



LEDBURY TOWN COUNCIL

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3 February 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, 9 February 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 12 January 2023 (5 minutes) (Pages 4374-4382)
5. To review the Action Sheet (5 minutes) (Pages 4383-4386)

ECONOMY

6. Opening Hours of food venues in Ledbury (5 minutes) (Pages 4387-4389)

TOURISM

7. Tear off Maps for TIC (10 Minutes) (Pages 4390-4396)
8. Notes of the Tourism Task & Finish meeting held on 30 January 2023 (10 minutes) (Pages 4397-4401)

PLANNING

9. Planning Consultations (15 minutes)

	Application Number	Deadline for comments/ determination	Application details
.1	<u>224249</u>	Comments by 09.02.2023 Determination date - 13.02.2023	Proposed change of use from Commercial (Class E) to Residential (Class C3) – Commercial Unit, Part of 24 High Street, Ledbury, Herefordshire, HR8
9.2	<u>230170</u>	Comments by 23.02.2023 Determination date – 13.03.2023	Proposed change of use from ground floor offices o self-contained two bed apartment – Lanark House, 17 New Street,

			Ledbury, Herefordshire, HR8 2DX
9.3	<u>230172</u>	Comments by 23.02.2023 Determination date – 13.03.2023	Proposed change of use from ground floor offices to self-contained two bed apartment – Lanark House, 17 New Street, Ledbury, Herefordshire, HR8 2DX - LISTED BUILDING CONSENT
9.4	222107	Comments by 24.02.2023 Determination date – unavailable at the time of agenda preparation	Approval of reserved matters relating to layout, scale, external appearance and landscaping (pursuant to outline planning permission appeal ref: APP/W1850/20/3244410 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

- 10. Tabled Applications** (If any)
(applications received after agenda despatch where deadline dates for comments are earlier than the next committee meeting)
- 11. Planning Decisions** (Pages 4402-4407)
(5 minutes)
- 12. Notes of a meeting between Vistry Homes and residents of Spring Grove, Jubilee Close and Shepherds Close** (Pages 4408-4409)
(For information only)
- 13. Section 106 (Standing item)** (Pages 4410-4411)
(10 Minutes)
- a. **Notification of Section 106 Payments received by Hereford Council**
(5 minutes)
 - b. **S106 Funding for Ledbury as at 22 November 2023**

14. Date of next meeting

To note that the date of the next meeting of the Planning, Economy & Tourism Committee is scheduled for 9 March 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 PLANNING, ECONOMY & TOURISM
COMMITTEE
HELD ON 12 JANUARY 2023**

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

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

P711. APOLOGIES FOR ABSENCE

Apologies were received from Councillors Harvey and Manns.

**P712. DECLARATIONS OF INTEREST AND WRITTEN REQUESTS FOR
DISPENSATIONS**

Councillor Sims declared a pecuniary 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 step out of the meeting when this item was to be discussed.

P713. PUBLIC PARTICIPATION

RESOLVED:

No members of the public were present.

**P714. TO APPROVE AND SIGN THE MINUTES OF THE ECONOMY, PLANNING &
TOURISM COMMITTEE MEETING HELD ON 8 DECEMBER 2022**

Councillor Hughes proposed that the minutes of the Planning, Economy & Tourism Committee meeting held on 8 December 2022 be approved and signed as a correct record. Councillor Bannister seconded the motion, and all members were in favour.

RESOLVED:

That the minutes of the Planning, Economy & Tourism Committee meeting held on 8 December 2022 be approved and signed as a correct record.

P715. TO REVIEW THE ACTION SHEET

P696(1) – The Clerk informed members that she had notified Eat, Sleep, Live Hereford that their proposal was not accepted but that the Council will continue to work with and promote Visit Herefordshire.

P696(2) – Councillor Sims informed members that he had handed out questionnaires to all local businesses in town regarding the Task & Finish group that would be set up to brainstorm ideas to boost marketing in the town. These questionnaires once completed, will be handed into the Town Council Offices. The Task & Finish Group is set to take place on Monday, 30 January 2023 at 5:30pm to allow businesses to attend after closing hours. The location of this meeting will be subject to the number of responses received back.

P699-10.3(1) – The Clerk informed members that she had received a response from the letter that she had sent to Herefordshire Council Planning Department regarding **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 discussed their disappointment with how this letter and their requests within it had been ignored by Herefordshire Council, noting that this application had been approved. Councillor Hughes suggested looking to the Ward Councillors for support on conveying a message to Herefordshire Council of why the requests made by Ledbury Town Council were ignored. Councillor Bradford agreed commented that this seemed to have become a regular occurrence when writing to the Planning Department.

It was suggested that the Town Clerk should draft a follow up letter to Herefordshire Council regarding these matters and copy in all Ward Councillors. Councillor Shields suggested looking into the Ombudsman, with a view to making a formal complaint about how planning comments from Ledbury Town council are being dealt with by Hereford Council, and to ask them to review this application as there seems to be a systematic problem in the way Herefordshire Council makes decisions on planning applications. Councillor Shields asked members whether a general complaint would be made to Herefordshire Council's Planning Department or just a complaint regarding this specific planning application. She informed members that it would be beneficial to find out the correct process of doing so first. Councillor Howells stated that he believed the majority of planning applications were retrospective due to staff shortages in their department. Members of the committee concluded that a recommendation should be made that the first step would be to write to Herefordshire Council and copy in all Ward Councillors and then explore how to register a complaint. All members were in favour of this.

P699-10.3(2) – The Clerk informed members that she had written a letter to Leadon Bank residents to inform them of planning application no. 223445. There was no response to this letter.

P700(2) – The Clerk informed members that she had contacted the case officer about planning application no. 192361 but had received no response.

RESOLVED:

1. That the action sheet was received and noted.

RECOMMENDATIONS:

1. That the Clerk draft a letter to Herefordshire Council's Planning Department regarding application no. 223445 to query why Ledbury Town Council's requests were ignored and that the planning application went on to be approved. Ward Councillors will be copied into this letter.
2. That the correct process be explored of how to register a complaint in respect of how Parish Council comments are being dealt with by Herefordshire Council's Planning Department.

P716. MINUTES OF A MEETING OF THE LEDBURY MARKET TOWN INITIATIVE PLAN (MTIP) HELD ON 7 DECEMBER 2022

Councillor Morris advised members that a Zoom meeting had been held about the Ledbury Market Town Initiative Plan (MTIP), noting that it is good to know that Hereford Council Acting Service Director of Economy and Place and the Senior Policy and Funding Officer at Herefordshire Council are wanting to contribute to improving Ledbury Town.

RESOLVED:

That the minutes of a meeting of the Ledbury Market Town Initiative Plan (MTIP) held on 7 December 2022 were received and noted.

P717. MINUTES OF A MEETING OF THE MARKETS WORKING PARTY HELD ON 9 JANUARY 2023

Councillor Bradford commented that on the previous Tuesday there were hardly any traders on the Charter Market and that Ledbury Town Council need to be conscious of this as there could be a possibility of losing the Charter Market if there aren't enough traders.

RESOLVED:

1. That the minutes of a meeting of the Markets Working Party held on 9 January 2023 were received and noted.
2. That the Clerk investigate whether the Market Charter could be withdrawn if the Charter Market does not attract more traders on a Tuesday.

Councillor Sims left the room at 7:18pm.

P718. REQUEST FOR SIGNAGE IN LEDBURY

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

RESOLVED:

That the Clerk and Committee Chair be authorised 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 it also be investigated the possible funding streams for this type of project be accepted.

Councillor Sims returned to the meeting at 7:21pm.

P719. PLANNING CONSULTATIONS

1.1 Planning Application No. 223476

Conversion of portal barn to single dwelling – Portal Barn, Upper Mitchell Farm, Ledbury, Herefordshire, HR8 1JF

RESOLVED:

No objections.

1.2 Planning Application No. 223556

Proposed side extension to form kitchen/dining, wet room and porch – 126 Biddulph Way, Ledbury, Herefordshire, HR8 2XL

RESOLVED:

No objections.

1.3 Planning Application No. 223742

Replacement main entrance door – Masefield Solicitors Office, Worcester Road, Ledbury, Herefordshire, HR8 1PN

RESOLVED:

No objections.

4377

1.4 Planning Application No. 223855

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

RESOLVED:

No objections.

1.5 Planning Application No. 223856 – LISTED BUILDING CONSENT

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

RESOLVED:

No objections.

1.6 Planning Application No. 223921

Proposed dwelling – Land to the rear of 8A High Street, Ledbury, Herefordshire, HR8 1DS

RESOLVED:

Object on the grounds that Ledbury Town Council that this application will result in the over development within a conservation area.

1.7 Planning Application No. 223944

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

RESOLVED:

No objections.

A378

1.8 Planning Application No. 223968

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

RESOLVED:

No objections.

1.9 Planning Application No. 223969 – LISTED BUILDING CONSENT

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

RESOLVED:

No objections.

1.10 Planning Application No. 223996

Proposed floor extension and porch with internal alterations – 15 Martins Way, Ledbury, Herefordshire, HR8 2XW

RESOLVED:

No objections.

1.11 Planning Application No. 224095

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 x2 (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

RESOLVED:

No objections.

4379

1.12 Planning Application No. 224127

Proposed single storey side extension – Ivory House, 51 Hallwood Drive, Ledbury, Herefordshire, HR8 2FY

RESOLVED:

No objections.

Members discussed the consultation periods on these applications and whether they were making comment on applications that had already been determined. Councillor Bannister proposed that now the meetings are being held in the Council Offices could a projector and screen be used to view applications at future meetings and could the Clerk provide 'tabled' applications to these meetings to ensure that all applications are considered at the earliest time to avoid missing deadline dates for comments. All members were in favour of this.

RESOLVED:

That at future planning meetings a projector and screen will be used to view planning applications and the Clerk will provide 'tabled' applications of an applications received between the time of sending out the agenda pack and the meetings.

P720. PLANNING DECISIONS

RESOLVED:

That the planning decisions document be received and noted.

P721. TREE PRESERVATION ORDER NO. 664 – LAND BETWEEN LEADON WAY AND AMCOR

RESOLVED:

That the tree preservation order no. 664 – land between Leadon Way and Amcor item be received and noted.

P722. SECTION 106 (STANDING ITEM)

The Clerk informed members that all Councillors are welcome to attend Section 106 meetings.

Councillor Sims asked for an update on what money is waiting to be used from the Section 106 fund. The Clerk advised she would request an up-to-date copy. Councillor Howells informed members that there is a specific spreadsheet for Ledbury and asked if this could be brought to the next Planning meeting.

4380

RESOLVED:

1. That the Clerk request an up-to-date copy of the Ledbury S106 spreadsheet, detailing what money is waiting to be used and for what, and that this be provided at the next Planning Committee meeting.

P723. CYCLE STOARGE HAWKRISE ESTATE, LEDBURY

Councillor Sims updated members that the Ledbury Refugee Support Group had been advised that there was no outdoor storage for the houses in Hawkrise Estate for things such as bikes etc. The Refugee Support group helped to build one shelter for this, but stopped once they were advised by Bella Johnson that the 2017 planning decision notice stated that *"No dwelling in any phase shall be occupied in any phase shall be occupied unless and until related provision for off-road car and cycle parking/storage has been provided in accordance with details that shall previously have been submitted to and approved in writing by Appeal Decision APP/W/15/3009456 35 the local planning authority."*

Members discussed how Ledbury Town Council could help to support this to be enforced, noting that many of the houses have already been occupied ahead of the outdoor storage being provided. It was suggested that a letter be written to the developers, Enforcement Officers and the Chief Executive and Planning Officers to investigate sorting this issue.

RESOLVED:

1. That a letter of thanks be written to Bella Johnson regarding the discovery of the outdoor storage segment in the 2017 planning report.
2. That a letter be sent to the developers of Hawkrise Estate, enforcement officers and chief executive planning officers to investigate why there have been no outdoor storage built for these houses when it states in the report that this would be put in place before residents move into the properties.

P724. a. NEIGHBOURHOOD DEVELOPMENT PLAN WORKING PARTY (NDP)

- i. Update on examination progress
- 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

4381

Councillor Howells gave a verbal update on behalf of the Neighbourhood Development Plan Working Party.

RESOLVED:

That the update on the Neighbourhood Development Plan Working Party was received and noted.

b. TRAFFIC MANAGEMENT WORKING PARTY

Minutes of a meeting of the Traffic Management Working Party held on 12 December 2022 and 9 January 2023

Councillor Bannister suggested that three SIDs be purchased that can be permanently placed rather than having one that needs to be moved around. The Clerk informed members that there is £9,000 in the earmarked reserves for traffic management.

Councillor Sims asked how successful SID's are on collecting data and if this data can be looked at over a period of time. Councillor Bannister advised that it is possible to collect and analyse the data from the SID's on a monthly basis.

RESOLVED:

That the minutes of the Traffic Management Working Party held on 12 December 2022 and 9 January 2023 were received and noted.

P725. DATE OF NEXT MEETING

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

The meeting ended at 8:13pm.

Signed Dated
(Chair)

A382

Action Sheet November 2022

Minute No.	Action	To be Actioned by	Date Actioned	Comments	Status
P715(1)	That the Clerk draft a letter to Herefordshire Council's Planning Department regarding application no.223445 to query why Ledbury Town Council's requests were ignored and that the planning application went on to be approved. Ward Councillors will be copied into this letter.	TC	29.01.2023	Email sent to case officer with a request for a response prior to LTC February planning meeting	Response received - advised that whilst the response was provided prior to the date of decision it was not put added to the case file until 06.01.2023 - there was an issue with the application given when submitting comment via email, however this was addressed on 21.12.2022 in a phone call between case officer and TC. The determination date of this application was 28.12.2022, and due to the upcoming Christmas break the determination was made on 23.12.2022 (after the error had been identified and clarified)

Agenda Item
5

4383

P718	That the Clerk and Committee Chair be authorised 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 it also be investigated the possible funding streams for this type of project be accepted.	TC	Feb 2023	Meeting to be arranged - email sent 29.01.2023 to AB and BBLP asking for dates	meeting arranged for 09.02.2023
P719(1.6)	Ledbury Town Council objects to planning application no. 223921 (proposed dwelling, land to the rear of 8A High Street, Ledbury, Herefordshire, HR8 1DS) on the grounds that this application will result in the over development within a conservation area.	TC	13.01.2023	Response sent to planning officers via portal	Completed
P719(1.1 2)	That at future planning meetings a projector and screen will be used to view planning applications and the Clerk will provide 'tabled' applications of an applications received between the time of sending out the agenda pack and the meeting.	TC/minute taker	at all future meetings	Projector and screen to be provided at meetings - any additional planning applications received following despatch of agenda to be considered at future meetings as "Tabled Applications"	On-going
P722	That the Clerk request an up-to-date copy of the Ledbury S106 spreadsheet, detailing what money is waiting to be used and for what, and that this be provided at the next Planning Committee meeting.	TC	09.02.2023	Spreadsheet available	on agenda for consideration
P723(1)	That a letter of thanks be written to Bella Johnson regarding the discovery of the outdoor storage segment in the 2017 planning report.	TC	29.01.2023	Email sent to Bella Johnson	Completed

4385

P723(2)	That a letter be sent to the developers of Hawkrise Estate, enforcement officers and chief executive planning officers to investigate why there have been no outdoor storage built for these houses when it states in the report that this would be put in place before residents move into the properties.	TC	30.01.2023	Letter sent to all interested parties	Response awaited
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LEDBURY TOWN COUNCIL

OPENING HOURS OF FOOD VENUES IN LEDBURY	9 FEBRUARY 2023	AGENDA ITEM: 6
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Report prepared by Emma Jackson – Community Development Officer (Maternity Cover)

OPENING HOURS OF FOOD VENUES IN LEDBURY

Purpose of Report

The purpose of this report is to provide Members of the Planning, Economy, and Tourism Committee with details of the opening hours of food venues in Ledbury.

Detailed Information

At a meeting of the Painted Room Task and Finish Group on 10 November 2022, attendees asked that a report on the opening times of shops, cafes, and restaurants etc. in Ledbury be submitted to the Planning, Economy, and Tourism Committee.

The attached spreadsheet (Appendix A) details the opening times of food venues in Ledbury. Where possible, the listed organisations were contacted to verify their opening hours to ensure that the information provided would be correct at the time of compiling the report.

Members should note that opening hours are subject to change, and summer opening hours are likely to be longer. The spreadsheet will therefore probably merit a review every six months.

Recommendation

That members of the Planning, Economy and Tourism Committee note the contents of the report.

4387

		Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	
Cafe/Coffee House	The Malthouse	Closed	09.30 - 16.00	09.30 - 16.00	09.30 - 16.00	09.30 - 16.00	09.30 - 16.00	Closed	
	The New Market House Café & Grill (see also Restaurant)	10.00 - 16.00 (Last orders 15.00)	10.00 - 16.00 (Last orders 15.00)	10.00 - 16.00 (Last orders 15.00)	10.00 - 16.00 (Last orders 15.00)	10.00 - 16.00 (Last orders 15.00)	10.00 - 16.00 (Last orders 15.00)	12.00 - 16.00 (Last orders 15.00)	
	Handley Organics	Subject to confirmation 10.00 - 16.00 Monday to Saturday							Closed
Pub	Corner House Café & Ice-Cream Parlour	09.45 - 16.45 Closed	09.45 - 16.45 Closed	Closed	09.45 - 16.45 10.00 - 17.00	09.45 - 16.45 10.00 - 17.00	09.45 - 16.45 10.00 - 17.00	09.45 - 16.45 10.00 - 17.00	10.00 - 14.00
	Pot and Page (see also Restaurant)	Closed	Closed	10.00 - 15.00	10.00 - 15.00 (last orders 21.00)	10.00 - 15.00 (last orders 21.00)	10.00 - 15.00 (last orders 21.00)	10.00 - 15.00 (last orders 21.00)	10.00 - 14.00
	The Barn	From end of March - new hours to be confirmed including events programme							
	Coffee Number One	07.30 - 18.00	07.30 - 18.00	07.30 - 18.00	07.30 - 18.00	07.30 - 18.00	07.30 - 18.00	08.00 - 18.00	08.00 - 17.00
	The Ledberry (Wine Bar & Cocktails Evening)	10.00 - 16.00	10.00 - 16.00	10.00 - 16.00	10.00 - 16.00	10.00 - 16.00	10.00 - 16.00	10.00 - 16.00	10.00 - 16.00
	Janev's	10.00 - 17.00	10.00 - 17.00	10.00 - 17.00	10.00 - 17.00	10.00 - 17.00	10.00 - 17.00	10.00 - 17.00	10.00 - 17.00
	Chocotastic	09.00 - 16.00	09.00 - 16.00	09.00 - 16.00	09.00 - 16.00	09.00 - 16.00	09.00 - 16.00	09.00 - 16.00	closed
		09.30 - 17.00	09.30 - 17.00	09.30 - 17.00	09.30 - 17.00	09.30 - 17.00	09.30 - 17.00	09.30 - 17.00	closed
		The Prince of Wales	12.00 - 23.00 (Last Food orders 21.00)	12.00 - 23.00 (Last Food orders 21.00)	12.00 - 23.00 (Last Food orders 21.00)	12.00 - 23.00 (Last Food orders 21.00)	12.00 - 23.00 (Last Food orders 21.00)	12.00 - 23.00 (Last Food orders 21.00)	12.00 - 23.00 (Last Food orders 21.00)
Restaurant	The Horsehoe Inn	12.00 - 22.00 Food from 12.00 - 15.00 & 17.00 - 20.00	12.00 - 22.00 Food from 12.00 - 15.00 & 17.00 - 20.00	12.00 - 22.00 Food from 12.00 - 15.00 & 17.00 - 20.00	12.00 - 22.00 Food from 12.00 - 15.00 & 17.00 - 20.00	12.00 - 22.00 Food from 12.00 - 15.00 & 17.00 - 20.00	12.00 - 22.00 Food from 12.00 - 15.00 & 17.00 - 20.00	12.00 - 22.00 Food from 12.00 - 15.00 & 17.00 - 20.00	12.00 - 22.00 Food from 12.00 - 15.00 & 17.00 - 20.00
	The Retreat	11.00 - 22.00	11.00 - 22.00	11.00 - 22.00	11.00 - 22.00	11.00 - 22.00	11.00 - 22.00	11.00 - 22.00	11.00 - 22.00
		12.00 - 23.00	12.00 - 23.00	12.00 - 23.00	12.00 - 23.00	12.00 - 23.00	12.00 - 23.00	12.00 - 23.00	12.00 - 23.00
	The Brewery Inn	Food 12.00 - 16.00 & 18.00 - 22.00 Closed Winter	Food 12.00 - 16.00 & 18.00 - 22.00 Closed Winter	Food 12.00 - 16.00 & 18.00 - 22.00 Closed Winter	Food 12.00 - 16.00 & 18.00 - 22.00 Closed Winter	Food 12.00 - 16.00 & 18.00 - 22.00 Closed Winter	Food 12.00 - 16.00 & 18.00 - 22.00 Closed Winter	Food 12.00 - 16.00 & 18.00 - 22.00 Closed Winter	Food 12.00 - 16.00 & 18.00 - 22.00 Closed Winter
		12.00 - 19.00	12.00 - 19.00	12.00 - 19.00	12.00 - 19.00	12.00 - 19.00	12.00 - 19.00	12.00 - 19.00	12.00 - 19.00
	The Full Pitcher	Food Served During Opening Hours / Hours Subject to variation							
		The Olive Tree	17.30 - 21.00	17.30 - 21.00	17.30 - 21.00	17.30 - 21.00	17.30 - 21.00	17.30 - 21.00	12.00 - 14.30 & 17.30 - 21.00
		The Market House Grill	See above	See above	See above	Bookings Only	18.00 - 21.00	18.00 - 21.00	Sunday Lunch 12.00 - 16.00 (last orders 15.00)
	Hotel	Ledbury Grill	Closed	15.00 - 22.30	15.00 - 22.30	15.00 - 22.30	15.00 - 22.30	15.00 - 22.30	15.00 - 22.30
Raduni		18.00 - 23.00	18.00 - 23.00	18.00 - 23.00	18.00 - 23.00	18.00 - 23.00	18.00 - 23.00	18.00 - 23.00	
Sitara		17.30 - 22.00	17.30 - 22.00	17.30 - 22.00	17.30 - 22.00	17.30 - 22.00	17.30 - 22.00	17.30 - 22.00	
33 The Homend		Closed	Closed	Closed	18.00 - 21.00	18.00 - 21.00	18.00 - 21.00	Closed	
		Closed	Closed	10.00 - 15.00	10.00 - 22.00 (last orders 21.00)	10.00 - 22.00 (last orders 21.00)	10.00 - 22.00 (last orders 21.00)	10.00 - 22.00 (last orders 21.00)	10.00 - 14.00
Pot & Page (also Café)		Closed	Closed	08.00 - 22.30 Service 08.30 - 14.30 & 18.00 - 21.00	08.00 - 22.30 Service 08.30 - 14.30 & 18.00 - 21.00	08.00 - 22.30 Service 08.30 - 14.30 & 18.00 - 21.00	08.00 - 22.30 Service 08.30 - 14.30 & 18.00 - 21.00	08.00 - 22.30 Service 08.30 - 14.30 & 18.00 - 21.00	08.00 - 22.30 Service 08.30 - 14.30 & 18.00 - 21.00
		The Feathers	08.00 - 23.00 08.00 - 10.00 12.00 - 15.00 17.30 - 21.00	08.00 - 23.00 08.00 - 10.00 12.00 - 15.00 17.30 - 21.00	08.00 - 23.00 08.00 - 10.00 12.00 - 15.00 17.30 - 21.00	08.00 - 23.00 08.00 - 10.00 12.00 - 15.00 17.30 - 21.00	08.00 - 23.00 08.00 - 10.00 12.00 - 15.00 17.30 - 21.00	08.00 - 23.00 08.00 - 10.00 12.00 - 15.00 17.30 - 21.00	08.00 - 23.00 08.00 - 10.00 12.00 - 15.00 17.30 - 21.00
		The Talbot	11.00 - 23.00 12.00 - 14.45 17.30 - 21.00	11.00 - 23.00 12.00 - 14.45 17.30 - 21.00	11.00 - 23.00 12.00 - 14.45 17.30 - 21.00	11.00 - 23.00 12.00 - 14.45 17.30 - 21.00	11.00 - 23.00 12.00 - 14.45 17.30 - 21.00	11.00 - 23.00 12.00 - 14.45 17.30 - 21.00	09.00 - 23.00 Breakfast 09.00 - 11.30 Lunch & Dinner 12.00 - 21.00
		The Seven Stars	11.00 - 23.00 12.00 - 14.45 17.30 - 21.00	11.00 - 23.00 12.00 - 14.45 17.30 - 21.00	11.00 - 23.00 12.00 - 14.45 17.30 - 21.00	11.00 - 23.00 12.00 - 14.45 17.30 - 21.00	11.00 - 23.00 12.00 - 14.45 17.30 - 21.00	11.00 - 23.00 12.00 - 14.45 17.30 - 21.00	09.00 - 23.00 Breakfast 09.00 - 11.30 Lunch & Dinner 12.00 - 21.00

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PLANNING, ECONOMY & TOURISM COMMITTEE	9 JANUARY 2023	AGENDA ITEM: 7
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Report prepared by Angela Price – Town Clerk

TEAR OFF MAPS FOR TIC

Purpose of Report

The purpose of this report is to ask Members to give consideration as to whether officers should continue with the purchase of tear-off maps due to not being able to complete this project within the Great Places to Visit timeline.

Detailed Information

It had previously been agreed, via the Grants Working Party, to commission a tear-off map for use in the TIC to be paid for via the Great Places to Visit fund. The design of the map had been agreed and a company appointed to provide this but with no further progress made.

Unfortunately, this project was not progressed sufficiently to meet the deadline of the of the Great Places to Visit Funding and therefore Members need to consider whether they wish to continue with this at the expense of Ledbury Town Council.

The proposal from the chosen company is attached for Members consideration. it should be noted that it is only the tear-off map element that has been agreed, the interactive on-line version was considered.

Financial Implications

The attached information indicates a cost as follows:

Guaranteed cost

Design and artwork	£2,100
Printing and delivery of 500 maps	<u>£ 425</u>
Guaranteed cost	<u>£2,525</u>

Potential additional costs

Site visit (if required)	£ 175
Additional illustrations (if requested)	<u>£ 90 each</u>
Total	<u>£ 265</u>

Therefore, the total potential cost for the production of 500 tear off maps is c. £3,000. There are funds within the 2022/23 budget in the sum of £5,000 for Tourism/Town Plan Projects, which could be identified to fund the production of the tear-off maps if Members wish to recommend to the Finance, Policy & General Purposes Committee to proceed with this project.

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Recommendation

Members are requested to give consideration to the aforementioned information and decide whether:

1. To continue with the production of 500 tear-off visitor maps at a cost of c £3,000.
2. That if 1 above is agreed to make a recommendation to the Finance, Policy & General Purposes Committee that the maps be funded from the Tourism/Town Plan Projects budget line from within the 2022/23 budget.
3. That if 1 above is agreed officers be authorised to instruct Lovell Johns to proceed with the production of the tear-off map with an anticipated completion in the 2022/23 financial year.



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**Proposal for Illustrated Tear-off Map and Interactive version
for Ledbury Town Council**

Reference Q19856Aac

27th January 2023

For the attention of:

Emma Jackson / Olivia Trueman
Community Development Officer
Ledbury Town Council
cdo@ledburytowncouncil.gov.uk

Submitted by:

Symon Porteous
Business Development Manager
Lovell Johns Ltd
Tel: 01993 883161
symon.porteous@lovelljohns.com

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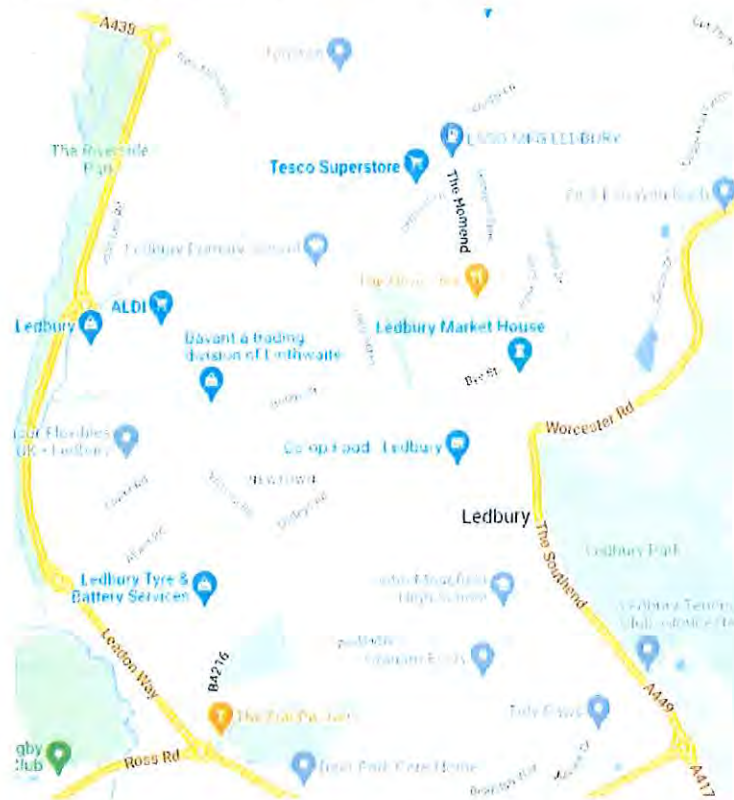
Introduction

This document is confirmation of the discussions to date and a quotation for the development of a new mapping resource for Ledbury Town Council. Throughout the enquiry process, members of our cartographic design team have been closely involved and a suitably experienced senior cartographer would be the key contact for the Council throughout development.

Proposal

We shall produce an illustrated map to work at A3 print size. We shall lay-up text and images, to be supplied by the client, for the reverse of the A3 map. From the approved artwork, we shall also print and deliver the double-sided A3 tear-off pad maps.

The map design shall be in the agreed water colour style (referenced later) as used for other visitor destinations such as Ross on Wye. The map shall feature the (provisional) list of 12 illustrations provided by Emma Jackson 26th January and cover the approximate area shown below:



This style of map is simplified in its' level of detail rather than showing every building. The artwork is hand-drawn then painted in watercolours. As this style is a watercolour we have allowed for 2 proof stages:

1. An initial rough black and white line sketch for approval of the coverage, angle, key features etc.
2. Then a full black and white drawing for final approval.

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From stage 2 the watercolour artwork will be completed and digital files created, from which stage there are no changes permitted without further costs being applied.

From these files we create the tear-off pad for printing.

Pricing

Map design and A3 tear off pad artwork design - £2,100.00
Printing and delivery of 500 tear off maps (10 pad x 50 maps) - £425.00
Site visit if requested £175.00
Additional illustrations if requested £90.00 each.

As discussed with Emma, we also produce interactive online versions of such maps in-house, as per these examples below:

mapsinteractive.co.uk/silverlake/
<https://www.explorebuttecounty.com/oroville/interactive-map>

Price £1,375.00 then £600.00 p.a. from year for Hosting and Maintenance (not updates).

Prices are valid for 30 days and exclude VAT.
Payment terms to be agreed.

Lead time

Currently we need around 8-10 weeks for completion of the mapping and delivery of tear-off pads. Then 2-3 weeks for the interactive version.

Should you have any questions regarding any aspect of this proposal please do not hesitate to contact me.

Best regards
Symon

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www.lovelljohns.com sales@lovelljohns.com +44 (0)1993 883 161

Lovell Johns Ltd, 10 Hanborough Business Park, Long Hanborough, Oxfordshire OX29 8RU, United Kingdom

Directors: D P Stephens (Managing Director) E Murray (Sales and Marketing Director) Founded in 1865 by W H Johns OBE (1914-1993) Registered in England No 1214692



ROSS-ON-WYE - the birthplace of

While you're here:

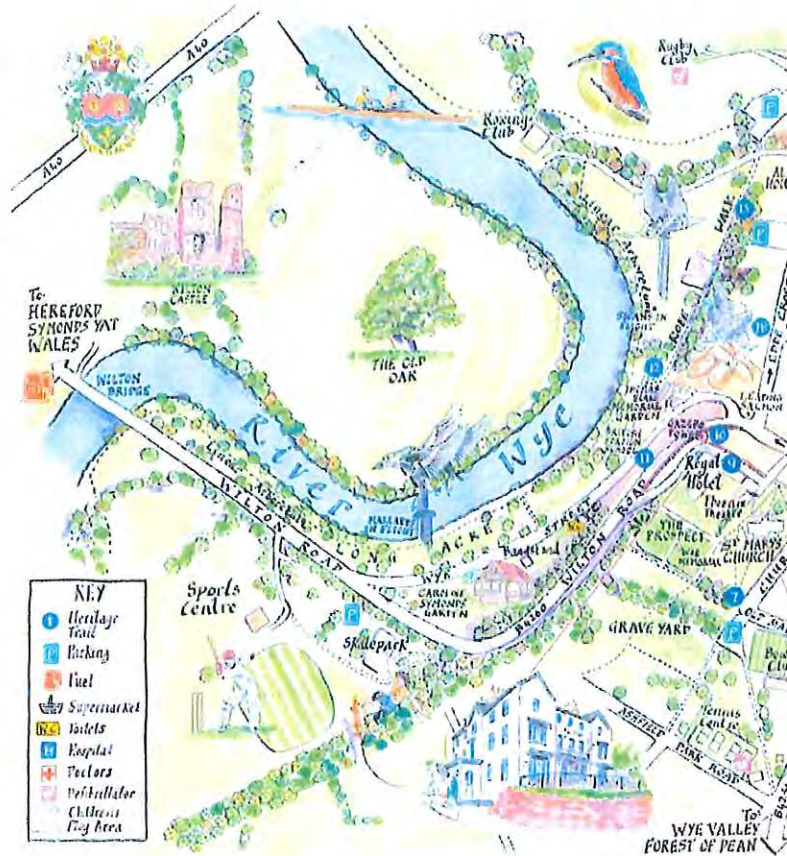
- Visit the historic Market House, one of the oldest buildings in the town of Ross built between 1659 and 1664, and the Made in Ross gallery upstairs, showcasing a wide range of locally made arts and crafts.
- Walk up to St Mary's Church with its 205 foot high spire and Dial to the Porcup for breathtaking views over the River Wye.
- Follow the two mile blue plaque Heritage Trail around town and learn about key sites of historical and architectural interest. Maps available online at rossonwye.com
- The Market Square hosts weekly markets on Thursdays and Saturdays where you can buy a range of gifts, flowers, food and drink.
- Discover the independent shops which taking a tour of the town's Heritage Trail, a unique collection of vintage, retro and antique shops.
- Stroll along the river's Linear Allotment with some 120 more stretching a mile from the Rope Walk to Wilton Bridge.
- Local supplier Wilton's Fish's three metal sculptures depicting salmon, trout and mallards can be found at the top of Wye Street and on the riverbank.
- The town's innovative Museum Without Walls uses augmented reality to bring back lost aspects of our town's past - use your smartphone or tablet to download the free app or scan the following QR code.



- For more information on eating out, activities and shopping, log on to rossonwye.com



- Ross on Wye Town Council's offers can be contacted on 01589 562173, Monday to Friday from 9.30am-1pm or visit our website at www.rossonwye.gov.uk

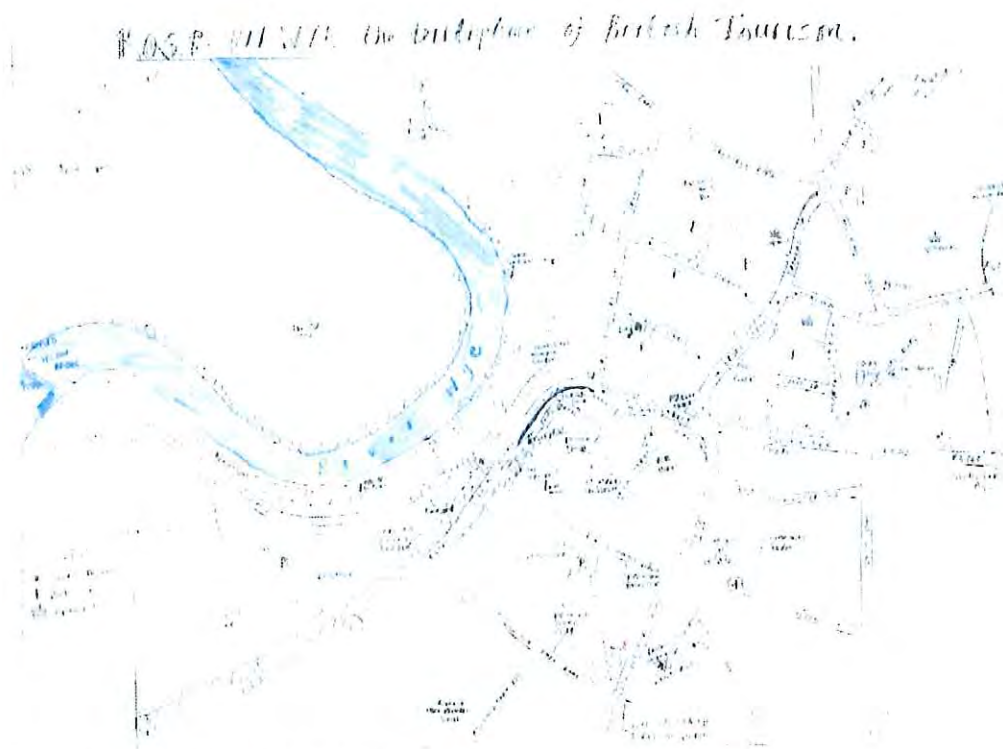


Proposed water colour map design

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Example of initial sketch for client review



Heritage Trail map with useful reference for key illustrations.

End of document

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Agenda Item
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LEDBURY TOWN COUNCIL
TASK & FINISH GROUP MEETING
ON
THE FUTURE OF TOURISM IN LEDBURY

Held on Monday 30 January 2023 at 5.30 p.m. in the Town Council Offices

Present: Councillors Sims (in the chair), Morris, and Shields
Mr P Arscott, Ms Becky Shaw, Ms E Jackson, Ms C Handley, Mr M Lister

Also Present: Ms A Price, Town Clerk

Apologies for absence: Ms S Mckechnie

Councillor Sims welcomed everyone and explained that this meeting was set up on behalf of the Town Council's Planning, Economy and Tourism Committee (PET) to discuss the items on the agenda with representatives of organisations and businesses in the town. The agenda items had been put forward by the organisations and businesses.

The meeting would make recommendations back to PET for consideration.

Transport

1. **Parking:** The Clerk advised that parking comes under the authority of Hereford Council. Cost was discussed and it was generally felt that 50p per hour was reasonable, but that the car parks where this applies are not well signposted. The differential pricing was not obvious.

Any signage would have to be agreed with Hereford Council and Balfour Beatty and would be a charge on the Town Council.

There had been an exercise some years ago looking at costing and it would be difficult to get any changes. The Clerk confirmed that free parking was granted on one day a year. Any additional free days would be a charge on the Council (at a rate of £1000 per day).

It was noted being able to pay for parking by Card payment facilities was beneficial.

There were regular problems on Tuesdays and Saturdays with the markets. Drivers were getting tickets when parking in the market spaces, even when there were no market traders. It was pointed out that the signs explaining the restrictions were not big enough. The Clerk advised that changes would require the TRO (traffic regulation order) to be amended and that Hereford Council were not prepared to do this.

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Recommendations to PET:

- a. **Review signage for car parks including signs at the entrances to the town.**
- b. **Consider ways to avoid drivers getting parking tickets on market days when the 'market' spaces are not being used.**

2. Public Transport:

Councillor Sims advised that the Town Council had pledged funding for a community bus to reinstate the route to Gloucester. Work on setting up this route was progressing.

Points discussed included: a central information point that can have links on the web; there was no scope for a Park and Ride scheme; that the bus route from the station should be highlighted.

It was noted that Rail and Bus for Herefordshire have produced and maintain a printed timetable which is available from the Town Council offices.

Facilities

3. Public Toilets:

The Clerk outlined the history of the management of the two blocks of toilets in the town. Those in Church Lane are maintained by Herefordshire Council. Those just off Bye Street are maintained by Love Ledbury who have for some time had problems with cleaning the facilities. These toilets had been open between 8 a.m. and 6 p.m. last summer as a result of some help with funding from the Town Council. Love Ledbury are drawing up a proposal to enable the Town Council to take over maintenance of the toilets but there is no time scale on this.

It was felt that the hours of opening should coincide with the hours of car park charging, i.e., 8 a.m. to 6 p.m. It was also felt that better signage was needed for the toilets in Church Street.

The question of toilets on the Recreation Ground was raised. The Clerk advised that there was a potential solution with the Community Hall but that nothing had been agreed yet, so no details were available. Portable toilets were also considered but rejected because of cost and the difficulties in cleaning/maintaining them.

Recommendations to PET:

- a. **Encourage Love Ledbury to put forward plans as soon as possible.**
- b. **Advise on signage after the meeting scheduled with Balfour Beatty.**

4. Tourist Information Centre (TIC):

Having the TIC in the Town Council offices was still in its early stages and the reception area was being redesigned. There was a need for guides for the Painted Room and the job would in future include cover for the TIC. This would allow for Saturday opening, but the facility would still be closed on a Sunday.

It was felt that the essential hours are 10 a.m. to 6 p.m. 7 days a week. Whilst a touch screen might be possible in the future, it was felt that information needed to be available when the TIC was closed. Discussion covered what information needed to be available and how this might be achieved, e.g. information in the window, leaflets in a waterproof holder, the QR code which links with Visit Herefordshire, and printed maps. It was felt that the Visit Herefordshire web site promotes Ledbury well and a Ledbury specific site is not needed.

It was felt that accommodation tends to be researched in advance of tourists arriving in the town. Therefore information was needed on where to eat, what to see and what to do. This would need to be updated regularly.

The Clerk advised that the most common requests for information were for maps for walking and cycling routes, bus and train timetables and what there is to see in and around Ledbury. In response, tourists were given the 'Red Map' and the map printed by Rail and Bus for Herefordshire.

It was noted that the heritage sites were aiming to get together to draw up a heritage route.

The Clerk described pocket sized maps produced by specialist companies for other towns. These usually had a map on one side and a list of such things as businesses, car parks, toilets etc on the other. These maps could be funded by advertisements or directly by traders.

Discussion moved on to what should be sold in the TIC. The consensus was that this should be examples of local crafts and works of art, high end, and poetry themed. The possibility of linking with the Weavers Gallery was noted.

Recommendations to PET:

- a. Investigate options for producing a pocket-sized map of the town.**
- b. Consider selling goods through the TIC which are Ledbury specific, high-end arts and crafts which are poetry themed and produced locally.**
- c. In considering hours of opening for the TIC, recognise that Saturday is a key day all the year round.**

- d. Recognise that Visit Herefordshire is a good site which promotes Ledbury well and that a Ledbury specific site is not needed.**

Events

5. Attracting Market Stallholders:

It was noted that there is a Market Working Party.

The Clerk outlined the efforts the team were making to increase the number of stallholders. She pointed out that markets are dying but Ledbury is bucking the trend. Bookings were particularly good when the market coincides with an event, e.g., the pitches are fully booked for World Book Day.

6. Ledbury - a Poetry Town:

Ms Shaw outlined the publicity undertaken by the Poetry Festival and confirmed that she would send the Clerk a link to a short film. She went on to suggest developing a poetry trail; using the Ledbury Poetry hashtag for publicity; and asking traders to use paper bags and receipts with poetry printed on them. In addition, the community bus could have poetry displayed. These kinds of approaches would mean that poetry becomes Ledbury's brand.

Mr Arscott outlined the concept of cultural tourism. He explained its impact on 'bed nights' which on average were 38% higher in areas of cultural tourism than in areas of general tourism.

There was discussion about poetry as Ledbury's 'USP' (unique selling point).

Recommendation to PET:

- a. That the Town Council works with organisations and businesses in the town to develop a USP of poetry for Ledbury.**

Communication

7. Marketing the town:

It was noted that Visit Herefordshire is run by Herefordshire BID (Business Improvement District). They have a five-year plan which is starting with data collection. There is a need for a short-term marketing plan for the town until the data is available.

It was noted that Visit Herefordshire serves Ledbury well as our online presence. However, there is a gap with social media. The council uses Facebook and Twitter but not Instagram, which it was felt is the way forward and appeals to a younger demographic. It was also noted that the council needs to remain open to future social media developments and flexible enough to see how they can be used to advantage.

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It was suggested that once the council offices have been redesigned to take into account the TIC and an additional member of staff employed to assist with the day-to-day running of the TIC, this role should include the marketing of the town on social media and other areas.

The Clerk described the authorising procedures that need to be followed. It was recognised that any system needed a scheduling facility to enable this authorising process to take place.

Recommendation to PET:

- a. **Open an Instagram account as a priority.**
- b. **Develop a process to make best use of social media , including guidelines for the drawing up of contributions.**

8. Communications between Organisations/Businesses and the Council:

The time pressures around this for all concerned were discussed. It was noted that organisations/businesses could make presentations to Full Council for half an hour before scheduled Full Council meetings. It was also noted that organisations/businesses could attend PET Committee meetings. A further option was for the Council to have an 'Outside Body Representative' attend meetings of organisations.

The Clerk gave as an example the Small Business Saturday to be held in December. She pointed out that planning should start now or very soon but to do this needed good communication with businesses/traders.

Recommendation to PET:

- a. **A list of organisations, businesses and traders be created and maintained for the purposes of regular communication.**

Planning Decisions Log

Planning App	Details	Case Officer	LTC's Recommendation	HFDS Decision
LTC MEETING DATE 11 July 2018				
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 a conservation area	OK	No objection	No Decision
LTC Meeting 14 July 2022				
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, HR82PX	MT	Deferred back to committee	No decision
LTC Meeting 14 July 2022				
222231	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	Approved with conditions
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

Agenda Item
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LTC Meeting 11 August 2022			
<u>220783</u>	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, Ledbury, Herefordshire, HR8 2PX	MT	Deferred to next meeting (Councillor Howells to provide verbal update on meeting with PO's)
LTC MEETING 8 SEPTEMBER 2022			
<u>222231</u>	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
<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, Ledbury, Herefordshire, HR8 2PX	MT	That Ledbury Town Council defer making a comment until such time confirmation of the referral has been received
LTC MEETING 13 OCTOBER 2022			
<u>223103</u>	Erection of single storey extension with partial demolition to healthcare facility – Rose Cottage, Belle Orchard, Ledbury, Herefordshire, HR8 1DD	MN	No objection
<u>222107</u>	Approval of reserved matters relating to layout, scale, external appearance and landscaping (pursuant to outline planning permission appeal ref: APP/W1850/W/20/3244410 and LPA ref. 171532) for 230 dwellings with associated drainage, highway infrastructure (internal roads, footways, footpath/cycleway and spine road) and play area	CS	That Councillor Howells provide a draft response to all committee members, via email, by the end of business

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	<p>(Phase 1) - Land North of Viaduct Adjoining Orchard Business Park Ledbury Herefordshire</p>		<p>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.</p>
<p>LTC MEETING 10 NOVEMBER 2022</p>			
<p>222742</p>	<p>**INVALID APPLICATION** (Incorrect ownership certificate/location plan-comments may continue to be submitted on the application) Proposed use of Wyld House Barn as a dwelling house independent of Wyld House (Conversion of barn to residential annex accommodation approved under permission 142677) – Wyld House Barn, Ledbury, Herefordshire, HR8 2JE</p>	<p>JB</p>	<p>No objections subject to there being sufficient insulation fitted and the appropriate ownership documentation being provided.</p> <p>Withdrawn</p>
<p>223248</p>	<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>	<p>CS</p>	<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</p> <p>No decision</p>

223347	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
223426	Proposed ground mounted solar panels – Siddington Farm, Orilham Lane, Leddington, Ledbury, Herefordshire, HR8 2LN	MN	No objections
LTC MEETING 8 DECEMBER 2022			
223207	Proposed erection of external chimney flue – Y Pass Fish and Chip shop, The Homend, Ledbury, Herefordshire, HR8 1BN	JB	No objections
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	MN	No objections
223555	LISTED BUILDING CONSENT . Proposed internal alterations and external chimney flue – Y Pass Fish and Chip Shop, The Homend, Ledbury, Herefordshire, HR8 1BN	JB	No objections
			No decision
			No decision
			No decision
			No decision
			No decision
			No decision
			No decision

	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 Katherines High Street Ledbury Herefordshire HR8 1EA	JB	No comment	No decision
LTC MEETING 12 January 2023				
<u>220604</u>	Conversion of portal barn to single dwelling – Portal Barn, Upper Mitchell Farm, Ledbury, Herefordshire, HR8 1JF	MN	No objections	No decision
<u>223476</u>	Proposed side extension to form kitchen/dining, wet room and porch – 126 Biddulph Way, Ledbury, Herefordshire, HR8 2XL	KR	No objections	No decision
<u>223556</u>	LISTED BUILDING CONSENT . Replacement main entrance door – Masefield Solicitors Office, Worcester Road, Ledbury, Herefordshire, HR8 1PN	KR	No objections	No decision
<u>223742</u>	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	MN	No objections	No decision
<u>223855</u>	LISTED BUILDING CONSENT . 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	MN	No objections	No decision
<u>223856</u>	Proposed dwelling – Land to the rear of 8A High Street, Ledbury, Herefordshire, HR8 1DS	EB	Object on the grounds that this application will result in the over development within a conservation area.	No decision
<u>223921</u>	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 9:30am – 12:30pm to 9:00am – 12:30pm. Brookside Veterinary Practice, The Nook, Hereford Road, Ledbury, Herefordshire, HR8 2PR	EB	No objections	No decision

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223968	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	KR	No objections	No decision
223969	LISTED BUILDING CONSENT. 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	KR	No objections	No decision
223996	Proposed floor extension and porch with internal alterations – 15 Martins Way, Ledbury, Herefordshire, HR8 2XW	KR	No objections	No decision
224095	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 x2 (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	OK	No objections	No decision
224127	Proposed single storey side extension – Ivory House, 51 Hallwood Drive, Ledbury, Herefordshire, HR8 2FY	KR	No objections	No decision

**NOTES OF A MEETING BETWEEN VISTRY HOMES AND RESIDENTS OF
SPRING GROVE, SHEPHERDS CLOSE AND JUBILEE CLOSE, LEDBURY**

PRESENT: Councillor Phillip Howells
Matt Holland -Vistry – Technical Consultant
Nicholas Broadbent – Senior Civil Engineer
15 Members of the public – made up of residents from Spring
Grove, Shepherds Close and Jubilee Close
Stef Simmons

ALSO PRESENT: Angela Price – Town Clerk

Planning Applications 220855/RM and 221621/AM Land South of Leadon Way

Ledbury Town Council had agreed to help facilitate a meeting between Vistry Homes and residents likely to be affected by plans proposed by Vistry Homes to remove the bund on land South of Leadon Way that had been put in place at the time of building the above properties (some 20 years ago) to protect the homes from environmental factors such as noise and pollution of vehicles travelling on the A417. The bund removal was being proposed to allow for the building of a new roundabout. Concerns were also raised about the positioning of the proposed new roundabout.

The main points that were raised by residents were:

- The removal of the bund – which would result in changes to the environmental factors affecting properties in the above locations. Matt advised that there were a number of factors that had been to be taken into account when considering the removal of the bund such as drainage issues and TPO's (in particular T38)
- The location of the footpath and lighting – however, those present were advised that this had changed from the information provided at the meeting (from HC Planning Officers) and Matt Holland advised that new plans had been submitted in respect of the footpath.
Matt advised that the lighting had been designed in line with HC requirements to take into account safety factors.
- The positioning of the proposed new roundabout – Matt Holland advised that this had been stipulated by HC Highways and that part of the reason for this being placed in location identified was to help slow traffic down on the A417. He advised that there due to technical engineering design requirements for highway designs this had been identified as the correct location for the roundabout, however, Matt advised that they were in discussions about this with HC.
- Landscaping was also raised as a concern – Matt advised that the landscaping was something that there were also in discussions with HC about and advised that there is a revised proposal for the landscaping design.

A suggestion was put to Vistry that if there is no alternative and the bund has to be removed, why could it be a matter of just moving the bund back so that it can still provide and buffer for residents. It was suggested that screening could be put in place such as planting vegetation and trees.

Residents were advised that the proposals had already been approved by, Hereford Council Planning, however Matt advised that Vistry were still in the discussion stage in respect of Reserved Matters and would take the points raised back to HC for further discussion and consideration.,

Residents asked whether there had been any consideration of road safety and whether the Police had been consulted. Matt advised that all statutory consultees would have been made aware of the proposals outlined in the application process and any concerns raised in their responses would have been highlighted to Vistry by HC Planning Officers for review.

Residents were advised that they could find a copy of the document being referred to by Councillor Howells on the Ledbury Town Council website, on the December Planning Agenda, item 11.

The Clerk advised that she would provide the contact details for Andy Byng – HC Highways Officer and Chloe Smart – Planning Case Officer accordingly.

Residents thanked Vistry for meeting with them and it was agreed to keep an open dialogue on progress on this application. They also thanked Ledbury Town Council for facilitating the meeting.

Next steps:

Vistry to take residents concerns and comments back to HC for further discussion

Town Clerk to provide contact details of HC officers to residents

Residents to be kept informed on any further information received by LTC in relation to this development

4409

MEMORANDUM

To : Cllr Harvey, Cllr l'Anson, Cllr Howells, Karen Knight, Lindsay Gilbert, Waste team, Ruth Jackson, PMO, Town Clerk

From : Yvonne Coleman

Tel : 01432 383083 My Ref : 212375

Date : 24 January 2023 Your Ref :

SITE: SOUTH OF LEADON WAY, LEDBURY, HEREFORDSHIRE, HR8 2HT

DESCRIPTION: PROPOSED APPROVAL OF THE 2ND PHASE CONSISTING OF THE ERECTION OF 49 DWELLINGS, OPEN SPACE AND LANDSCAPE ALTERATIONS, AND IMPROVEMENTS TO NON-MOTORISED CONNECTIVITY OF EXTANT RESIDENTIAL DEVELOPMENT. (FOR DOC 3 4 5 6 & 7 SEE 221893) (FOR DOC 9 12 AND 15 SEE 223271) (FOR DOC 10 AND 14 SEE 223649)

PLANNING APPLICATION NO: 212375

The following payments have been received on 20 January 2023 with regards to the above development and paid into the following accounts:

Gain Type	Payment amount received	Paid into account number
Education – Full payment - to provide the Education facilities required as a consequence of the development. Enhanced educational infrastructure at Ledbury Primary School, John Masefield High School and youth provision and special education needs.	£216,983	B99999 B03304 FIN2188 GT05
Primary Care – Full payment - to provide infrastructure at Ledbury Health Partnership	£19,896	B99999 B03302 FIN2188 GT11
Recycling/Waste – Full payment - Means one waste collection bin and one recycling collection bin	£4,172	B99999 B03303 FIN2188 GT01/GT02
Sports – Full payment - Means outdoor facilities for football and rugby as identified in the Council's Playing Pitch Assessment 2012 and Outdoor Sports Investment Plan 2018	£26,286	B99999 B03302 FIN2188 GT04

Monies to be spent within 10 years (20 January 2033) from the date payment received.

There is a library contribution (£6,179) outstanding on this development.

Yvonne Coleman
PLANNING OBLIGATIONS MANAGER

Agenda Item
13(b)

S.106 Funding for Ledbury - 22/11/2022

Ward	Parish	Gain Type	Planning Ref	Link to Planning Application	Planning Application Title	Gain Description	Gain Amount Received	Balance	Repayable Date
Leadbury South	Leadbury	Education	P130613/F 130613/F	Planning application details - Herefordshire Council	New residential development to provide 7 no new houses in lieu of existing chalet bungalow.	Education facilities near pre-school provision. E2464, Ledbury Primary School E11094, John Masfield High School, Post-16 education and learning E522, Herefordshire Youth Service provisions E3695S and special educational needs E828	£54,321.00	£966.59	19/04/2026
Leadbury	Leadbury	Education	143116	Planning Application Details	PROPOSED OUTLINE PLANNING PERMISSION FOR THE ERECTION OF UP TO 321 RESIDENTIAL DWELLINGS (INCLUDING UP TO 35% AFFORDABLE HOUSING, STRUCTURAL PLANTING AND LANDSCAPING, INFORMAL PUBLIC OPEN SPACE, CHILDREN'S PLAY AREA, SURFACE WATER ATTENUATION, VEHICULAR ACCESS POINT FROM LEADON WAY AND ASSOCIATED ANCILLARY WORKS. ALL MATTERS RESERVED WITH THE EXCEPTION OF THE MAIN SITE ACCESS. (FOR DOC 6, 7, 8 & 23 SEE 170075) (FOR DOC 4 11 13 & 22 SEE 173902) (FOR DOC 12 & 20 SEE 200382).	means primary education provision at Ledbury Primary School	£480,705.92	£480,705.92	N/A
Leadbury South	Leadbury	Office Pri/Comm Space	P130613/F 130613/F	Planning application details - Herefordshire Council	New residential development to provide 7 no new houses in lieu of existing chalet bungalow.	Open space contribution towards the provision expansion improvement or maintenance of the Open Space Facility	£2,220.00	£2,220.00	19/04/2026
Leadbury West	Leadbury	Public Realm	P150606/F 150606	Planning application details - Herefordshire Council	Proposed extension to existing factory building and erection of a limited assortment discount food store (Class A1), car parking, landscaping and associated works	Landscaping improvements to the Master's House being a grade 2* listed building within the public realm in Ledbury Town centre.	£120,833.00	£92,968.00	06/04/2027
Leadbury	Leadbury	Sports	143116	Planning Application Details	PROPOSED OUTLINE PLANNING PERMISSION FOR THE ERECTION OF UP TO 321 RESIDENTIAL DWELLINGS (INCLUDING UP TO 35% AFFORDABLE HOUSING, STRUCTURAL PLANTING AND LANDSCAPING, INFORMAL PUBLIC OPEN SPACE, CHILDREN'S PLAY AREA, SURFACE WATER ATTENUATION, VEHICULAR ACCESS POINT FROM LEADON WAY AND ASSOCIATED ANCILLARY WORKS. ALL MATTERS RESERVED WITH THE EXCEPTION OF THE MAIN SITE ACCESS. (FOR DOC 6, 7, 8 & 23 SEE 170075) (FOR DOC 4 11 13 & 22 SEE 173902) (FOR DOC 12 & 20 SEE 200382).	Outdoor Sport - towards the cost of the improvement of existing and the provision of new off-site sports in accordance with the Playing Pitch Assessment	£138,202.02	£158,202.02	N/A
Leadbury West	Leadbury	Transport/Highway	DCN6009/1437 F NE091510/F	Planning application details - Herefordshire Council	Proposed 9 No. 2 bed bungalows including the relevant drive ways and landscaping.	Transport facilities mean any or all of the following sustainable transport initiatives/facilities at the Council's discretion; pedestrian access/improvements in the locality of the Development; improvements to bus and passenger waiting facilities in the locality of the Development; improvements to Safe Routes to Schools (road safety scheme) in Ledbury; a contribution to Safe Routes to Schools in Ledbury; improvements to roadways and cycle facilities in the locality of the Development.	£15,488.00	£15,184.08	14/11/2022
Leadbury South	Leadbury	Transport/Highway	P130613/F 130613/F	Planning application details - Herefordshire Council	New residential development to provide 7 no new houses in lieu of existing chalet bungalow.	Transport facilities mean any or all of the following sustainable transport improvements and/or facilities at the Council's discretion; improvements to bus shelters and bus stops in the locality of the development; safe routes to schools a road safety initiative; improvements to lighting and signage to existing highway, pedestrian and cycle routes; improvements to pedestrian and cyclist crossing facilities; new on/off road, pedestrian and cycle links to the Development; traffic calming measures.	£20,076.00	£20,549.43	19/04/2026
Leadbury	Leadbury	Transport/Highway	143116	Planning Application Details	PROPOSED OUTLINE PLANNING PERMISSION FOR THE ERECTION OF UP TO 321 RESIDENTIAL DWELLINGS (INCLUDING UP TO 35% AFFORDABLE HOUSING, STRUCTURAL PLANTING AND LANDSCAPING, INFORMAL PUBLIC OPEN SPACE, CHILDREN'S PLAY AREA, SURFACE WATER ATTENUATION, VEHICULAR ACCESS POINT FROM LEADON WAY AND ASSOCIATED ANCILLARY WORKS. ALL MATTERS RESERVED WITH THE EXCEPTION OF THE MAIN SITE ACCESS. (FOR DOC 6, 7, 8 & 23 SEE 170075) (FOR DOC 4 11 13 & 22 SEE 173902) (FOR DOC 12 & 20 SEE 200382).	Transport (bus stop provision) - towards new bus stop and shelter on the west side of Martindale Way, plus the provision of a shelter at the existing bus stop on the east side of the road, together with associated kerling works, ground works, drainage works and design.	£24,145.45	£24,145.45	N/A
Leadbury South	Leadbury	Wye Valley Trust	195568/F	Planning application details	Land adjacent Martindale Way Ledbury	Means a contribution of £18,631.12 to be used towards the provision of hospital services in Hereford	£18,631.12	£18,631.12	07/09/2032
Totals:							875,221.51	813,571.61	

4411

