

LEDBURY TOWN COUNCIL

Report of a Meeting of the Neighbourhood Plan Working Party

held on Tuesday, 4th February 2014 in the Town Council Offices

Present: Councillors: R Barnes - Chairman
K Francis E Harvey

Also Present: R Hadley G Holliday
Ms N Shields - Deputy Chairman

In Attendance: Ms D Baldwin - Deputy Clerk
Mrs B Stump - Jnr. Clerical Officer, LTC
1 member of the public.

Mrs S Tagg and Mr A Jones - Foxley Tagg

1. Introductions

The Chairman introduced Sally Tagg and Andrew Jones of Foxley Tagg to members and requested that members introduce themselves before continuing.

2. Apologies for absence

Apologies were received from Cllr C Ridler, Cllr T Widdows, Dr A Burrows and Mr A Harrison.

It was noted that Cllr A Conway and Ms A Herford had resigned from the working party.

3. Declarations of Interest

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

4. To approve the report of the meeting held on 7th January 2014

The report of the meeting held on the 7th January was approved as a correct record.

5. Foxley Tagg Presentation

Sally Tagg and Andrew Jones of Foxley Tagg gave a presentation to members on their strategy for the development of the NP. They issued an overview road map showing the objectives and conditions for the development. This demonstrated the importance of creating a firm evidence base in order to deliver good solid evidence to establish the robustness of the NP. They also put forward their suggestions for six sub-groups which are as follows:

Housing & Population
Economic Development
Heritage & Built Environment
Natural Environment
Community
Infrastructure.

Members gave their approval for the themes of these sub-groups.

In order to utilise the engagement of Foxley Tagg it was decided that the NP should be re-launched to encourage people to come forward to join the NP Working Party. With the confirmation of the themes for each sub-group the WP is now in a position to offer volunteers the opportunity to become involved in their preferred group.

The re-launch of the NP should be within the next fortnight, with a Press Release and email shot, aimed at encouraging people to come forward and join. Griff Holliday and Barbara Stump volunteered to organise the email shot to potential volunteers. Griff Holliday informed members that he had a large data base he could use from his involvement with the Town Plan.

ACTION: Foxley Tagg to draft a Press Release and forward to the Clerk to the WP by Friday, 7 February. The Clerk to the WP to liaise with the Ledbury Reporter on the press release for the re-launch. Griff Holliday and Barbara Stump to carry out the email shot to potential volunteers, and sift responses.

It was suggested that a date be arranged to run an information day to provide the background and guidance for potential volunteers. This would be under the direction of Foxley Tagg and consist of three sessions, each comprising two groups, back to back.

ACTION: The Clerk to the WP to consult the Town Council's diary and notify Foxley Tagg of available dates.

ACTION: The Chairman to update the Town Council concerning the re-launch of the NP at the next Full Council meeting and, to make Ledbury Places aware of the Heritage and Built Environment sub-group and encourage some of its members to join.

6. Rural Community Energy Generation Group

Nina Shields informed members that the group had not been able to visit Aston University before this meeting and therefore would report back once this had been arranged.

7. Communications Strategy

Rich Hadley reported that, from his meeting with Foxley Tagg, it was considered that it would be more beneficial for Foxley Tagg to be included in discussions with Sketch Collective.

ACTION: That Rich Hadley, Cllr Keith Francis and Foxley Tagg meet with Sketch Collective and report back at the next meeting.

8. Grant Funding

Members considered the notes from the NP Drop In Event at Herefordshire Council attended by Griff Holliday and Diane Baldwin. It was noted that the Community Engagement Plan Localities grant application prepared by Rich Hadley would be better used for an Awards for All Grant Application. The Awards for All grant cannot be used directly for professional fees and is aimed at Community engagement projects.

Cllr Harvey offered the use of the Awards for All application she had prepared for the Town Plan and will send this to the Clerk. It would need only minor adjustments to be viable for the NPWP.

The Localities grant would be better suited for professional fees and it was agreed that the grant application should be completed and submitted as soon as possible.

ACTION: That the Localities Grant application be completed and submitted as soon as possible.

9. Chairman

The Chairman informed members that he would reconsider his position, as with the appointment of Foxley Tagg he believed that he could possibly continue as Chairman.

10. Any other Matters

There were no other matters relating to the NPWP discussed.

10. Items for the next Agenda (Tuesday, 4th February)

- Update on Grant Funding.
- Update from Communications Group
- Update from Rural Community Energy Group on their visit to Aston University, (if available).
- Response from Press Release and mail shot.

Meeting closed at 8.50pm.