

# Ross-on-Wye Town Council

## Minutes of the Meeting of the Ross-on-Wye Neighbourhood Plan Sub Committee held on Thursday 21 July 2016 at 7.15pm at The Corn Exchange, Ross-on-Wye, HR9 5HL

**Present:** Melvin Reynolds – Chairman  
Councillor Chris Bartrum, Jeanette Draper, Sam Phillips, Maggie Kilcar, Vic Lockley, Councillor Caroline Utting and Andrew Wilson

**In attendance:** Amanda Smith – Assistant Town Clerk

### **NP16/07 83 Welcome, Introductions and Apologies**

The Chairman, Melvin Reynolds, welcomed members to the Steering Group meeting. Apologies for absence had been received from Councillor Nigel Gibbs, Dennis Humble, Ian Murray.

### **NP16/07 84 Minutes of the meeting held on 16<sup>th</sup> June 2016**

The minutes of the meeting held on 16<sup>th</sup> June 2016 were approved.

### **NP16/07 85 Matters arising from minutes of meeting**

Melvin Reynolds reported that Dennis Humble had contacted Motor World in George Place with regard to placing a Neighbourhood Plan banner in the window and using it as a drop-in centre. Caroline Utting had contacted Jonathan Preece regarding placing a banner at what was the auction house in Cantalupe Court.

With regard to funding, Melvin Reynolds reported that as we were in receipt of a total £19,000 of funding from the Big Lottery Fund/Community Locality Fund we do not need to apply for any further grant funding at the moment.

Sam Phillips had given Melvin the details of the map of paths/cycle tracks of Ross-on-Wye with grid references. Melvin would now ask via Facebook if anyone would like to take photographs along the walk where there are views looking into the town. If necessary the local Photographic Society could be contacted.

There were no other matters arising other than agenda items.

### **NP16/07 86 Update on progress of Neighbourhood Development Plan**

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

Melvin Reynolds reported that Place Studio had had 50 responses to the aims and objectives questionnaire and 125 responses to the shorter questionnaire given out to students at John Kyrle School. The photo-trail had received very few responses. Place Studio was pleased with the level of attendance at the Topic Working Groups workshop and the allocation of individual tasks.

Melvin reported that he had attended a meeting with 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. This consultation on options can become an importance element of the Neighbourhood Plan.

#### **b) Future Events – Ross Town Carnival**

Melvin reported that for Ross Town Carnival on Saturday 6<sup>th</sup> August we would be part of the procession with the use of a van with banners. A driver would be needed and volunteers to give out leaflets and tell people to go down to the Riverside to find out more about the Neighbourhood Plan. There would be a marquee with a display at the Riverside (and the banners will then be displayed at the marquee). Place Studio will be at the marquee and will be looking for volunteers to just come along and chat to residents. Activities will also be organised at the marquee for children – so that adults can discuss the Neighbourhood Plan while children are kept occupied – e.g. face painting, making a collage of the town.

Sam Phillips mentioned that the Ross Lions would be doing something very similar for children so it was agreed that it would make sense if this was a combined activity.

Melvin reported that the Character Area surveys were underway with the use of the mapping software system – e.g. character areas such as Greytrees and Archenfield. Residents had been found to survey all areas and the information could then be placed on a layer of the mapping system. Play areas and open spaces surveys were still to be done.

An e-mail would be sent out to all members of the Steering Group/ Working Groups asking them to inform Melvin if they can help with giving out leaflets in the procession and/or talking to residents at the riverside marquee on the day of the Carnival.

#### **NP16/07      87      Update on progress of Topic Working Groups and meeting held on Thursday 14<sup>th</sup> July 2016 (please see attached report)**

Melvin reported that Place Studio was pleased with the level of attendance at the Topic Working Groups workshop and the allocation of individual tasks. The two working groups were the Town Centre and the Wider Town and from that the groups were broken down into smaller groups in order to comment on aims and objectives that had been drawn up during the consultation.

The individual tasks that had been allocated – small and large – would be completed by the end of September when further Working Group workshops would take place. Place Studio wished to thank everyone who had attended the workshop.

#### **NP16/07      88      Any other business**

Chris Bartrum reported on a Ross Town Council meeting that had taken place with Mr Bill Clumper of Historic England regarding the Market House. The Market House is Grade 2 listed and has Ancient Monument Status and so advice was needed in relation to the maintenance of the building and how to keep it in good order. Chris was waiting to receive his written recommendations but commented that the Market House should be referred to in the Neighbourhood Plan as an important part of the town with a conservation plan. Melvin added that the Town Centre Character Assessment should have a specific section for the Market House and that listed buildings could be put onto the mapping system.

Vic Lockley commented on the importance of tourism and the need to have more undercover activities/interests in the town for tourists to visit on wet days.

Melvin reported that Ross Town Council had received correspondence on Herefordshire Strategic Housing Land Availability Assessment (this had been issued to villages not taking on Neighbourhood Development Plans) and would discuss the implications of this with Place Studio.

**Date of next meeting**

The next Steering Group meeting will take place on Thursday 15<sup>th</sup> September 2016 at 7.15pm at the Corn Exchange.

The meeting closed at 8.30pm.