

# LEDBURY TOWN COUNCIL

## Report of a Meeting of the Neighbourhood Plan Working Party

held on Tuesday, 6 August 2013 in the Town Council Offices

**Present:** Councillors: A Conway  
K Francis  
E Harvey  
C Ridler  
T Widdows

**In Attendance:** A Burrows  
R Hadley  
A Harrison  
G Holliday (Town Plan Steering Group – TPSG)  
I James  
Ms NShields (Deputy Chairman and TPSG)

**Observers:** Cllr P Bettington  
C Bosley  
One member of the public

**Also Present:** Ms Amy Herford  
Mrs B Stump (Jnr. Clerical Officer, LTC)

### 1. Apologies for absence

Apologies were received from Cllr Bob Barnes: Nina Shields Chaired the meeting.

### 2. Declarations of Interest

None.

### 3. To approve the report of the meeting held on 2 July 2013

Approved.

### 4. Update on actions arising from the Planning Day (25 July 2013)

Griff Holliday reviewed the actions and issues arising, and the detailed *Output* document, which sets out the steps for the Plan's issue. The Project Plan was sent to Sam Banks (NP Team Leader, Herefordshire Council); she currently estimates the date for the Core Strategy examination being April 2014.

- Sam Banks confirmed that a Habitat Regulation Assessment will be required. Herefordshire Council's NP team will undertake this (collaboratively with the NPWP) as it is the responsible body.
- A Health & Welfare audit is to be done as part of the Town Plan. The audit will investigate Ledbury's facilities and adequacy of community health now and in the future. Any community action required as a result of the audit is to be included in the NP. There is an urgent requirement for people with knowledge and expertise in this field.
- A statistical retail land study has been carried out in the town: a basic assessment of what the retail floor space requirements are likely to be per head of population, based on present assessments (not taking into account findings from existing retail providers).

**ACTION:** Andrew Burrows will send out a link to the retail study.

The link to the Town Centre retail study is:

[https://www.herefordshire.gov.uk/media/5379191/retail\\_study.pdf](https://www.herefordshire.gov.uk/media/5379191/retail_study.pdf)

There was a collective vote of thanks to Griff Holliday for all his work collating the information from the Planning Day and producing the Actions, Issues and Output document.

**ACTION:** The Planning Session exercise will be repeated on **Wednesday 25 September** at 19.00 in the Town Council offices.

**ACTION:** Griff Holliday to produce a revised version of the Plan.

**ACTION:** Cllr Harvey to circulate links to the latest version of the Core Strategy (with tracked changes).

#### **4.1 Update from Andrew Burrows on meeting with Herefordshire Council's Kevin Singleton (Team Leader, Strategic Planning)**

Andrew Burrows and Cllr Conway met Kevin Singleton on 6 August to discuss the Core Strategy. Unfortunately Russell Pryce (Strategic Applications Officer) was unavailable: it is hoped to talk to him in the future. Kevin Singleton explained he had not been involved in very much detail.

- Employment allocation - Little Marcle Road: KS said there had been discussions with Heineken/UBL who are willing to release land for employment use, but KS could not answer questions about what they want to do with it. He believed that there had been talks with the other principal landowners there, but had no details.
- Viaduct site: the landowners and their agents had been active. KS is sending us the contact details for their agents. There is no news on housing density. It would appear that Herefordshire Planners favoured the viaduct, as they felt it the least sensitive option from an environmental point of view.
- Infrastructure services: KS could not say he had seen a response from Electricity or gas suppliers, though thought the water companies had broadly given their approval. There was no information about Network Rail or Railtrack.
- Housing Phasing: none was indicated. Presently, houses on the viaduct site are not included in HFDS Council's 5-year land supply, though when the Core Strategy reaches its next stage, then AB thought it would be. The house building trajectory shows 300 houses for the first 5 years of the Plan for Ledbury, and we are now two years into it.
- Bromyard Road: presently, three hectares of land form a buffer zone in the Core Strategy.

Cllr Harvey said Ward Councillors had not been notified of any pre application advice; however, Herefordshire Council is obliged to do so. It was agreed that the identification of potential alternative viable, and available, land is now urgent. Meetings with landowners would be sought and the outcome of these discussions should be included in a NP community questionnaire. The Land Group agreed to meet as soon as possible.

**ACTION** on the Land Group: Identify potential alternative land for housing.

**ACTION** on the Land Group: Work up ToRs and a timetable for exploratory meetings with landowners about the possibility of development on their parcels of land (including employment land) and their sustainability in all respects.

**ACTION:** Cllr Harvey & Nina Shields to respond to the Malvern Hills AONB's consultation on its Management Plan, indicating the NPWP would appreciate its support in getting a more sustainable option for Ledbury than the number of houses presently proposed on the viaduct site, which is at the very edge of their western border.

#### **4.2 Update by the Land Group on Conformity with the Core Strategy**

Actions were identified from the Planning Day.

- A retail land survey is to be included in the Town Plan questionnaire.
- On 1 August, there was a presentation to Full Council by Mr King, who is interested in developing Lawnside Road. Over the next three months, Mr King is keen to engage with the community, after which he hopes to return to the Council. There was a broad discussion about the NPWP facilitating community meetings: a public meeting about the issue would also raise awareness of the Neighbourhood Plan. Community Asset Registration was raised: the potential for the community to take ownership and

responsibility for any development that takes place in that area, possibly by generating the funds to purchase land blocks.

**ACTION:** The Communications Group would meet to compile a plan to engage the public in discussions about the proposed idea for Lawnside Road development.

## **5. Update on the Communication Group's activities**

Rich Hadley reviewed the group's recent activities.

Sketch Collective has been commissioned as designers for the NP. A leaflet would be produced for approval and is intended for the *Hereford Journal*, community evenings, in shops, and door to door where the Hereford Journal is not delivered, 100% coverage of every person in Ledbury.

Rich Hadley outlined the group's proposed programme of events.

**ACTION:** Rich Hadley will circulate his Communications Update.

## **6. Any other Business**

**6.1 John Masefield High School** is looking at plans for renewing the school's buildings: as a result of the school becoming an academy, it has lost some central funding. The school is open to how its facilities might be more broadly used for the rest of the community and Head Teacher Andy Evans has asked for support from the NP team. The Land Group is already aware and will discuss with the school.

**6.2 Rural Community Energy Fund:** Funds are available to help the NPWP go some way to implementing a community energy scheme. Nina Shields has talked to Ben Boswell, HFDS Council's Sustainability Manager about this, and will do so again following the meeting. The AONB in Malvern has the highest carbon footprint in the country and the NPWP needs to take this forward. Like Health, the WP needs people with the appropriate skills. Nina Shields has contacts in renewable energy.

**ACTION:** NPWP members, please read the website.

[www.wrap.org.uk/content/rural-community-energy-fund](http://www.wrap.org.uk/content/rural-community-energy-fund)

**6.3 Volunteers:** the forthcoming NP leaflet will ask questions and obtain responses, but it is imperative to get people to come forward and enable the NPWP to develop a database of volunteers.

## **7. Items for the next Agenda (Tuesday 3 September)**

- Update from the Land Use Group
- Update from the Comms Group

The meeting ended at 21.00.