>	Proposed change of use to equestrian and install an all-weather riding arena – High House, Parkway, Ledbury, Herefordshire, HR8 2JG	MN	No objection, subject to a suitable EIS being carried out	Approved with conditions
<u>222231</u>	Approval of reserved matters relating to layout, scale, appearance and landscaping (pursuant to outline planning permission re: APP/W1850/W/20/3244410 and LPA ref. 171532) for the construction of footpath/cycleway links connecting the approved residential and employment uses within the site to Hereford Road and Ballard Close – Land North of Viaduct Adjoining Orchard Business Park Ledbury Herefordshire	CS	Defer to next meeting (08.09.2022) – deadline for comments 09.09.2022	No decision

220783	Proposed change of use of land and laundry/washroom to a bungalow (Retrospective) and for a new day/laundry room for existing traveller site - Little Bush Pitch, Bush Pitch, Ledbury Herefordshire, HR8 2PX	MT	Defer until further information received from Ward Councillors and Planners – extension requested	No decision
LTC Meeting 11 August 2022				
221775	Proposed changes of use to equestrian and install an all-weather riding arena – High House, Parkway, Ledbury, Herefordshire, HR8 2JE	MIN	No objection, subject to a suitable Environment Impact Study having been carried out	Approved with conditions
220783	Proposed changes of use of land and laundry/washroom to a bungalow (Retrospective) and for a new day/laundry room for existing traveller site – Little Bush Pitch, Bush Pitch, Ledbury, Herefordshire, HR8 2PX	MT	Deferred to next meeting (Councillor Howells to provide verbal update on meeting with PO's)	No decision
LTC MEETING 8 SEPTEMBER 2022				
222231	Approval of reserved matters relating to layout, scale, appearance, and landscaping (pursuant to outline planning permission appeal re: APP/W1850/W/20/3244410 and LPA ref. 171532) for the construction of footpath/cycleway links connecting the approved residential and employment uses within the site to Hereford Road and Ballard Close - Land North of Viaduct Adjoining Orchard Business Park Ledbury Herefordshire	CS	That a response be provided in respect of the accessibility of buses onto the site once developed and that Councillor Howells provide the Clerk with the specific Neighbourhood Development Policies	No decision
220783	Proposed change of use of land and laundry/washroom to a bungalow (Retrospective) and for a new day/laundry room for existing traveller site – Little Bush Pitch, Bush Pitch, Ledbury, Herefordshire, HR8 2PX	MT	That Ledbury Town Council defer making a comment until such time confirmation of the referral has been received	No decision

LTC MEETING 13 OCTOBER 2022

		MN	No objection	No decision
223103	Erection of single storey extension with partial demolition to healthcare facility – Rose Cottage, Belle Orchard, Ledbury, Herefordshire, HR8 1DD	MN		
222107	Approval of reserved matters relating to layout, scale, external appearance and landscaping (pursuant to outline planning permission appeal ref: APP/W1850/W20/3244410 and LPA ref. 171532) for 230 dwellings with associated drainage, highway infrastructure (internal roads, footways, footpath/cycleway and spine road) and play area (Phase 1) - Land North of Viaduct Adjoining Orchard Business Park Ledbury Herefordshire	CS	That Councillor Howells provide a draft response to all committee members, via email, by the end of business Monday, 17 October and that committee members provided any feedback to the draft by no later than the close of business on Wednesday, 19 October, and the final draft be provided to the Clerk by the end of business Thursday, 20 October to allow the Clerk to provide the response to Planning Officers before going on annual leave on 21 October 2022.	No decision

LTC MEETING 10 NOVEMBER 2022

222742	<p>**INVALID APPLICATION** (Incorrect ownership certificate/location plan-comments may continue to be submitted on the application) Proposed use of Wylde House Barn as a dwelling house independent of Wylde House (Conversion of barn to residential annex accommodation approved under permission 142677) – Wylde House Barn, Ledbury, Herefordshire, HR8 2JE</p>	JB	No objections subject to there being sufficient insulation fitted and the appropriate ownership documentation being provided.	No decision
223059	<p>T1 Sycamore tree, reduce height by 7 meters (just above the roof apex of the neighbouring house), 2 meters off the side. Growing very close to the neighbouring house, needs to be brought back and help reduce wind loading – Netherhall, Ledbury, Herefordshire, HR8 1DJ</p>	OK	No objections, subject to the correct environmental information being considered.	Trees in cons area works can proceed
223248	<p>Proposed demolition of existing buildings on site and erection of Retirement Living apartments with associated access, car parking, landscaping, ancillary facilities, and associated works – Building and curtilage of Greenacres bungalow and land to the rear of The Knapp and Westmead, The Homend, Ledbury, Herefordshire</p>	CS	<p>Members discussed possible issue4s with this planning application as they felt it would intrude on the green space which is noted in the Neighbourhood Development Plan (NDP). It was discussed that a member of the Committee should produce a draft planning-based report on this including the following issues which were raised:</p> <ol style="list-style-type: none"> 1. The height of the building 2. The ecological value of the land 	No decision

			3. Potential traffic issues 4. NDP	
<u>223347</u>	Proposed two and single storey extensions, replacement garage and new prefabricated garden office to exiting detached dwelling – Woodlands, Little Marcle, Ledbury, Herefordshire, HR8 2LD	MN	No objections	No decision
<u>223426</u>	Proposed ground mounted solar panels – Siddington Farm, Orilham Lane, Leddington, Ledbury, Herefordshire, HR8 2LN	MN	No objections	No decision
LTC MEETING 8 DECEMBER 2022				
<u>223207</u>	Proposed erection of external chimney flue – Y Pass Fish and Chip shop, The Homend, Ledbury, Herefordshire, HR8 1BN	JB	No objections	No decision
<u>223313</u>	Various internal and external works. To include dismantling chimney stack, removal of lean-to garden shed/workshop, repair works to gable end, fencing and gate and strengthening of roof beam – The Ark, Woodleigh Road, Ledbury, Herefordshire, HR8 2BG	MN	No objections	No decision
<u>223445</u>	Application or prior notification for the proposed erection of a 15.0m Phase 9 slimline Monopole and associated ancillary works – Land off Orchard Lane, opposite Leadon Bank, Ledbury, Herefordshire, HR8 1BY	MN	1. The Clerk write to Herefordshire Council's Planning Department to ask them why this monopole is being placed in the suggested location rather than in a more discreet place, what purpose does it have, and to request them to undertake engagement with	Prior approval not required

				<p>residents of Leaden Bank to inform them that this is happening.</p> <p>2. The Clerk will write a letter to Leaden Bank residents to inform them of this application.</p>	
<u>223555</u>	<p>LISTED BUILDING CONSENT. Proposed internal alterations and external chimney flue – Y Pass Fish and Chip Shop, The Homend, Ledbury, Herefordshire, HR8 1BN</p>	JB	No objections	No decision	
<u>220604</u>	<p>Proposed non-material amendment to planning permission ref 150041 (Landscaping of the Masters House to enhance its setting), Improvements to layout proposals - The Masters House, St Katherine's High Street Ledbury Herefordshire HR8 1EA</p>	JB	No comment	No decision	

Town and Country Planning Act 1990

LAND BETWEEN LEADON WAY AND AMCOR – LEDBURY 2022 (NO.664) Tree Preservation Order

The County of Herefordshire District Council in exercise of the powers conferred on them by section 198 of the Town and Country Planning Act 1990 make the following Order—

Citation

This Order may be cited as **Land between Leadon Way and Amcor - Ledbury (2022) (NO.664) Tree Preservation Order**

Interpretation

- 1.— (1) In this Order “the authority” means the County of Herefordshire District Council
(2) In this Order any reference to a numbered section is a reference to the section so numbered in the Town and Country Planning Act 1990 and any reference to a numbered regulation is a reference to the regulation so numbered in the Town and Country Planning (Tree Preservation)(England) Regulations 2012.

Effect

- 2.— (1) Subject to article 4, this Order takes effect provisionally on the date on which it is made.
(2) Without prejudice to subsection (7) of section 198 (power to make tree preservation orders) or subsection (1) of section 200 (tree preservation orders: Forestry Commissioners) and, subject to the exceptions in regulation 14, no person shall—
(a) cut down, top, lop, uproot, wilfully damage, or wilfully destroy; or
(b) cause or permit the cutting down, topping, lopping, uprooting, wilful damage or wilful destruction of,
any tree specified in the Schedule to this Order except with the written consent of the authority in accordance with regulations 16 and 17, or of the Secretary of State in accordance with regulation 23, and, where such consent is given subject to conditions, in accordance with those conditions.

Application to trees to be planted pursuant to a condition

3. In relation to any tree identified in the first column of the Schedule by the letter “C”, being a tree to be planted pursuant to a condition imposed under paragraph (a) of section 197 (planning permission to include appropriate provision for preservation and planting of trees), this Order takes effect as from the time when the tree is planted.

Dated this 27th day of June 2022

Signed on behalf of the County of Herefordshire District Council



...

.....

Authorised by the Council to sign in that behalf

4363

CONFIRMATION OF ORDER

This Order was confirmed by the County of Herefordshire District Council without modification on the 8th day of December 2022

OR

~~This Order was confirmed by the County of Herefordshire District Council, subject to the modifications indicated.~~

~~on the ... day of~~

Signed on behalf of the County of Herefordshire District Council



... ..

Authorised by the Council to sign in that behalf

DECISION NOT TO CONFIRM ORDER

A decision not to confirm this Order was taken by The County of Herefordshire District Council on the ... day of

Signed on behalf of the County of Herefordshire District Council

.....

Authorised by the Council to sign in that behalf

VARIATION OF ORDER

This Order was varied by the Herefordshire Council on the ... day of by a variation order under reference number a copy of which is attached

Signed on behalf of the Herefordshire Council

.....

Authorised by the Council to sign in that behalf

REVOCATION OF ORDER

This Order was revoked by the Herefordshire Council on the ... day of

Signed on behalf of the Herefordshire Council

.....

Authorised by the Council to sign in that behalf

SCHEDULE

Specification of trees

Trees specified individually (encircled in black on the map)

<u>Reference on map</u>	<u>Description</u>	<u>Situation</u>
T1	Quercus Robur English Oak	Grid Reference: 369,947 237,569

Trees specified by reference to an area (within a dotted black line on the map)

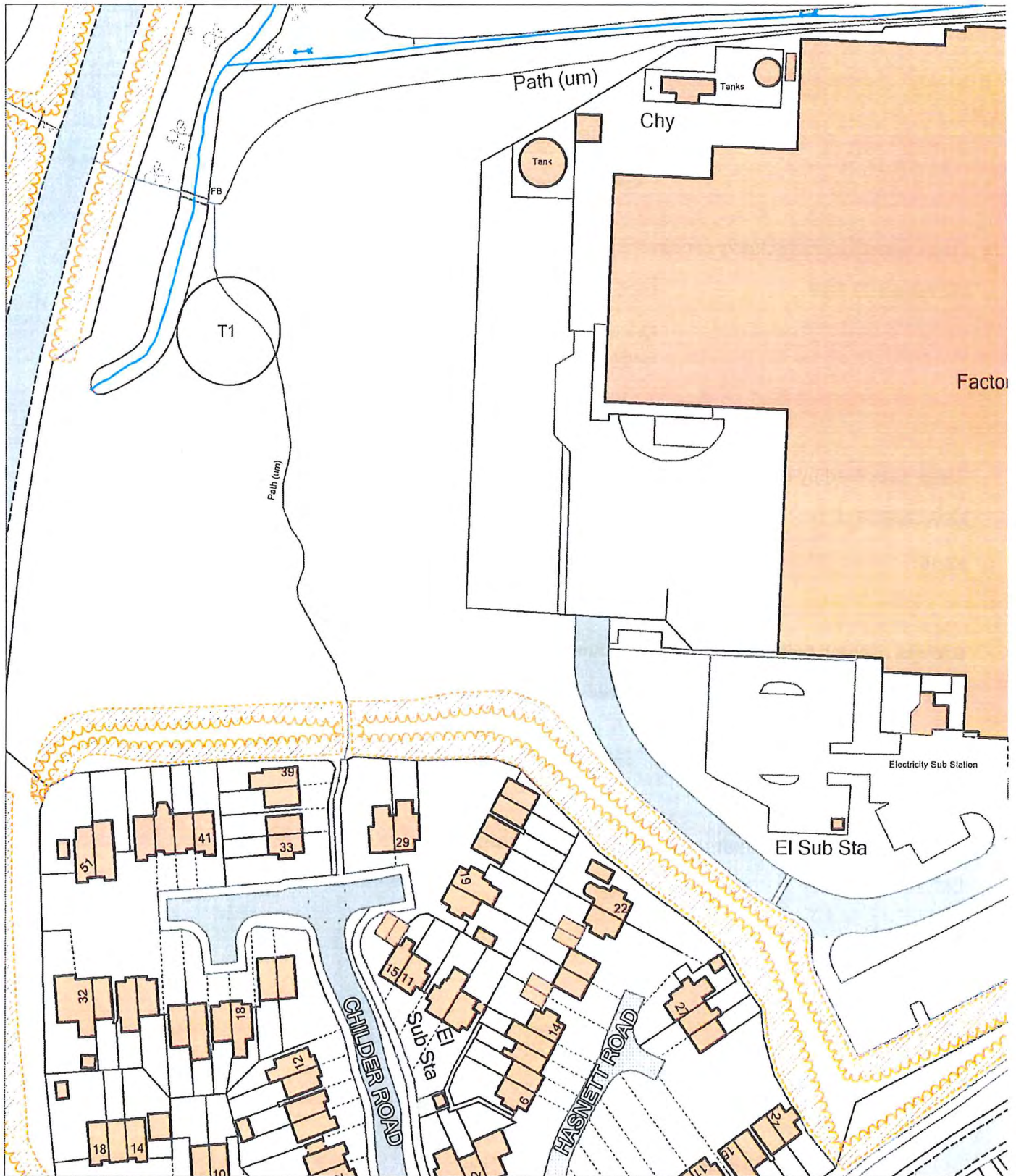
<u>Reference on map</u>	<u>Description</u>	<u>Situation</u>
None		

Groups of trees (within a broken black line on the map)

<u>Reference on map</u>	<u>Description</u>	<u>Situation</u>
None		

Woodlands (within a continuous black line on the map)

<u>Reference on map</u>	<u>Description</u>	<u>Situation</u>
None		



TREE PRESERVATION ORDER

GRID REFERENCE: 369,947 237,569

OS REFERENCE:

TPO NUMBER: TPO_664

LOCATION DESCRIPTION:
Land between Leaddon Way and Amcor
Ledbury, Herefordshire



Herefordshire
Council

SCALE 1:1000




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43066

Section 106 Portfolio of Works Delivery Update – Parish Clerks Briefings
Monday 5th December 2022
18:00pm – 19:00pm, MS Teams

Attendees	Insert Name	Initials	Job Title
Chair	Justine Burnett	JB	Portfolio Manager, Economy and Environment, Corporate Services
	Nicola Carless	NC	Bishops Frome Parish Council
	Sandy Sharp	SS	Callow and Haywood Parish Council
	Angela Price	AP	Ledbury Town Council
	Sophie Glover	SG	Withington Group Parish Council
	Karen Yates	KY	Brimfield and Little Hereford Group Parish Council
Note Taker	Lynne Robinson	LR	Programme Coordinator, Economy and Environment, Corporate Services
Apologies:	Insert Name	Initials	Job Title
	Lisa Evans	LE	PMO Delivery Director, Corporate Services
	Andrew Lovegrove	AL	Director of Resources and Assurance, Corporate Services
Circulation List (Additional to attendees if applicable)			


Item
1. <u>Attendance / Apologies / Introductions</u>
2. <u>Notes of Previous Meeting</u> <ul style="list-style-type: none"> Awaiting Approval
3. <u>Conflict of Interest – Declaration</u> <p>All members and officers of the council must disclose any conflict of interest that they may have relating to this project, in which they are acting on behalf of the council.</p>
4. <u>Meeting Discussion</u> <p>The purpose of the meeting was to provide an overview and update on the delivery of the S106 Portfolio of Works – primarily the Highways, Education, Off Site Play and Open Space and Sports Gain Types.</p> <p>The meeting covered the Governance Decision, Delivery Process, Programme updates, Procurement proposals & Communications and Engagement.</p> <p>Presentation shared by JB for overview:</p>  <p>S106 Portfolio Update Delivery Mei</p> <ul style="list-style-type: none"> Specific questions can be emailed to Justine Burnett following the circulations of the Section 106 Parish Spreadsheets. – Contact details provided within presentation. As of 19/12/2022 this will be Andrew Houston. A recording of the session 05/12/2022 was made available for reference. – Approval of recording gained by those in attendance prior to recording. Wards have also received relevant Section 106 spreadsheet breakdowns, as well as, the presentation being given to Parish Members present.

April 22

	Item
5.	<u>Actions/Decisions</u> <ul style="list-style-type: none">• N/A
6.	<u>Interdependencies Relating to Programme Delivery Board</u> <ul style="list-style-type: none">• N/A
7.	<u>AOB</u> <ul style="list-style-type: none">• N/A
8.	<u>Date of Next Meeting</u> <ul style="list-style-type: none">• Next session due 06/12/2022(Afternoon session)

Section 106 Portfolio of Works Delivery Update – Parish Clerks Briefings
Tuesday 6th December 2022
15:00pm – 16:00pm, MS Teams

Attendees	Insert Name	Initials	Job Title
Chair	Justine Burnett	JB	Portfolio Manager, Economy and Environment, Corporate Services
	Andrew Houston	AH	S106 Senior Project Manager, Corporate Services, HC
	Chris Bucknell	CB	Wellington and Kings Cople Parish Council
	Carol Boyles	CB(1)	Ross-on-Wye Town Council
	Sarah Robson	SR	Ross-on-Wye Parish Council
	Paul Hayden	PH	Pyons Group Parish Council
	Dawn Arbuthnott	DA	Brimfield and Little Hereford Croup Parish Council
	Karen Mitchell	KM	Bromyard and Winslow Town Council
	Lynne Robinson	LR	Programme Coordinator, Economy and Environment, Corporate Services
Apologies:	Insert Name	Initials	Job Title
	Karen Davies	KD	Colwall Parish Council
	Liz Kelso	LK	Kington Town Council
	Lisa Evans	LE	Director PMO, Performance & Corporate Support, Corporate Services
	Andrew Lovegrove	AL	Director of Resources and Assurance, Corporate Services
Circulation List (Additional to attendees if applicable)			

Item
1. <u>Attendance / Apologies / Introductions</u> Introduction given by AH as due to take over as delivery lead from JB.
2. <u>Notes of Previous Meeting</u> <ul style="list-style-type: none"> Awaiting Approval
3. <u>Conflict of Interest – Declaration</u> All members and officers of the council must disclose any conflict of interest that they may have relating to this project, in which they are acting on behalf of the council.
4. <u>Meeting Discussion</u> The purpose of the meeting was to provide an overview and update on the delivery of the S106 Portfolio of Works – primarily the Highways, Education, Off Site Play and Open Space and Sports Gain Types. The meeting covered the Governance Decision, Delivery Process, Programme updates, Procurement proposals & Communications and Engagement. Presentation shared by JB for overview:  <p>S106 Portfolio Update Delivery Mei</p> <ul style="list-style-type: none"> Specific questions can be emailed to Justine Burnett following the circulations of the Section 106 Parish Spreadsheets. – Contact details provided within presentation. As of 19/12/2022 this would be Andrew Houston.

	Item
	<ul style="list-style-type: none"> • A recording of the session 05/12/2022 & 06/12/2022 was made for reference. – Approval of recording gained by those in attendance prior to recording. • Wards have also received relevant Section 106 spreadsheet breakdowns, as well as, the presentation being given to Parish Members present.
5.	<u>Actions/Decisions</u> <ul style="list-style-type: none"> • N/A
6.	<u>Interdependencies Relating to Programme Delivery Board</u> <ul style="list-style-type: none"> • N/A
7.	<u>AOB</u> <ul style="list-style-type: none"> • N/A
8.	<u>Date of Next Meeting</u> <u>Parish Clerks Briefings:</u> 03/04/2023 18:00pm (Evening Session) & 05/04/2023 14:00pm (Afternoon Session) <i>*The same updates will be presented at each meeting for the quarter.</i>

LEDBURY TOWN COUNCIL

**MINUTES OF A MEETING OF THE TRAFFIC MANAGEMENT WORKING PARTY
(TMWP) MEETING
HELD ON 12 DECEMBER 2022**

PRESENT: Councillors Bannister (Chair), Hughes and Morris

ALSO PRESENT: Angela Price – Town Clerk

TMWP180 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Howells and Manns and Gareth Davies

TMWP181 DECLARATIONS OF INTEREST

None received.

**TMWP182 TO APPROVE THE MINUTES OF A MEETING OF THE TRAFFIC
MANAGEMENT WORKING PARTY HELD ON 14 NOVEMBER 2022**

Proposed by Councillor Hughes, seconded by Councillor Morris that the minutes be approved and signed as a correct record.

RESOLVED:

That the minutes of the meeting of the Traffic Management Working Party meeting held on 14 November 2022 be approved and signed as a correct record.

TMWP183 ACTION SHEET

RESOLVED:

That the action sheet be received and noted.

TMWP184 PARKWAY TRAFFIC CALMING GATES

Members were provided with information received from the Police in respect of speed checks carried out in Parkway.

Councillor Hughes advised that since the last meeting he had undertaken some research into Community Speed Watch, which is a scheme whereby volunteers (usually local residents) are provided with training in how to use a speed gun to monitor speeds on their local roads. The scheme is primarily educational to help reduce speeding traffic in the community.

Councillor Hughes suggested that he raise with the Police in the next meeting to ask them to support this scheme within Ledbury and that Ledbury Town Council take this forward with local residents.

RESOLVED:

That Councillor Hughes raise the Community Speed Watch scheme with the Police at the next meeting to ask them to support such a scheme in Ledbury and that Ledbury Town Council take this forward with local residents.

TMWP185 SPEED INDICATOR DEVICES (SID)

Members were provided with information received from the Police in relation to speed checks carried out in Parkway and possible funding for SID's being installed.

It had previously been agreed that the council should purchase a basic solar powered SID for use on three locations around Ledbury.

RESOLVED:

That the Clerk seek further information on the cost of an SID for Ledbury, and how it could be moved between the three potential sites, noting that there may be funding available from the PCC for the purchase of a SID.

TMWP186 UPDATE ON DROPPED KERBS

Members were advised that the Clerk had been advised that the dropped kerb requests for Ledbury would not be considered within the 2022/23 budget.

RESOLVED:

That the report in respect of dropped kerb be received and noted.

TMWP187 INFORMATION FROM BROMYARD TOWN COUNCIL IN RESPECT OF ELECTRIC CHARGING POINTS

Members were provided with information received from Bromyard Town Council in respect of the charging points in Bromyard. It was noted that BTC run the car parks in Bromyard and therefore have more control over how many electric charging points can be made available.

RESOLVED:

That the Clerk write to Councillor John Harrington to ask what the future plans are for Ledbury in respect of installing more electric charging points for cars.

TMWP188 RAIL & BUS FOR HEREFORDSHIRE – AUTUMN NEWSLETTER

RESOLVED:

- 1. That the Rail & Bus Autumn Newsletter be received and noted.**
- 2. That a representative of DRM Buses be invited to attend a future meeting of the Traffic Management Working Party to discuss what, if any, plans they have in respect of sustainable transport.**

TMWP189. IMPACT OF DEVELOPMENT AND PROPOED DEVELOPMENT OF TRAFFIC MANAGEMENT (STANDING ITEM)

RESOLVED:

To note that Councillor Bannister referred to the recent response to Herefordshire Council Planning Officers agreed at the Planning, Economy & Tourism meeting in respect of the McCarthy Stone planning application to build a retired living facility at The Knapp on The Homend.

It was noted that concerns had been raised in respect of the potential issues additional traffic exiting this site could cause.

TMWP190. DATE OF NEXT MEETING

RESOLVED:

To note that the next meeting of the Traffic Management Working Party is scheduled to take place on 9 January 2023.

