# LEDBURY TOWN COUNCIL

TOWN COUNCIL OFFICES, CHURCH STREET, LEDBURY,
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2 February 2024

**TO: Councillors Bradford, Furlonger, Harvey, Howells, Hughes, l'Anson, McAll, and Morris (Chair)**

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, 8 February 2024 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**

## AGENDA

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.

**4. Nolan Principles (Link)**

**MINUTES**

**5. To approve and sign the minutes of the Planning, Economy & Tourism Committee meeting held on 11 February 2024 (Pages 571 - 577)**

**6. To review the Action Sheet (Pages 579 - 581)**

**TOURISM**

**7. Notes of a meeting of the Tourism Task & Finish Group held on 31 January 2024 (To Follow)**

**8. Outcome of meeting to discuss action plan for Painted Room 2024/25 season (Verbal report)**

**PLANNING**

**9. Planning Consultations**

| | **Application Number** | **Deadline for comments/ determination** | **Application details** |
|---|---|---|---|
| 9.1 | 240039 | Deadline for comments 08/02/24 – Target determination date 06/03/24 | Proposed removal & infill of swimming pool & pool enclosure. Construction of a conservatory & patio in place of the pool enclosure, and a new rear porch – **The Orchard, South Parade, Ledbury, Herefordshire, HR8 2HA** |
| 9.2 | 240143 | Deadline for comments 16/02/24 – Target determination date 11/03/24 | Prior approval for proposed change of use from commercial, business and service (use Class E) to 5 dwelling houses (use Class C3) - **Building rear of 15 The Homend, Ledbury, Herefordshire, HR8 1BN** |
| 9.3 | 240171 | Deadline for comments 16/02/24 – Target determination date 13/03/24 | Proposal to convert existing garden store outbuilding to home office/study to host dwelling. Development to include creation of new balcony under extended roof. Existing asbestos sheet |

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|---|---|---|---|
| | | | roof to be raised and replaced with clay plain tiles to match host dwelling roof – **Bradlow Farm, Bradlow and Westhill, Ledbury, Herefordshire, HR8 1JE** |
| 9.41 | 240172 | Deadline for comments 16/02/24 – Target determination date 14/03/24 | Extension to existing veterinary clinic – **The Nook, Hereford Road, Ledbury, Herefordshire, HR8 2PR** |

**11. Tabled Applications (If any)**

(applications received after agenda despatch where deadline dates for comments are earlier than the next committee meeting)

**12. Planning Decisions (Pages 583 - 587)**

**13. Update of Major Planning Applications Working Party in respect of Planning Application No. 233023 (To Follow)**

**TRAFFIC MANAGEMENT**

**14. Notification of Traffic Regulation Order Scheme on Various Roads, Ledbury, Herefordshire (Pages 590 - 598)**

**15. Proposed changes to Woodleigh Road – request from Mr Ian Colwell to discuss**

**FINANCE**

**16. To approve Invoices for payment for February (Interim) in the sum of £4043.84 plus VAT (Page 599 – 600)**

**GENERAL**

**17. Section 106 (Standing item) (Verbal)**

**18. Date of next meeting**

**To note that the date of the next meeting of the Planning, Economy & Tourism Committee is scheduled for 14 March 2024 at 7.00pm in the Council Offices, Church Lane, Ledbury**

Distribution: Full agenda to: - Committee Members (8)
File Copy (1)
Full agenda excluding confidential papers to:
Press (2)
Ward Councillors (2)
Library (1)

Agenda front pages to all non-committee members (4)

# LEDBURY TOWN COUNCIL

## MINUTES OF A MEETING OF THE PLANNING, ECONOMY & TOURISM COMMITTEE HELD ON 11 JANUARY 2024

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**PRESENT:** Councillors Bradford, Furlonger, I'Anson, McAll and Morris (Chair)

**ALSO PRESENT:** Angela Price – Town Clerk
Sophie Jarvis – Minute Taker
6 members of the public

### P153. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Harvey, Howells and Hughes.

### P154. DECLARATIONS OF INTEREST

No declarations of interest were received.

### P155. PUBLIC PARTICIPATION

Committee members voted to bring forward the following items on the agenda to allow the members of the public to speak:

Agenda Item 8 – Heritage Brochure for Ledbury
Agenda Item 14 – Correspondence received from Lidl

### P156. CORRESPONDENCE RECEIVED FROM LIDL

Rhydian Griffiths and Rob Mitchell were present at the meeting on behalf of Lidl and provided members with a verbal update on the revised Lidl Proposal in respect of the Land south of Leadon Way and Dymock Road.

Mr Griffiths explained that they had taken the comments made in the inspector's report at the appeal, in respect of their previous application no. 201718, that had been refused. He informed members that they have taken on the comments regarding the possible impact that a new Lidl store would have on the town centre and advised that Lidl are now looking into a notably smaller store which will have a lower impact on the town centre.

Mr Griffiths informed Members that they are in the process of putting together a new plan and want to avoid 'overtrading' which is a huge issue in today's local shopping pattern. It was also noted that there would be space for a nursery and a medical centre within this plot and he advised that they had entered discussion with the NHS in respect of the potential for a surgery.

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Councillor Furlonger asked what the new square footage of the smaller store would be, and they informed members that it would be 1,949 square feet.

Ewen Sinclair, who was at the meeting as a member of the public, informed members that he was in support of this pre application, and he had not agreed with Ledbury Town Council's decision objecting to the previous application no 202728. He explained that with the new properties being built the town centre is doing notably well and traders are not concerned about competing with Lidl as they sell completely different products.

Councillor McAll asked the Lidl representatives how they would help with the nursery and medical centre. Mr Griffiths informed members that there will be funding that can be applied for, board approvals and pre-let agreements.

Councillor I'Anson noted that with the influx of houses being built, Ledbury would benefit extremely from a new nursery and medical centre.

Rhydian Griffiths, Rob Mitchell and Ewen Sinclair left the meeting at 7:23pm.

Councillor Bradford proposed that the Clerk be instructed to write to Mr Griffiths to advise that Ledbury Town Council would like to continue a dialogue at appropriate times regarding the pre application and beyond in respect of their proposal for the Land South of Leadon Way and Dymock Road, Ledbury.

**RESOLVED:**

**That the Clerk be instructed to write to Mr Griffiths to advise that Ledbury Town Council would like to continue a dialogue at appropriate times regarding the pre application and beyond in respect of their proposal for the Land South of Leadon Way and Dymock Road, Ledbury.**

**P157. HERITAGE BROCHURE FOR LEDBURY**

Penelope Shaw informed members that the Heritage Open Days brochure was a successful overarching document to attract visitors to the town. However, this only included snippets of information on the Heritage buildings, and it would be beneficial to have specific brochures produced for individual attractions such as The Butcher Row Museum and the Heritage Centre, etc. Ms Shaw informed members that this would be a piece of literature that visitors could take home with them.

Councillor McAll noted that having a consistent brand for promoting tourism in the town and brochures would have much more power and effect rather than having lots of different publications.

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Councillor Bradford noted that any leaflets promoting tourism in Ledbury should be available all around the country to promote the town and encourage people to visit from all over rather than handing out leaflets to visitors that have already visited Ledbury. Councillor Bradford also commented that with today's modern technology these brochures should be available to view online. Mark Waller confirmed that if they received the grant there would be a PDF version of the brochure available online.

Penelope Shaw noted that there should be one website created to promote tourism in Ledbury through the Tourism Steering Group.

Councillor Furlonger questioned the idea of reinforcing the experience of visiting Ledbury through a brochure rather than creating one to drive people to visit the town.

The Chair noted all comments made and asked Mr Waller and Ms Shaw for their support and contribution in the Tourism Steering Group and to help create a consistent corporate identity. The Chair also confirmed that the grant application would be referred back to the next Finance, Policy and General Purposes Committee for approval, and asked that Ledbury Places provide a breakdown of costs and details on how many brochures the grant would help to produce.

Mark Waller, Penelope Shaw and Ellie Scanlan left the meeting at 7:43pm.

**RESOLVED:**

1. **That Ledbury Places provide more detailed information on the cost breakdown to produce the Heritage Brochures on their grant application and include details of how many brochures will be produced.**

2. **That on receipt of the additional information the application will be referred back to the March Finance, Policy and General Purposes Committee meeting for consideration.**

**P158. NOLAN PRINCIPLES**

**RESOLVED:**

**That the Nolan Principles be received and noted.**

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**P159. TO APPROVE AND SIGN AS A CORRECT RECORD, THE MINUTES OF THE MEETING OF THE PLANNING, ECONOMY, & TOURSIM COMMITTEE HELD ON 14 DECEMBER 2023.**

**RESOLVED:**

**That subject to spelling errors being corrected the minutes of the Planning, Economy & Tourism Committee held on 14 December 2023 be approved and signed as a correct record.**

**P160. TO REVIEW THE ACTION SHEET**

Members discussed minute no. P138.2 on the action sheet – That a further Markets Working Party will be held once the Market Strategy has been considered by Full Council. Councillor Bradford proposed that the Markets Working Party time be moved to 5:30pm/6:00pm to encourage shop traders to attend after closing hours, all members were in favour.

The Clerk provided an update on minute no. P138.5 on the Action Sheet – That the Clerk contact Clare Stone to ask whether she would be willing to work with LTC to prepare a funding application via BSIP for a hopper type bus service in Ledbury. The Clerk informed members that she had met with Clare Stone earlier that day and Clare had informed her that there are a number of funding options which could be available to help set up this service and Clare confirmed that she is happy to work with Ledbury Town Council to achieve this. The Ledbury Hopper Bus Service be included on the next Traffic Management Working Party agenda.

**RESOLVED:**

1. **That the Action Sheet be received and noted.**

2. **That the Markets Working Party be scheduled to a later time to encourage shop traders to attend.**

3. **That the Ledbury Hopper Bus Service be included on the next Traffic Management Working Party agenda.**

**P161. NOTES OF A MEETING OF THE TOURISM TASK & FINISH GROUP HELD ON 13 DECEBER 2023**

**RESOLVED:**

**That the notes of a meeting of the Tourism Task & Finish Group held on 13 December 2023 be received and noted.**

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**P162. NOTES OF A MEETING TO DISCUSS POTENTIAL HISTORY FESTIVAL FOR HEREFORDSHIRE**

Members noted that it would be beneficial to have council representatives present at these meetings as well as the CDO, subject to the meetings be held during working hours.

**RESOLVED:**

1. **That the notes of a meeting to discuss potential history festival for Herefordshire be received and noted.**

2. **That the Clerk contact the Group to request that Councillor Morris, Councillor Furlonger and the CDO (subject to meetings being held during working hours) be invited to join the Group and that they express a wish for Ledbury to participate in the potential history festival for Herefordshire.**

**P163. PLANNING CONSULTATIONS**

i. Planning Application no. 233023

Proposed variation of conditions 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 1 9, 20, and 25 of planning permission 2122433 (variation of conditions 4, 15, 19, and 24 pf planning permission 192482 (Outline planning permission with all matters reserved (save access) for the erection of up to 140 dwellings (use Class C3) with associated parking, access roads, public open space, landscaping, sustainable urban drainage, and associated works) – to include revised plans and reports reflecting revised location of roundabout) – To include revised plans and reports reflecting the relocation of the off-site footway/cycleway and the addition of a section on infill – Land South of Leadon Way, Ledbury, Herefordshire.

**RESOLVED:**

**That the Major Planning Applications Working Party be convened to discuss planning application no. 233023.**

**P164. TABLED APPLICATIONS**

**RESOLVED:**

**There were no tabled applications.**

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**P165. PLANNING DECISIONS**

**RESOLVED:**

**That the Planning Decisions be received and noted.**

**P166. PLANNING DECISION CONDITIONS – PLANNING APPLICATION NO. 223921**

**RESOLVED:**

**That the further information provided on planning application no. 223921 be received and noted.**

**P167. SECTION 106 (STANDING ITEM)**

The Chair requested that Section 106 updates be provided via a link rather than include extra paperwork in the agenda pack to save paper.

**RESOLVED:**

**That the Section 106 update be received and noted.**

**P168. UPDATE ON ALDI BUS SERVICE**

Councillor Furlonger suggested that the Aldi Bus Service could be taken over by Lidl if there were successful in their new application.

**RESOLVED:**

**That the update on the Aldi Bus Service be received and noted.**

**P169. REQUEST FROM COUNCILLOR SIMMONS IN RESPECT OF REPLACEMENT ROAD SIGN FOR BIDDULPH WAY**

Members instructed the Clerk to obtain quotes for the replacement road sign for Biddulph Way to be considered.

**RESOLVED:**

**That the Clerk obtain quotes for the replacement road sign for Biddulph Way to be considered at the next Planning, Economy & Tourism Committee meeting.**

**P170. CORRESPONDENCE RECEIVED FROM LOCAL RESIDENT**

Members noted the correspondence received from a local resident regarding the pavements in town and agreed that the email should be forwarded onto the Locality Steward, Herefordshire Council Ward Councillors, and the Traffic Management Working Party.

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**RESOLVED:**

**That the correspondence from a local resident regarding the pavements in Ledbury be forwarded onto the Locality Steward, Herefordshire Council Ward Councillors and the Traffic Management Working Party.**

**P171. NOTIFICATION OF ROAD CLOSURE AT TOP CROSS**

The Clerk informed members that Balfour Beatty Living Places have confirmed that Knapp Lane will be closed during the works taking place at Top Cross. However, there will be access for emergency services.

**RESOLVED:**

**That the notification of the road closure at Top Cross be received and noted.**

**P172. DATE OF NEXT MEETING**

**RESOLVED:**

**To note that the next meeting of the Planning, Economy & Tourism Committee is scheduled for 8 February 2024.**

The meeting ended at 8:32pm.

Signed …….. Dated ……
(Chair)

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Action Sheet January 2024

| Minute No. | Action | To be Actioned by | Date Actioned | Comments | Status |
|---|---|---|---|---|---|
| **PLANNING, ECONONMY & TOURISM MEETING 14 SEPTEMBER 2023** | | | | | |
| P81a.2 | That the Mayor will host a meet and greet event when the Strömstad Twinning Association visit Ledbury. | Mayor / Officers | Potentially 2024 | To be organised once we know dates of next Stromstad visit | On-going |
| **PLANNING, ECONONMY & TOURISM MEETING 9 NOVEMBER 2023** | | | | | |
| P126 | RECOMMENDATION: That a recommendation be made to Full Council that officers be instructed to purchase a defibrillator as provided in Option 3 of the report:<br>ViVest X3 defibrillator with carry case, spare electrodes ShockBox Sentry (locked) heated double skinned steel surround cabinet for kiosk<br>Telephone kiosk and community signage pack<br>Cost = £1840<br>Additional costs – Delivery £25.00, installation by a BT approved electrician | TC | Jan-23 | To be included in January agenda of Full Council - reconvened meeting 07.02.2024 | In progress |
| **PLANNING, ECONONMY & TOURISM MEETING 14 DECEMBER 2023** | | | | | |
| P138.2 | Minute No. P104.3 – That a further Markets Working Party will be held once the Market Strategy has been considered by Full Council. | TC | 14/02/2024 | Meeting date to be agreed for early February - Members are advised that Caroline Green has informed the Clerk that she will no longer be attending the meetings therefore a new chair will need to be elected at next meeting | In progress |

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| P138.3 | P117.4 – That the Clerk would arrange a meeting to create an action plan for the Painted Room with a report to be submitted to the January meeting of Planning, Economy & Tourism Committee. | TC | 08.02.2024 | Meeting arranged for 08.02.2024 - verbal feedback to be provided at next meeting | In progress |
| **PLANNING, ECONONMY & TOURISM MEETING 11 JANUARY 2023** | | | | | |
| P156 | That the Clerk be instructed to write to Mr Griffiths to advise that Ledbury Town Council would like to continue a dialogue at appropriate times regarding the pre application and beyond in respect of their proposal for the Land South of Leadon Way and Dymock Road, Ledbury. | TC | Jan-24 | Further meeting arranged with all cllrs - 30.01.2024 | On going |
| P157.1 | That Ledbury Places provide more detailed information on the cost breakdown to produce the Heritage Brochure on their grant application and include details of how many brochures will be produced. | Ledbury Places | Mar-24 | Application to be referred back to FP & GP upon receipt of further information | Further information awaited |
| P160.2 | That the Markets Working Party be scheduled to a later time to encourage shop traders to attend. | Officers | 14.02.2024 | Meeting to be pushed back one week due to delay with FC outcome - meeting to be scheduled for 5.30 pm | In progress |
| P160.3 | That the Ledbury Hopper Bus Service be included on the next Traffic Management Working Party agenda. | TC | 07.02.2024 | To be included on next TMWP Agenda | In progress |

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| P162.2 | That the Clerk contact the Group that are discussing the potential History Festival for Herefordshire to request that Councillor Morris, Councillor Furlonger and the CDO (subject to meetings being held during working hours) be invited to join the Group and that they express a wish for Ledbury to participate in the potential history festival for Herefordshire. | TC | 26.01.2024 | Email sent to request Cllrs and CDO be able to attend - information requested on when and where next meeting will be held | Awaiting Response |
| P163 | That the Major Planning Applications Working Party be convened to discuss planning application no. 233023 | Officers | 05.02.2024 | Meetign to be arranged for 05.02.2024 - extension granted from HC PO's | In progress |
| P169 | That the Clerk obtain quotes for the replacement road sign for Biddulph Way to be considered at the next Planning, Economy & Tourism Committee meeting. | TC | 26.01.2024 | Email sent to BBLP to request quote | In progress |

**Planning Decisions Log**

| Planning App | Details | Case Officer | LTC's Recommendation | HFDS Decision |
|---|---|---|---|---|
| **LTC MEETING 9 February 2023** | | | | |
| 230103 | Proposed variation of condition 2 of planning application 200066 (Demolition of retail building (A1) and erection of production building (B2)) – additional HGV yard, 1 loading bay to be added 3 loading bays to be removed and parking spaces to be consolidated to the south of the extension - **Countrywide Stores Dymock Road Ledbury Herefordshire HR8 2JQ** | **OJ** | No objections | **No decision** |
| **LTC MEETING 10 AUGUST 2023** | | | | |
| 231872 | Conversion of and extensions to existing buildings to create a dwelling, and associated works - **Land to rear of 1 Bridge Street Ledbury Herefordshire** | **GW** | That Ledbury Town Council did not feel able to provide a response to this application, particularly in relation to how the works would be carried out in a sensitive manner is respect of wildlife. Therefore, they would request more information on this planning application before submitting any comments.<br>Further information provided to PO's by applicant. Ledbury Town Council satisfied | **No decision** |

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| | | | with additional information and submitted no objections. | |
| 231873 | Conversion of and extensions to existing buildings to create a dwelling, and associated works - **Land to rear of 1 Bridge Street Ledbury Herefordshire. LISTED BUILDING CONSENT.** | **GW** | That Ledbury Town Council did not feel able to provide a response to this application, particularly in relation to how the works would be carried out in a sensitive manner is respect of wildlife. Therefore, they would request more information on this planning application before submitting any comments.<br>Further information provided to PO's by applicant. Ledbury Town Council satisfied with additional information and submitted no objections. | **No decision** |
| **LTC MEETING 12 OCTOBER 2023** | | | | |
| 232792 | Proposed dormer bungalow dwelling **– Land rear to of 121 to 123 The Homend, Ledbury, Herefordshire** | **EM** | No objections | **Approved with conditions** |
| 232861 | Existing 4 bedroom end of terrace townhouse to be extended at ground floor to the rear and converted to a 1 bedroom ground floor apartment with a 2 bedroom duplex on the floors above **– 8 Canal Walk, Ledbury, Herefordshire, HR8 2ED** | **KR** | No objections | **No decision** |

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| **LTC MEETING 9 NOVEMBER 2023** | | | | |
| 233084 | Proposed change of use from Class E (a) (formally A1 Retail) to Sui generis, use as a public house, wine bar or drinking establishment (formally A4) – **4 New Street, Ledbury, Herefordshire, HR8 2DX** | **EM** | No objections | **No decision** |
| 233085 | Proposed change of use from Class E (a) (formally A1 Retail) to Sui generis, use as a public house, wine bar or drinking establishment (formally A4) – **4 New Street, Ledbury, Herefordshire, HR8 2DX LISTED BUILDING CONSENT** | **EM** | No objections | **No decision** |
| 233081 | Replacement of brick infill panels with wood board panels. Part replacement of rotten wood beams with seasoned oak. Part retrospective – **1 Ivydene Cottages, Homend Crescent, Ledbury, Herefordshire, HR8 1AH** | **JD** | No objections | **No decision** |
| 233082 | Replacement of brick infill panels with wood board panels. Part replacement of rotten wood beams with seasoned oak. Part retrospective – **1 Ivydene Cottages, Homend Crescent, Ledbury, Herefordshire, HR8 1AH LISTED BUILDING CONSENT** | **JD** | No objections | **No decision** |
| 233208 | Proposed ground floor extension – **1 Ledbury Park, Ledbury, Herefordshire, HR8 1LF** | **JD** | No objections | **Approved with conditions** |
| **LTC MEETING 14 DECEMBER 2023** | | | | |
| 233266 | Proposed change of use proposal from a mixed use to 5 residential units for a building connected to a Grade II listed building – **The Royal Hall, 5A The Southend, Ledbury, Herefordshire, HR8 2EY** | **Awaiting allocation** | Objection to this planning application in its current form, considered that the application is incomplete, and members would like to see more information, in particular, but not exclusively in respect of | **No decision** |

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| | | | structural suitability for the proposed development; safe access to and exit from all five properties; services & sewage management; parking and bin storage. | |
| 233267 | Proposed change of use proposal from a mixed use to 5 residential units for a building connected to a Grade II listed building - **The Royal Hall, 5A The Southend, Ledbury, Herefordshire, HR8 2EY – LISTED BUILDING CONSENT** | **Awaiting allocation** | Objection to this planning application in its current form, considered that the application is incomplete, and members would like to see more information, in particular, but not exclusively in respect of structural suitability for the proposed development; safe access to and exit from all five properties; services & sewage management; parking and bin storage. | **No decision** |
| 233359 | Proposed extension (Retrospective) – **The Willows, The Homend, Ledbury, HR8 1AP** | **JD** | No objection | **No decision** |
| 233360 | Proposed extension (Retrospective) – **The Willows, The Homend, Ledbury, HR8 1AP – LISTED BUILDING CONSENT** | **JD** | No objection | **No decision** |
| 233443 | Proposed mobility scooter store and bin enclosure screens, with associated ground work and paving - | **JD** | No objection | **No decision** |

| LTC MEETING 11 JANUARY 2024 | | | | |
|---|---|---|---|---|
| 233023 | Proposed variation of conditions 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 1 9, 20, and 25 of planning permission 2122433 (variation of conditions 4, 15, 19, and 24 pf planning permission 192482 (Outline planning permission with all matters reserved (save access) for the erection of up to 140 dwellings (use Class C3) with associated parking, access roads, public open space, landscaping, sustainable urban drainage, and associated works) – to include revised plans and reports reflecting revised location of roundabout) – To include revised plans and reports reflecting the relocation of the off-site footway/cycleway and the addition of a section on infill – **Land South of Leadon Way, Ledbury, Herefordshire.** | **CS** | **That the Major Planning Applications Working Party be convened to discuss planning application no. 233023.** | **No decision** |

ADL House, Oaklands Business Park,
Armstrong Way, Yate, BS37 5NA
wc@adltraffic.co.uk
Herefordshire.gov.uk
Scheme Ref. 3409-157
23rd January 2024

Dear Statutory Consultee,

RE: **POTENTIAL TRAFFIC REGULATION ORDER SCHEME ON VARIOUS ROADS, LEDBURY, HEREFORDSHIRE.**

I write on behalf of Herefordshire Council to advise you that a potential Traffic Regulation Order (TRO) scheme is being investigated on various roads within Ledbury, Herefordshire. This is as a result of concerns raised by local representatives regarding inappropriate parking by vehicles at the locations under review and the appropriateness of the current parking restrictions. These proposals form part of the extraordinary market town funds project.

A site meeting and assessment with the Ward Councillors has been undertaken and proposals have been drawn up as a result of this visit. Consultation has also been undertaken with the Ledbury Town Council. The attached **proposal drawings** outline the potential alterations that could be made to the parking restrictions. These are proposed primarily to prevent inconsiderate and inappropriate parking, double parking, improve road safety and amenity, prevent parking close to junctions and where it causes obstructions for large vehicles (inc. emergency service vehicles) and cyclists. Additionally, the residents parking proposals within this project are proposed in order to prioritise, and maximise, parking provision for residents and prevent parking by non-resident vehicles.

The measures have been proposed for the following reasons:

- For avoiding danger to persons or other traffic using the road or any other road or for preventing the likelihood of any such danger arising.
- For the preservation and improvement of the amenity of the area concerned.
- To improve pedestrian sight lines which are currently obscured when attempting to cross the road due to parked vehicles.

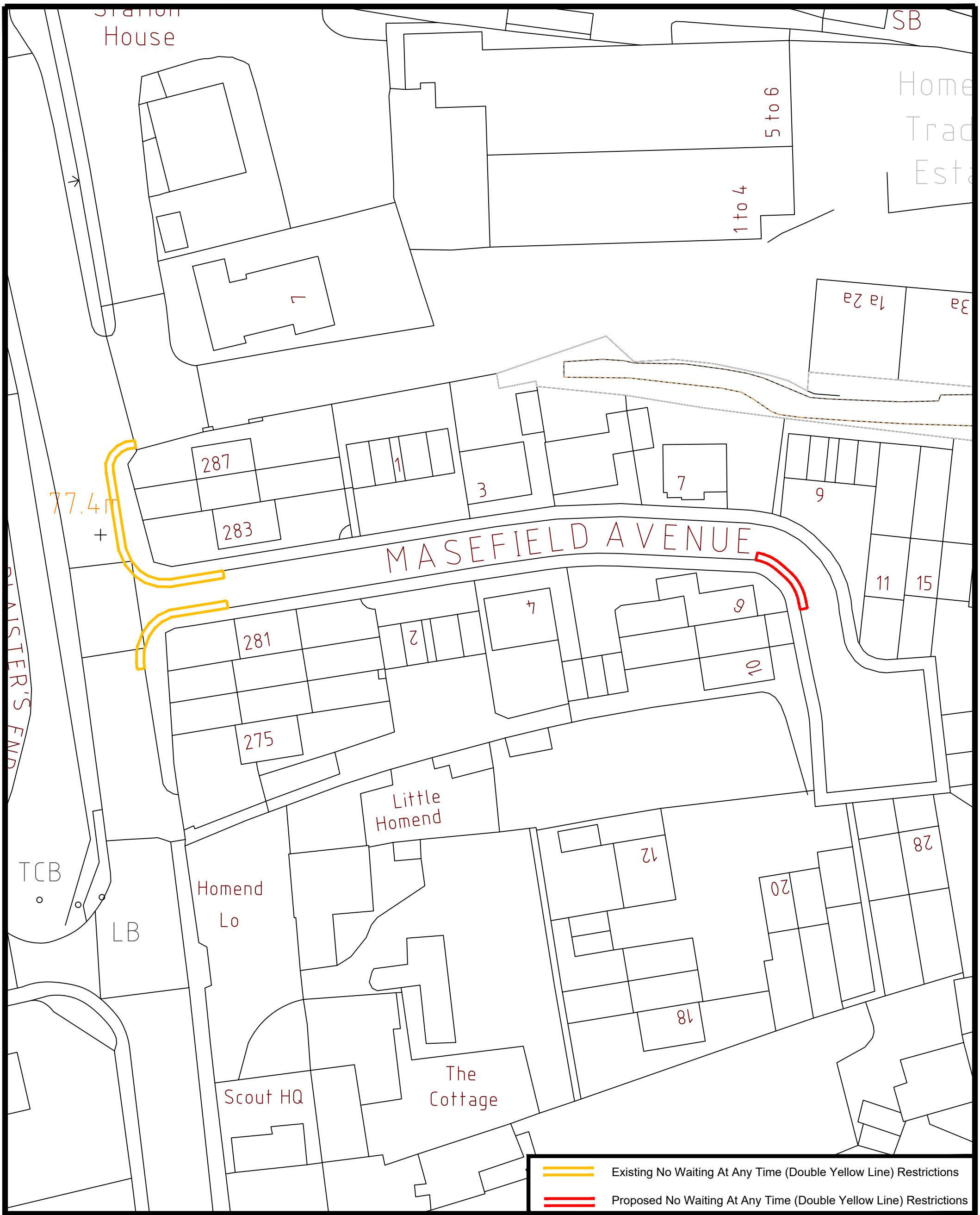
A residents/businesses consultation exercise has been undertaken where a majority support has been garnered. The proposals are shown on the attached plans. Some proposals have been modified (where deemed appropriate) in response to the feedback received during this consultation process.

A Traffic Regulation Order (TRO) process has now been initiated and this is the Initial Statutory Consultation stage of the TRO process. If you have any observations or comments, please contact ADL Traffic & Highways Engineering Ltd by email at wc@adltraffic.co.uk or at the above address. The deadline for receipt of comments is **noon on Tuesday 13th February 2024**.

Yours sincerely,

**Will Cox BSc (Hons), AMIHE**
**Traffic Engineer**


ADL House • Oaklands Business Park, Armstrong Way, Yate, Bristol BS37 5NA Tel: 01454 332100 Email: info@adltraffic.co.uk www.adltraffic.co.uk
Company No. 3121125 VAT Registration No 674 4017 36

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ADL
TRAFFIC & HIGHWAYS

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NOTES
1. PRELIMINARY DESIGN PROVIDED FOR ILLUSTRATIVE PURPOSES ONLY. ALL DETAILS ARE SUBJECT TO INCLUDING CHECKING STATATORY SERVICE APPARATUS.
2. DO NOT SCALE FROM THIS DRAWING.
3. BACKGROUND PLAN IS BASED UPON A DIGITAL OSBASE.
4. ALL DETAILS TO BE CONFIRMED ON SITE AND ON A TOPOGRAPHICAL SURVEY.
5. ALL TRACKS ASSUME GRADIENTS AND CAMBERS DO NOT EXCEED 1:60 AND 1:40 RESPECTIVELY OTHERWISE VEHICLE MANOEUVRABILITY MAY BE AFFECTED.
6. ALL LAND OWNERSHIP DETAILS, EXTENT OF ADOPTED HIGHWAY AND RIGHTS OF WAY TO BE CONFIRMED.
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AMENDMENTS

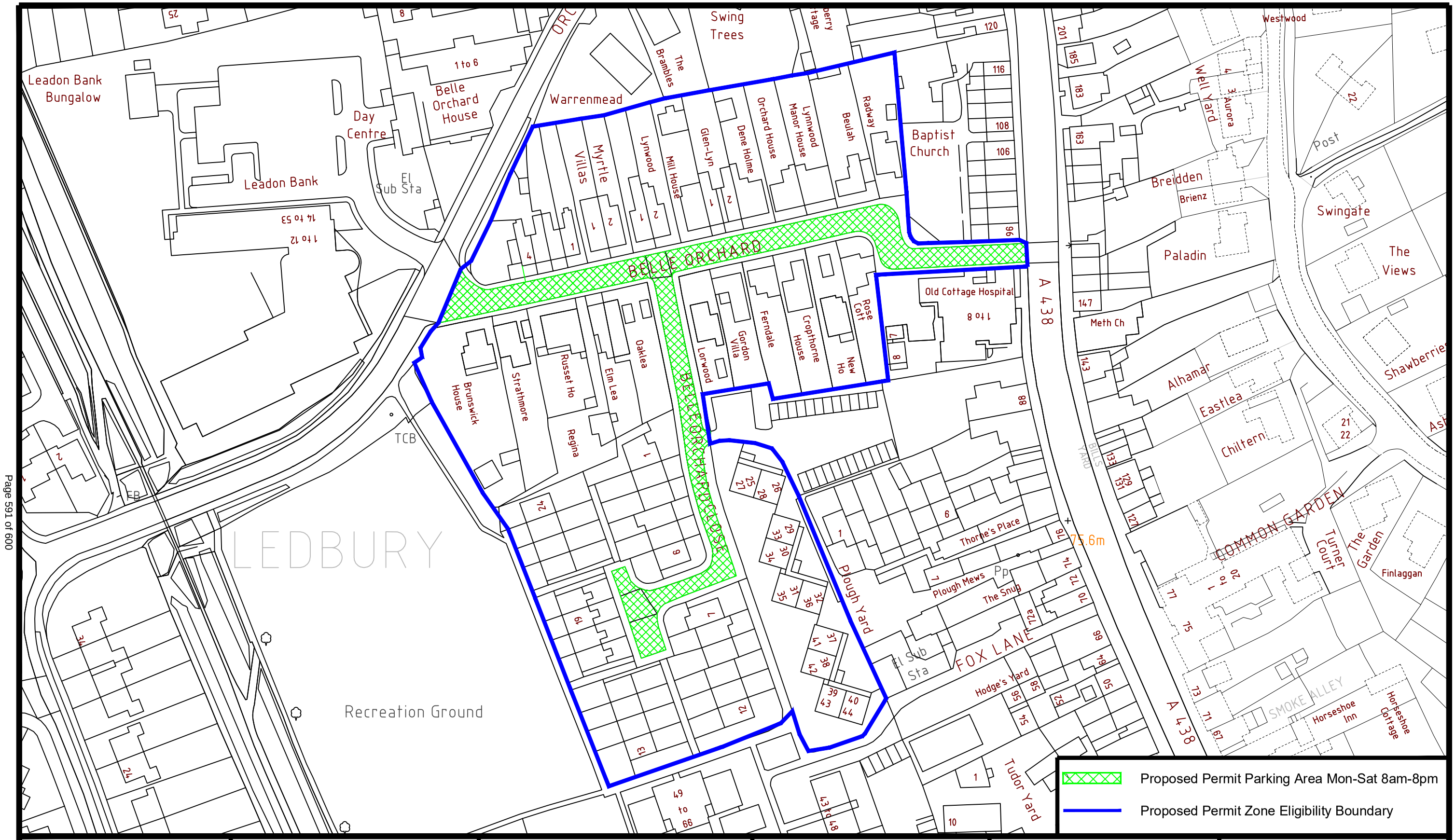
| REF. | DATE | DESCRIPTION |
|---|---|---|
| | | |

ADL Job No. 3409-157

Project: Masefield Avenue Ledbury

Title: Proposed Parking Restrictions

| Date | Drawn | | |
|---|---|---|---|
| January 2024 | LO | | |
| Checked: WC | Date | Approved: TH | Date |
| Scale: NTS@A3 | Drg No.: 3409-157-001 | | Rev.: B |



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Fax : 01454 327983
E-Mail : CAD@ADLTRAFFIC.CO.UK

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AMENDMENTS

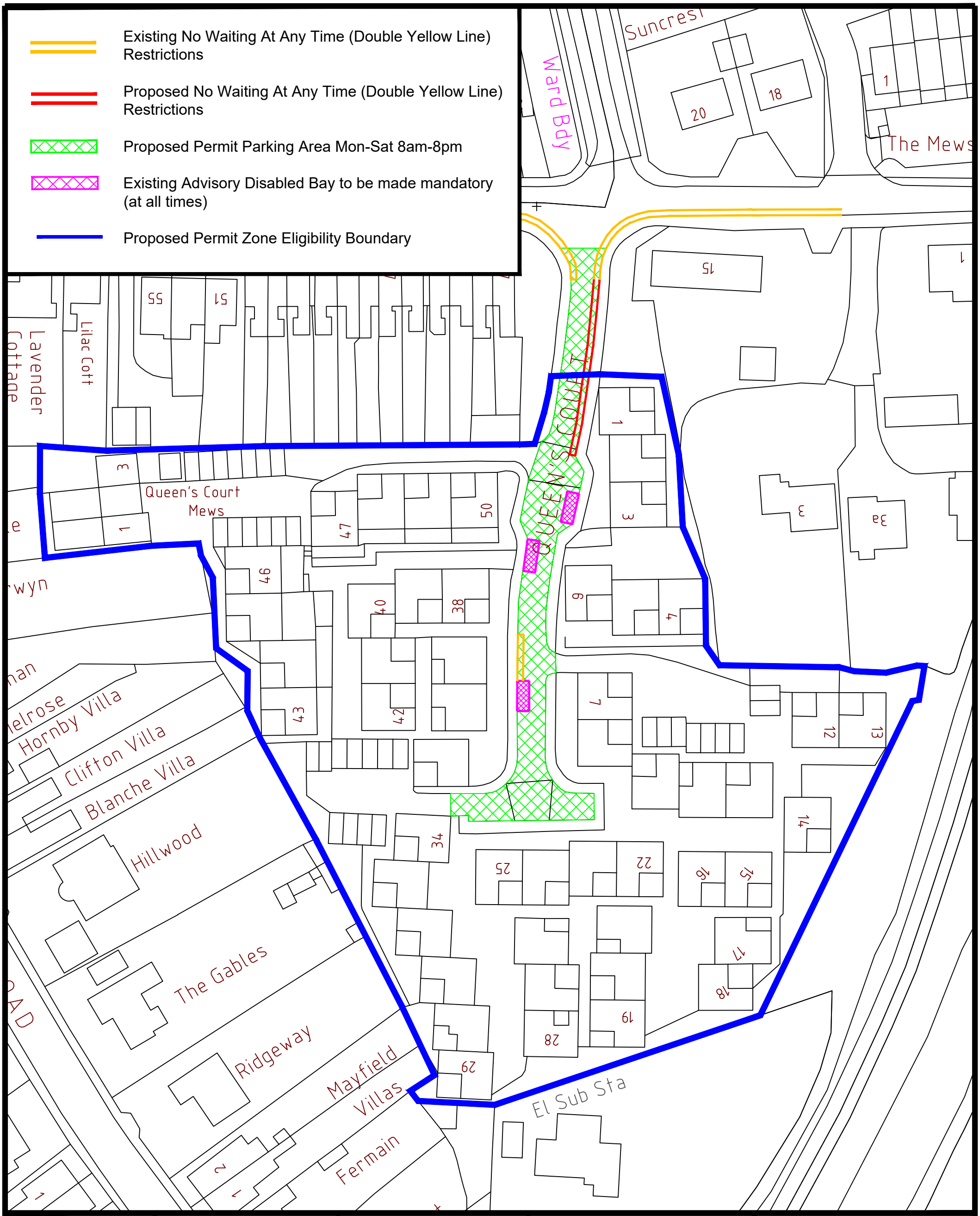
| REF. | DATE | DESCRIPTION |
|---|---|---|
| | | |

ADL Job No. 3409-157

Project: Belle Orchard & Belle Orchard Close Ledbury

Title: Proposed Permit Parking Area

| Date | Drawn | | |
|---|---|---|---|
| January 2024 | LO | | |
| Checked: WC | Date | Approved: TH | Date |
| Scale: NTS @ A3 | Drg No.: 3409-157-002 | | Rev.: A |

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AMENDMENTS

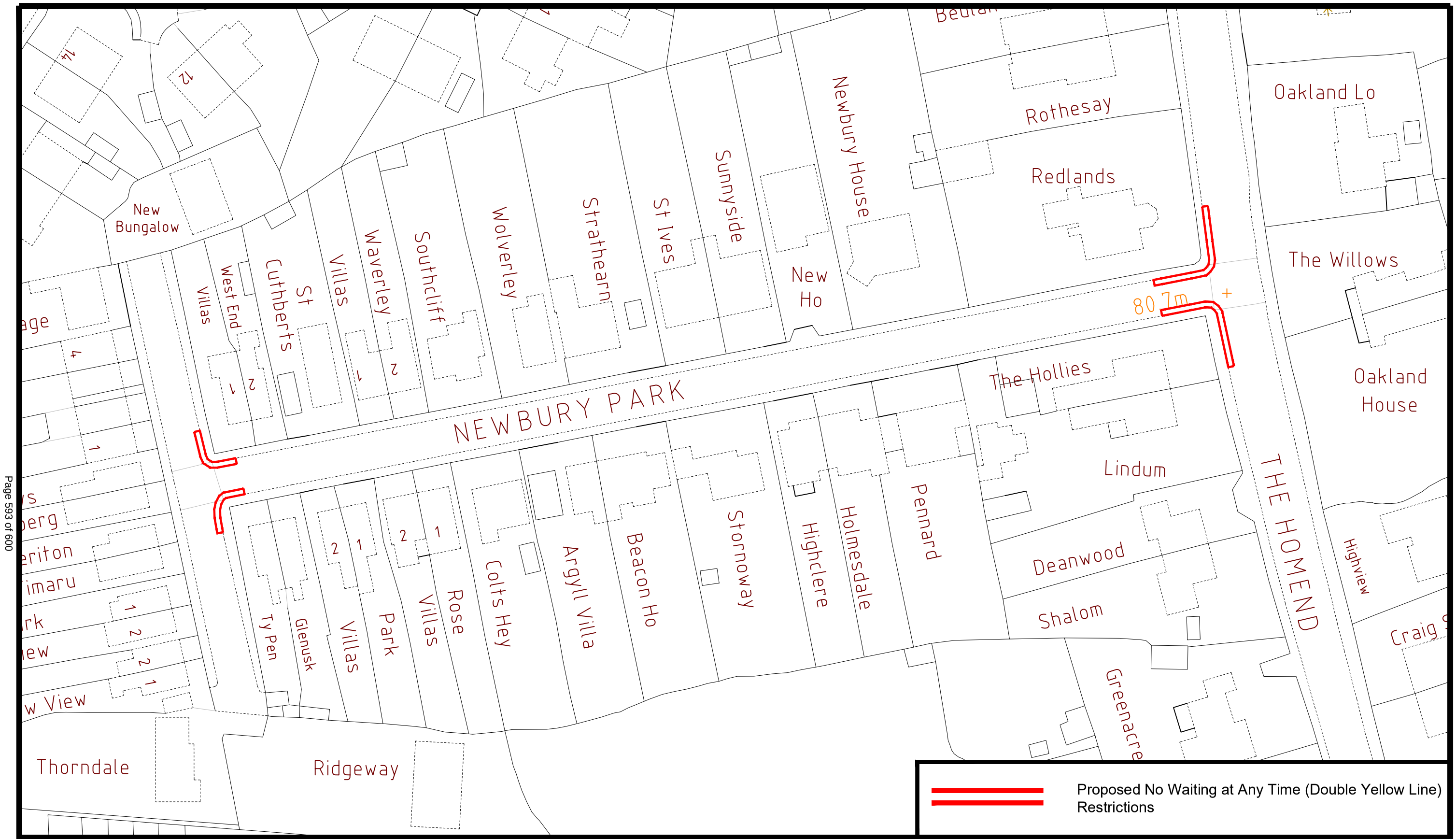
| REF. | DATE | DESCRIPTION |
|---|---|---|
| | | |

ADL Job No. 3409-157

Project: Queens Court Ledbury

Title: Proposed Permit Parking Area

| Date | Drawn | | |
|---|---|---|---|
| January 2024 | LO | | |
| Checked: WC | Date | Approved: TH | Date |
| Scale: NTS@A3 | Drg No.: 3409-157-003 | | Rev.: B |

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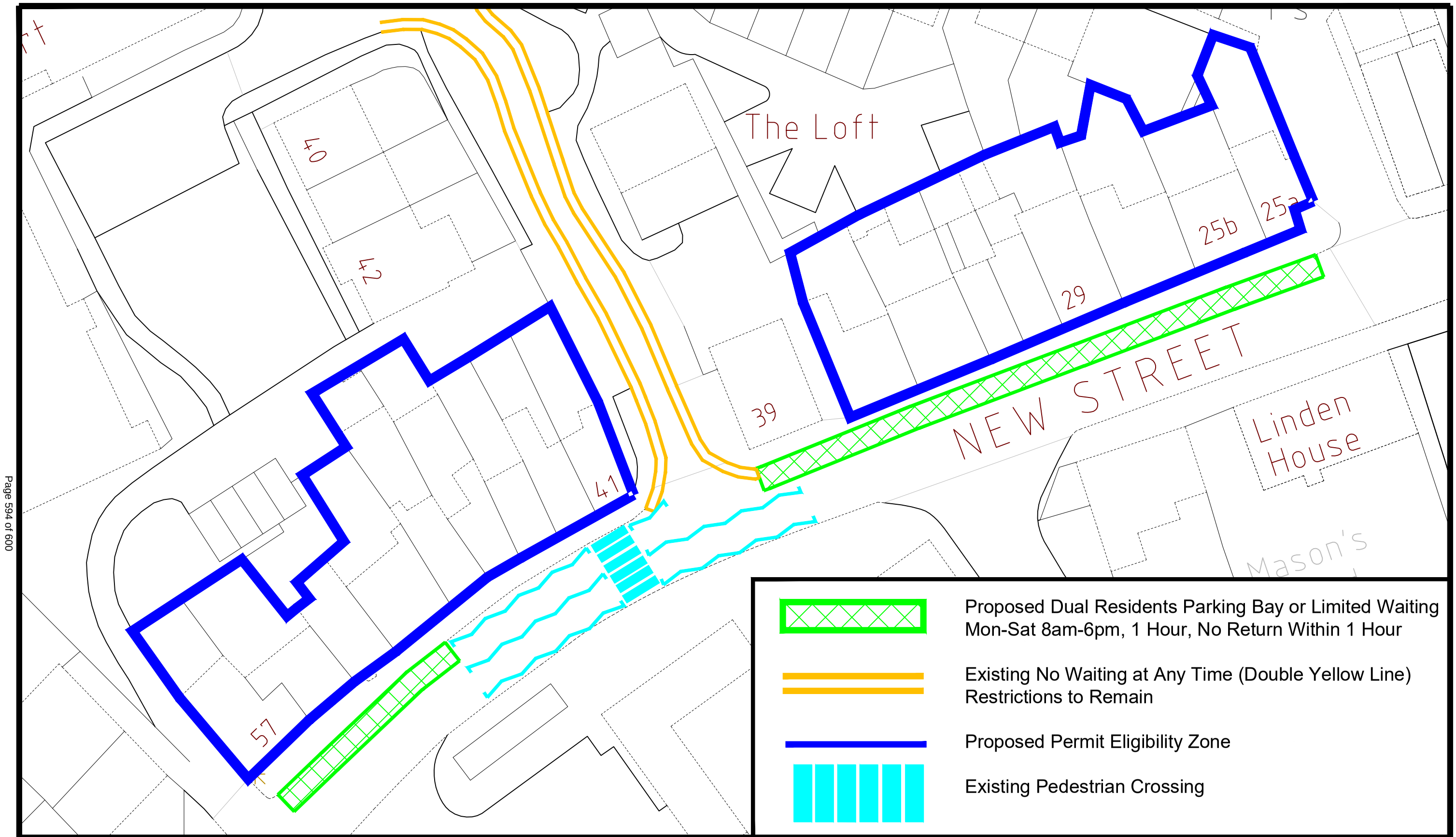
| REF. | DATE | DESCRIPTION |
|---|---|---|
| | | |

ADL Job No. 3409-157

| | | | |
|---|---|---|---|
| Project: Newbury Park Ledbury | | | |
| Title: Proposed Waiting Restrictions | | | |
| Date: August 2023 | | Drawn: LO | |
| Checked: WC | Date: 01.08.23 | Approved: TH | Date: 01.08.23 |
| Scale: NTS @ A3 | Drg No.: 3409-157-004 | | Rev. |

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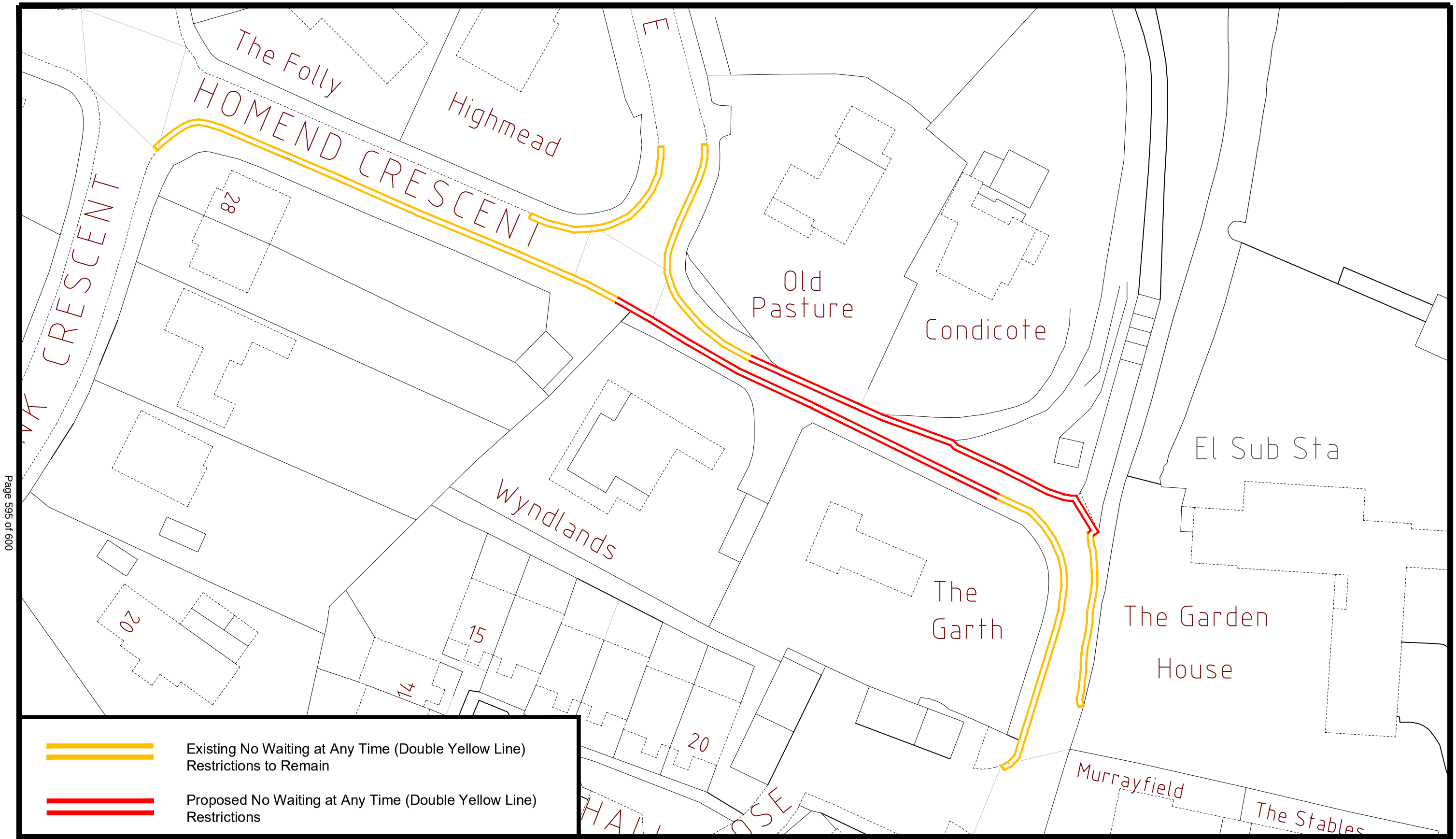
| REF. | DATE | DESCRIPTION |
|---|---|---|
| | | |

ADL Job No. 3409-157

Project: New Street Ledbury

Title: Proposed Residents/Limited Waiting Bays

| Date | Drawn | | |
|---|---|---|---|
| August 2023 | LO | | |
| Checked | Date | Approved | Date |
| WC | 01.08.23 | TH | 01.08.23 |
| Scale | Drg No. | | Rev. |
| NTS @ A3 | 3409-157-005 | | |

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|---|---|---|
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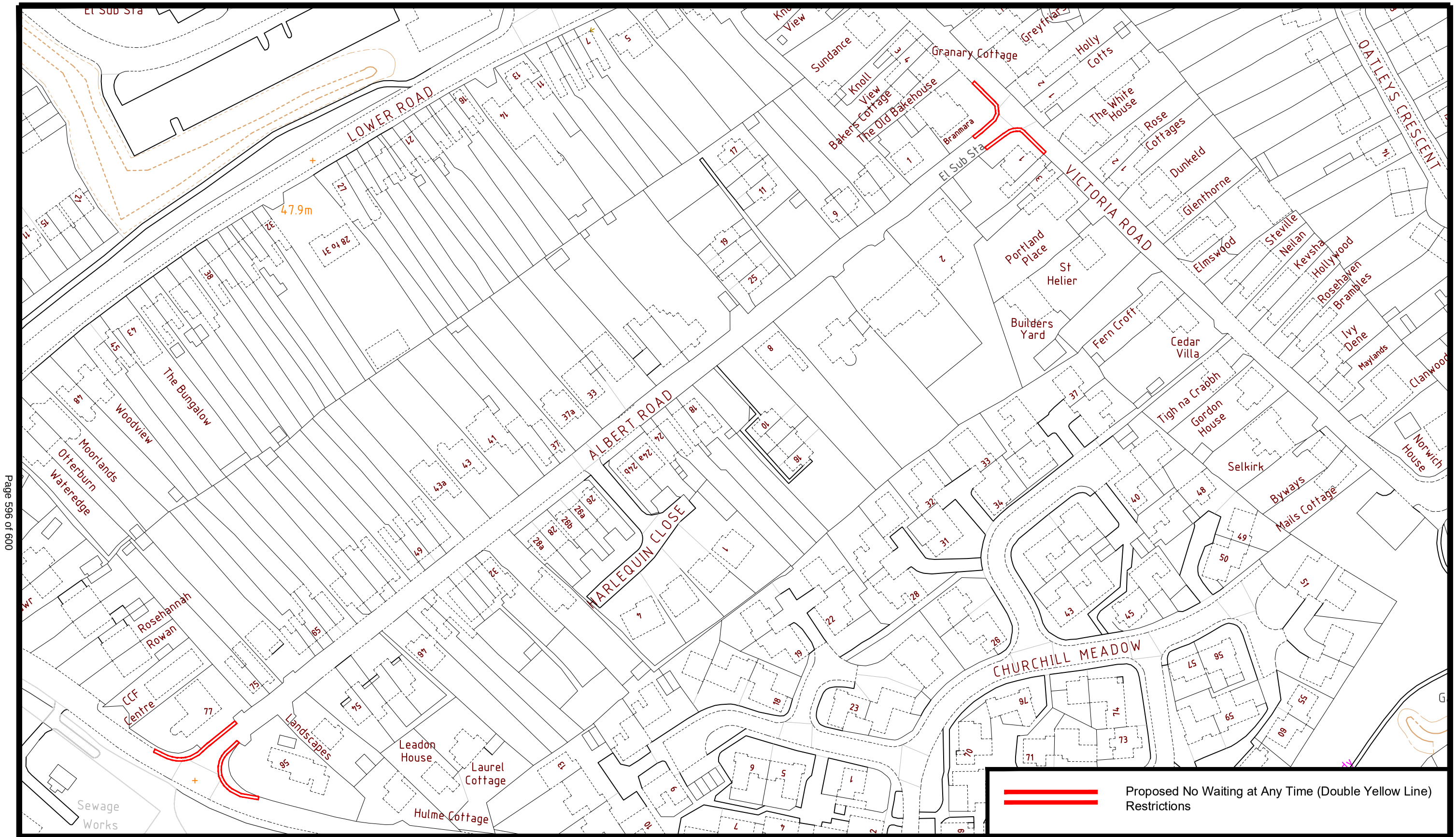
ADL Job No. 3409-157

Project: Church Street/Homend Crescent Ledbury

Title: Proposed Waiting Restrictions

| | | | |
|---|---|---|---|
| Date: August 2023 | | Drawn: LO | |
| Checked: WC | Date: 01.08.23 | Approved: TH | Date: 01.08.23 |
| Scale: NTS @ A3 | Drg No.: 3409-157-006 | | Rev. |

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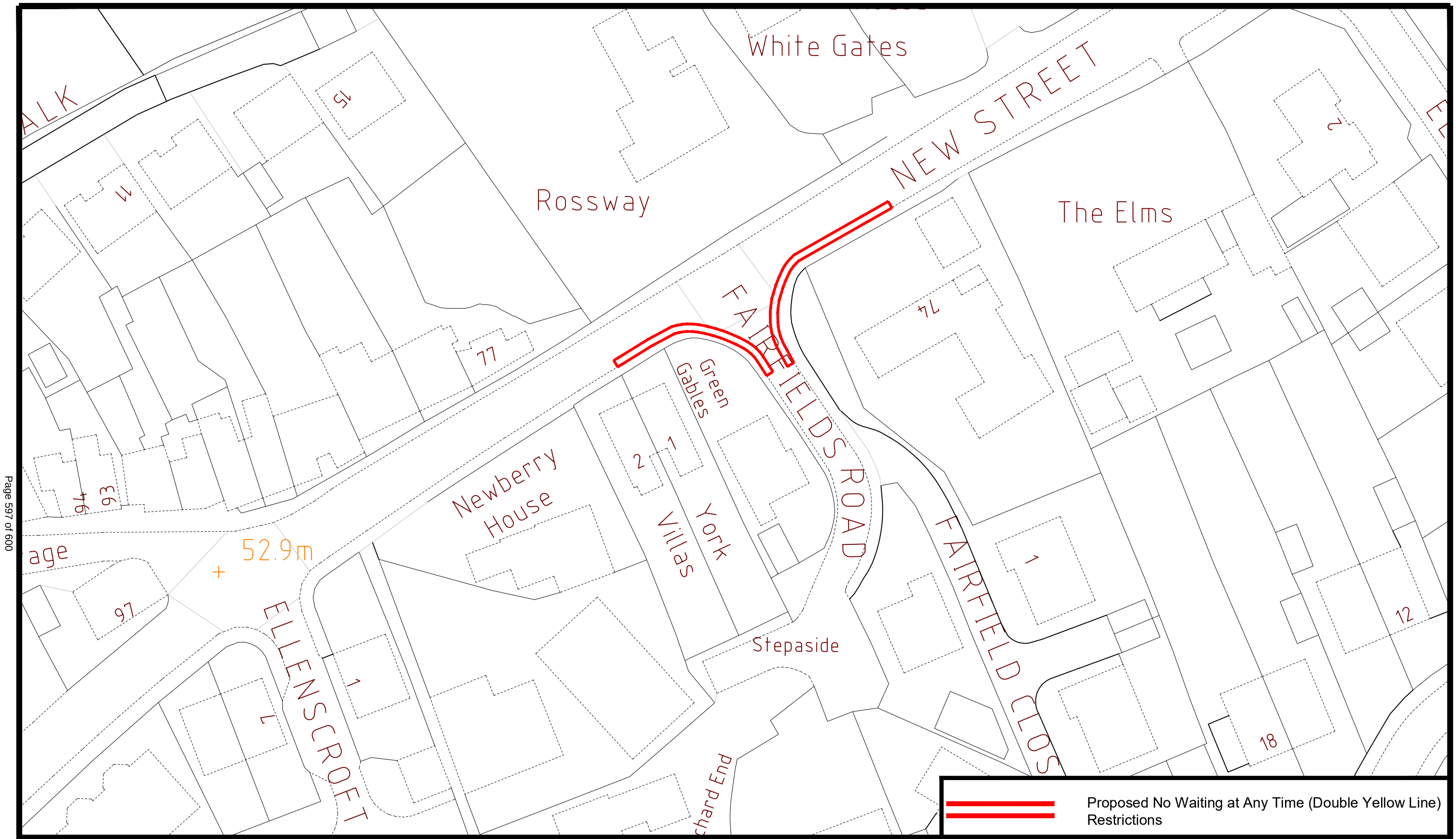
|---|---|---|
| | | |

ADL Job No. 3409-157

Project: Albert Road Ledbury

Title: Proposed Waiting Restrictions

| Date | Drawn | | |
|---|---|---|---|
| January 2024 | LO | | |
| Checked: WC | Date | Approved: TH | Date |
| Scale: NTS @ A3 | Drg No.: 3409-157-007 | | Rev. |

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|---|---|---|
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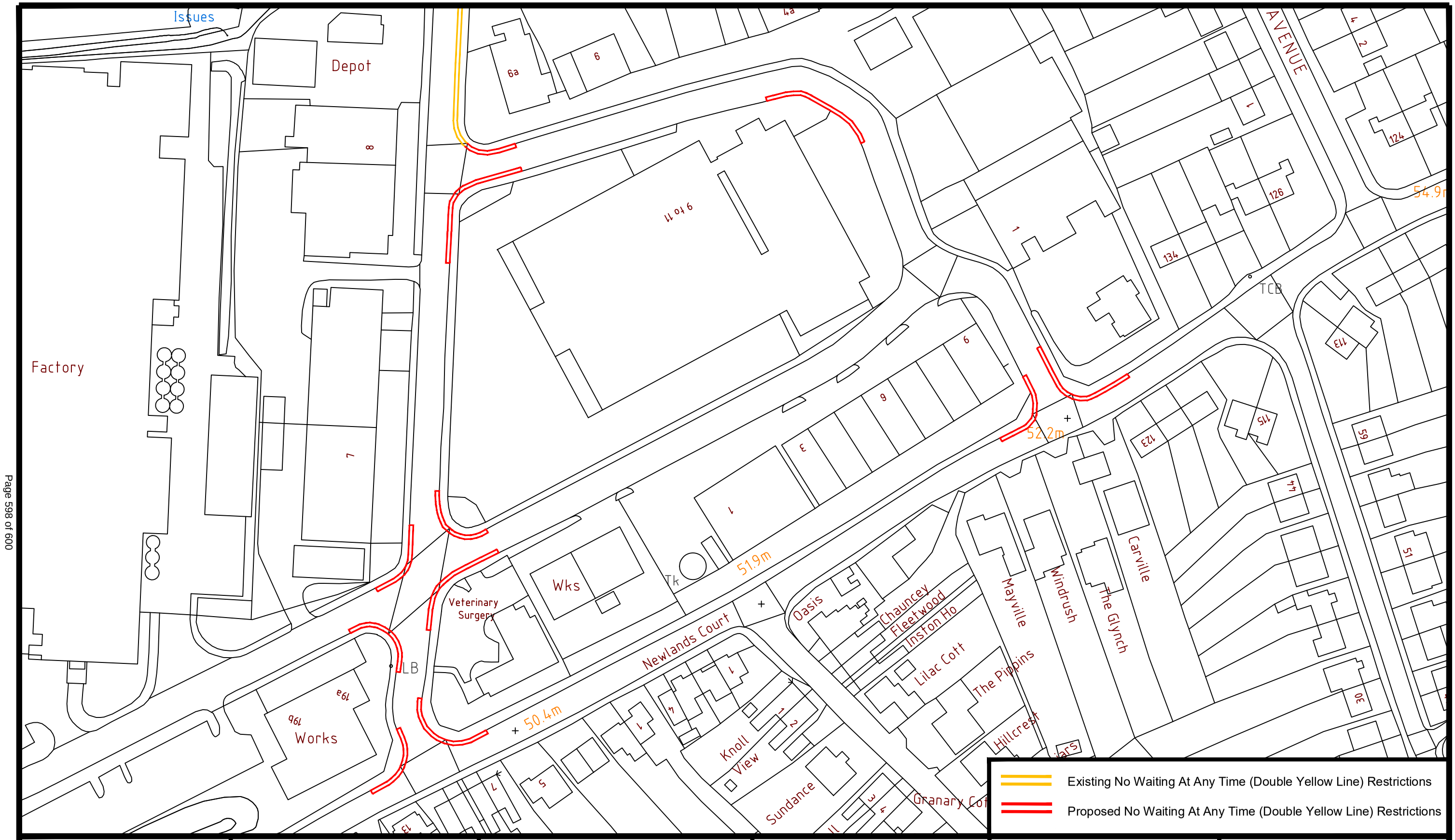
ADL Job No. 3409-157

Project: New Street-Fairfield Close Ledbury

Title: Proposed Waiting Restrictions

| Date | Drawn | | |
|---|---|---|---|
| January 2024 | LO | | |
| Checked: WC | Date | Approved: TH | Date: B |
| Scale: NTS @ A3 | Drg No.: 3409-157-008 | | Rev. |

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|---|---|---|
| | | |

ADL Job No. 3409 - 156

Project: Lower Road Trading Estate Ledbury

Title: Proposed No Waiting At Any Time Restrictions

| Date | Drawn | | |
|---|---|---|---|
| April 2023 | LO | | |
| Checked: WC | Date: 25.04.23 | Approved: TH | Date: 25.04.23 |
| Scale: NTS @ A3 | Drg No.: 3409-156-001 | | Rev. |

**INVOICES FOR PAYMENT February 2024**

**Agenda Item**

| INVOICE DATE | INVOICE NO | BAC's/Chq | COMPANY | DESCRIPTION | NET AMOUNT | VAT AMOUNT |
|---|---|---|---|---|---|---|
| 14.01.2024 | 12-8346715 | BACS | Health & Safety Advisor online | Subscription cancelled | 19.95 | 0.00 |
| 22.01.2024 | 22079 | BACS | Chapel Tree Services | Chip & Remove from emergency tree work at Cemetery | 220.00 | 44.00 |
| 22.01.2024 | 3654800 | BACS | Viking Raja | Stationery & Office Equipment | 55.38 | 11.08 |
| 23.01.2024 | 18115 | BACS | H&WGT | GDPR Training | 900.00 | 0.00 |
| 15.01.2024 | 447028 | BACS | Latus Group (UK) Ltd | OHP Visit T Dold | 595.00 | 0.00 |
| 24.01.2024 | 1995 | BACS | Quickskip | Cemetery skip exchange | 215.00 | 43.00 |
| 25.01.2024 | 155110 | BACS | Paperstation | Stationery | 66.70 | 13.34 |
| 26.01.2024 | 17167 | BACS | Dolphin Tec* | Photocopier Readings | 1614.83 | 322.96 |
| 13.01.2024 | Costco | BACS | A Price | Housekeeping | 36.98 | 7.39 |
| 29.01.2024 | BK214583-1 | BACS | SLCC | Cemetery matters-event fee | 30.00 | 6.00 |
| 07.01.2024 | 124009892 | BACS | Gallaghers (Hiscox Underwriting) | Insurance excess ref: Gazebo | 250.00 | 0.00 |
| 01.02.2024 | | BACS | ICO | GDPR/Data Protection Act renewal fee | 40.00 | 0.00 |
| | | | | **TOTAL** | **4043.84** | **447.77** |

*12 months costs due to machine off site counter not being set up by IT when photocopier installed.

| GROSS AMOUNT |
|---|
| 19.95 |
| 264.00 |
| 66.46 |
| 900.00 |
| 595.00 |
| 258.00 |
| 80.04 |
| 1937.79 |
| 44.37 |
| 36.00 |
| 250.00 |
| 40.00 |
| **4491.61** |