

LEDBURY TOWN COUNCIL

**MINUTES OF A MEETING OF THE PLANNING, ECONOMY & TOURISM
COMMITTEE**

HELD ON 13 JULY 2023

PRESENT: Councillors Bradford (Chair), Harvey, Howells, Hughes, l'Anson.

ALSO PRESENT: Angela Price – Town Clerk
Sophie Jarvis – Minute Taker
Ward Councillors – Justine Peberdy & Stef Simmons

P39. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Morris.

**P40. DECLARATIONS OF INTEREST AND WRITTEN REQUESTS FOR
DISPENSATIONS**

RESOLVED:

Councillor l'Anson declared an interest in planning application no. 231366 due to the applicant being her neighbour.

P41. PUBLIC PARTICIPATION

RESOLVED:

**P42. TO APPROVE AND SIGN THE MINUTES OF THE PLANNING,
ECONOMY & TOURISM COMMITTEE MEETING HELD ON 8 JUNE
2023.**

Councillor Hughes proposed that the minutes of the Planning, Economy & Tourism Committee meeting held on 8 June 2023 be signed as a correct record, Councillor Howells seconded this, and all members were in favour.

RESOLVED:

That the minutes of the Planning, Economy & Tourism Committee meeting held on 8 June 2023 were signed as a correct record.

P43. TO REVIEW THE ACTION SHEET

The following points on the action sheet were discussed:

P28 – That both the draft Markets Strategy Outline & the draft Markets Policy be referred to the Markets Working Party to be discussed in more detail.

Members were advised that a further report on both documents would be submitted to the next meeting of the Planning, Economy & Tourism Committee on 10 August 2023.

P29(1) – That a temporary plan be drawn up for the Tourist Information Centre being in the Town Council offices for the short term and an interim report be provided at the next Planning, Economy & Tourism Committee meeting.

Members asked the Clerk if any funding had been investigated for this. The Clerk informed members that she had spoken to representatives from the Herefordshire BID.

P33(2) – That Herefordshire Council be asked to provide an official report on No. 14 High Street (the old Shaw Healthcare building), to include what the next steps are in relation to this building being made safe and usable again.

The Clerk informed members that Herefordshire Council had copied her into recent correspondence in respect of this.

RESOLVED:

That the contents of the Action Sheet be received and noted.

P44. MINUTES OF A MEETING OF THE MARKETS WORKING PARTY

RESOLVED:

That the minutes of a meeting of the Markets Working Party be deferred to the Planning, Economy & Tourism Committee meeting on 10 August 2023.

P45. PAINTED ROOM VISITOR NUMBERS MARCH-MAY 2023

Members asked that this item be included on the next agenda to include the March–May visitor numbers from 2022 to allow them to make an accurate comparison. It was also suggested that a business plan and budget be reported to the committee to include sales.

Members noted that the Painted Room is sometimes shut on a Saturday. The Clerk informed members that the Painted Room is only shut as a last resort when there have been staff shortages. A new volunteer has recently been recruited, however there is still a need for more staff. Members questioned whether there would be any students interested in



helping, it was suggested that the Market House Theatre be approached to ask if there are any people there that would be interested in helping.

Councillor Harvey suggested that the Market House Theatre could help to put on a drama performance that could be recorded for the website to help encourage people to visit the Painted Room and other Heritage sites. It was also suggested that a virtual walk around the town with QR codes could be created to allow visitors to scan the QR codes at a particular location in Ledbury and then this would show pictures of what this area of the town looked like years ago compared to now. It was noted that this would be a good idea to introduce as part of the Heritage Open Days event.

RESOLVED:

1. **That the visitor numbers from March–May 2022 be provided at the next committee meeting in addition to the March – May 2023 numbers to allow members to make a comparison.**
2. **That a business plan and budget be included in this report going forward to enable Councillors to view and consider the “sales forecast”.**

P46. TOURIST INFORMATION CENTRE COUNCIL OFFICES

Members asked the Receptionist for a verbal update on what the Hereford Tourist Information Centre looked like and what local merchandise they had for sale.

Members requested that a plan be provided to the next committee meeting to include local merchandise information, details on costs or whether items could be on a sale of return basis. Councillor Harvey suggested that a business plan needs to be put together for the Tourist Information Centre to include details such as staff, merchandise, recruitment process and make this the project for the Council this year along with sorting the website/electronic presence and improving the Charter Market.

Ward Councillor Stef Simmons arrived at 7:22pm.

Councillor Hughes proposed that the recommendation made in the report should be accepted, Councillor Howells seconded this, and all members were in favour.

Councillor Howells suggested that it would be wise to ask other local Tourist Information Centres who they contacted to help with their set up. Members agreed that the local towns in Herefordshire should all work together to help promote each other especially during tourism season.



All members were in favour of making a recommendation to Full Council to retrieve 3 quotes to commission a consultant to create a business plan for the Tourist Information Centre.

RESOLVED:

1. **That members noted the information provided by the CDO and would like to pursue working with Glide Media and the Herefordshire BID to improve the Tourist Information Centre.**
2. **That the Clerk obtain quotes from consultants on the cost to commission a business plan in respect of the future of the TIC.**

P47. UPDATE FROM BUSES4US

Members noted that no response had been received from Bloor Homes with regard to their written request for bus stops being installed on the Viaduct development site.

Members noted that the Aldi service is ending shortly and asked the Ward Councillors to look into this and investigate what is in place for when this service comes to an end. Members also asked if the Ward Councillors would help the Town Council with their efforts to encourage developers to install bus stops on all new housing developments in Ledbury.

Councillor Hughes proposed that the following recommendation be made to Full Council: "That the Traffic Management Working Party be authorised to work with Clare Stone to explore the possibility of S106 monies being used for a Ledbury Hoper type service". Councillor Howells seconded this, and all members were in favour.

RESOLVED:

1. **That Ward Councillors be asked to look into when the Aldi bus service is likely to come to an end and what if anything will be put in place in its stead.**
2. **That Ward Councillors be asked to help investigate bus stops being put in at all of the new development sites in Ledbury.**

RECOMMENDATION:

That members recommend to Full Council that the Traffic Management Working Party be authorised to work with Clare Stone to explore the possibility of S106 monies being used for a "Ledbury Hopper" type service.



P48. PLANNING CONSULTATIONS

i. Planning Application No. 230680

Application for approval of reserved matters following outline approval of 212114 – one dwelling and associated vehicular access – Parkway House, Little Woolpits Lane, Herefordshire, HR8 2JG. Re-consultation.

Councillor Hughes proposed Ledbury Town Council submit no objections to this planning application, Councillor Bradford seconded this, and a vote took place. 4 members were in favour, 1 abstained.

RESOLVED:

No objection

ii. Planning Application No. 231593

Retrospective planning application for the change of use of land to a dog daycare business and associated development – The Bullen, Ledbury, Herefordshire, HR8 2JE

Ward Councillor Stef Simmons gave members a verbal update on this planning application which she had been looking into.

Councillor Hughes proposed that Ledbury Town Council submit no objections to this planning application, Councillor Bradford seconded this, and a vote took place. 2 members were in favour and 3 abstained.

RESOLVED:

No objection

iii. Planning Application No. 231366

To revert the small shop area on the ground floor back to residential use – 3 Church Street, Ledbury, Herefordshire, HR8 1DH

Councillor l'Anson declared an interest in this planning application and did not take part in voting on this item.

Councillor Hughes proposed that Ledbury Town Council submit no objections to this planning application, Councillor Bradford seconded this, and a vote took place. 3 members were in favour, 1 abstained.

RESOLVED:

No objection

iv. Planning Application No. 231853

Proposed lowering of a section of wall along a length of approximately 25 meters and replace with a timber close boarded fence to match the height of the existing wall (Part retrospective) – Bye Street Car Park, Ledbury, Herefordshire, HR8 1BU

Councillor Hughes proposed Ledbury Town Council submit no objections to this planning application, Councillor Bradford seconded this, and a vote took place. 4 members were in favour, 1 abstained.

RESOLVED:

No objection

v. Planning Application No. 231916

Proposed single storey extension – 38 Woodfield Road, Ledbury, Herefordshire, HR8 2XJ

Councillor Hughes proposed Ledbury Town Council submit no objections to this planning application, Councillor Bradford seconded this, and a vote took place. 4 members were in favour, 1 abstained.

RESOLVED:

No objection

vi. Planning Application No. 231923

Proposed works to existing damaged stone plinth filled and covered with proposed tiling to match – Sear House, Bye Street, Ledbury, Herefordshire, HR8 2AA

Councillor Hughes proposed that Ledbury Town Council submit no objections to this planning application, Councillor Bradford seconded this, and a vote took place. 4 members were in favour, 1 abstained.

RESOLVED:

No objection



P49. TABLED APPLICATIONS

RESOLVED:

There were no tabled planning applications.

P50. PLANNING DECISIONS

RESOLVED:

That the Planning Decisions document be received and noted.

P51. ENFORCEMENT NOTICE WITHDRAWAL IN RESPECT OF LITTLE BUSH PITCH, LEDBURY, HEREFORDSHIRE, HR8 2PX

Councillor Harvey gave members a verbal update of this planning application.

RESOLVED:

Members received and noted the Enforcement Notice Withdrawal in respect of Little Bush Pitch, Ledbury, Herefordshire, HR8 2PX.

P52. TRAFFIC REGULATION ORDER SCHEME TO IMPLEMENT NO ENTRY RESTRICTION ON WOODLEIGH ROAD, LEDBURY

Members discussed the confusion over whether the proposed cycle lane would be access for pedestrians as well. Ward Councillors clarified that this proposed cycle lane is just for bikes, and it would not include any access for pedestrians to utilise this as well.

All members were in favour of accepting this proposed traffic regulation order scheme in principal but would like to request that pedestrians be incorporated into this and for it to include traffic calming measures.

RESOLVED:

That members accept the traffic regulation order scheme to implement no entry restriction on Woodleigh Road, Ledbury in principle. However, it be requested that pedestrian access is included in this plan along with traffic calming measures.

P53. APPLICATION FOR PREMISES LICENSE AT LEDBURY MINI MARKET, 10 NEW STREET, LEDBURY, HR8 2DX

Members discussed that this is a new tenant at this property and that they would support this premises proving they trade responsibly.



RESOLVED:

That members support the application for a premises license at Ledbury Mini Market, 10 New Street, Ledbury, Herefordshire, HR8 2DX.

- P54. APPEAL DECISION – 49 BANK CRESENT, LEDBURY, 220374 – APPLICANTS COSTS DECISION**

RESOLVED:

That members received and noted the appeal decision – 49 Bank Crescent, Ledbury, 220374 – applicants costs decision.

- P55. TO GIVE CONSIDERATION TO AREAS IN LEDBURY THAT WOULD BENEFIT FROM ON-STREET CHARGING INFRASTRUCTURE**

Members suggested that it might be wise to walk around town to view where the on-street charging points could be beneficial and to view how this would affect the pavement.

Members agreed that this information should be shared on the Town Council's website and social media platforms to make sure that local residents are aware.

RESOLVED:

That Ledbury Town Council share this information on the website/social media platforms to make local residents aware.

- P56. REPORT PREPARED BY COUNCILLOR HOWELLS IN RESPECT OF MCCARTHY STONE PROPOSALS**

RESOLVED:

That the report prepared by Councillor Howells in respect of the McCarthy Stone proposals be sent to Herefordshire Council Planning Officers.

- P57. NEIGHBOURHOOD DEVELOPMENT PLAN**

Members discussed establishing a project to promote public awareness and engagement to obtain responses to consultations in the Local Plan. With the new Local Plan coming into place Members agreed that raising public engagement should be a priority for this and that the Neighbourhood Development Plan Working Party be reviewed in January.



RESOLVED:

That the Neighbourhood Development Plan Working Party be reviewed in January, but in the meantime the Council raise awareness of the Local Plan consultation which it is anticipated will commence in September 2023.

P58. SECTION 106 (STANDING ITEM)

TO REVIEW LEDBURY TOWN COUNCIL S106 WISH LIST

Members agreed that a task & finish group be set up to review the S106 wish list in more detail.

RESOLVED:

That a task & finish group be set up to review the Ledbury Town Council S106 wish list in more detail.

P59. DATE OF NEXT MEETING

To note that the date of the next meeting of the Economy, Planning & Tourism Committee is scheduled for 10 August 2023.

The meeting ended at 9:00pm.

Signed
(Chair)

Dated 10-08-2023

