

LEDBURY TOWN COUNCIL

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

HELD ON 14 SEPTEMBER 2023

PRESENT: Councillors Bradford, Howells, Hughes, l'Anson, McAll, Morris.

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

P74. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Furlonger.

**P75. DECLARATIONS OF INTEREST AND WRITTEN REQUESTS FOR
DISPENSATIONS**

RESOLVED:

No declarations of interest were made.

P76. PUBLIC PARTICIPATION

Mr Betts was present at the meeting to in support of the email he had sent to the Clerk in respect of safety issues for pedestrians on the A417 from Parkway to Ledbury Town Centre, which was to be discussed at agenda item 17. The Chair proposed that agenda item 17 be brought forward to be discussed first.

RESOLVED:

That agenda item 17 be brought forward on the agenda to enable it to be discussed whilst Mr Betts was present.

P77. SAFER ROUTES TO SCHOOL

Mr Betts informed members of his concerns regarding the speed of vehicles along the A417 near Parkway and into the Town Centre. He explained how children and their parents do not feel safe enough to walk this route to school and that something needs to be done to allow them to do so. Mr Betts advised that he and his granddaughter had met with the Ward Councillor, Stef Simmons, to walk the route and express his concerns however, he was not aware of any progress having been made since this meeting.



Mr Betts stated that there is no pedestrian signage along this road or safe crossing points and that this is an urgent matter that needs to be dealt with for the safety of all pedestrians and cyclists.

Members agreed that this is an issue which has been unresolved for quite some time. Former Ward Councillors for Herefordshire Council informed the committee that this is something that they had been investigating and trying to resolve for some time.

Councillor Hughes proposed that the letter received from Mr Betts be forwarded onto the Highways Officers responsible for this area and the Police Traffic Liaison Officer, Ian Connolly and that Balfour Beatty Living Places be asked to provide their maintenance schedule for this area.

It was also suggested that the option of safer neighbourhood funding and or S106 funding be investigated to see if this can be used to help resolve the issues. It was also proposed that Herefordshire Council be written to and ask them to provide the risk assessment for this pathway and that this issue become a standing item on the Traffic Management Working Party to ensure that it is resolved.

RESOLVED:

1. **That the letter received from Steve Betts be forwarded onto the Highways Officers responsible for this area and the Police Traffic Liaison Officer.**
2. **That Balfour Beatty Living Places be approached to request their maintenance schedule.**
3. **That the safer neighbourhood funding be looked into for improving this area.**
4. **That the Clerk write to Herefordshire Council to ask for a copy of the risk assessment for the pathway along the A417 near Parkway.**
5. **That this area be added as a standing item to the Traffic Management Working Party.**

Mr Betts left the meeting at 7:22pm.

P78. TO APPROVE AND SIGN THE MINUTES OF THE PLANNING, ECONOMY & TOURISM COMMITTEE MEETING HELD ON 10 AUGUST 2023

RESOLVED:

That the minutes of the Planning, Economy & Tourism Committee meeting held on 10 August 2023 be approved and signed as a correct record subject to the following amendments:

- **Minute No. P65(5) – that “know” be amended to read “known”.**
- **Minute No. P71 – that the No. 3 be removed from “Given”.**

P79. TO REVIEW THE ACTION SHEET

Members reviewed the action sheet with the following observations:

P45.2 – That a business plan and budget be included in the Painted Room Visitor Numbers report moving forward, to enable Councillors to view and consider the “sales forecast”.

The Clerk informed members that this item was yet to be complete. Members asked if this could be completed by the end of the year.

P47.1 – That the Ward Councillors be asked to look into when the Aldi bus service is likely to come to an end and what if anything will be put in its place.

The Clerk informed members that she had emailed Ward Councillors but is still awaiting a response. The Clerk would chase this with a follow up email the next day.

P47.2 – That the Ward Councillors be asked to help investigate bus stops being put in at all of the new development sites in Ledbury.

The Clerk informed members that contact had been made regarding this but no follow up has been received yet. The Clerk informed members that she would send a follow up email regarding this.

P65.4 – That the Clerk write to Herefordshire Council Planning Officers to request feedback on the report provided in response to the McCarthy Stone application.

The Clerk advised that the following response had been received from Chloe Smart:

“I am currently awaiting the Valuation Office Agency’s independent review of the Viability Appraisal. I’m not in a position to make a recommendation at this stage, as the assessment from the VOA will feed

into that. At this stage, I don't have any specific comments to make on the attached but will consider the points raised as part of my assessment and discuss in my officer report at the relevant time."

P65.6 – That the Clerk write to Herefordshire Council and enquire when the Local Plan Consultation will take place.

The Clerk informed members that she had contacted Herefordshire Council regarding this, but no response has been received. The Clerk informed members that she would chase this up.

P68 – That officers be authorised to proceed with a meeting with Andrew Lawrence and Celia Kellet to discuss the Street Banners for Ledbury, similar to those in Tewkesbury and that Councillors l'Anson and McAll be invited to the meeting.

The Clerk informed members that this meeting is yet to be set but she will speak to the CDO on Monday to arrange this.

The Chair requested that as much information as possible be included on the Action Sheet such as dates of when things have been completed and it was suggested that the date of the meeting in which the action was made be noted underneath the minute number on the document.

RESOLVED:

- 1. That the Action Sheet was received and noted.**
- 2. That the business plan for the Painted Room be produced and brought to the Planning, Economy & Tourism Committee by the end of the year.**

- 3. That the Clerk send a follow up email to all Ward Councillors to request them to look into the future of the Aldi bus service.**
- 4. That the Clerk send a follow up email to Ward Councillors asking them to help investigate bus stops being put in all of the new development sites in Ledbury.**
- 5. That the Clerk will send a follow up email to Herefordshire Council to enquire when the Local Plan Consultation will take place.**
- 6. That as much information as possible be included on the Action Sheets and the date of the meeting be noted under the minute number on the Action Sheet.**
- 7. That the Clerk will speak to the CDO on Monday to arrange the meeting for the Ledbury Street Banners.**



P80. MINUTES OF A MEETING OF THE MARKETS WORKING PARTY HELD ON 5 SEPTEMBER 2023.

The Chair noted that the Charter Market is a big project and that the whole markets strategy needs to be reassessed. Councillor McAll stated that a strategic solution needs to be produced on how the Charter Market fits into the Tourism plan.

Councillor McAll proposed that the minutes from the Markets Working Party held on 5 September 2023 be received and noted as a correct record.

RESOLVED:

That the minutes of the Markets Working Party held on 5 September 2023 were received and noted, with one abstention.

P81. CORRESPONDANCE RECEIVED

a. Strömstad Twinning Association

Councillor Hughes proposed that the three recommendations in the correspondence received from the Strömstad Twinning Association be accepted.

RESOLVED:

1. That the links be improved with Strömstad in particular to the following and authorise the Clerk and Community Development Officer to open a dialogue with them on ways in which this can be achieved:

- *Promote social, cultural, and general understanding between the two communities.*
- *Encourage and further friendship between the two communities.*
- *Further business opportunities for companies and individuals in both communities.*

2. That the Mayor will host a meet and greet event when the Strömstad Twinning Association visit Ledbury.

3. That a report be presented to a future meeting of the Planning, Economy & Tourism Committee detailing discussions that have taken place.

b. Re Parking charges in Ledbury

Letter received from a tourist regarding the parking charges in Ledbury.

Councillor Hughes proposed that this letter be forwarded onto the enforcement officer, copying in all Ward Councillors, and requesting a full response. Councillor McAll seconded the motion, and all members were in favour.

RESOLVED:

That the Clerk forward the letter regarding parking charges in Ledbury to the Enforcement Officers, with a copy to all Ward Councillors requesting a full response.

P82. PAINTED ROOM VISITOR NUMBERS MARCH-MAY 2023

Councillor Howells proposed that a Task & Finish group be set up to discuss the painted Room visitor numbers along with the business plan, once completed to look into this in much greater detail.

RESOLVED:

That a Task & Finish group be set up to develop a business plan for Tourism and that the Painted Room be discussed as part of this process.

P83. POSSIBLE RELOCATION OF TIC

Members were provided with a report on the possible relocation of the Tourist Information Centre in the downstairs space currently occupied by the Painted Room staff. Councillor Hughes proposed that the future of the Tourist Information Centre be incorporated into the Task & Finish Group and business plan for the Painted Room and that all Councillors be invited to attend that meeting.

It was agreed that the Task & Finish Group should meeting within two months, by the end of November 2023.

RESOLVED:

That the future of the Tourist Information Centre be a part of the business plan for the Painted Room, that a Task & Finish Group be set up for this with all Councillors invited to attend and that this starts by the end of November 2023.

P84. GLIDE MEDIA

Councillor Bradford mentioned that there could be possible media coverage that could help promote the Tourist Information Centre in Ledbury.



All members agreed investigating options of producing a new Ledbury leaflet be included in the Painted Room/TIC business plan and Task & Finish Group.

RESOLVED:

That the investigation of new Ledbury leaflets be included in the Painted Room/TIC Task & Finish Group.

P85. PLANNING CONSULTATIONS

i. Planning Application No. 232369

Proposed removal of condition 4 of planning permission 174750 (Proposal to demolish existing timber bungalow and replace with a new bungalow) – To remove the condition restricting the use of the house to solely gypsies and travellers – Little Bush Pitch, Ledbury, Herefordshire, HR8 2PX

RESOLVED:

No objections.

ii. Planning Application No. 232403

Proposed replacement windowsill and new internal partition and door (part retrospective) – Flat 1, Clarence House, 5 Worcester Road, Herefordshire, HR8 1PL

RESOLVED:

No objections.

iii. Planning Application No. 232470

Replacement of pair of timber French Windows – 9 Ledbury Park, Ledbury, Herefordshire, HR8 1LF

RESOLVED:

No objections.

iv. Planning Application No. 232522

Proposed complete removal of Ash tree – 88 The Homend, Ledbury, Herefordshire, HR8 1BX

RESOLVED:

WM

No objections.

v. Planning Application No. 232599

T1-Cherry, remove two medium branches growing towards roof of Prior Lodge and other small dropping branches to give 2 meters clearance. T2-Acacia, remove approximately 3 branches growing towards Priory Lodge to give 2 meters clearance. Reason – encroachment on neighbouring property, Priory Lodge – The Rectory, Worcester Road, Ledbury, Herefordshire, HR8 1PL.

RESOLVED:

No objections.

vi. Planning Application No. 232638

Ash (917), Ash (916), Ash (915) – Clump of tall and slender ash with 50% leaf loss due to Chalara Ash dieback – Fell Scouts Pine (907) – Dead. By access driveway to Upper Hall – Fell. Ash (903) – Some ash dieback and leaning over road and neighbouring garden – Pollard at first fork and retain as safe habitat. Wych Elm (908) – Dying by access driveway to Upper Hall. Dutch Elm disease – Fell – The Garden House, Church Street, Ledbury, Herefordshire, HR8 1DJ.

RESOLVED:

No objections.

vii. Planning Application No. 232611

Demolition of existing barn and erection of dwelling, car port, landscaping, and associated works – Barn adj to The Nelmes, Munsley, Ledbury, Herefordshire HR8 2SH

Councillor Hughes proposed that Ledbury Town Council request more information on this planning application and to include results from the ecological survey.

RESOLVED:

That Ledbury Town Council request more information on this planning application in particular in respect of the Ecology survey.

N/M

P86. TABLED APPLICATIONS

RESOLVED:

None received.

P87. PLANNING DECISIONS

Members discussed planning application no. 231872 on the planning decisions document – Conversion of and extensions to existing buildings to create a dwelling, and associated works – land rear of 1 Bridge Street, Ledbury, Herefordshire.

Members noted that a further Ecology Survey report had been provided and Members were satisfied that this now considered any concerns that they had previously raised and therefore felt it appropriate to provide a further response of No Objection in respect of this application.

RESOLVED:

- 1. That the Planning Decisions be received and noted.**
- 2. That a further comment advising that Ledbury Town Council have no objections to planning application no. 231872 be submitted via the Planning Portal**

P88. VARIATION OF PREMISES LICENSE – LEDBURY MINI MARKET, 10 NEW STREET LEDBURY

Members did not consider they were able to object to this licence request in accordance with the specific objection criteria.

RESOLVED:

That the Variation of premises license – Ledbury Mini Market, 10 New Street be received and noted.

P89. APPEAL DECISION – ST KATHERINE’S BARN, LEDBURY

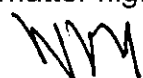
RESOLVED:

That the Appeal Decision – St Katherine’s Barn was received and noted.

P90. NEIGHBOURHOOD DEVELOPMENT PLANS

Help requested – National Effort to Protect Neighbourhood Development Plans

Councillor Hughes proposed that the Appeal Decision 3314808 letter be forwarded onto Sir William Wiggins MP to request the matter highlighted



be brought to the Secretary of State, Suella Braverman MP, on behalf of their constituents and the Ledbury NDP. To also include 3 clear headings;

- What's happened.
- Why has this happened?
- What are you going to do about it?

Councillor Howells seconded this proposal, and all members were in favour.

RESOLVED:

That an amended version of the Appeal Decision 3314808 letter be forwarded onto Sir William Wiggins MP to request the matter highlighted be brought to the Secretary of State, Suella Braverman MP, on behalf of their constituents and the Ledbury NDP. To also include the following 3 clear headings.

- **What's happened.**
- **Why has this happened?**
- **What are you going to do about it?**

Councillor Howells left the meeting at 8:54pm.

P91. INVOICES FOR PAYMENT (SEPTEMBER INTERIM)

RESOLVED:

That the invoices for payment for the September (Interim) be approved for payment in the sum of £11,357.12 plus VAT be approved.

P92. SUSPENSION OF STANDING ORDER 3(x)

RESOLVED:

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

P93. SECTION 106 (STANDING ITEM)

To update Ledbury S106 Wish List

Members reviewed the Town Council's S106 wish list from 2016 and 2017.

RESOLVED:



That the following items be retained in the Council's S106 wish list and incorporated into the spreadsheet previously created by the S106 Task & Finish Group and submitted to Full Council for consideration.

Project / Works Description	Project / Works Description	Priority
Public green space	Development of an additional park/green space including a recreation ground at the viaduct site	
	Improved lighting at the Recreation Ground & Town Trail i.e installing solar/movement activated lighting	
	Picnic area at the Recreation Ground	
	Improve landscaping and flow on the river	
Paths & cycleways	Improved existing provision:	
	Installing solar/movement activated lighting on Town Trail	
	All-weather path surface on Town Trail & riverside walk	
	Widening of the Orchard Lane cycle/footbridge on Town Trail	
Play/exercise equipment	Improved play equipment in residential areas, e.g. New Mills, Deer Park,	
	Running/Trim-trail round town	
Youth/Teen provision	Provision of a Youth Centre in the form of a coffee bar/drop-in centre.	
	Creative workshop facilities particularly for young people i.e. rehearsal rooms, recording suite, wet art room, technology suite	
	Lifelong learning workshop facility	
Additional sports provision	Athletics track	
	Range of facilities appealing across wider gender and age ranges e.g. Padel, short tennis, netball, indoor tennis/bowls centre.	
Town centre improvements	More urban trees	
Transport & Highways	Better pedestrian provision - wider pavements	
	Mini roundabout JMHS/Mabels Furlong	
Car Parking & Traffic	Pedestrian crossings at key points, e.g. Gloucester Road near Biddulph Way and Hereford Road near Saxon Way and the new Viaduct site	

WM

	Remodelling of road junctions in Bye-Bridge-Lower Rd, Woodleigh Rd & Little Marcle Rd	?
Community areas	Litter and dog poo bins around town	
	Improved and additional notice boards	
	Redevelop of Lawnside Road area	
	Public toilet on the Recreation Ground	
Healthcare & Emergency Services	Combined blue-light facility close to bypass	
	Proper hospital nursing facilities for convalescence	

P94. DATE OF NEXT MEETING

RESOLVED:

To note that the date of the next meeting of the Economy, Planning & Tourism Committee is scheduled for 12 October 2023.

P95. EXCLUSION OF PRESS AND PUBLIC


That in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be excluded from the remainder of the meeting.

P96. TO CONSIDER DRAFT JOB DESCRIPTION IN RESPECT OF MARKET OPERATIVE

RESOLVED:

That the Market Operative job description be considered as part of the Markets Strategy.

The meeting ended at 9:30pm.

Signed  (Chair)

Dated 09-11-2023