



LEDBURY TOWN COUNCIL

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4 March 2022

TO: Councillors Bannister (Chair), Bradford, Harvey, Howells, Hughes, Knight, Manns (Town Mayor – Ex-officio), Morris, Sinclair and Troy (Chairman)

You are hereby summoned to attend a meeting of the **Planning Committee** which will be held in the **Burgage Hall, Church Street, Ledbury**, on **Thursday, 10 March 2022 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. Nolan Principles (Page 3583)

4. 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

5. To approve and sign the minutes of the Planning Committee meeting held on 13 January 2022 (5 minutes) (Pages 3584 - 3588)

6. To review the Action Sheet (5 minutes) (Pages 3589 - 3591)

PLANNING

7. Planning Consultations (30 minutes)

	Application Number	Deadline for comments	Application details
7.1	<u>212114</u>	21.03.2022	Outline Planning application for the provision of one dwelling and associated vehicular access, with all other matters reserved - Land at Parkway House, Little Woolpits Lane, Parkway, Herefordshire, HR8 2JG
7.2	<u>213685</u>	15.03.2022	Proposed single storey rear extension with attic space – 19 Bramley Close, Ledbury, Herefordshire, HR8 2XP
7.3	<u>213801</u>	08.03.2022	Proposed first floor extension above existing garage. Replacement of the cladding with timber composite cladding – 12 Winston Close, Ledbury, Herefordshire, HR8 2XQ

7.4	<u>220374</u>	02.03.2022	Small scale demolition works with new single rear and two storey side extension – Briar Bank, 49 Bank Crescent, Ledbury Herefordshire, HR8 1AF
7.5	<u>220489</u>	10.03.2022	T1 – Group of three Birch trees, reduce in height by approximately one third to where previously cut. Lightly trim outer canopies to balance. Reason – general maintenance
7.6	<u>220576</u>	Awaiting allocation	Proposed replacement outbuilding and demolition of conservatory – 2 Rose Cottages, Victoria Road, Ledbury, Herefordshire, HR8 2DB
7.7	<u>220603</u>	Awaiting allocation	4 New fascia 2500 x 800mm 5 TSB Canister Logo 6 TSB Projection Sign 10. Address Panel – 17-19 The Homend, Ledbury, Herefordshire, HR8 1BN

8. Planning Decisions (10 minutes) (Pages 3592 - 3599)

WORKING PARTIES (15 minutes)

9. a. **Minutes of a meeting of the Traffic Management Working Party held on 22 February 2022 (Pages 3600 - 3604)**
- b. **Neighbourhood Development Plan (NDP) (Pages 3605 - 3608)**
- i. NDP Reg 14 update
 - ii. To receive and note the minutes of the NDP Meeting held on 11 January 2022.
 - iii. To receive and note the notes of the Steering Group meeting No. 62.

GENERAL

10. **Draft Environment Building Standards Supplementary Planning Document – consultation** [Have Your Say Today - Environmental Building Standards Supplementary Planning Document – Herefordshire Local Plan 2021-2041 \(commonplace.is\)](#)
(Page 3609)
11. **Platform Housing – request to invite representative to a future meeting (Verbal report)**

12. Traffic Calming Gates – Parkway (Pages 3610 - 3631)

13. Towns Maintenance Fund (Pages 3632 - 3635)

14. Date of next meeting

To note that the date of the next meeting of the Planning Committee is scheduled for 14 April 2022 at 7.00 pm in the Burgage Hall, Church Lane, Ledbury

Distribution: Full agenda to: - Committee Members (9)
Town Mayor (1)

Full agenda excluding confidential papers to:
Press (1)

Agenda front pages to all non-committee members

LEDBURY TOWN COUNCIL**The Seven Principles of Public Life****(Nolan Principles)****1. Selflessness**

Holders of public office should act solely in terms of the public interest.

2. Integrity

Holders of public office must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships.

3. Objectivity

Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.

4. Accountability

Holders of public office are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this.

5. Openness

Holders of public office should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing.

6. Honesty

Holders of public office should be truthful.

7. Leadership

Holders of public office should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs.

3583

Councillor Hughes proposed that Members object to the extension of hours. This was seconded by Councillor Morris. A further proposal was made by Councillor Howells that the Council ask for additional information on the planning enforcement. This was seconded by Councillor Bradford.

RESOLVED:

1. **OBJECTION – on the grounds that the current hours being breached and noise pollution.**
2. **That the Clerk contacts the Planning Enforcement officers at Herefordshire Council to ask for clarification on the enforcement rules in place in respect of Unit 3 and whether there has been any improvement since the enforcement notice was issued**

8.5 Application No. 220192 – The Cedars, Horse Lane Orchard, Ledbury, Herefordshire, HR8 1PL

Councillor Howells proposed that two members of the committee look at the Cedar trees, this was seconded by Councillor Bradford.

RESOLVED:

That Councillors Bannister and Morris visit and the above location and advise the Clerk who will then send an email to all Members of the Planning Committee for their views on this application.

8.6 Application No. 220294 – The Cedars, Horse Lane Orchard, Ledbury, Herefordshire, HR8 1PP

RESOLVED:

That Councillors Bannister and Morris visit and the above location and advise the Clerk who will then send an email to all Members of the Planning Committee for their views on this application.

P540 PLANNING DECISIONS

RESOLVED:

1. **That the planning decisions be received and noted.**
2. **That the Clerk invite Carl Brace to attend a future Planning meeting to discuss why there are so many planning applications outstanding.**

WORKING PARTIES

P541 A. MINUTES OF A MEETING OF THE LARGER PLANNING APPLICATIONS WORKING PARTY HELD ON 10 JANUARY 2022

RESOLVED:

That the minutes of the meeting of the Larger Planning Applications Working Party meeting held on 10 January 2022 be received and noted.

- b. MINUTES OF A MEETING OF THE TRAFFIC MANAGEMENT WORKING PARTY HELD ON 17 JANUARY 2022

RESOLVED:

That the minutes of the meeting of the Traffic Management Working Party meeting held on 17 January 2022 be received and noted.

- c. NEIGHBOURHOOD DEVELOPMENT PLAN (NDP)

Councillor Howells provided an update on the Neighbourhood Development Plan advising that the Working Party were currently at the Reg 14 consultation stage, which had been approved by Herefordshire Council.

He asked Members whether they could give some time to assisting with the consultation events being held in the Council Offices as per the scheduled that had been circulated to all Councillors.

RESOLVED:

That the Neighbourhood Development Plan documents be received and noted.

GENERAL

P544 CORRESPONDANCE RECEIVED IN RESPECT OF THE 132 LEDBURY TO GLOUCESTER BUS SERVICE

The Clerk advised that she had received an email from the Clerk at Newent Town Council asking what, if anything Ledbury Town Council were planning to do in respect of the withdrawal of this bus service.

Councillor Bradford believed that the Council should write to Herefordshire Council regarding the 132-bus route from Ledbury to Gloucester to replace the bus service. Councillor Howells said there should be support at a minimum towards a morning and evening service for students and those travelling to and from work. Councillor Howells proposed a zoom Parish meeting between Councillor Harrington, Stagecoach and representatives from other affected towns (Ross, Newent, Dymock, Hereford) for a consultation to see what can be done. This was seconded by Councillor Bradford.

RESOLVED:

That the Clerk organise a zoom Parish meeting to include Councillor Harrington, Stagecoach and representatives from effected towns (Ross, Newent, Dymock, Hereford) for a consultation to see what can be done.

P543 LOCAL PLAN SPATIAL OPTIONS CONSULTATIONS

Councillor Howells proposed that this be considered at the next Larger Planning Applications meeting, with the draft response being circulated to all councillors for their comments, Councillor Bradford seconded this proposal.

RESOLVED:

- 1. That the Local Plan Spatial Options Consultations be received and noted.**
- 2. That the Local Plan Spatial Options Consultation be considered at a meeting of the Larger Planning Applications Working Party and that the draft response be circulated to all Councillors for their comments.**

P544 DATE OF NEXT MEETING

RESOLVED:

It was noted that the next meeting of the Planning Committee was scheduled for Thursday, 10 March 2022 at 7:00PM.

The meeting ended at 8:15pm.

Signed Dated
(Chair)

ACTION SHEET

PLANNING COMMITTEE 10.02.2022

Minute No.	Action	To be Actioned by	Date Actioned	Comments	Status
P539(8.1)	That the Clerk writ to CB to advise the following: “Whilst LTC note that the outcome of this application is pending a S106 agreement, they have concerns over the five houses that were previously discussed with Planning Officers. These five houses appear to still be included in the amended plans and Ledbury Town Council were advised that if these houses were to remain as part of the application then it was unlikely that planning officers would support this application. However, Ledbury Town Council have concerns that as the S106 agreement is pending does this mean that Planning Officers are minded to approve the application with the inclusion of these five houses?”	TC	15.02.2022	App 212375 - Email sent to CB - no response received to-date	Completed
P539 (8.2)	Clerk to contact Planning Officers to enquire whether this is a repetition of the previous application, noting that this application refers to the property as a listed building.	TC	15.02.2022	Application No. 210355 - response received advising that there are some revisions to address technical heritage comments. The principle is supported by officers and Town Council comments noted.	Completed
P539 (8.5)	That Councillors Bannister and Morris visit and the above location and advise the Clerk who will then send an email to all Members of the Planning Committee for their views on this application.	TC, NM, JB		Application No. 220192/220294	In Progress

P544	That the Clerk organise a zoom Parish meeting to include Councillor Harrington, Stagecoach and representatives from effected towns (Ross, Newent, Dymock, Hereford) for a consultation to see what can be done.	TC	09.03.2022	Public meeting arranged for 09.03.2022 - advert published 01.03.2022 - link to be sent to stakeholders and provided to any members of public requesting it	In Progress
P543 (2)	That the Local Plan Spatial Options Consultation be considered at a meeting of the LPAWP and that the draft response be circulated to all councillors for their comments	LPAWP	Mar-22	Councillors Bannister & Howells drafting response	In Progress

ACTION SHEET
PLANNING COMMITTEE
Outstanding Actions

Minute No.	Action	To be Actioned by	Date Actioned	Comments	Status
P258	That the Council agree to share the LSCA and site assessment work with HC when completed	TC/NDP	end of 2021		On completion of NDP
P297	That the TC investigate the costs for of a suitable information board noting that the Council agree in principle with the purchase of the board subject to agreement of the chairs of the FP & GP and E & L Committees	DTC	end of Nov 2021	DTC Investigating	In progress
P412	That the access Audit Report be referred to the Market House Working Party for further discussion and recommendations	MH WP	Feb-22	To be place on E & L agenda February 2022	In-progress
P495(b)	RECOMMENDATION - that funds be included in the 2022/23 budget for the purchase and installation of gates at Parkway	TC	Mar-22	Information received on agenda for consideration	In progress

Planning Decisions Log

Planning App	Details	Case Officer	LTC's Recommendation	HFDS Decision
LTC MEETING DATE 11 July 2018				
<u>192361</u>	Proposed works to remove T1 Cherry and works to T2 Variegated Maple to thin and lift the crown at Bowling Green Cottage, The Southend, Ledbury, HR8 2HD – works to trees in a conservation area	OK	No objection	No Decision
LTC MEETING 11 MARCH 2021				
<u>204577</u>	Proposed redevelopment of former auction rooms with associated demolition works, now car parking and other infrastructure – Former Auction Rooms, Market Street, Ledbury, Herefordshire	CB	No Objection	No Decision – Pending S106 agreement
<u>204578</u>	Proposed redevelopment of former auction rooms with associated demolition works, now car parking and other infrastructure – Former Auction Rooms, Market Street, Ledbury, Herefordshire – Listed Building Consent	CB	No Objection	No Decision
LTC MEETING 8 APRIL 2021				
<u>204577</u>	Proposed redevelopment of the former auctions with associated demolition works, now car parking and other infrastructure – Former Auctions Rooms, Market Street, Ledbury, Herefordshire	CB	No Objection	No Decision – Pending S106 agreement
<u>204578</u>	Proposed redevelopment of the former auctions with associated demolition works, now car parking and other infrastructure – Former Auctions Rooms, Market Street, Ledbury, Herefordshire – Listed Building	CB	No Objection	No Decision
LTC MEETING 10 JUNE 2021				
<u>211377</u>	Replacement sash windows to front elevation (facing New Street). Renewal of existing roofs – <u>Barn House, 23 new Street, Ledbury, Herefordshire, HR8 2DX</u>	JB	No Objection	Approved with Conditions
<u>211378</u>	Replacement sash windows to front elevation (facing New Street). Renewal of existing roofs – <u>Barn House, 23 new Street, Ledbury, Herefordshire, HR8 2DX- Listed Building</u>	JB	No Objection	Approved with Conditions

LTC MEETING 12 AUGUST 2021					
211659	Proposed Refurbishment of farmhouse with single storey side extension – Upper Mitchell Farm, Westhill, Ledbury, Herefordshire, HR8 1JF	MN	No objection		No Decision
211660	Proposed Refurbishment of farmhouse with single storey side extension – Upper Mitchell Farm, Westhill, Ledbury, Herefordshire, HR8 1JF – Listed Building	MN	No objection		No Decision
212375	Proposed approval of the 2 nd phase consisting of the erection of 49 dwellings, open space and landscape alterations, and improvements to non-motorised connectivity of extant residential development – South of Leaden Way, Ledbury, Herefordshire, HR8 2HT	CB	Referred to LPA W/P		No Decision
212423	Application for variation of condition 10 of planning permission NE/1999/2305/F (Refurbishment of existing household waste site, including extension into adjacent land, for the importation, handling sorting screening and temporary storage of waste materials). To allow the Household Recycling Centre (HRC) to be open for longer hours on a Sunday in order to allow greater capacity to a growing population and in order to provide consistency in opening times across all HRC's in Herefordshire – Household Waste Disposal Site, Little Marcle Road, Ledbury, Herefordshire, HR8 2DR	RJ	No objection		No Decision
LTC MEETING 9 SEPTEMBER 2021					
212394	Proposed road level platform and storage shed, space under the platform to be utilised as a storage area. Existing retaining walls and steps from pavement level down the front door to be reconfigures and replaced - Dromod, 55 Bank Crescent, Ledbury, Herefordshire, HR8 1AF	AM	No Objection		Approved with Conditions
212605	Proposed extension of current driveway to enable parking off road for three cars, currently only one car can fit on the drive - 5 Lower Road, Ledbury, Herefordshire, HR8 2DH	AM	No objection subject to a permeable surface and good drainage system being in place		Approved with conditions

213054	Proposed rear extension for storage and preparation space for the butchers - 67 The Homend, Ledbury, Herefordshire, HR8 1BP	CB	No objection – clerk to enquire with following: “This company have a light industrial unit on the lower road industrial estate and Cllrs have asked why they are requesting further space for storage and preparation at 67 Homend, would they be able to make use of the unit on Lower Road for this?”	No Decision
213055	Proposed rear extension for storage and preparation space for the butchers - 67 The Homend, Ledbury, Herefordshire, HR8 1BP Listed Building	CB	No objection – clerk to enquire with following: “This company have a light industrial unit on the lower road industrial estate and Cllrs have asked why they are requesting further space for storage and preparation at 67 Homend, would they be able to make use of the unit on Lower Road for this?”	No Decision
LTC MEETING – 14 OCTOBER 2021				
213471	Proposed replacement fascia signage (externally illuminated and hanging sign (fitted to existing bracket) – Manchester House, 9 High Street, Ledbury, Herefordshire, HR8 1DS	AM	No Objection	Approved with conditions

213472	Proposed replacement fascia signage (externally illuminated and hanging sign (fitted to existing bracket) – Manchester House, 9 High Street, Ledbury, Herefordshire, HR8 1DS – Listed building consent	AM	No Objection	Approved with conditions
213491	Proposed two storey extension to side elevation – 70 New Street, Ledbury, Herefordshire, HR8 2EE	AM	No Objection	Approved with conditions
213685	Proposed single storey rear extension with attic space – 19 Bramley Close, Ledbury, Hr8 2XP	JB	Extension requested for further consideration	No Decision
LTC MEETING – 11 NOVEMBER 2021				
212375	Proposed approval of 2 nd phase consisting of the erection of 49 dwellings, open space and landscape alterations, and improvements to non-motorised connectivity of extant residential development – South of Leadon Way, Ledbury, Herefordshire, HR8 2HT	CB	No Objection	No Decision
213387	Amended scheme to convert redundant traditional agricultural buildings into 5 no. residential dwellings. Previous approval references P184126/P and P184127/L – Upper Mitchell, Bradlow and Westhill, HR8 1HJF	JB	Extension requested and given	No Decision
212388	Amended scheme to convert redundant traditional agricultural buildings into 5 no. residential dwellings. Previous approval references P184126/P and P184127/L – Upper Mitchell, Bradlow and Westhill, HR8 1HJF LISTED BUILDING CONSENT	JB	Extension requested and given	No Decision
213776	Variation of condition 2 following grant of planning permission 193297 (Demolition and removal of former builders workshops and stores. Construction of new four bedroom detached dormer bungalow with separate garage/workshop/bike store). Amendments to internal layout – Elmswood, Victoria Road, Ledbury, Herefordshire, HR8 2BD	CB	No objection	No Decision
213823	Application for variation of condition 2 following grant of planning permission 211876 – to improve the design by having all the external walls in render – 10 Pound Meadow, Ledbury, Herefordshire, HR8 2EU	CB	No Objection	Approved with Condition

LTC MEETING 9 DECEMBER 2021				
<u>213685</u>	Proposed single storey rear extension with attic space – 19 Bramley Close, Ledbury, Herefordshire, HR8 2XP	JB	No objection, but that the Planning Authority be asked to give consideration to the contractors being requested to ensure consideration is given to neighbouring properties, in particular to access to their properties whilst the works are being carried out.	No Decision
<u>213810</u>	Reserved Matters application following outline 171532 for part of the landscaping matter for the advance planting of new hedgerow and associated planting to the north west boundary – Land North of Viaduct, Adjoining Orchard Business Park, Ledbury, Herefordshire	CB	No Objection	No Decision
<u>214019</u>	Proposed replacement cartway screen on west elevation – Upper Barn, Ledbury, Herefordshire, HR8 2PX	CB	No Objection	Approved with Conditions
LTC MEETING 10 JANUARY 2022				
<u>214239</u>	Proposed side extension to replace existing single storey room to semi detached dwelling – 20 Gibson Road, Ledbury, Herefordshire, HR8 2US	MN	No Objection	Approved with conditions
<u>214354</u>	Proposed removal of condition 9 of planning permission 211733 (change to use of BB (Storage, creation of new junction onto Leaddon Road, erection of fence and gate) Cycling storage is unwarranted for this use at this site – Land west of Leaddon Road, Lower Road Industrial Estate, Ledbury, Herefordshire, HR8 2DJ	JB	No Objection	Withdrawn
<u>214370</u>	Proposed ground floor rear/side infill extension and first floor rear extension – 2 York Villas, New Street, Ledbury, Herefordshire, HR8 2EJ	Awaiting allocation	No Objection	No Decision

	Application for variation of condition 6 of P193648/F (Proposed variation of condition 14 of planning permission 160606 – Proposed extension to existing factory building and erection of a limited assortment discount food store (Class A1), car parking, landscaping and associated works) to allow receipt of deliveries between 06:00-23:00 Monday to Sunday) – No deliveries shall be taken at or dispatched from the retail store upon the site outside of the hours of 05:00-23:00 on any day – Aldi Food Store Ltd, New Mills Industrial Estate, Ledbury, Herefordshire, HR8 2SS	CB	That consideration be given to amended delivery times on Sunday's and a Light Management Policy to minimise the effect to nearby properties	Approved with conditions
214387	Proposed installation of replacement illuminated and non-illuminated signs – 25 High Street, Ledbury, Herefordshire, HR8 1DS	MN	No objection	No Decision
214468	Proposed installation of replacement illuminated and non-illuminated signs – 25 High Street, Ledbury, Herefordshire, HR8 1DS – Listed building consent	MN	No objection	No Decision
214482	Upgrading and remodelling the existing annexe flat and opening up and converting the first floor of the existing Oast House to a second bedroom. Installing a new log burning stove flue and soil and vent pipe through the existing roof – Dingwood Park, Parkway, Ledbury, Herefordshire, HR8 2JD	Awaiting Allocation	No objection	No Decision
214504	T1: Ash & Holly row – dismantle and fell all the trees within the area of the boundary fence line down to the height of the fence. T2: Apply – reduce the overall crown back to the original pruning points and make tidy. T3: Cypress x 2 dismantle down to leave as near ground level as possible these trees are located within the garden of Sable Cottage (but owned by Mr Eager) 32 The Homend, Ledbury, Herefordshire, HR8 1BT	OK	No objection	No Decision
214528	Proposed ground floor rear extension – 1 Newbury Terrace, Newbury Park, Ledbury, Herefordshire, HR8 1AY	MN	No objection	No Decision

214490	5 no air conditioning units and heat recovery air exchange unit – Market Street, Ledbury, HR2 2AQ		Awaiting allocation	No objection, subject to consideration being given to the potential visual impact of the units on the exterior of the building, and potential noise implications	No decision
LTC Meeting 10 February 2022					
212375	PENDING S106 AGREEMENT - 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. South of Leaddon Way Ledbury Herefordshire HR8 2HT		CS	Ledbury Town Council have no objection to the amended plans, subject to the exclusion of the five houses previously discussed.”	No decision
213055	Proposed rear extension for storage and preparation space for the butchers. 67 The Homend Ledbury Hereford Herefordshire HR8 1BP		Awaiting Allocation	No objection subject to the Clerk contacting Planning Officers to enquire whether this is a repetition of the previous application, noting that this application refers to the property as a listed building.	No decision
213726	Proposed lopping of branches overhanging neighbour's property mostly evergreen trees. The Priory Worcester Road Ledbury Herefordshire HR8 1PL		OK	No objection	No decision
220103	Application for variation of condition 11 of Planning application MH0619/85 (Erection of 4 No. 1,000 square foot light industrial units). To allow changes in opening hours to: January to December 10th opening hours to be Monday to Friday 06:00–19:00, Saturday		MT	1.OBJECTION – on the grounds that the current hours being breached and noise pollution.	No decision

<u>220192</u>	06:00–16:00and December 11th to December 24th opening hours to be Monday–Sunday 06:00–22:00 (The 22:00 being worst case scenario and only to happen on the 22nd and 23rd when picking and packing Christmas orders). Outside of those hours to allow that cleaning can occur 24hrs a day, so long as the noise is within the legal tolerance and no shutters would be opened to disturb the local residents.			2. That the Clerk contacts the Planning Enforcement officers at Herefordshire Council to ask for clarification on the enforcement rules in place in respect of Unit 3 and whether there has been any improvement since the enforcement notice was issued	
	Two Conifers - fell as outgrown situation. <u>The Cedars Horse Lane Orchard Ledbury HR8 1PL</u>	OK		That Councillors Bannister and Morris visit and the above location and advise the Clerk who will then send an email to all Members of the Planning Committee for their views on this application.	No decision
<u>220294</u>	Row of Conifers, fell as outgrown situation. <u>The Cedars Horse Lane Orchard Ledbury Herefordshire HR8 1PP</u>	OK		That Councillors Bannister and Morris visit and the above location and advise the Clerk who will then send an email to all Members of the Planning Committee for their views on this application.	No decision

LEDBURY TOWN COUNCIL

**MINUTES OF A TRAFFIC MANAGEMENT WORKING PARTY COMMITTEE HELD
ON
22 FEBRUARY 2022**

PRESENT: Councillors Bannister (Chair), Howells and Morris
NON-COUNCIL: Steve Betts, PC Mathew Davis and Steve Glennie Smith

ALSO PRESENT: Angela Price – Town Clerk

TMWP103 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Troy and Barry Pringle.

TMWP104 DECLARATIONS OF INTEREST

None received

**TMWP105 MINUTES OF A MEETING OF THE TRAFFIC MANAGEMENT
WORKING PARTY HELD ON 18 JANUARY 2022**

Councillor Bannister informed members that had been resolved previously that Councillors would liaise directly with the Locality Steward and PC Matt Davis to organise a walk around to discuss the potential traffic management orders. The Clerk informed members that they are currently waiting for PC Ian Connolly to provide his shifts. PC Mathew Davies added that PC Ian Connolly had asked whether the Locality Steward from Balfour Beatty would be present.

RESOLVED:

That the minutes of the meeting of the Traffic Management Working Party held on 18 January 2022 be approved and signed.

TMWP106 SID RAW DATA REPORTS DECEMBER 2021 AND JANUARY 2022

RESOLVED:

- 1. That members receive and note the SID RAW data reports for December 2021 and January 2022.**
- 2. That the Clerk organise a ZOOM meeting for members with SID RAW to discuss the data that the Council are receiving.**

TMWP107 **TRAFFIC CALMING GATES**

The Clerk advised Members of the working party of a response she had received from BBLP in respect of traffic Calming Gates.

"When we look at village gateways, the Parish Council generally supply the gates through a company called JACS, we visit the intended site the Parish are looking to install and then advise on the appropriate size of the gates for JACS to supply.

The Parish Council can then supply the design of the gates to us, and we can cost for the installation of them.

It might be worth providing a potential location for where the Town Council are proposing to install the gates along this stretch and potentially asking for a quotation from JACS for common sizes supplied to gain more of an understanding in relation to costs.

The Clerk advised that the next step is to identify where members would like the gates in Parkway.

RESOLVED:

- 1. That the Clerk email the members of the public involved to meet at Parkway and take pictures of areas where the gates can go and for the Clerk to then send these to Molly Walters.**
- 2. That Traffic Calming Gates be put on the agenda for the next Planning Committee meeting.**

TMWP108 **OUTCOME OF MEETING WITH LOCALITY STEWARD IN RESPECT OF DROP-DOWN KERB AT HORSE LANE ORCHARD**

The Clerk advised that she and Councillor Howells had met with the Locality Steward to discuss the possible installation of a drop kerb at Hoarse Lane Orchard/The Worcester Road and that she had contacted BBLP about moving this forward., However, she advised that she had not received a response in respect of this to date.

RESOLVED:

That members receive and note the report provided.

TMWP109 **PARKING PERMITS – QUEENS COURT**

Members of the Traffic Management Working Party received information on a request received from residents in respect of parking permits in Queens Court, Ledbury. Members requested that the Clerk prepare up a form with a covering letter and the terms and conditions of permits saying that the Council is minded to support applications for residents

parking in the areas discussed asking residents to fill in the form advising whether they want resident parking permit in their streets and return them to the office. Councillor Morris volunteered to deliver to Southend and Queen's Court and Councillor Bannister to deliver to Masefield Avenue.

RESOLVED:

1. That Members of Traffic Management Working Party note the request that that the Town Council investigate the use of parking permits in Queens Court and consider this request as part of the future Traffic Regulation Order to be submitted to Herefordshire Council, following a meeting with the Locality Steward and Police.
2. That the Clerk prepare a form with a covering letter and the terms and conditions of permits saying that the Council is minded to support applications for residents parking in the areas discussed and for delivery to residents.

TMWP110 **CORRESPONDENCE RECEIVED IN RESPECT OF SPEED LIMITS IN LEDBURY**

Members of the Traffic Management Working Party received correspondence from a local resident in respect of speed limits in Ledbury. The resident had requested that the 30mph speed limit in Southend and through the town be reduced to 20mph permanently and that consideration be given to this extended to the Traffic lights by Tesco's. It was suggested by the Clerk provide information to the next meeting of the working party look in respect of the 'Twenty's Plenty' scheme.

RESOLVED:

That the Clerk research and produce a 'Twenty's Plenty' report to be submitted to the next meeting of the Traffic Management Working Party with a view to approaching Herefordshire Council for a 20mph speed limit for Southend and to bring this back to the next Traffic Management Working Party meeting.

TMWP111 **CORRESPONDENCE RECEIVED IN RESPECT OF WOODLEIGH ROAD TRAFFIC MEASURE**

Members of the Traffic Management Working Party received information on correspondence received from a resident in respect of Woodleigh Road traffic restriction, requesting that the Town Council ask Hereford Council, on behalf of all the people of Ledbury, to reinstate the one-way system to prevent motor traffic from entering Woodleigh Road from New Street and reinstate the footpath.

RESOLVED:

That the Clerk contact Hereford Council to enquire whether the would consider reinstating the one-way system at Woodleigh Road.

TMWP112 IMPACT OF DEVELOPMENT AND PROPOSED DEVELOPMENT OF TRAFFIC MANAGEMENT

Mr Glennie-Smith requested that double yellow lines be extended around the bend on Orchard Lane down towards the primary school, he stated that he had had several near misses whilst on his push bike due to parked cars on the corner, it was noted that a TRO would be required to change this.

The Clerk provided an update on the 132 bus service, Ledbury – Newent, advising that she was currently arranging a public meeting to be held via zoom which would include a number of stakeholders. She advised that Stagecoach were keen to participate in the meeting.

RESOLVED:

That members note the information provided.

TMWP113 DATE OF NEXT MEETING

RESOLVED:

It was noted that the next meeting of the Traffic Management Working Party was scheduled for Tuesday, 29 March 2022.

The meeting ended at 6:59pm.

Signed Dated
(Chair)

ACTION SHEET
Traffic Management Working Party
29.03.2022

Minute No.	Action	To be Actioned by	Date Actioned	Comments	Actioned
TMWPP106 (2)	That the Clerk organise a ZOOM meeting for members with SID RAW to discuss the data that the Council are receiving.	TC	Mar-22		In progress
TMWPP107 (1)	The Clerk to email the members of the public involved to meet at Parkway and take pictures of areas where the gates can go and for the Clerk to then send these to Molly Walters.	TC	03.03.2022	Waiting for response	In progress
TMWPP107 (2)	That Traffic Calming Gates be put on the agenda for the next Planning Committee meeting.	TC	10.03.2022	Included in Planning Agenda	In progress
TMWPP109	That the Clerk prepare a form with a covering letter and the terms and conditions of permits saying that the Council is minded to support applications for residents parking in the areas discussed and for delivery to residents.	TC	Mar-22		In progress
TMWPP110	That the Clerk research and produce a 'Twenty's Plenty' report to be submitted to the next meeting of the Traffic Management Working Party with a view to approaching Herefordshire Council for a 20mph speed limit for Southend and to bring this back to the next Traffic Management Working Party meeting.	TC	Mar-22		In progress
TMWPP111	That the Clerk contact Hereford Council to enquire whether the would consider reinstating the one-way system at Woodleigh Road.	TC	Mar-22		In progress

LEDBURY TOWN COUNCIL

**MINUTES OF A NEIGHBOURHOOD DEVELOPMENT PLAN WORKING PARTY
MEETING HELD ON
11 JANUARY 2022**

PRESENT: Councillor Howells
NON-COUNCILLORS: Paul Kinnaird, Nicola Forde, Ann Lumb

ALSO PRESENT: Angela Price – Town Clerk

224 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Harvey and l'Anson

225 DECLARATIONS OF INTEREST

None received.

**226 TO APPROVE AND SIGN THE MINUTES OF THE MEETING OF THE
NEIGHBOURHOOD DEVELOPMENT PLAN (NDP) WORKING PARTY
MEETING HELD ON 23 NOVEMBER 2021**

RESOLVED:

That the minutes of the meeting of a Neighbourhood Development Plan Working Party held on 23 November 2021 be approved and signed as a correct record.

**227 TO RECEIVE THE NOTES OF THE MEETING OF THE NDP STEERING
GROUP MEETINGS HELD FROM 28 OCTOBER 2021 TO 4 JANUARY 2022
INCLUSIVE:**

RESOLVED:

That the notes of the NDP Steering Group held 28 October 2021 to 4 January 2022 (SG 51-57 inclusive) be received and noted.

**228 PROGRESSES TO REG 14 - REVISED NDP V1 WORKING DRAFT -
DECEMBER 2021**

Councillor Howells went through the revised NDP V1 Working draft dated December 2021, highlighting key points that have been changed in this version (with a final version to be produced in the next few days/early Jan 2022 for the Reg 14 consultation). Nicola Forde noted that the picture on 5.4 should be

changed to a local picture from Ledbury so that it is more relevant. Councillor Howells made members aware that the Town Clerk will need to send out a statutory notice, that it was critical to make sure everything is properly organised and that all the relevant consultation files had been uploaded to the website. In order to ensure enough time was allowed for this to be complete the SG were advising that the Reg 14 consultation period start be put back two weeks until 31st January. This was agreed.

RESOLVED:

1. Members decided they were happy with the revised working draft from December 2021.
2. Deadline to be set back 2 weeks till 31 January 2022 to allow time for the website to be updated.

229 **DATES OF FUTURE MEETINGS**

It was noted that the next meeting of the Neighbourhood Development Plan Working Party was scheduled for Tuesday, 22 March 2022 at 6:30PM.

The meeting ended at 7:50pm.

Signed Dated
(Chair)

Ledbury NDP Steering Group (SG) agenda and actions

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

Consultants: Bill Bloxsome (BB); Carly Tinkler (CT) Samantha Banks,

Herefordshire Council (SB); WP = Working Party

Office: Angie Price (the Clerk, AP)

Action colour code: **Red = still to do**

Meeting 62– Tuesday, 1st February 2022	
Present: PH; NF; AL.	
1. Notes of Meetings 60 and 61 These were agreed.	
2. Urgent Actions	
i) Press Release. This was agreed. AP is prepared to send it out this evening and to Council sites. PH to contact her.	PH
ii) Poster. This was amended, agreed by SG and the QR code checked. PH to ask AP to print 50 copies, of which 10 to be laminated.	PH
iii) Response Form. In discussion with PH, MB has improved and updated this form. After testing by a couple of residents (before evening of Wednesday, 2 nd February), SG agreed that the response form would be fit for purpose.	SG
iv) Emails/Letters. SG discussed three lists of contacts produced by PH: statutory consultees and others recommended by consultants; local organisations; individuals/groups consulted at 1 st consultation. PH agreed to assess which of the above organisations would receive email A (statutory consultees and others including developers) and which ones would be sent email E (local stakeholders, who we are inviting to consultation events and zooms). AL to forward draft emails (A, C (Severn Trent Water), D (Environment Agency), and E) for PH to update and send to AP with the correct lists asap. Businesses (about 65 on address list) to receive email E as a letter. AP to be asked to print, NF and AL to address and stuff envelopes for 1 st class post asap.	AL PH NF & AL
v) Website. Amy Howells is carrying out the necessary work, to upload documents and remove others as required, with aim to complete all updating by Friday, 4 th February pm. Several documents will appear in more than one location to ensure that they can be readily accessed. SG agreed changes to the NDP Updating page. PH to send to AP for uploading and using as a 'news item' on the website home page, Facebook and Twitter pages. Still to upload: Draft NDP; LVBA (and attachments); MB's Issues and Options work (full report, executive summary and appendices 1 and 2) Still to complete: NF and PH to complete record of group/ individual responses to the 1st consultation.	PH PH NF & PH
vi) Documents to SB. PH had already advised AP of the agreed documents and information to be sent to SB and will confirm and	

Ledbury NDP Steering Group (SG) agenda and actions

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

Consultants: Bill Bloxsome (BB); Carly Tinkler (CT) Samantha Banks,
Herefordshire Council (SB); WP = Working Party

Office: Angie Price (the Clerk, AP)

Action colour code: **Red = still to do**

send relevant attachments to AP to meet the deadline of 4 th February.	PH
3. Other Matters <u>i) Volunteers</u> NF pointed out that we are still short of volunteers to help, especially with afternoon sessions on the 15 th and 16 th February and setting up/dismantling on all the dates. PH to re-send request for help from councillors and ask if a member of staff might be interested in helping. <u>ii) Collecting from Printers and Assembling Panels.</u> AL to ring printers and arrange collection from Newent as soon as the 12 A2 and 12 A3 posters are available. PH and NF to assemble all panels on Friday 4 th February. Panels for Repair Café to be set up at 9:30am on Saturday 5 th February in Community Hall by PH or NF. AL to collect at end of session and set up in Co-op foyer on Saturday, 5 th February. These boards to be moved as necessary e.g. to Market House during the weekend of the Big Breakfast. <u>iii) Publicity/Organisation of Reg 14 Events.</u> NF and AL to organise distribution of posters as soon as they are available. PH to ask AP to set up a 'Have Your Say' board outside the Council Offices in Church Lane. SG discussed supplying refreshments at the consultation events and decided this was unnecessary and probably unwise at the present time. NF to contact the Library about displaying hard copies of the NDP.	PH PH AL PH & NF AL NF & AL PH NF
Date of next meeting: TBC	

LTC Clerk

From: Gilson, Susannah <Susannah.Gilson@herefordshire.gov.uk>
Sent: 02 March 2022 10:17
To: LTC Clerk
Subject: Environmental Building Standards - We would like your views

Consultation on the draft Environmental Building Standards Supplementary Planning Document (EBS SPD) runs for 6 weeks from 2 March to 13 April 2022. We would welcome your views.

The SPD sets out best practice recommendations to help drive up building design and construction to the highest standards, in line with the council's recognition of the climate and ecological emergency and our vision for a zero-carbon, nature-rich Herefordshire.

The document does not introduce new policy but is designed to provide supplementary guidance on the adopted Herefordshire Local Plan - Core Strategy environmental quality policies. It will be a material consideration in the determination of planning applications.

All feedback during the consultation will be considered, before the final draft is put forward for formal adoption by the council.

For more information on how you can take part in the consultation, please go to this web address:
<https://hlp.commonplace.is/proposals/ebs-spd/step1>

If you have any questions about the document, please contact karla.johnson@herefordshire.gov.uk

Kind regards

Susi Gilson
Local and Neighbourhood Planning Community Engagement Officer
01432 383357



Main Council Switchboard:
01432 260000
General Planning Enquiries:
planningenquiries@herefordshire.gov.uk
Planning Registration Enquiries:
planningregistration@herefordshire.gov.uk



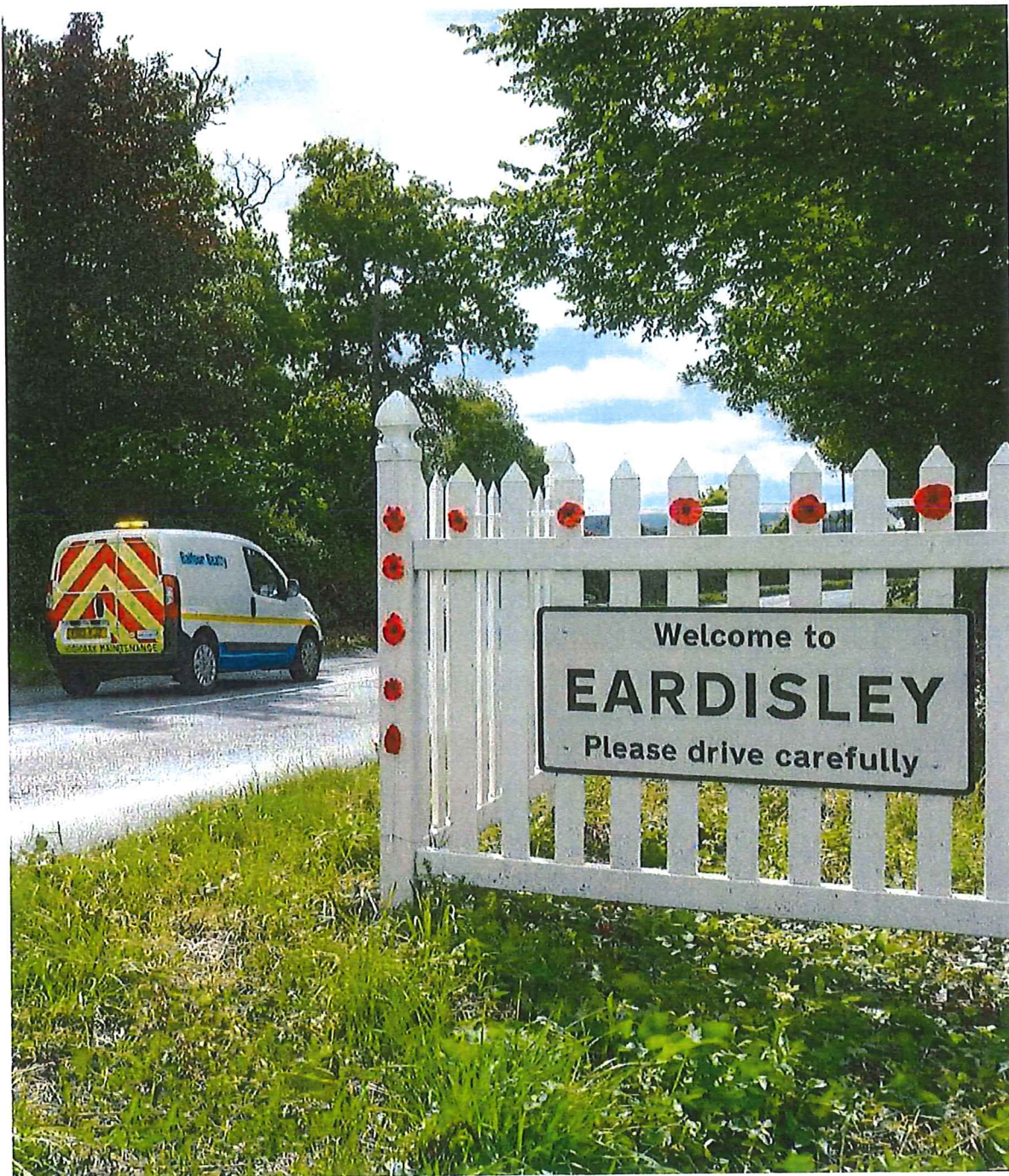
Please consider the environment - Do you really need to print this E-Mail?

Any opinion expressed in this e-mail or any attached files are those of the individual and not necessarily those of Herefordshire Council. This e-mail and any files transmitted with it are confidential and intended solely for the use of the addressee. This communication may contain material

COMMUNITY COMMISSIONING TOOLKIT

LOCAL COMMUNITIES, LOCAL PRIORITIES

HEREFORDSHIRE COUNCIL



2019 V1.0

Balfour Beatty  **Herefordshire Council**
Working for Herefordshire

3610

CONTENTS

Introduction	3
What is Community Commissioning?	4
The process explained	5
STAGE 1: Request – Identifying the problem	7
STAGE 2A: Routine services and supply of materials	9
STAGE 2B: Feasibility, assessment and planning	10
STAGE 3: Approvals and delivery	11
STAGE 4: Completion and handover – What next?	13
Key considerations	14
Appendix 1 – Highways and traffic engineering solutions	16

3611

INTRODUCTION

Many local communities, often through their parish or town council (who have the opportunity to raise additional revenue via the precept and other local funding mechanisms), have expressed an interest in directly funding minor works or services to resolve issues or enhance their communities.

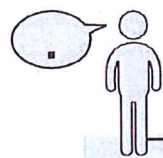
Communities understand local need and are better placed to recognise, fund and deliver on points of local concern ahead of the timescale that can be delivered through Herefordshire Council; whose core delivery is focused on meeting safety priorities and obligations to the county as a whole.

Community Commissioning has been developed to allow communities to fund a range of schemes utilising the benefits of the existing Herefordshire Council's Public Realm Services contract with Balfour Beatty Living Places.

- Community Commissioning is optional and Balfour Beatty Living Places will continue to provide services to a level sufficient to fulfil the council's statutory obligations and delivery of services as identified and agreed through the Annual Plan.
- The use of Balfour Beatty Living Places to deliver works on the ground is also optional and, subject to certain conditions, community groups can use another competent contractors to provide works, services or materials.

BENEFITS OF COMMUNITY COMMISSIONING

- Empowers communities to fulfil the needs and wishes of their residents
- Can be used for a wide range of schemes which fall within the scope of Herefordshire Council's Public Realm contract
- Allows for additional improvements to the public realm over and above what can be currently funded for the benefit of all
- Communities funding schemes allows resources to be focused on other areas
- Provision of a supported process ensures appropriate governance is in place for the benefit of the community
- Supports principles of Herefordshire Council's Asset Management Strategy by "providing support to enable routine maintenance work to be delivered locally."



Often the community is better placed to identify, fund and deliver solutions to problems of local concern.

FUNDING

There are a number of funding streams that may be available to local communities. These include parish precept, grants and contributions from local businesses. In all cases any proposed schemes must come through Balfour Beatty Living Places for guidance and approval.

This toolkit sets out the process through which **Herefordshire Council and local communities can work together** to develop solutions, or purchase routine services or materials.

WHAT IS COMMUNITY COMMISSIONING?

The purpose of Community Commissioning is to find cost-effective ways for local communities to progress schemes for which Herefordshire Council funding is no longer readily available. It enables communities to enhance their local area and address their local needs.

WHAT CAN COMMUNITY COMMISSIONING BE USED FOR?

Any service that is within the current scope of the Public Realm contract (i.e. delivered by Balfour Beatty Living Places) can be considered, subject to approvals. This can be from a simple purchase of routine services or materials, such as grass cutting or the purchase of litter bins, to the identification of solutions and approaches to more complex issues such as speeding, poor visibility and flooding. Further examples of the type of schemes that could be considered are given in [Appendix 1](#) of this toolkit.



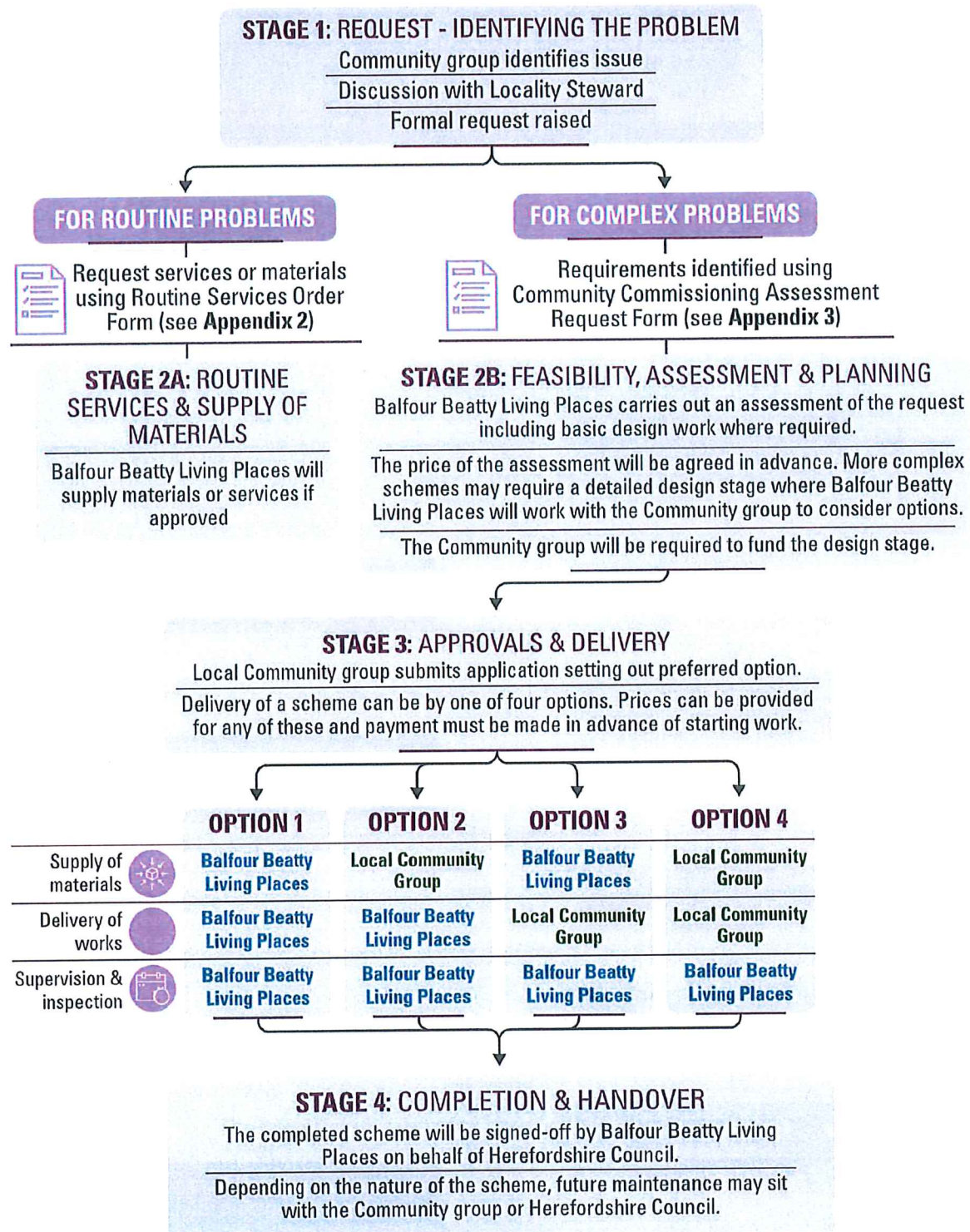
▲ "Community group" – an established and registered organisation that is acting on behalf of and for the benefit of the local community

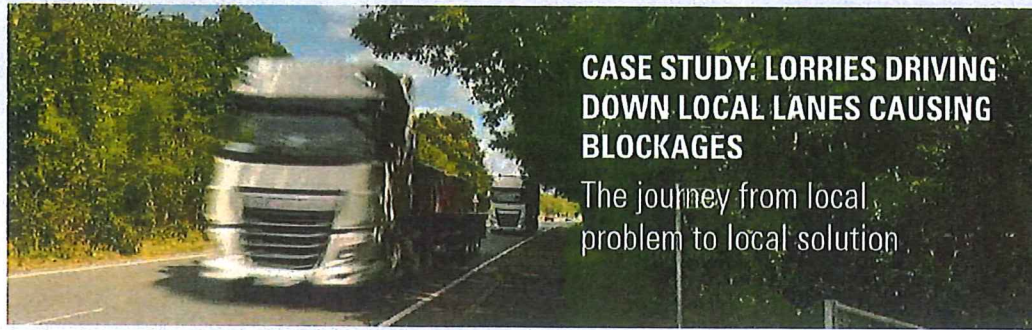
KEY PRINCIPLES

- All **schemes will be managed** of behalf of Herefordshire Council by Balfour Beatty Living Places.
- Community groups can **use other competent and compliant providers** to deliver works on the ground subject to necessary approvals and inspections being put in place.
- **Agreements will be clear** and in place at each stage of a project.
- **Payments will be made in advance** to Herefordshire Council who will then hold the budget until project completion.
- Any **design work will be undertaken by Balfour Beatty Living Places**. This removes design risk and liability from the community group and ensures compliance with legislation, in particular the Construction (Design & Management) Regulations 2015.
- Once a project is completed, **ongoing maintenance liability** for any assets installed may be transferred to the community group. This will be discussed and agreed at the start of the project.
- **Paid assessments** to determine a project's feasibility may be required but Balfour Beatty Living Places will also provide access to advice and information to enable the community group to make an informed final decision.

Projects are dependent on the community group having the finances to complete the works but Balfour Beatty Living Places can provide advice and guidance on options.

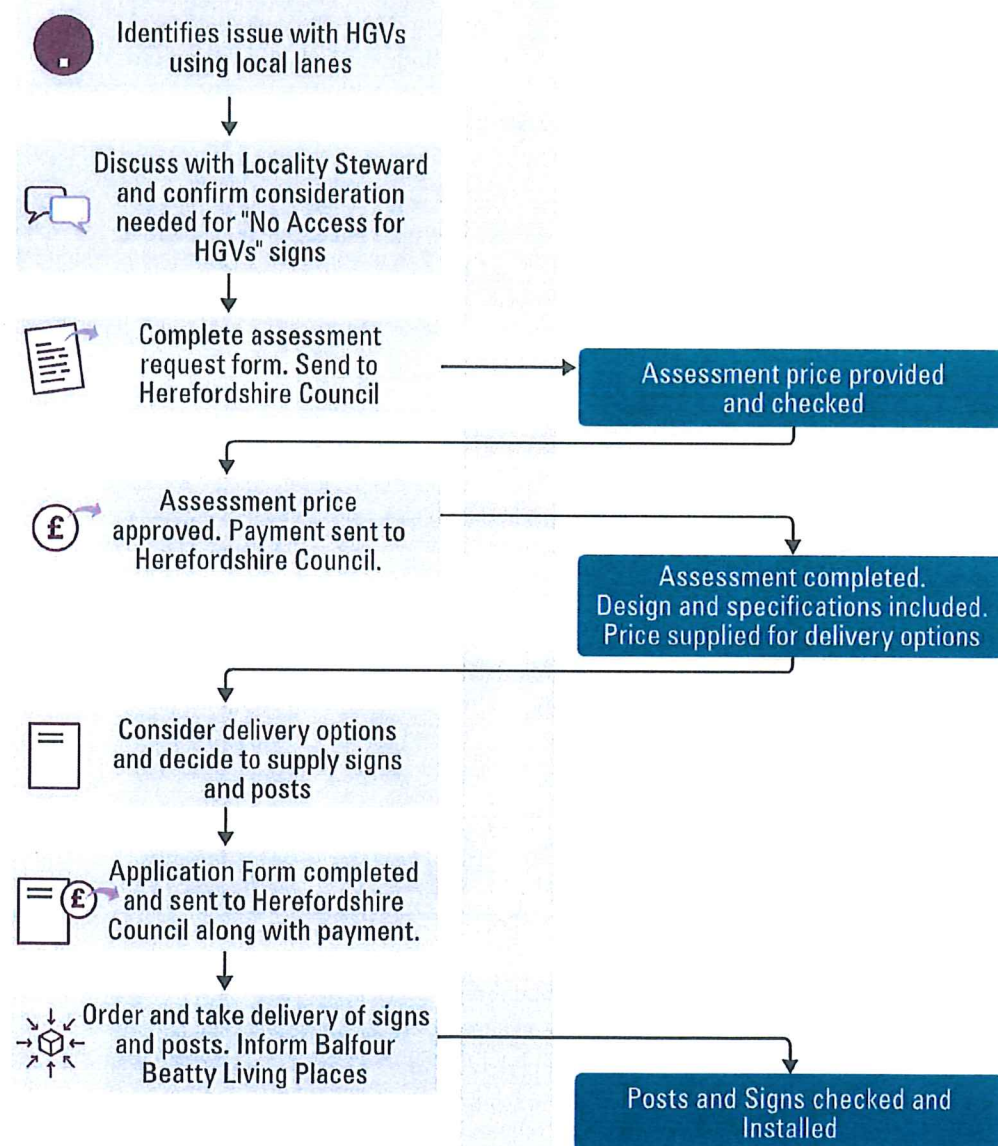
THE PROCESS EXPLAINED





LOCAL COMMUNITY GROUP

BALFOUR BEATTY LIVING PLACES / HEREFORDSHIRE COUNCIL



STAGE 1: REQUEST – IDENTIFYING THE PROBLEM

Understanding the issues, identifying the cause, and considering potential solutions by working with your locality steward and other technical experts.

Once a local community has identified a problem they should liaise closely with their Locality Steward. The Locality Steward can provide initial advice and confirm whether the problem can be resolved through the supply of routine materials or services (**STAGE 2A**) or whether there is a requirement for a more detailed assessment to be carried out (**STAGE 2B**). Examples of problems experienced by local communities include:

Routine problems (see STAGE 2A)

- Empty grit bins
- Overgrown public open spaces
- Blocked ditches
- Litter / dog fouling
- Broken Play equipment

Complex Problems (see STAGE 2B)

- Speeding
- Inconsiderate or illegal parking
- Collisions or near misses
- Difficult route finding
- Localised congestion
- Inappropriate overtaking
- Flooding



▲ Balfour Beatty Living Places locality steward

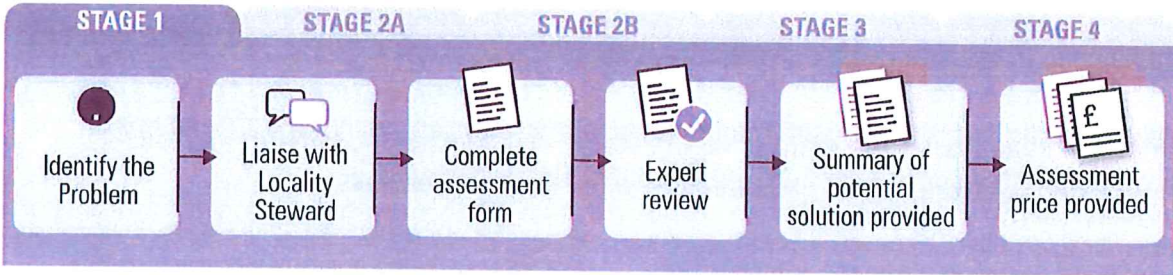
Appendix 1 of this Toolkit gives further information about a range of engineering options with general advice as to when they might be appropriate and indicative prices of implementing them. **Community Groups are not expected to put forward a comprehensive and costed package of works**, selecting items from Appendix 1 as if it were a menu, to resolve the problem(s). Instead, communities are required to discuss the matter with their Locality Steward and, if the problem is identified as being more complex, to complete and submit an **Assessment Request Form** setting out:-

- the details of the problem being experienced
- location,
- who is affected,
- what appears to be the cause,
- specific times / days that the problem occurs,
- potential solutions considered,
- funding available,
- views of local policing team (if required)

The information provided will be reviewed by professional staff within Balfour Beatty Living Places with expertise in a variety of fields such as highways design, drainage, traffic engineering and traffic regulation. The purpose of this review will be to consider whether, in principle, an appropriate solution exists that is technically and legally feasible and broadly affordable for the Community Group. **In most cases detailed assessment and design work will be required and this stage will need to be funded by the Community Group.**

The Community Group will receive a written response, which will aim to give a preliminary view of how the problem can best be resolved given any constraints already identified, an indicative price for such a solution and a price for carrying out the detailed assessment and design where applicable.

We have defined the key tasks in Stage 1 below. You will find a similar format in each of the following sections of this toolkit, with details provided in the text.



EXAMPLE

Issue: Perception that drivers are speeding through edge of the village
Solution proposed by Parish Council: Extend speed limit through the introduction of a TRO
Solution identified following assessment: Enhance current signage, highlight village boundary



3617

STAGE 2A: ROUTINE SERVICES AND SUPPLY OF MATERIALS

The provision of routine services and materials is usually straightforward. The supply of materials that generally do not require an assessment can usually be provided by either Balfour Beatty Living Places or by a separate contractor without the need for a formal design or assessment.

Routine services are those services which Balfour Beatty Living Places routinely carries out on highways and open spaces and can which can fairly easily be added to. Examples of routine services include bin emptying, vehicle surveys and grass cutting.

In some cases an assessment and design may be required and applicants will be advised if this is the case during initial discussions.

When materials are supplied for a third party contractor to install, there is an obligation on the Community group to ensure they are installed properly and in line with key considerations set out in page 14 of this toolkit. Materials available for supply include stiles, gates, salt, and sandbags.

Community groups wishing to purchase routine materials and services should complete the **Order Form: Routine Services and Material** which lists the range of routine services and materials that are available to commission. Most items have an indicative unit price against them so a reasonable estimate of the likely price can be made. The price of some of the services, for instance grass cutting or bin emptying, will be dependent on location, access restrictions and other constraints. Where indicated, a plan will be required and perhaps other supporting documentation to enable the price to be calculated accurately.

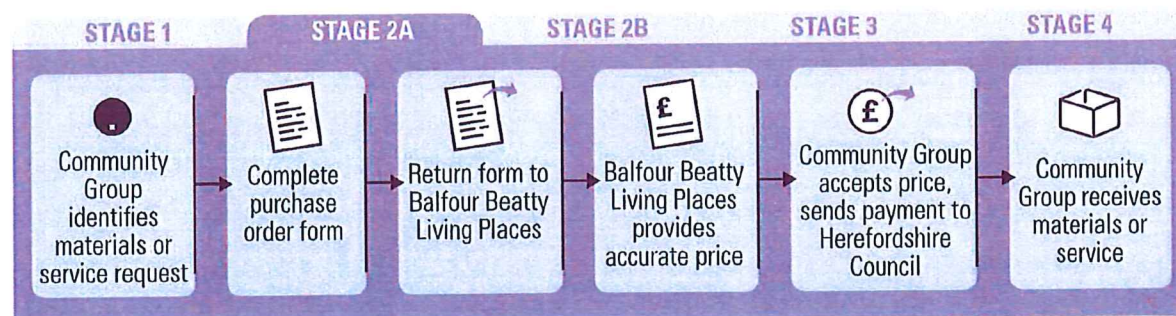
The completed form should be returned to Balfour Beatty Living Places with any necessary supporting information. A confirmed price will then be provided. The goods and services will be provided after payment has been received.

EXAMPLE

Balfour Beatty Living Places regularly receives requests for additional litter and dog waste bins to be installed and emptied. Before considering an application for a litter or dog waste bin, community groups should firstly ensure;



- There is a demonstrable and sustainable need
- The location of the bin is accessible to collection crews (agreed with Balfour Beatty Living Places)
- The bin is the agreed standard, normally a Broxap Derby Standard Bin (litter) or Broxap Sirius (dog waste)
- The bin is unlikely to attract inappropriate waste
- Funding for the ongoing emptying of the bin is in place



STAGE 2B: FEASIBILITY, ASSESSMENT AND PLANNING

In order to ensure the right solution is delivered, a formal assessment of the issue may highlight the need for a detailed design.

WHEN IS AN ASSESSMENT IS REQUIRED?

A formal assessment of the problem is required if the issue and potential solution are more complex. In this case the Community group will need to complete and submit an **Assessment Request Form**.

Balfour Beatty Living Places will provide a price for carrying out an assessment and design. This will cover site visits and liaison with the Community group and any other relevant stakeholders. It is not possible for other contractors to carry out this assessment due to Balfour Beatty Living Places' Construction (Design and Management) (CDM) responsibilities.

In most cases the assessment fee will include a simple design which is required to ensure the community group is happy with the proposals and to allow work to be carried out safely and efficiently. In these instances no further design fee will be payable.

WHEN DETAILED DESIGN WORK IS REQUIRED

For even more complex cases, e.g. where a significant amount of design work is required, the initial assessment may set out an outline design and an indicative price for delivery. A separate fee would then be payable to produce the detailed design and an accurate price for delivery.

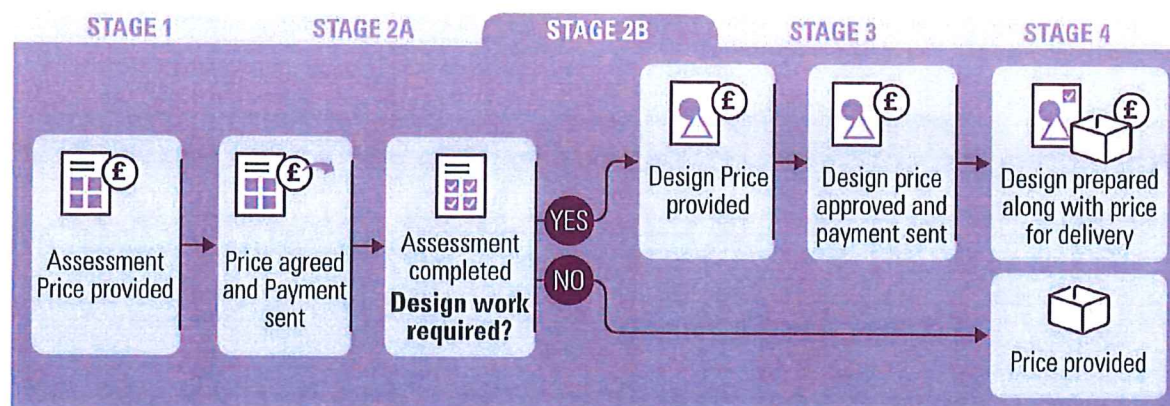
Depending on the nature of the issue under consideration, the assessment may need to include:

- traffic speed surveys
- traffic counts
- ground investigations
- ecological surveys
- public consultation
- whether any licences or consents are required
- responsibility for future maintenance

In all cases the assessment and design will be carried out by Balfour Beatty Living Places.

EXAMPLE

A Parish Council raised an issue of drivers undercutting waiting vehicles at a junction resulting in a number of near misses. A proposal was suggested to move the centre splitter island to prevent this from happening. Balfour Beatty Living Places carried out detailed investigations, including the preparation of a draft design of the proposals. Following site investigations and the use of vehicle tracking software, it was concluded that the proposal was not feasible as Heavy Goods Vehicles would not be able to negotiate the junction safely.



STAGE 3: APPROVALS AND DELIVERY

Final agreements on design and delivery options, together with formal application and payment to allow delivery works to proceed

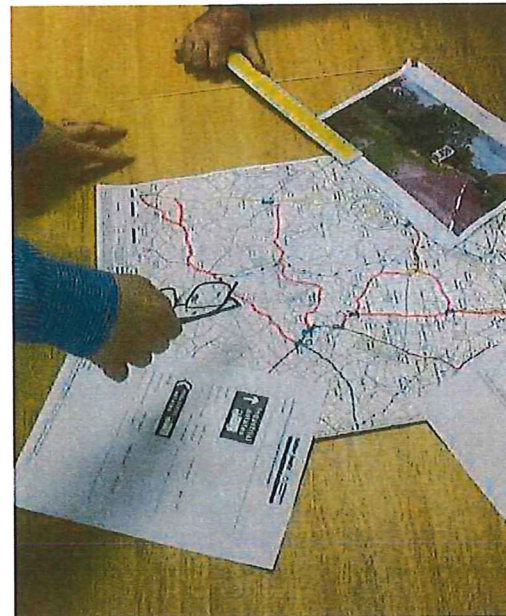
APPLICATIONS AND AGREEMENTS

Following the assessment, the Community group will have been provided with a designed solution and a price for implementation, or for inspection and supervision if the Community group wishes to consider commissioning another contractor or supplying their own materials. The prices stated will be valid for a period of three months.

If the Community group decides it wishes to proceed with the scheme, it needs to submit an **Application Form** and at this stage formal approvals will be required and agreements and licences put in place. The application form should be completed to include the scheme reference number (which will be provided once the scheme is approved) and the Community group needs to indicate which delivery option is required.


DELIVERY OPTIONS

The Assessment and Design process will identify the price of any inspection and supervision so that the Community group can consider whether they wish to commission a separate contractor, supply their own materials or both.



▲ Signing options being considered

YOUR COMMUNITY SCHEME - YOUR DELIVERY OPTIONS

	OPTION 1	OPTION 2	OPTION 3	OPTION 4
Supply of materials 	Balfour Beatty Living Places	Local Community Group	Balfour Beatty Living Places	Local Community Group
Delivery of works 	Balfour Beatty Living Places	Balfour Beatty Living Places	Local Community Group	Local Community Group
Supervision & inspection 	Balfour Beatty Living Places	Balfour Beatty Living Places	Balfour Beatty Living Places	Balfour Beatty Living Places



USING YOUR OWN CONTRACTOR

Where the community group indicates that they wish to consider this option on their Assessment Request Form, the detailed design work will include sufficient plans and information for the community group to commission a contractor. Nonetheless, where self-delivery is being considered, the community group should bear in mind that it will need to meet the price of obtaining any necessary consents such as Streetworks Notices and potentially up-to-date searches for statutory undertakers equipment and apparatus along with the requirements set out in Key Considerations.



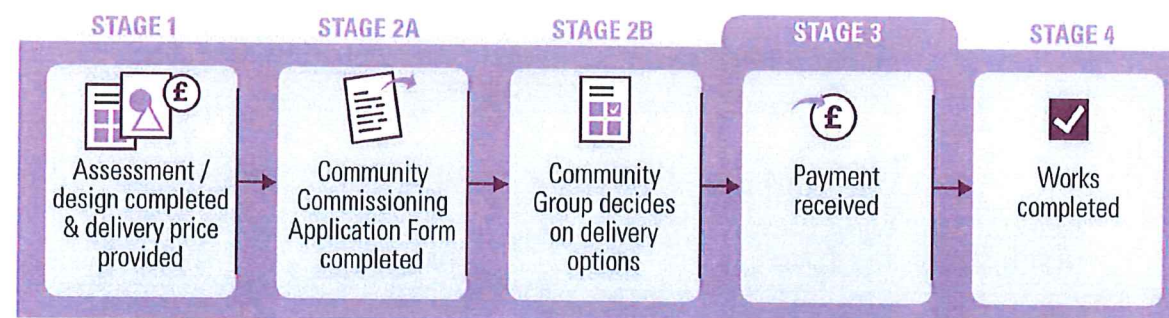
SUPPLYING YOUR OWN MATERIALS

Another option may be for the community group to consider supplying materials itself – for instance village gateway panels and posts. Any works within the highway and wider public realm generally impose some liability on Herefordshire Council and thus where works are being delivered by the community group, an element of inspection, supervision and final approval is necessary.



BALFOUR BEATTY LIVING PLACES' ROLE

Balfour Beatty Living Places will in all instances provide a price for supervision, preparing licences, inspection and project sign off. These are aspects Balfour Beatty Living Places are required to carry out and cannot be delivered by another contractor. This aspect of a project is necessary to provide Herefordshire Council and local communities assurances that work or materials is of the necessary standard and complies with statutory regulations. Community groups need to take account of these prices when calculating the whole project costs.



STAGE 4: COMPLETION AND HANDOVER – WHAT NEXT?

Once installed the asset will need to be maintained and looked after to ensure it continues to do the job it was designed to do.

Once work has been delivered and inspections completed, Community groups will be expected to take on the on-going maintenance of the asset that has been installed.

Any works not carried out by Balfour Beatty Living Places will be inspected to ensure they meet agreed standards and specifications. Examples of assets to be maintained include:

- **Village gateways** – regular cleaning and mowing to ensure visibility and repair or replacement if damaged
- **Litter bins** – On going emptying, repair and maintenance, removal if no longer required
- **New signs** – regular cleaning
- **Play equipment** – Annual safety inspections, on-going maintenance and repair

If assets are not maintained, Herefordshire Council reserves the right to remove the asset or take over the maintenance at the community's expense.

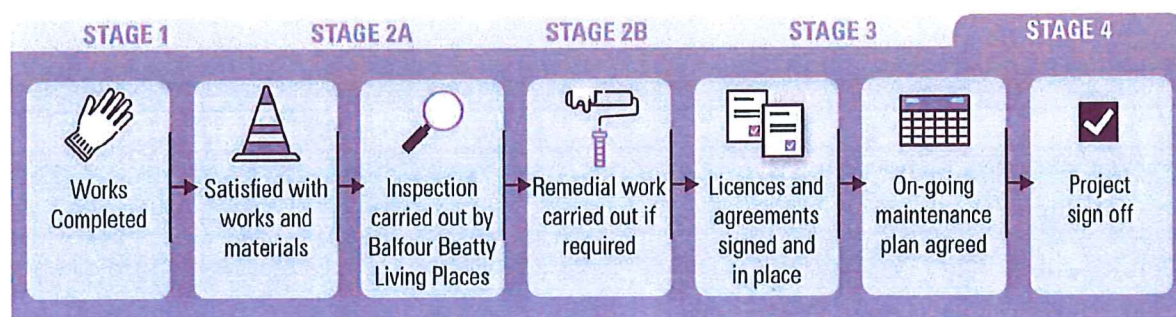
In some instances, the installation of an asset requires the granting of a licence, e.g. park benches or installation of village gates. In these cases the maintenance requirements will be set out in the licence. Similar to the initial installation of an asset, any contractors employed in the maintenance of assets will be required to demonstrate their competency and authorisation to work on a highway.

WHERE HEREFORDSHIRE COUNCIL TAKE ON AN ASSET

In some instance, for example where the asset is difficult to access, Balfour Beatty Living Places may opt to take on the maintenance liability in line with their service agreement with Herefordshire Council.



▲ RoSPA safety trained Locality Stewards inspect 63 playgrounds every month



3622

KEY CONSIDERATIONS

Community Commissioning provides opportunities for local communities to employ their own contractor to carry out schemes.

While it is recognised that many Parish Councils employ Parish Lengthsmen to carry out agreed schemes of maintenance, many of the works set out in this toolkit are beyond those traditionally carried out by them and unlikely to be covered by any existing agreements. Therefore, if a parish council wishes to employ a contractor (including an established lengthsmen) to carry out a scheme, Herefordshire Council will, depending on the scheme, require evidence of any contractor's Public Liability insurance and their competency to carry out works on a public highway or within the public realm. Examples of schemes local communities may wish to contract out, that are not covered by a lengthsmen agreement are installation of coloured surfacing, road signs, roundels, gateway features, traffic calming measures, dragons teeth, etc.

INSURANCE

Contractors must demonstrate that they have a minimum £5,000,000 level of public liability insurance cover. Depending on the type of scheme, Herefordshire Council may require a copy of the insurance details.

COMPETENCY

Any contractor or individual carrying out work on or alongside a public highway must demonstrate, through the production of appropriate certificates or registration cards, that they have suitable training and qualifications commensurate with the work and location. These qualifications should cover, for example, the installation of Traffic Control measures if required, detection and avoidance of underground and overground services and the management and carrying out of streetworks.

As part of the fee for supervising a self-delivered or contracted-out scheme, Balfour Beatty Living Places, on behalf of Herefordshire Council will firstly advise local Community groups what contractor approvals are required and check the competencies and insurance details of contractors. Contractors may be required to attend a health and safety induction provided by Balfour Beatty Living Places.



▲ Subcontractors carrying out re-surfacing works

TERMS AND CONDITIONS

All schemes of work being undertaken via Community Commissioning are subject to the following general terms and conditions. Scheme specific conditions may also be applied.

1. The Community group must provide a named key contact prior to the commencement of any scheme or purchase.
2. All proposed schemes must have the support of the Local Ward Member, Parish Council and Locality Steward. Some schemes may require the support of the local policing team.
3. Where indicated, a formal assessment will be carried out by Balfour Beatty Living Places acting on behalf of Herefordshire Council, for which the Community group will be charged.
4. By submitting an assessment request form or an application form, a Community group is deemed to accept the appointment of Herefordshire Council to act on their behalf as "Client" for the purposes of the Construction (Design and Management) Regulations 2015.
5. Where a Community group elects to self-deliver a scheme, their works may be inspected by Balfour Beatty Living Places to ensure that the works are being carried out according to specification and in a safe and responsible manner.
6. All contractors carrying out works on the highway must carry appropriate third party liability insurance and be suitably trained, qualified and experienced for working on a highway.
7. All schemes on the highway must have appropriate traffic management systems in place.
8. All schemes or installation of materials which require the excavation of the surface of the highway or open space will require checks to be made to identify any statutory undertakers' or privately owned apparatus (especially underground services) in the vicinity of the work site.
9. Schemes involving the excavation of the highway or the use of traffic management measures will normally require notification under the New Roads and Street Works Act 1991. This requirement will be identified as part of the formal scheme assessment.
10. Where appropriate, the Community Group must sign a licensing and / or maintenance agreement with Herefordshire Council, in advance of works commencing.
11. No liability or maintenance responsibility for completed schemes will pass to Herefordshire Council (where appropriate) until the scheme has been approved and accepted as complete by Balfour Beatty Living Places.
12. All payments must be made in advance to Herefordshire Council.

ENSURING COMPLIANCE

While these schemes are ones that Balfour Beatty Living Places are able to deliver there is no requirement for a community group to use them, if they feel they can obtain better value elsewhere. When a group chooses to do the work themselves or employ another contractor, the community group is responsible for ensuring that the scheme is delivered safely, to the appropriate standards, by competent and qualified people and for obtaining any necessary consents and permissions.

As all relevant works will be taking place within the public realm and often within the highway, there are various legal requirements to be met. Of particular relevance are:

- New Roads & Street Works Act 1991 ("NRSWA") – to ensure the coordination of and safety around street works. Many types of works within the highway, especially those that involve excavation will need to be "noticed". Balfour Beatty Living Places will advise and provide this facility where required. A fee is normally payable for the issue of a streetworks notice. All works within the highway will need to comply with the statutory "Code of

Practice for Safety at Street Works and Road Works" – see <https://www.gov.uk/government/publications/safety-at-street-works-and-road-works> for further information.

- Construction (Design & Management) Regulations 2015 (CDM) – covers the management of health, safety and welfare when carrying out construction projects. "Construction" is interpreted broadly and many schemes being considered under Community Commissioning are likely to fall under the regulations. To ensure compliance, Herefordshire Council will act as the "client" and Balfour Beatty Living Places as the "designer", both statutory roles under the regulations. Further information on CDM is available on the Health & Safety Executive website - <http://www.hse.gov.uk/construction/cdm/2015/index.htm>

For anything more than a request for routine services and materials, a standard agreement will be drawn up that sets out the main obligations and requirements on all parties.

APPENDIX 1 – HIGHWAYS AND TRAFFIC ENGINEERING SOLUTIONS

This section provides brief information on a range of traffic and highway engineering measures that may be used, singly or in combination, to resolve commonly reported problems and to help meet a community's identified need. An **indicative** price or range is shown for each measure; this should only be used for broad budgeting purposes. They should not be used to develop detailed prices and Community Groups should be aware that prices may be significantly different where there are constraints on the location or where multiple measures are being considered.

Nonetheless they should help a Community Group to consider whether a particular type of solution is affordable from a relatively early stage in the process. The prices shown were last assessed in May 2018 and will be reviewed periodically to ensure they continue to provide useful and reliable guidance.

The prices shown include construction and implementation. They **exclude** assessment, design, licensing, legal fees and traffic management.

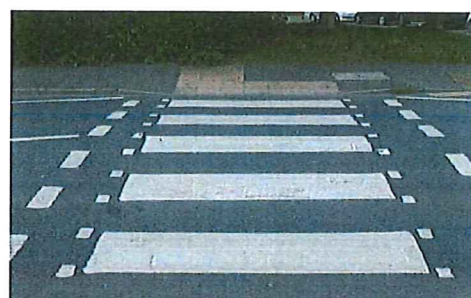
PEDESTRIAN MEASURES

ZEBRA CROSSING

A section of the highway that is designated for pedestrian crossing. Used where the number of people crossing is high and throughout the day to make sure it can be done safely. Assessment and Design is required.

Indicative price

£20,000 – £28,000



HIGHLIGHTED CROSSING POINT

These are safe areas to cross the road. It could involve the installation of bollards, dropped kerbs, coloured road surfacing and possibly street lighting. Assessment and Design is required.

Indicative price

£1,500 – £8,000



PEDESTRIAN GUARD RAIL

A rail that creates a boundary between the footway and the highway. Can work well at high density pedestrian areas and higher risk areas e.g. Schools. Assessment and Design is required.

Indicative price

£220 – £300 (per metre)



FOOTWAY (BITUMEN)

Bitumen footways will improve pedestrian safety and comfort. May need dropped kerbs to work with the footway. Costs rise if there is a need to relocate or add utility services or street lighting. Assessment and Design is required.

Indicative price

£85 – £120 per m²



FOOTWAY (PAVING SLABS)

Paving slabbed footways provide a more aesthetically pleasing pedestrian walking area. It generally requires the same conditions as bitumen but creates a different look for the footway. Assessment and Design is required.

Indicative price

£120 – £350 per m²

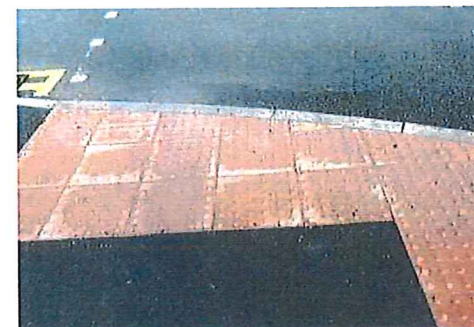


DROPPED KERB

This is generally for access points onto footways or a property entrance (driveway) from the highway. Additional surfacing or lines may be required along with a dropped kerb. Dropped kerbs for the benefit of private properties are dealt with separately. Assessment and Design is required.

Indicative price

£1,500 – £8,000



BOLLARDS

Bollards provide improved protection from traffic. They are strong posts that stand in a line acting as a barrier from the highway. Assessment and Design is required.

Indicative price

£250 – £1,500



BUS SHELTER

Many bus shelters have plastic panels instead of glass which makes them more durable and safer. They provide protection against wind and rain for those waiting for a bus. Assessment and design is required.

Indicative price

£1,500 – £10,000



STREET FURNITURE

Ranges from street benches to sculptures. They can make areas more convenient and more aesthetically pleasing. Assessment and design is required.

Indicative price

£200 – £800 per bench



LITTER BINS

Any proposal for new bins must include funded arrangements for their future emptying. Assessment is required.

Indicative price

£400 – £550



FINGER POST

Ornamental finger posts can be a positive addition to an area being informative and aesthetically pleasing. Assessment and design is required.

Indicative price

£200 – £1,000 each



HIGHWAY MEASURES (SPEED REDUCTION)

DRAGONS TEETH

Dragons teeth help emphasize a change of environment and work well with village entries/gateways. Assessment and design required.

Indicative price

£300 – £800



CARRIAGEWAY ROUNDELS

Carriageway roundels are generally positioned at the start of a speed limit to help emphasize the change of speed limit. They work best when they have a coloured road surface underneath them. An assessment and design is required.

Indicative price

£70 – £100 (excludes coloured surfacing)



RUMBLE STRIPS

Rumble Strips are road lines across the width of the road that are slightly raised. Effective when there is a reduction of speed limit or a potential stop ahead. They are unsuitable near residential areas due to noise. An assessment and design is required.

Indicative price

£30m²



DOUBLE SPEED CUSHION

Double speed cushions will slow traffic down and can be tailored to fit the road. They can only be used in 30MPH or under speed limits and should be avoided on a steep gradient. An assessment and design is required.

Indicative price

£1,800 – £3,000



RAISED JUNCTION

Reduces the speed of traffic at junctions. An assessment and design will be required.

Indicative price

£5,000 – £10,000



ROAD HUMPS

Large tarmac humps across the whole carriageway that causes drivers to slow down to pass over them. An assessment and design is required.

Indicative price

£3,000 – £5,000



LANE WIDTH RESTRICTIONS

The width of the road is reduced which in turn slows traffic down. The road will need to be fairly wide to begin with for this measure to be put in place. An assessment and design is required.

Indicative price

£1.60 per metre (lining only)



SPEED INDICATORS

For details of the speed indicator device toolkit please contact Balfour Beatty Living Places on 01432 261800 / trafficmanagement@balfourbeatty.com, or via the Herefordshire County Council website: https://www.herefordshire.gov.uk/info/200196/roads/198/speed_limits

Indicative price

N / A



COLOURED SURFACING

Coloured road surfacing works well with the village gateway but has many other uses such as to highlighting crossing areas, change in road conditions or speed roundels etc. An assessment and design is required.

Indicative price

£20 per m²



TRAFFIC LIGHTS

Traffic lights are a good form of traffic control but should only be used in areas with high volumes of traffic. An assessment and design is required.

Indicative price

£28,000 – £40,000



DOUBLE YELLOW LINES

Double yellow lines can be put in place to stop vehicles waiting or parking in unsafe or inconvenient areas and to ease congestion. They require an assessment, design and a Traffic Regulation Order (if new).

Indicative price

£1.60 – £3.20 per metre



WHITE LINING

White lining can be used for many different functions from separating lanes to warning of hazards. They may need to be supported by a TRO (if new). An assessment is required.

Indicative price

£1.00 – £1.60 per metre



ROAD SIGNS

Road signs will have different symbols or words depending on the purpose of the sign. An assessment and design is required.

Indicative price

£150 – £10,000



STREET LIGHTING

Street lighting is becoming more durable and more efficient with the use of LED technology. However, they can be intrusive and unwelcome in some areas. An assessment and design is required.

Indicative price

£850 – £1,500 per column



MINI ROUNDABOUT

Mini roundabouts can slow traffic down and improve flow. There needs to be equal traffic flow from all directions entering the roundabout to allow the equal priority to work. They may need other works on the approach of the roundabout to slow traffic down prior to the entrance of the roundabout. An assessment and design is required.

Indicative price

£3,000 – £12,000



VILLAGE NAMEPLATE

A village nameplate is an addition to the entrances to the village. It improves the aesthetics and lets road users know what village they are entering. It can also reduce speeds as road users will realise that they are entering a village with the likelihood of meeting others users and hazards.

Indicative price

£150 – £500



PICKET GATES

Picket gates are an addition to the village gateway and can make the village entrance look different and more aesthetically pleasing. The gates can help encourage drivers reduce speed as they are more aware that they are entering a village. An assessment and design is required.

Indicative price

£500 – £3,000



VILLAGE GATEWAY SCHEME

To maximise their effectiveness, the entry points to villages can be made up of a number of elements such as lane narrowing, roundels, coloured surfacing, speed terminal signs, gates, village name plates, dragons teeth all co-located. Assessment and Design is required.

Indicative price

£3,500 – £10,000 per gateway



TOURIST SIGNING

For details of the Tourist Signing Policy and procedures please contact Balfour Beatty Living Places on 01432 261800 or trafficmanagement@balfourbeatty.com

Assessment and design required.

Indicative price

£2,000 – £4,000 (based on 5 signs)



PLANNING COMMITTEE	10 MARCH 2022	AGENDA ITEM: 13
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Report prepared by Angela Price – Town Clerk

MARKET TOWNS MAINTENANCE FUND

Purpose of Report

The purpose of this report is to advise Members of the Planning Committee of funding that has been allocated by Herefordshire Council in respect of the five Market Towns in Hereford for the next two financial years.

Detailed Information

On 3 March 2022 the Clerk and Deputy Mayor attended a meeting at Herefordshire Council to discuss funding that Herefordshire Council had identified for all five Market Towns in Hereford. This funding is being provided as “Market Towns Maintenance Fund” and each town council is being asked to provide input into how it could be best spent in their locality.

The funding available to each town amounts to the following:

2022/23	-	£350,000
2023/24	-	£200,000

The funding is available to be spent on maintenance and improvement projects within Ledbury and at the meeting Herefordshire Council officers advised that this could be used to undertake projects that have been highlighted to Herefordshire Council in the past, but that were not considered priorities. It is possible to use it on projects that will require design and build processes, however as these take longer to progress it was suggested that these types of projects could be put in motion in year 1 with a view to them being completed in year 2. However, it should be noted that Ledbury has considerable development coming its way in the future which will bring S106 monies for new design and build projects and it was suggested that these types of projects should still be considered under S106 to enable the most to be made of the funds now being made available for maintenance and improvement projects.

The officers were keen to make use of the funding as soon as possible and stated that the funds would be available to the town council with effect from 1 April 2022.

Hereford officers had provided a map with some suggestions of the type of projects that could be considered, however this list is not exhaustive, and they would welcome other suggestions from the Town Council. The list provided as possible suggestions is as attached for consideration. One of the key area’s officers highlighted within this list was the road resurfacing at Homend, Members will not that Councillor Harvey has recently advised that she had managed to get the resurfacing of the Homend from

Tesco to the station spannered into the work programme, but that this would be at the expense of other planned resurfacing on country lanes in the ward, but I hope it will be worth it as so many vehicles and cyclists use this route.

Other suggestions for projects that could be considered within this funding which could be done reasonably quickly are as follows:

1. To repair safety barriers at various locations within the town
2. To repair paving slabs in High Street and Homend shopping areas
3. To repair the cobbles on Church Lane
4. To repair/improve the condition of play areas around Ledbury

Ledbury were the first town to meet with Hereford and BBLP officers to discuss the Town funding and officers advised that the sooner the council can provide them with projects within the public realm for consideration under this fund the sooner they can start work on them.

Members need to be aware that once they have agreed a list of projects for consideration officers will need to provide evidence, information and locations to Hereford and BBLP officers to enable them to assess each project and make progress and Members

Recommendation

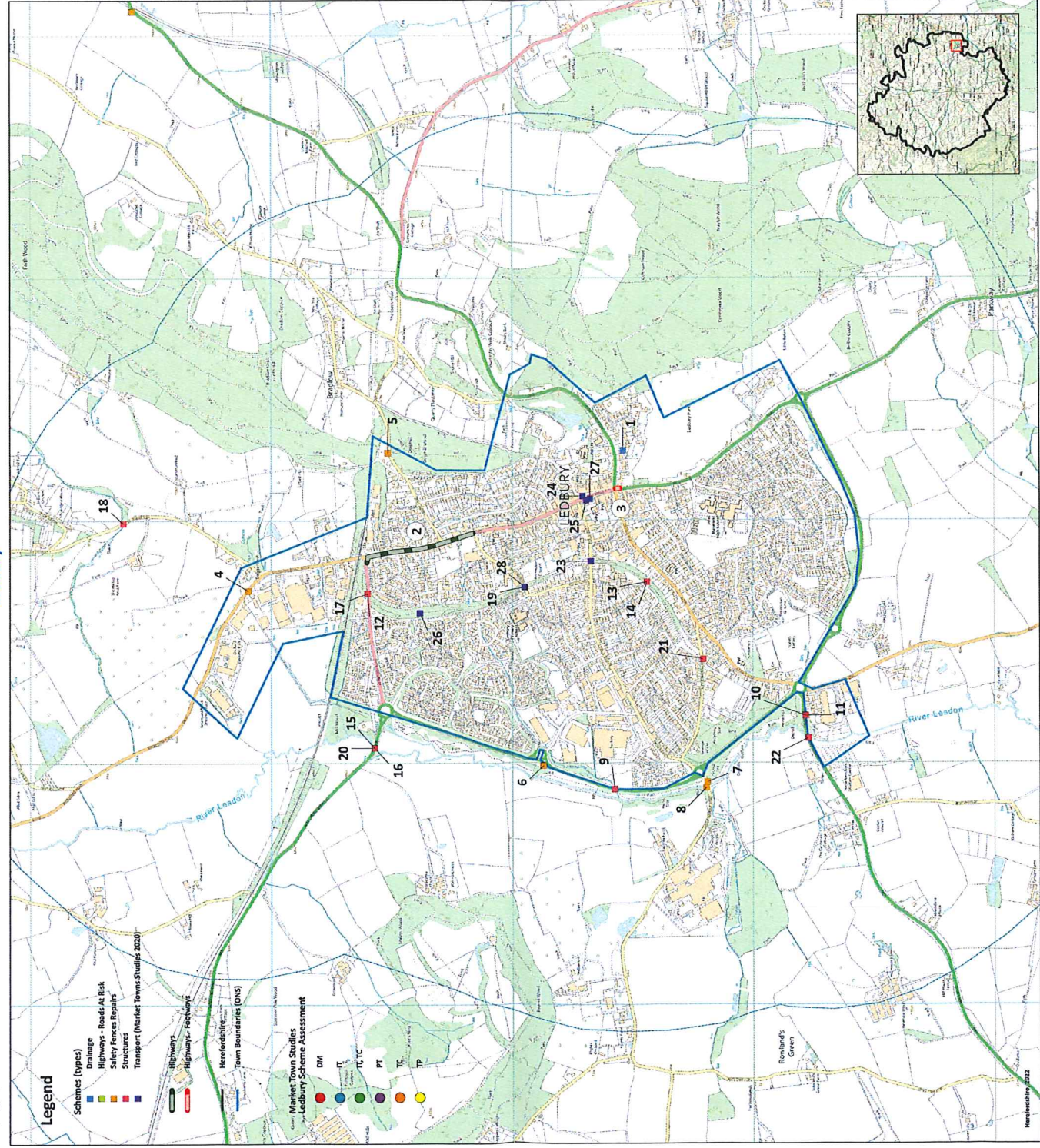
1. That Members of the Planning Committee request that Grants Working Party identify projects that could be considered under the Towns Maintenance Fund and that a list be drawn up to be provided to the meeting of Council, scheduled for 31 March 2022, for consideration and submission to Herefordshire Council.
2. That a recommendation be made that Council give consideration to the list to be provided by the Grants Working Party and consider any additions to that list for submission to Herefordshire Council.

	AMS Ref	Name	Type/Cat	Cost (£k)	Works/Comments
1	NO1800010	U67209 HORSE LANE ORCHARD	Drainage	10000	On Site job - CCTV here. Need to carry out a survey here to ascertain the problem and dig down / clear as appropriate.
2			Highways	87187.5	Resurfacing
3			Highways - Footways	30000	General Maintenance, Repairs
4		Beggars Ash *	Safety Fences Repairs	10000 (approx.)	
5		Knapp Lane *	Safety Fences Repairs	10000 (approx.)	
6		Ledbury Bypass *	Safety Fences Repairs	10000 (approx.)	
7		Little Marcle Road South	Safety Fences Repairs	10000 (approx.)	
8		Little Marcle Road North	Safety Fences Repairs	10000 (approx.)	
9	BB0077	Fairtree Farm Culvert	Structures	1500	build up thickness of Sub base path above culvert pipe on d/s footpath to protect top of culvert Use Terram Geocell or equivalent to reinforce the sub base and prevent erosion.
0	BB1095	Biddulph Arms No.3	Structures	1000	Replace spalled bricks on the upstream right spandrel, Replace 2 x spalled bricks on the upstream arch ring at the left quarter point. Clear vegetation and rebed all copings above the upstream spandrel.
1	BB1095	Biddulph Arms No.3	Structures	750	Replace downstream parapet post and rail system with new RC posts and double rail. Current system is collapsing and is approximately 7m long.
2	BR3601	Ledbury West Railway	Structures	1500	remove veg from parapets, wing walls and retaining walls to allow full inspection
3	BB0234	Woodleigh Road (Railway)	Structures	1000	Rub down, undercoat and re paint South West steel parapet rails.
4	BB0234	Woodleigh Road (Railway)	Structures	500	Replace 2 x missing masonry sections in the North East wing wall at embankment level
5	BB0306	New Mills	Structures	250	repoint crack in c/w side of u/s parapet. repoint crack/separation of upstream and longitudinal fracture of upstream
6	BB0306	New Mills	Structures	1500	29 - Remove 400mm dia tree from u/s right training wall, remove sappling growth shown in photos, fill cracks and voids with masonry and mortar.
7	BR3601	Ledbury West Railway	Structures	1000	Reset stone pillar at the end of the South West wing wall
8	BB0846	Frith Farm Culvert	Structures	500	Replace sections of missing masonry in the upstream right abutment
9	BF7720	Orchard Lane	Structures	200	Replace missing timber approach rail on the North side of the structure
0	BB0306	New Mills	Structures	500	Reset loose end coping on the downstream left parapet
1	BW7120	Little Marcle Lane	Structures	250	De veg footpath and repair uneven areas with tarmac
2	BB1093	Biddulph Arms No.1	Structures	0	Treat corroded rebar and repair spall in soffit on the u/s end
3	(B)8	Pedestrian	Transport	80	Town Trail crossing at road level (former bridge filled in). No direct alignment on desire line, or dropped kerbs. Suggested table to slow traffic and improve ease of crossing.
4	(B)25	Highways	Transport		Town centre enhancement scheme to reduce dominance of road space and enhance opportunities for events without road closures. Works would encompass public

3635

Market Towns Funding

Ledbury



Map Notes
*Costs provided are just indicative for this initial stage and are not firm prices.
*Market Towns Transport Studies - schemes identified within packages (in brackets)
*Schemes outside of the funding areas included within this table

ID	AMS Ref.	Name	Type/Cat.	Cost (£)	Works/Comments
1	MS0000010	UC2020 HODS LANE CHICKEND	Drainage	10000	On Site Job - CCTV New. Need to carry out a survey here to ascertain the problem and if it's a drain / clear as appropriate.
2		Highways - Newways	Highways - Newways	10000	General Maintenance, Repairs
3		Safety Fences Repairs	Safety Fences Repairs	10000	
4		Safety Fences Repairs	Safety Fences Repairs	10000	
5		Safety Fences Repairs	Safety Fences Repairs	10000	
6		Safety Fences Repairs	Safety Fences Repairs	10000	
7		Safety Fences Repairs	Safety Fences Repairs	10000	
8		Safety Fences Repairs	Safety Fences Repairs	10000	
9	MS0077	Little Marple Road North	Structures	1500	Build up thickness of sub base with sub base (10) to protect top of concrete and prevent water from entering the sub base and prevent water from entering the sub base and prevent water from entering the sub base.
10	MS0077	Farmer Farm Culvert	Structures	1500	Build up thickness of sub base with sub base (10) to protect top of concrete and prevent water from entering the sub base and prevent water from entering the sub base.
11	MS0077	Stadgate Lane	Structures	1500	Build up thickness of sub base with sub base (10) to protect top of concrete and prevent water from entering the sub base and prevent water from entering the sub base.
12	MS0077	Stadgate Lane	Structures	1500	Build up thickness of sub base with sub base (10) to protect top of concrete and prevent water from entering the sub base and prevent water from entering the sub base.
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14	MS0077	Stadgate Lane	Structures	1500	Build up thickness of sub base with sub base (10) to protect top of concrete and prevent water from entering the sub base and prevent water from entering the sub base.
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24	MS0077	Stadgate Lane	Structures	1500	Build up thickness of sub base with sub base (10) to protect top of concrete and prevent water from entering the sub base and prevent water from entering the sub base.
25	MS0077	Stadgate Lane	Structures	1500	Build up thickness of sub base with sub base (10) to protect top of concrete and prevent water from entering the sub base and prevent water from entering the sub base.
26	MS0077	Stadgate Lane	Structures	1500	Build up thickness of sub base with sub base (10) to protect top of concrete and prevent water from entering the sub base and prevent water from entering the sub base.
27	MS0077	Stadgate Lane	Structures	1500	Build up thickness of sub base with sub base (10) to protect top of concrete and prevent water from entering the sub base and prevent water from entering the sub base.
28	MS0077	Stadgate Lane	Structures	1500	Build up thickness of sub base with sub base (10) to protect top of concrete and prevent water from entering the sub base and prevent water from entering the sub base.

