

Ross-on-Wye Town Council

Minutes of the Meeting of the Ross-on-Wye Neighbourhood Plan Steering Group held on Thursday 17 March 2016 at 7.15pm at The Larruperz Centre, Ross-on-Wye, HR9 7QD

Present: Melvin Reynolds – Chairman
Chris Bartrum, Caroline Bennett, Nick Dale, Belinda Jones, Ian Murray,
Sam Phillips, David Ravenscroft, Caroline Utting
Jeff Bishop, Katie Lea – Place Studio

In attendance: Amanda Smith – Assistant Town Clerk

NP16/03 49 Welcome, Introductions and Apologies

The Chairman, Melvin Reynolds, welcomed members of the Steering Group to the meeting and gave everyone the opportunity to introduce themselves. Apologies for absence had been received from Valerie Coker, Hannah Lerego, Jane Roberts and Sue Wilding.

NP16/03 50 Election of Vice Chairman of Steering Group

It was proposed by Chris Bartrum that the ideal candidate for Vice Chairman would be Sam Phillips. Melvin explained that he would be able to attend most meetings but would be like to have a Vice Chairman to run the few meetings he would not be able to attend. Sam agreed to consider taking on this role.

NP16/03 51 Minutes of the meeting held on 18th February 2016

The minutes of the meeting held on 18th February 2016 were approved with the following correction.
Interest Groups – Walker are Welcome, Ramblers Association.

NP16/03 52 Matters arising from minutes of meeting

Caroline Bennett had made enquiries about the character assessment/design statement and had contacted Sam Phillips regarding footpath maps and for Walkers are Welcome to be involved at the next meeting.

Caroline Utting had circulated the Community Asset Register – list of facilities.

Melvin had contacted Heather Hurley of the Civic Society - she would bring up the Neighbourhood Plan at their next meeting with a view to nominating a member to attend the Steering Group meetings.

Dennis had made contact with the Commissioner for the Scouts/Guides contacts.

Amanda had organised mapping software and hard copies for Place Studio. Katie Lea had also organised Herefordshire Council mapping software.

NP16/03 53
Neighbourhood

Workshop session process and programme for the

Development Plan – including evidence review, character assessment, awareness raising and workshops

Please see attached Place Studio progress report presented at the Steering Group meeting.

Evidence review and awareness raising of the Neighbourhood Plan - progress was being made with engaging with the community and getting local groups involved in order to obtain information on community issues and to look for evidence relating to those issues.

12th April – Big Workshop – this will involve looking at the Draft Objectives.

Then the objectives will be re-drafted ready for 30th April/1st May –

30th April Public Drop-In 1 to take place in town at the old Jobcentre and

1st May Public Drop-In 2 to take place at the River Festival at the Hope and Anchor.

30th May – 6th June – there will be a display in the Library (as well as an on-going permanent display about the Neighbourhood Plan) – Katie Lea.

A Drop-In is to take place with the young and elderly – Ellie Bishop-Greenacre.

Character assessment – it is necessary to have a town centre health check, an audit of community facilities and obtain information from visitors and surrounding parishes.

Facilities – Herefordshire Council, Town Council, Private lists / Play facilities – Richard Mayo to provide a play facilities list.

Survey of visitors - use tourist sites to obtain information on visitors - visitor postcodes, visitor lengths of stay, repeat visitors, expenditure of visitors – Vic Lockley to be approached. Invite representatives from surrounding Parish Councils – Amanda to provide a list of contacts.

Audit of local foot/cycle paths and local green spaces.

A list of shops/premises to be drawn up where posters can be displayed – e.g. Ross Garden Store, Morrisons, Aldi, Sainsbury, Ross Labels, Schools, etc.

Consulting You are providing a web service that supports the process of community engagement. A meeting had taken place with Consulting You and the Town Plan/Neighbourhood Plan website was now in place and ready to be launched – this would be announced in the Ross Gazette the following week of 23rd March.

NP16/03 54 Update on funding

The Assistant Clerk was progressing with the new grant funding applications – unfortunately the Big Lottery Fund application for £10,000 had been returned so she would re-apply giving a full explanation of the reasons why the grant had not previously been spent - she would also apply for the Community Locality Fund in April for the increased amount of £9,000. Ross Town Council has £16,000 of funds to be spent on the Neighbourhood Development Plan (£10,000 that had been allocated for the Town Plan Implementation and £6,000 already budgeted for the NDP – these amounts could be spent at any time).

NP16/03 55 Any other business

Melvin obtained agreement from the Steering Group to sign the Larruperz Centre Environmental Policy.

NP16/03 56 Key dates to note

4th April Town Meeting – Melvin to have a Neighbourhood Plan slot

12th April 2016 – Big Workshop – this date to be checked as other events including a Library Development Group was taking place on the same date (to be attended by Caroline Bennett)

30th April - Public Drop-In 1 in town

1st May – Public Drop-In 2 at River Festival

Date of next meeting / change of venue

The next Steering Group meeting will take place on Thursday 21st April 2016 at 7.15pm at the Corn Exchange.

The meeting closed at 8.45pm.