

LEDBURY TOWN COUNCIL

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

HELD ON 18 MAY 2023

PRESENT: Councillors Bradford, Howells, Hughes, l'Anson and Morris (Chair)

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

P1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Harvey.

**P2. DECLARATIONS OF INTEREST AND WRITTEN REQUESTS FOR
DISPENSATIONS**

RESOLVED:

No declarations of interest were received.

P3. PUBLIC PARTICIPATION

RESOLVED:

No members of the public were present.

P4. TO ELECT A VICE-CHAIR FOR THE 2023/24 MUNICIPAL YEAR

RESOLVED:

That Councillor Bradford be elected as the Vice-Chair of the Planning, Economy & Tourism Committee for the 2023/24 municipal year.

**P5. TO APPROVE AND SIGN THE MINUTES OF THE PLANNING,
ECONOMY & TOURISM COMMITTEE MEETING HELD ON 13 APRIL
2023**

RESOLVED:

That the minutes of the Planning, Economy & Tourism Committee meeting held on 13 April 2023 be approved and signed as a correct record.



P6. TO REVIEW THE ACTION SHEET

P749 – That the security of the new footpaths in the Bloor Development area be investigated.

The Clerk informed members that she had contacted Chloe Smart at Herefordshire Council to ask planners to contact Charles Naylor of Safer Neighbourhood group for comment. She advised that she had followed this up with PC Ransome-Williams, who had advised that no contact has been made with Charles Naylor to date. The Clerk advised that she would follow this up.

P763 – That a proposed strategy document and report for the short medium & long term of the Charter Market be on the agenda of the next Planning, Economy & Tourism Committee meeting and if possible, the report be sent out prior to that date.

Councillor Hughes advised that there was a draft Strategy in place that he and the Chair had put together which now needs discussion. There were some bold thoughts within the draft strategy which now need to come before the committee to consider whether any amendments are required before the full strategy is drafted with a series of action plans.

Members expressed concerns that this document had not been included on the agenda for this meeting as previously discussed and requested that the Clerk email the draft strategy document for the short, medium & long term of the Charter Market as soon as possible to all members of the committee and that they provide comments ahead of the next meeting when the document will be on the agenda for discussion.

Members expressed concerns over the amount of times that they often debate one item before final decisions are made. They considered possible ways to speed up the Market Strategy document.

P765 – That the quotes received for the new layout in the Town Council reception area to accommodate the Tourist Information Centre be deferred to the next meeting of the Planning, Economy & Tourism Committee Meeting. Officers be asked to provide information in respect of the specification provided to those companies asked to quote for the works.

The Clerk apologised to members, due to current workload this item has not been put on the agenda and will be included on the June agenda for this committee to discuss.

The Chair of the Committee expressed his disappointment that work was not getting done stating that a remedy to the issue of the Clerk being overworked needs to be found, noting that this is something that the Clerk should provide through discussions with the Mayor. Councillor



Hughes advised that there were a number of contributing factors to this which could not be discussed at this meeting.

P765 (continued) – That the Community Development Officer visit the new TIC in Hereford for advice and ideas on setting up the Ledbury TIC.

P770 – That the new County Councillors provide reports on Section 106 at every Planning, Economy & Tourism Committee meeting after the elections have taken place.

The Clerk informed members that the Ward Councillors have been notified of this and two have confirmed their attendance for the Full Council Meeting taking place on Thursday, 25 May 2023.

RESOLVED:

1. **That the Clerk follow up with Chloe Smart in respect of contacting Charles Naylor regarding the security of the new footpaths in the Bloor Development.**
2. **That the Clerk provide a copy of the draft Markets Strategy outline to all Members of the Planning, Economy & Tourism Committee and that Members provide comments to the Clerk ahead of the next meeting, which can be incorporated within the document when the agenda is dispatched.**
3. **That a report in respect of the changes to the reception area to accommodate the TIC be submitted to the next meeting of the Committee.**
4. **That following the visit to the TIC in Hereford, the Community Development Officer provide a report to Committee.**

P7. CHARTER MARKET

- i. **TO RECEIVE AND NOTE THE MINUTES OF THE MARKETS WORKING PARTY HELD ON 11 APRIL 2023**

Councillor Hughes confirmed that these minutes were a correct representation of what was discussed at this meeting.

RESOLVED:

That the minutes of the Market's Working Party be received and noted.



ii. **DRAFT MARKETS POLICY**

It was suggested that traders who attend on a regular basis should be provided with the draft Charter Market Policy and the draft strategy document for the short, medium & long term of the Charter Market asking them to provide feedback on these documents. Members agreed that traders should be allowed two weeks to view these documents and provide feedback. A vote took place on this, 4 members voted for and 1 against.

Members agreed that pitch costs should not be included in the policy as these will potentially change yearly, which would mean the document would have to be resent every year. It was suggested that the pitch costs document should also include the costs of hiring the upstairs of the Market House.

It was suggested that there should be more bullet points on the Charter Market Policy to include things that the town will do to help traders, such as promoting traders.

RESOLVED:

- 1. That the draft Charter Market Policy and the draft strategy document for the short, medium & long term of the Charter Market be given to regular traders and that they be given two weeks to provide feedback on these documents.**
- 2. That a separate document be created to show the pitch fees once the Charter Market Strategy has been agreed.**

P8. ELECTRIC BUSES

The Clerk informed members that a representative of the Daffodil line had been invited to attend this meeting but was unfortunately unable to make it. However, the representative of the Daffodil Line did express interest in extending the service to Hawk Rise and eventually the Viaduct development site. The representatives have been provided with the date of the next Planning, Economy & Tourism Committee meeting in the hope that they will be able to attend.

Members asked the Clerk to write to Bloor Developments and the planning officer at Herefordshire Council to explain that there is an expression of interest about having the Daffodil Line extended to the Viaduct development site once completed.

RESOLVED:

That the Clerk write to Bloor Developments and the Planning Officer at Herefordshire Council to inform them that there is an



expression of interest from Buses4Us to extend the Daffodil Line to the Hawk Rise Estate and the Viaduct development site.

P9. ST KATHERINE'S SQUARE USAGE PROPOSALS – SCHEDULE OF EVENTS

Members agreed that it was disappointing that there has been a lack of information received on St Katherine's Square Usage Proposals. It was felt that more information needs to be provided, such as a map of the area, parking, pedestrians, site spaces and plans.

Members agreed it would be wise to request a meeting with David Fall to be able to see sight of the plans for St Katherine's Square and to request more information in a face-to-face presentation. This meeting invitation should also be copied to Councillor Harvey and Roger Allonby.

The Chair expressed concern that Ledbury Town Council had purchased a plaque some time ago which has been misplaced at Herefordshire Council. He advised that the Clerk had been communicating with Herefordshire Officers for some time in relation to this, but that no action had been taken by Herefordshire Council Officers for over a year in respect of locating the plaque.

RESOLVED:

- 1. That the Clerk invite David Fall to attend a meeting with members of the Planning, Economy & Tourism Committee to discuss St Katherine's Square in further detail. This invitation should also go to Roger Allonby and Councillor Harvey to attend.**
- 2. That the Clerk investigate whether the plaque that has been misplaced at Herefordshire Council can be retrieved.**

P10. REQUEST FROM BUSES 4US

Buses 4us had contacted the Council to ask if they would be willing to sell the Daffodil Line tote bags in the Tourist Information Centre. They had advised that the Town Council could purchase these bags at a cost of £2.50 per bag to sell for £4.00.

Members agreed that £4.00 seemed too much money to charge and that it be suggested to the Daffodil Line that the Council do not have currently have a policy on purchasing items for sale in the Council offices/TIC, however the Council would be willing to sell the bags at the recommended retail price of £4.00 on behalf of the Daffodil Line and for each bag sold the Council would pay the Daffodil Line £2.50, and that this be undertaken on a sale or return basis.

RECOMMENDATION:

That the Town Council offer to sell the Daffodil Line tote bags in the Tourist Information Centre for £2.50 on a sale or return basis, with no initial purchasing outlay to the Council.

P11. PLANNING CONSULTATIONS

i. Planning Application No. 230954

Proposed extension to side and rear of property – 4 Beggars Ash Cottages, Beggars Ash, Wellington Heath, Ledbury, Herefordshire, HR8 1LN

RESOLVED:

No objections.

ii. Planning Application No. 230959

Proposal to extend existing bungalow, including replacement garage. Extension to include rooms in roof and roof realignment – Brambles, Orchard Lane, Ledbury, Herefordshire, HR8 1DQ

RESOLVED:

No objections.

iii. Planning Application No. 230987

Proposed change of use and conversion of the former Methodist Chapel to a restaurant and associated managers flat – Methodist Church, The Homend, Ledbury, Herefordshire, HR8 1BP

RESOLVED:

No objections subject to the Severn Trent's comments regarding the drainage is complied with and to consider disabled access.

iv. Planning Application No. 231059

Proposed installation of a double electric vehicle charge point between 2 parking bays in the Bye Street long stay public car park – Bye Street Long Stay Car Park, Bye Street, Ledbury, HR8 2AA

RESOLVED:

No objections.

v. Planning Application No. 231205

**T1 Acacia tree, fell to as near ground level as possible –
Priory Lodge, Worcester Road, Ledbury, Herefordshire, HR8
1PL**

RESOLVED:

No objections.

P12. TABLED APPLICATIONS

RESOLVED:

a. Planning Application No. 223248

**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**

Members were reminded that they had previously objected to this
planning application in January due to the density and the height
of the building. It was felt that this application does not comply
with the Neighbourhood Development Plan in terms of ecology.

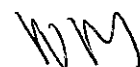
Councillor Howells agreed to send the Clerk the references from
the Neighbourhood Development Plan to provide Herefordshire
Council with when objecting to this planning application.

RESOLVED:

**Objection on the grounds that this application does not
comply with the Neighbourhood Development Plan.**

**P13. PLANNING APPLICATION P230582/FH – LETTER FROM LOCAL
RESIDENT**

Members discussed that Ledbury Town Council had already responded
to this planning application with no objections. It was noted that this
application had been approved, and therefore the only course of action
open to the author is via the appeal process.



RESOLVED:

That the Clerk write to the resident and advise that as this planning application has been approved, their only course of action would be via the appeals process.

P14. PLANNING DECISIONS

RESOLVED:

That the Planning Decisions document was received and noted.

P15. UPDATE ON OUTCOME OF NEIGHBOURHOOD DEVELOPMENT PLAN REFERENDUM AND NEXT STEPS TO ADOPTION

The Chair of the Neighbourhood Development Plan gave a verbal update to members of the Planning, Economy & Tourism Committee.

RESOLVED:

That the update on the outcome of the Neighbourhood Development Plan Referendum and next steps to adoption be received and noted.

P16. BEYOND THE HILLS CP – NEWS UPDATE APRIL 2023

RESOLVED:

That the Beyond the Hills CP news update for April 2023 be received with thanks.

P17. TRAFFIC REGULATION ORDER SCHEME PROPOSALS

- i. Proposed Extension to the existing 40mph Speed Limit on Bromyard Road B4212, Ledbury, Herefordshire**
- ii. Proposed Extension to the existing 30mph Speed Limit on New Street & Existing 40 Mph Speed Limit On Leadon Way, Ledbury, Herefordshire**

RESOLVED:

That the Clerk notify the Herefordshire Officer that Ledbury Town Council have no comment to make at this time, but that the Traffic Management Report will be sent to Herefordshire Council with views on speed limits across the town to be reviewed once completed.



P18. TRAFFIC MANAGEMENT WORKING PARTY REPORT

The Chair of the Planning, Economy & Tourism Committee thanked Councillor Howells for providing a very detailed Traffic Management Working Party report.

It was suggested that an executive summary be included at the front of this report so that it is clearly stated, and recommendations be listed here.

It was suggested that the final version of this report be completed for the next Planning, Economy & Tourism Committee meeting on Thursday, 8 June 2023. This can then be put out on the website and to the local press to ask residents if they support it.

RESOLVED:

That the final version of the Traffic Management Working Party report be brought to the next Planning, Economy & Tourism Committee Meeting on Thursday, 8 June 2023, and that in the meantime a copy be provided to all Members for consideration at the Full Council meeting scheduled for 25 June.

P19. SECTION 106

RESOLVED:

That it was noted that due to the recent local elections, no Section 106 meetings had been held.

P20. DATE OF NEXT MEETING

To note that the date of the next meeting of the Economy, Planning & Tourism Committee is scheduled for 8 June 2023.

The meeting ended at 8:30pm.

Signed
(Chair)
Dated 09/08/2023

