

LEDBURY TOWN COUNCIL

Report from a meeting of the Neighbourhood Development Plan Work Groups (Communications & Consultation and Policies) held on Tuesday 11th July 2016 at 7pm in the Town Council Offices

Present: Councillors: Crowe, Barnes, Eager, Fieldhouse, Francis, Yeoman
Local Residents: Ms L Turner, Ms R Sharpe, Mr L Cowan, Mr Phillip Howells.
In attendance: Mrs M Bradman - Deputy Clerk

1. **Apologies** were received from Councillors Baker, Mackness and Mr B Stump.

2. **Declarations of Interest**
None received.

3. The reports of the meetings held on 31st May and 7th June were confirmed as an accurate record.

4. **Consultation Materials**

Members discussed materials required for the forthcoming business breakfast and public consultation events in the Community Hall. Following discussion, it was agreed that:

- i) a map should be made available showing all the land brought forward from the call for sites.
- ii) an addendum to Employment & Economy Objective EE1 should refer to the 'call for sites' document. The outcome of the call for sites consultation results will determine the land allocation.
- iii) that more questionnaires are made available, two more policy document files and some clip boards.
- iv) that a map is made available showing both primary and secondary retail areas.
- v) ask FTP for the call for sites power point presentation
- vi) it was suggested that Bill the Bell is asked to cry on the 16th and 23rd.

Action: Maria Bradman to action all of the above.

5. **To discuss and agree consultation event planning, advertising and logistics.**

15th July Business/traders breakfast - Community Hall

The following was discussed and agreed.

- i) Thursday (14th) morning Maria Bradman and Cllr Eager to take all the boards etc to the Community Hall and store them in the small committee room until the main hall is available.
- ii) Maria Bradman and Cllr Barnes to put all the boards up and set all the tables at 2pm.

- iii) On Thursday evening Ms Turner with Cllrs Crowe, Fieldhouse and Yeoman to ensure that the display boards and tables are in the correct positions.
- iv) Councillor Baker to liaise with Tesco who will be supplying the breakfast items in support of the Mayor's Charities.
- v) Maria Bradman to supply a hot plate and hostess trolley.
- vi) Mrs Turner, Cllr Fieldhouse and Maria Bradman to ensure that breakfast is prepared by 8am.

Members were asked for their availability for the 15th, 16th and 23rd events.

Ms Turner informed the group that former Councillor, Sarah Widdows would be available to attend both 16th and 23rd from 9am until 1pm to help with the meet and greet element of the event.

Action: Maria Bradman to populate a rota for all three events and circulate, via email, to all NDP members and invite any other Councillors to help/attend.

Ambassador visits

Councillor Barnes was asked to make contact with the elderly in the town. Councillor Crowe reported that she would reschedule a meeting the Headmaster of John Masefield High School to work out how to involve the children in the Draft Plan consultation.

6. Finance Update

Members were furnished with the NDP income and expenditure figures to date. Members were informed that the next Localities Grant application for a further £8,000 was due to be submitted and if successful the total grant funding for the project would amount to £23,215.

7. Date of next meeting.

NDP Joint Group meeting - Monday 25th July, 7pm in the Town Council offices.

Meeting closed 9pm