

LEDBURY TOWN COUNCIL

Report of a Meeting of the Neighbourhood Plan Working Party

held on Tuesday, 1st April, 2014 in the Town Council Offices

Present: Councillors: R Barnes - Chairman
K Francis
R Hadley
C Ridler
T Widdows

Also Present: Ms N Shields - Deputy Chairman
R Allen
A Harrison
G Holliday
Ian James
Mrs S Tagg - Foxley Tagg

In Attendance: Mrs M Bradman - Deputy Clerk

1. Apologies for absence

Apologies were received from Cllr E Harvey

2. Declarations of Interest

No Declarations of Interest were received at this point in the meeting.

3. To approve the report of the meeting held on 4th March, 2014

The Chairman confirmed with members that all action points from the meeting of the 4th of March had been completed; the Localities Grant was due to be submitted by Wednesday, 3rd April.

The report of the meeting held on the 4th March was approved as a correct record.

4. Rural Community Energy Generation Group

Nina Shields informed members that the group had not been able to visit Aston University before this meeting but had visited a landfill site near Pershore to investigate other energy efficient systems. It was mentioned that Herefordshire Council's new housing stock are old fashioned and are energy inefficient and that green energy systems should be included in the plans. Nina's research is ongoing.

5. Update on the allocation of tasks by Foxley Tagg

The Plan Delivery Schedule, having been circulated, was presented by Sally Tagg who confirmed that all tasks were in hand; larger scale items were progressing which included trees, housing, employment sites etc but that members may be called upon to do more tasks. Sally asked that if anyone knew of any area of trees or individual trees which have any local significance they should let her know.

Councillor Francis queried his task - Sally offered to clarify after the meeting.

Ian James suggested a meeting should be held between a local farmer, Bill or Barbara Stump and Sally Tagg.

6. Communications Strategy Update following 11 March meeting

Councillor Rich Hadley and Nina Shields reported that the leaflet was still a work in progress; more photos were needed to be added, along with credits for various local groups and organisations. The balance of words needed to be looked at and also the link with the Town Plan should be included. Another suggestion was a health and wellbeing section; this was thought to be best placed in the 'Let's have our say' section. Nina informed the group that obtaining copyright for using one photo in particular was holding up the process.

Cllr Hadley presented the revised Community Engagement Plan - **MB to circulate to members after the meeting**. Following some discussion it was suggested that a deadline be set for the completion and printing of the leaflet and that a person be found to co-ordinate the planned events; Rich Hadley had a person in mind and would approach them directly.

Mr Allen asked why the tourist information centre had not been mentioned in the leaflet and after some discussion members thanked Mr Allen for raising the issue but, in fact, the TIC was not the remit of the NP but was being addressed by Ledbury Places.

Nina Shields, Cllr Keith Francis and Hayley of Sketch Collective were thanked for their hard work in pulling together the leaflet.

- i) **ACTION:** The Comms Group should aim to have the leaflet ready for distribution by 24th April to be circulated initially at the Annual Town meeting.
- ii) **ACTION:** Comms Group to appoint an events co-ordinator.
- iii) **ACTION:** Comms Group to investigate leaflet delivery options.
- iv) **ACTION:** Griff to liaise with the Comms Group with regards to the Town Plan sharing a stand with Neighbourhood Plan on 7th June at the Community Day Event.

7. Grant Funding

Councillor Hadley confirmed that the Awards for All grant application would be presented for sign off by Friday, 4th April, 2014.

8. Any other Matters

There were no other matters relating to the NPWP discussed.

10. Items for the next Agenda

Review of actions
 Rural Community Energy Generation Group update
 Grant Funding update
 Budget - that this be a regular agenda item

Date of the next meeting

Tuesday, 6th May, 2014 at 7pm in the Town Council Offices

Meeting closed at 8.31pm.