

Ross-on-Wye Town Council

Minutes of the Meeting of the Ross-on-Wye Neighbourhood Plan Sub Committee held on Thursday 19th January 2017 at 7.15pm at The Corn Exchange, Ross-on-Wye, HR9 5HL

Present: Melvin Reynolds – Chairman
Councillor Chris Bartrum, Jeanette Draper, Councillor Nigel Gibbs, Ben Haworth,
Ian Murray, Councillor David Ravenscroft, Helen Saunders, Councillor Caroline Utting

In attendance: Amanda Smith – Assistant Town Clerk

NP17/01 01 Welcome, Introductions and Apologies

The Chairman, Melvin Reynolds, welcomed members to the meeting. Apologies for absence had been received from Deborah Cornish, Andy Jones, Sam Phillips, Councillor Jane Roberts and Andrew Wilson.

NP17/01 02 Declarations of Interest

There were no declarations of interest.

NP17/01 03 Minutes of the meeting held on 17th November 2016

The minutes of the meeting held on 17th November 2016 were approved.

NP17/01 04 Matters arising from minutes of meeting

The Neighbourhood Plan banner was now on display at the Old Chapel.

Progress report from Place Studio – Melvin reported that there had been a meeting with Herefordshire Council at the end of November 2016. The Neighbourhood Plan needs to identify 900 dwellings - it was thought that it would be advisable to identify a further 10 – 15% dwellings and other sites for consideration - the five year supply of housing is currently 10% below the target level of 500.

Melvin reported that he had met with the Town Council at the beginning of December 2016 and that it was agreed that the Neighbourhood Plan would need to deal with site allocations and that extra funding would need to be obtained in order to have a more comprehensive Plan. The Neighbourhood Planning Team at Herefordshire Council would now be dealing with the planning-related aspects of the possible relocation of the primary school and there was a commitment from the team to do the related site assessment and allocation work.

There was still the issue of the Community Infrastructure Levy (CIL) and Herefordshire Council was waiting for Central Government to review the matter of the payment - it was agreed that this issue should continue to be raised through the Market Towns Forum.

Strategic Housing Lane Availability Assessment (SHLAA) – Melvin reported that Herefordshire Council had sent out letters this week to landowners inviting them to respond to requests to engage with the Ross NDP process.

Melvin reported that Place Studio was collating evidence to go onto the website - that he had spoken to John Taylor about the allotment surveys - and that he had compiled a list of town centre character assessments surveys still needing to be done.

NP17/01 05 Update on progress of Neighbourhood Development Plan

a) Progress report from Place Studio – please see Place Studio report dated 13th January 2017.

b) First Draft – Initial Neighbourhood Plan

Melvin reported that Place Studio has produced a First Draft – Initial Neighbourhood Plan and this had been circulated for everyone to review – he said that they would welcome feedback, general and specific, on whether we feel the first draft is going in the right direction – it does not include sites but these will be included in the Full Plan.

The Cawdor site, owned by Almshouses Charity, was noted as potentially available for development – Place Studio is contacting the Trustees – the site is considered to be a significant site and large enough to be identified in the Neighbourhood Plan.

Ian Murray suggested as part of an Informal Consultation with residents something could be put in the Ross Gazette and a display placed in the library about the First Draft of the Plan - Melvin agreed to discuss this with Place Studio. **ACTION - MR**

c) Status check on Evidence Gathering work

Outcome of questionnaire to residents on Open Spaces – areas identified are: Roman Way (bottom end), Redwood Close (end of), fields at Redhill Road/Hawthorne Lane, triangle between Greytrees Spine Road and dual carriageway, Fernbank Road paddock, Merrivale Lane paddock, field by Falaise Close.

The question of whether or not we need to specify open land that is owned by the Town Council and do we need to do an audit of open spaces was discussed - Melvin agreed to check with Place Studio.

ACTION - MR

Other possible open space land mentioned was Chase Hotel land, Town Council land at end of Duxmere Drive.

d) Completion of evidence gathering work

Non-town centre character assessment areas had been completed and thanks were given to Councillor Caroline Utting and Helen Saunders.

Town centre street character assessments still needs to be done - Melvin would send an e-mail asking for volunteers and would be happy to provide maps to do the assessments.

ACTION - MR

Environmental Study – Jeanette Draper reported that she had looked at the First Draft of the Plan and concluded that the best way forward would be to include the AONB 2020 document as a key point and site it as part of the evidence. Jeanette will discuss the matter with Nick Critchley and will open it up to members of the Environmental Group that she belongs to. Again, Melvin confirmed that he would be happy to provide any maps.

Melvin reported that he still needed to complete Sam Phillips' work on photographs/views in and around the town – and that a list was in place for the Play Survey work that still needed to be completed – this involved doing short surveys and taking photographs.

Nigel Gibbs reported that he still needed to obtain feedback from groups on mobility issues. Melvin offered to give him, if requested, the r Town transport consultant's report for information.

NP17/01 006 Update on Funding

Amanda confirmed that Locality had awarded a further £5,900 of funding for site allocation work on the Neighbourhood Plan. The Town Council would receive the sum by the end of January 2017 and this would need to be spent by the end of the financial year, 31st March 2017.

NP17/01 007 Any other business

The Herefordshire Council Neighbourhood Plan newsletter had been circulated for information.

David Ravenscroft suggested that a Neighbourhood Plan update could be placed in the next Town Council newsletter. **ACTION MR**

NP17/01 008 Date of next meeting

It was agreed that meetings do not, for the foreseeable future, need to be held monthly and that bi-monthly meetings would, until agreed otherwise, suffice.

The next meeting will take place on Thursday 16th March 2017 at 7.15pm at The Corn Exchange.

The meeting closed at 8.30pm.