

**TERMS OF REFERENCE**  
**PLANNING COMMITTEE**

**UNDER DELEGATED POWERS**

1. To comment on all planning applications submitted by the Local Planning Authority with delegated powers to forward such comments as expeditiously as possible to the Authority
2. To make observations relating to applications for public entertainment, street trader stall, dredging, justices' and other similar licences
3. To make representations in relation to Local Development Plan proposals and other statutory planning documents prepared by Herefordshire County Council
4. To make representations when thought fit on planning appeals and to appoint a delegate to attend planning inquiries and Herefordshire County Council Planning Meetings as and when required
5. To comment on other planning related issues, such as proposed new community woodlands, pre-application consultations on telecommunications masts, proposed post office closures and the provision of public payphones
6. To comment on proposed tree preservation orders, public footpath diversions, and street name suggestions, etc.
7. To alert the Local Planning Authority to any alleged development control breaches in Ledbury
8. To comment on all planning applications concerning conservation specifically within the Ledbury area
9. To make representations, where relevant, in relation to Section 106 revenue collected by the Local Authority
10. To make representations to the Local Authority in respect of transport issues such as footpaths and cycle ways and park and ride facilities

**BY WAY OF RECOMMENDATION TO FULL COUNCIL OR THE FINANCE, POLICY & GENERAL PURPOSES COMMITTEE**

1. To make recommendations on any issues that have a financial and or staffing implication for the Town Council
2. To contribute to formulation and implementation of the corporate plan, making appropriate recommendations.
3. To make recommendations in relation to traffic management within the town, including the preparation of Traffic Regulation Order requests



**MINUTES OF A MEETING OF THE  
ECONOMIC DEVELOPMENT & PLANNING COMMITTEE  
HELD ON 10 JUNE 2021  
VIA ZOOM**

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**PRESENT:** Councillors Chowns, Howells, Manns and Morris (Deputy Chairman)

**IN ATTENDANCE:** Angie Price – Town Clerk  
Lisa Fisher – Ledbury Resident

**P431. APOLOGIES**

Apologies were received from Councillor Bannister, Councillor Harvey, Councillor Knight

**P432. DECLARATIONS OF INTEREST**

No declarations of interest were received.

**P431. PUBLIC PARTICIPATION**

The Clerk had received a letter from Maria Cholerton detailing concerns over the proposed development of 31 apartments at Market St.

Councillor Morris requested that a copy of the letter be uploaded onto the website.

**P432. TO APPROVE AND SIGN THE MINUTES OF A MEETING OF THE  
ECONOMIC DEVELOPMENT & PLANNING COMMITTEE OF 13 MAY  
2021 AS A CORRECT RECORD**

Members of the Economic Development and Planning Committee received and noted the minutes of a meeting of the Economic Development & Planning Committee held on 13 May 2021.

**RESOLVED:** That the minutes of the Economic Development and Planning Committee held on 13 May 2021 be received and noted.

**P433. ACTION SHEET**

Members were provided with the Economic Development and Planning Action Sheet.

The Town Clerk updated Councillors on the progress of the Action sheet, including the licence to cultivate.



P434.

**PLANNING CONSULTATIONS**

1. Planning Application 204577 – Former Auction Rooms, Market Street, Ledbury, Herefordshire

Mrs Fisher, currently residing at Hawthornes, raised concerns over the height of the development and how close the development is to the existing property boundaries and lack of parking. The Town Clerk confirmed that an extension to the planning decision had been granted, however the date of extension has not yet been confirmed. Councillor Howells suggested arranging a meeting between councillors and Planning Officers and residents to discuss their concerns and objections to the development.

**RESOLVED: That the Town Clerk, in conjunction with the Chairman of Economic Development and Planning committee, organise a meeting with Planning Officers and residents to discuss concerns with the above planning application.**

2. Planning Application 210627 – Ledbury Heritage Centre, Church Lane, Herefordshire, HR81DW

**No objections were raised in respect of this application**

3. Planning Application 211083 – Land adjacent to Martins Way, Ledbury

**No objections were raised in respect of this application**

4. Planning Application 211090 – Land adjacent to Martins Way, Ledbury

**No objections were raised in respect of this application**

5. Planning Application 211301 – Smiths Motors Ledbury, Coach Garage, The Homend, Ledbury, Herefordshire, HR8 1BA

**No objections were raised in respect of this application**

6. Planning Application 211377 – Barn House, 23 New Street, Ledbury, Herefordshire, HR8 2DX

**No objections were raised in respect of this application**

7. Planning Application 211378 – Barn House, 23 New Street, Ledbury, Herefordshire, HR8 2DX

**No objections were raised in respect of this application**

8. Planning Application 211553 – Granny Smiths, Woodleigh Rd, Ledbury, Herefordshire

**No objections were raised in respect of this application**

9. Planning Application 211908 – Worcester Rd, Ledbury, Herefordshire

**No objections were raised in respect of this application**

P435. **PLANNING DECISIONS**

Members were provided with an up-to-date Planning Decisions table.

Councillor Manns noted that there was still an error on one of the planning applications. The clerk advised that she would change this for the next meeting of Economic Development and Planning Committee.

P436. **REQUEST FOR MEETING FROM TURLEY IN RESPECT OF THE DEVELOPMENT TO THE SOUTH OF LEDBURY**

**It was suggested that the Clerk consider arranging a meeting with Turley in conjunction with the Chair and Vice-Chair of the Committee.**

P437. **SECTION 106 TOWN/PARISH WISH LIST INFORMATION**

Members were provided with information on the Section 106 Town/Parish Wish List Information.

The Clerk advised members that in the future, information on the 106 wish list will be sent annually. She confirmed that when reviewing planning applications and sending the response to the planning department, there is a box to complete where you can have a say on what you would like to see with the Section 106 money to help with the local area and infrastructure.

P438. **TO NOTE THAT THE DATE OF THE NEXT MEETING OF THE ECONOMIC DEVELOPMENT & PLANNING COMMITTEE IS SCHEDULED FOR 8 JULY 2021 SUBJECT TO AGREEMENT OF THE SCHEDULE OF MEETINGS AT THE ANNUAL COUNCIL MEETING ON 24 JUNE 2021.**

It was agreed that the next meeting of Economic Development and Planning will take place face to face, as long as restrictions are lifted by 21 June 2021.

The Meeting ended at 8:35pm

Signed .....

Dated .....

DRAFT



# ACTION SHEET

## ECONOMIC DEVELOPMENT & PLANNING COMMITTEE OUTSTANDING ACTIONS FROM PREVIOUS MEETINGS

Minute No.	Action	To be Actioned by	Date Actioned	Comments	Status
2020					
P258	That the Council agree to share the LSCA and site assessment work with HC when completed	TC/NDP			On completion of NDP
2021					
P341	That LTC agree to Barratts being issued a Licence to Cultivate the roundabout on Leaddon Way, noting that the roundabout must be cultivated until they have completed all house sales on site	DTC	29.04.2021	Waiting on response from HC in respect of proposed design - chased FM again 03.06.2021	In Progress
p367(3)	That Members of the Economic Development and Planning committee authorise the the Town Clerk to investigate whether Highways UK would offer a discount to supply and fit brown tourism signs on the outskirts of Ledbury.	TC		Information obtained and to be report to a future meeting of E & T	Completed
P383(3)	That the Town Clerk liaise with Councillor Harvey to set up a working party to produce a delivery plan for the Corporate Plan.	TC			In progress
P407(2)	That the Clerk contact Herefordshire Council in relation to the condition of the footpath from Gloucester Road roundabout to Parkway	TC	07.05.2021	Reported to HC	Completed

P410	That the MP WP prepare a briefing paper in relation to the Section 106 contributions from the Viaduct Site, using the information in Councillor Harvey's recent Ward report and the information available on HC website in respect of S106 to summarise what the S106 contributions will be from the Viaduct Site	MPA WP		Meeting to be arranged	In-progress
P412	That the access Audit Report be referred to the Market House Working Party for further discussion and recommendations	MH WP		Meeting to be arranged	In-progress
P434(1)	That the Town Clerk, in conjunction with the Chairman of EDP, organise a meeting with Planning Officer and residents to discuss concerns with Market Street application	TC JB		PO's did not agree to meeting due to the timescales involved with decision making, however they have agreed an extended response time of 30 June 2021	In-progress
P436	That a meeting with Turley be arranged for 6 July 2021.	TC JB		Meeting to be arranged	completed