

## LEDBURY TOWN COUNCIL

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

HELD ON 8 JUNE 2023

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**PRESENT:** Councillors Bradford, Harvey, Howells, l'Anson & Morris (Chair)

**ALSO PRESENT:** Angela Price – Town Clerk  
Sophie Jarvis – Minute Taker  
Stef Simmons – Ledbury South Ward Councillor  
2 representatives from Buses4Us

**P21. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Hughes.

**P22. DECLARATIONS OF INTEREST AND WRITTEN REQUESTS FOR  
DISPENSATIONS**

**RESOLVED:**

**No declarations of interest were received.**

**P23. TERMS OF REFERENCE**

It was noted that the Neighbourhood Development Plan section on the Terms of Reference was out of date and needed updating.

**RESOLVED:**

**That the Terms of Reference be amended to take into account the changes to the Neighbourhood Development Plan following it being “made” in June 2023.**

**P24. PUBLIC PARTICIPATION**

Claire Stone and Chris Howley from Buses4Us provided an update on the suggestion to possibly extend the Daffodil Line the Hawk Rise Estate and eventually to the Viaduct site, once developed. Buses4Us informed members that this would not be possible for the Daffodil Line, however they did advise that it may be possible for the 476 Ledbury to Hereford service to extend to these areas.

Buses4Us informed members that they have a good relationship with the transport department at Herefordshire Council and that they would be willing to work with Ledbury Town Council in an attempt to introduce this service.

**Ledbury South Ward Councillor Simmons arrived at 7:09pm.**

Councillor Morris thanked the representatives from Buses4Us for attending the meeting and for the update on introducing a bus service to the Hawk Rise Estate and the new Viaduct site once completed.

**RESOLVED:**

**That Buses4Us work with Ledbury Town Council and Herefordshire Council with a view to a bus service being implemented from/to Hawk Rise and the new Viaduct site, once completed.**

**The Buses4Us representatives left the meeting at 7:20pm.**

**P25. TO APPROVE AND SIGN THE MINUTES OF THE PLANNING, ECONOMY & TOURISM COMMITTEE MEETING HELD ON 18 MAY 2023**

Councillor Harvey requested that the bookmark function be used on the electronic agendas to help with finding each item more efficiently. Councillor Harvey informed the Clerk that she would be happy to help staff set up this function.

Councillor Bradford proposed that the minutes of the Planning, Economy & Tourism Committee meeting held on 18 May 2023 be signed as a correct record. Councillor Howells seconded this, and all members were in favour.

**RESOLVED:**

- 1. That the minutes of the Planning, Economy & Tourism Committee meeting held on 13 April 2023 be approved and signed as a correct record.**
- 2. That the bookmark function be used on electronic agendas for future committee meetings.**

**P26. TO REVIEW THE ACTION SHEET**

The Clerk updated members on the following points on the Action Sheet.

**P6(4) – That following the visit to the TIC in Hereford, the Community Development Officer provide a report to committee.**

This visit is taking place on Wednesday, 14 June 2023 and a report will be provided from this visit at the next Planning, Economy & Tourism Committee Meeting.

**P7(1) – That the draft Charter Market Policy and the draft Strategy document for the short, medium & long term of the Charter Market be provided to regular traders for comment, and that they be given two weeks to provide feedback on these documents.**

This action point is on the agenda to be discussed.

**P7(2) - That a separate document be created to show the pitch fees once the Charter Market Strategy has been agreed.**

This action point will be completed once the draft Charter Market Policy and the draft strategy document for the short, medium & long term of the Charter Market has been approved.

**P8 - That the Clerk write to Bloor Developments and the Planning Officer at Herefordshire Council to inform them that there is an expression of interest from Buses4Us to extend the Daffodil Line to the Hawk Rise estate and the Viaduct development site.**

This has been completed and there has been no response back.

**P9(1) - That the Clerk invite David Fall to attend a meeting with members of the Planning, Economy & Tourism Committee to discuss St Katherine's Square in further detail. This invitation should also go to Roger Allonby and Councillor Harvey to attend.**

A response has been received from Councillor Harvey regarding this and this will be included on the agenda for Full Council scheduled for 29 June 2023 for further consideration.

**P9(2) - That the Clerk investigate whether the plaque that has been misplaced at Herefordshire Council can be retrieved**

Councillor Harvey has agreed to look into this.

**P10 - That Town Council offer to sell the Daffodil Line tote bags in the TIC on a sale or return basis, with no initial purchasing outlay to the Council.**

These have been delivered and will be sold in the TIC.

**P18 - That the final version of the Traffic Management Working Party report be brought to the next Planning, Economy & Tourism Committee Meeting on Thursday, 8 June 2023, and that in the meantime a copy be provided to all Members for consideration at the Full Council meeting scheduled for 25 June.**

This final version of the Traffic Management Working Party report is yet to be complete. Councillor Howells will have this completed for the next Planning, Economy & Tourism Committee Meeting.

**RESOLVED:**

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

**P27. RAIL & BUS FOR HEREFORDSHIRE – SPRING 2023 NEWSLETTER**

**RESOLVED:**

**That the Rail & Bus for Herefordshire – Spring 2023 Newsletter be received and noted.**

**P28. MARKETS WORKING PARTY**

**i. Draft Markets Strategy Outline**

The Clerk informed members that a response had been received from a trader with their feedback on the draft Markets Strategy.

Members agreed that this document needs to be referred to the Markets Working Party to go through it all line by line as members would like to discuss this in more detail.

**ii. Draft Markets Policy**

Members agreed that the draft Markets Policy should also be referred to the Markets Working Party for further discussion.

**RESOLVED:**

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

**P29. TOURIST INFORMATION CENTRE COUNCIL OFFICES**

Councillor Harvey expressed that she was disappointed that a lot of trouble had gone to, to ensure the Victorian Wing at the Master's House could be available to become a Tourist Information Centre and that this space is not being utilised. Councillor Harvey did mention that the newly purchased feather flags for the outside of the Town Council Offices look lovely and are a great addition to the TIC.

Members agreed that the quotes received from architects for the reconstruction of the reception area in the Town Council offices seemed a rather large amount of money to spend on something that was supposed to be a temporary measure. Members felt that the TIC should be kept small and gradual in the Town Council offices until it is suitable to have it moved to a different location but still manned by the Town Council. It was agreed that the TIC would be more suitable if it was in a separate building to the Town Council offices.

Councillor Bradford mentioned that the Market House is an empty building that is already owned by the Town Council and that this would be an ideal place to relocate the Tourist Information Centre to, once the correct measures have been put in place to ensure that it is accessible to all.

It was noted that the Herefordshire Business Improvement District (BID) could be contacted to give advice and guidance on the best way to move forward with the TIC. Members also mentioned that Leominster and Bromyard have successful TIC's in place and it might be wise to arrange a visit to these too.

**RESOLVED:**

- 1. That a temporary plan be drawn up for the Tourist Information Centre being in the Town Council offices for the short term and an interim report be provided at the next Planning, Economy & Tourism Committee meeting.**
- 2. That research takes place into the Tourist Information Centre being relocated to a suitable premises and that Herefordshire Business Improvement District be approached to help with this.**

**P30. ADVERTISING BANNERS**

Councillor Harvey informed members that Tewkesbury have straight hanging banners in town that look great and that this would be suitable for Ledbury to have with its own theme and information included on. Members agreed that this would be an excellent way forward.

Members also noted that there should be some advertising banners on the bypass street lights and that this option be investigated again.

It was agreed that the theme of these banners could be put to the community to ask what people would like to see on them rather than Ledbury Town Council making the decision. It was suggested that local schools could also be approached to ask if they would like to design something to be included on the banners.

Members all agreed that this idea be put out to the public and put on the agenda for the Environment & Leisure Committee to be discussed further.

**RESOLVED:**

**That the public be approached on what they would like to see on the banners in Ledbury to promote the town and that this be included on the Environment & Leisure Committee for further consideration.**

**P31. PLANNING CONSULTATIONS**

**i. Planning Application No. 230973**

**Proposal to allow 7 kerbstones to be dropped at front of house to allow for driveway access – 116 Bridge Street, Ledbury, HR8 2AW**

All members were in favour of having no objections to this planning application.

**RESOLVED:**

**No objections.**

**ii. Planning Application No. 231641**

**Proposed works: Wellingtonia – remove shear cracked limbs and deadwood. Western Red Cedar – remove limb with risk of failure. Reduce crown by 10 feet in view of close proximity of neighbour’s house – Ashmead, Woodleigh Road, Ledbury, Herefordshire, HR8 2BG**

All members were in favour of having no objections to this planning application.

**RESOLVED:**

**No objections.**

**iii. Planning Application No. 231425**

**Proposed extension to existing garage – 12 Spring Grove, Ledbury, Herefordshire, HR8 2XB**

4 members were in favour of having no objections to this planning application. 1 member abstained.

**RESOLVED:**

**No objections.**

**P32. TABLED APPLICATIONS**

**RESOLVED:**

**There were no tabled planning applications.**

**P33. PLANNING DECISIONS**

**RESOLVED:**

**That the Planning Decisions document was received and noted.**

Councillor Harvey provided a verbal in respect of Planning Application No. 222107.

Members considered that it would be beneficial to request an official report from Herefordshire Council about the derelict building on the High Street where Shaw Healthcare used to be, as it was understood that there has now been an enforcement notice placed on this building.

**RESOLVED:**

- 1. That the Planning Decisions be received and noted.**
- 2. That Herefordshire Council be asked to provide an official report on No. 14 High Street (the old Shaw Healthcare building), to include what the next steps are in relation to this building made safe and usable again.**

**P34. APPLICATION FOR VARIATION OF PREMISES LICENSE – TALBOT HOTEL, NEW STREET, LEDBURY, HR8 2DX**

Members discussed that they did not think it would be appropriate to have live music outside of the building because of the noise disruption to neighbours, especially on a Sunday.

**RESOLVED:**

**That Ledbury Town Council do not support the application for variation of premises license at the Talbot Hotel, New Street, Ledbury, HR8 2DX on the grounds that it is within a built up area of the town.**

**P35. PUBLIC PATH DIVERSION ORDER – FOOTPATH ZB1 (PART) LEDBURY**

Members considered that the footpath diversion did not seem appropriate as it has doubled the distance for some walkers and not adhered to the Neighbourhood Development Plan. It was noted that this path diversion order has already been approved and therefore too late for any further comments to be made.

**RESOLVED:**

**That the public path diversion order – footpath ZB1 be received and noted.**

**P36. SUSPENSION OF STANDING ORDER 3(x)**

RESOLVED:

That Standing Order 3(x) be suspended for 30 minutes to allow the remainder of the business of the agenda to be completed.

**P36. WORKING PARTIES**

- i. **To consider which, if any Working Parties the Committee wish to stand up for the 2023/24 Municipal Year**

**Previous Working Parties**

- **Traffic Management**
- **Neighbourhood Development Plan**
- **Markets**

Councillor Howells proposed that the Traffic Management and the Markets Working Parties stand for the 2023/24 Municipal Year and that the Neighbourhood Development Plan be discussed at the next Planning, Economy & Tourism Committee meeting. Councillor Morris seconded this.

RESOLVED:

**That the Traffic Management and the Markets Working Party stand for the 2023/24 Municipal Year and that the Neighbourhood Development Plan Working Party be put on the agenda of the next Planning, Economy & Tourism Committee meeting to be discussed further.**

**P37. SECTION 106**

- i. **Ledbury S106 monies available**
- ii. **Link to Ledbury S106 wish list**

<http://www.herefordshire.gov.uk/downloads/file/25255/parish-and-town-council-s106-wish-lists>

Ledbury Ward Councillor, Stef Simmons provided a verbal update on the Ledbury S106 monies available. She informed members that there will be a call for an additional wish list from towns in about two weeks' time.

**RESOLVED:**

**That the S106 update be received and noted.**

**P38. DATE OF NEXT MEETING**

**To note that the date of the next meeting of the Economy, Planning & Tourism Committee is scheduled for 13 July 2023.**

The meeting ended at 9:15pm.

Signed ..... Dated .....  
(Chair)