

Ross-on-Wye Town Council

Minutes of the Meeting of the Ross-on-Wye Neighbourhood Plan Sub Committee held on Thursday 15 September 2016 at 7.15pm at The Corn Exchange, Ross-on-Wye, HR9 5HL

Present: Melvin Reynolds – Chairman
Councillor Chris Bartrum, Jeanette Draper, Councillor Nigel Gibbs, Ian Murray, Sam Phillips and Councillor David Ravenscroft

In attendance: Amanda Smith – Assistant Town Clerk
Sarah Robson – Town Clerk

NP16/09 89 Welcome, Introductions and Apologies

The Chairman, Melvin Reynolds, welcomed members to the Steering Group meeting. Apologies for absence had been received from Maggie Kilcar, Councillor Jane Roberts, Jon Stern, Councillor Caroline Utting and Andrew Wilson.

NP16/09 90 Minutes of the meeting held on 21st July 2016

The minutes of the meeting held on 21st July 2016 were approved, noting that the correct name of the contact at Historic England was Mr Bill Klemperer.

NP16/09 91 Matters arising from minutes of meeting

Melvin Reynolds reported that consideration still needed to be given as to where to display the Neighbourhood Plan banners – possibly one at Ross Town Council and the other either in a shop front or at the former auction house in Cantilupe Court, or other options were outside the Old Chapel or the railings at the roundabout near Morrisons.

Action: Town Clerk to investigate possible use of Old Chapel for display.

There were no other matters arising other than agenda items.

NP16/09 92 Update on progress of Neighbourhood Development Plan

a) Progress report from Place Studio (please see attached report)

Melvin Reynolds reported that Place Studio considered that the Neighbourhood Plan had reached a key stage and that at the next meeting on 20th October – which would be a combined Steering Group meeting and Topic Working Groups meeting - we would have enough information in place to begin to start drafting the Plan. The draft Objectives that were shared and refined by the Topic Working Groups and had been checked by the wider public at the Carnival could now be developed further into the draft Plan Policies.

b) Ross Town Carnival

Melvin reported that for Ross Town Carnival had gone well – the van with the banners had been part of the procession leading the public to the marquee and Neighbourhood Plan display at the Riverside. The marquee had been busy all afternoon and lots of useful comments about objectives had been received from the public – one of the main comments was on the importance of the infrastructure to support the housing allocation.

There has been information which suggests that the parish of Whitchurch and Ganarew now want to work with us in developing the plan.

Melvin believed that there was a demand for renting working space – in order to attempt to quantify the demand we could look at census data and living/working post codes.

c) Recent strategy meetings

Melvin had attended a meeting with Jeff Bishop of Place Studio at John Kyrle School with Herefordshire Council's 'Schools Capital Investment Strategy Group' for Ross-on-Wye and its surrounding area. The outcome of the meeting was that school governors had been asked to consider a number of options in relation to the future development of the town's main schools – including Brampton Abbots, St Josephs, Ashfield Park and surrounding village schools – for a response at a further meeting in September.

Melvin reported that he and Jeff Bishop had then attended a meeting with the Planning Officers at Herefordshire Council on 14th September to inform them of our progress and to get their views on planning issues linked to the Neighbourhood Plan (including housing, schools, surgeries, strategic assets). They confirmed that Herefordshire Council wishes to be involved in the drafting of the Neighbourhood Plan and will keep us informed with their decisions on key issues.

d) Future events

There would be a combined meeting of the Steering Group and Topic Working Groups meeting on Thursday 20th October 2016 – to be held at The Larruperz Centre at 7.00pm – and the information needed for the working groups topics would be in place by then.

NP16/09 93 Update on progress of Topic Working Groups

Melvin reported that progress had been made since the last Topic Working Groups meeting held on 14th July 2016. Individual tasks had been allocated on the economy, cycling, sites, town centre, transport incidents, views, venues, wider town (character areas), walking were progressing well.

Melvin requested a need for volunteers - anyone who would be interested in doing a wider town character assessment on any areas that hadn't already been done. Likewise he made a request for anyone who had or could take photographs of views looking into the town from specific grid references linked to footpaths, cycle tracks or roadways.

Action: There was a request that the map indicating the extent of the town centre be re-circulated – Melvin to circulate.

NP16/09 94 Any other business

Councillor Chris Bartrum wanted to know if the Town Centre group was looking at shops fronts and signage. Melvin confirmed that this was the case and that the Herefordshire

Council2001 guidance material on shop front and signage could be an Annexe to the Neighbourhood Plan.

The Town Clerk, Sarah Robson, reported that there would be a Neighbourhood Plan report included in the next Town Council newsletter. Sarah and Amanda would be meeting up to go through the Place Studio invoice payments in order to check that they were in line with the grant funding applications.

Date of next meeting

The next Steering Group/Topic Working Groups meeting will take place on Thursday 20th October 2016 starting at 7.00pm and finishing at 9.30pm at The Larruperz Centre.

The meeting closed at 8.45pm.