



## BROMYARD & WINSLOW TOWN COUNCIL

### PLANNING & ECONOMIC DEVELOPMENT COMMITTEE

Minutes of an Ordinary Meeting held on  
Monday 4<sup>th</sup> November 2024 at 7:00 pm in the Council Chamber,  
Council Offices, Bromyard

**Minutes**  
**P24/81 – P24/87**

Members Present: Cllrs P Andrews (Vice Chair), N Brookes, G Churchill, L Holman,  
M Franklin, C Magson, and R Page (Chair).

Officers Present: J Eva, Development Officer

Also Present: Cllr Clare Davies, Bromyard West Ward Councillor

#### **P24/81 Apologies**

*Local Government Act 1972 S85 (1)*

Apologies for absence were received and accepted from Cllr P Nielsen (health).

#### **P24/82 Declarations of Interest and written requests for dispensation**

*Local Authorities (Model Code of Conduct) Order 2007 SI No. 1159*

None declared.

#### **P24/83 Minutes**

*LGA 1972 Sch 12 para 41(1)*

**It was RESOLVED** to receive, confirm as a correct record and sign the Minutes of the meeting held on Monday 7<sup>th</sup> October 2024.

*The Chair proposed adjusting the order of the next agenda items to bring items P24/86 and P24/85 forward, allowing the committee to consider it ahead of item P24/84 (Budget). This proposal was agreed upon by the committee.*

#### **P24/86 Outdoor Market**

Cllr Magson provided the following update on the future management of the Outdoor Market from 2025 onwards:

Cllr Magson had spoken with local residents and traders in Bromyard to gather their perspectives. There was a consensus among traders that the market should continue. Three potential managers had expressed interest in taking over the operation.

The market was originally established to increase footfall in the town on Sundays, traditionally a quieter trading day. However, there is significant scope for improvement. The committee was requested to decide whether to continue the market and, if so, in what format.

Feedback suggests a desire to maintain its identity as an artisan market with a creative focus. However, challenges include:

- The limited number of stalls, averaging 15 out of a potential 25.
- Insufficient monthly income from stallholders to cover operating costs.

To reach its potential, stronger promotion of the market is essential. Stallholders should also be encouraged to advertise upcoming market dates in between events.

The general preference was for the market to remain in the Market Square on Sundays.

It was unanimously **RESOLVED** that the Market should continue in its current format for 2025. Invitations to quote for a one-year contract, with an option to extend for an additional year, will be advertised in December.

**P24/85 Neighbourhood Development Plan (NDP)**

Cllr Naomi Brookes provided an update following the last NDP Steering Group meeting held on 30<sup>th</sup> October 2024.

Government funding has been successfully secured through Locality for the development of a Design Code. Cllr Brookes is scheduled to speak with the Associate Director of Urbanism Planning and Buildings and Places UK to clarify how the Design Code will be created. The target is to have the Design Code finalised by the end of this financial year (March 2025).

The Steering Group is actively continuing its community engagement efforts, which include:

- NDP email and suggestion boxes placed in businesses around town.
- A leaflet drop to residents and businesses.
- Conducting a business survey.
- Organising face-to-face meetings with representatives from the Hope Centre, Micron, Polytec, Nunwell Surgery, DRM, and the Bromyard Chamber.

A community organisation workshop is scheduled for 13th November, with representatives from the following groups attending:

Conquest Theatre, History Society, Bromyard Welcomes Walkers, WBL Greenway, St Peter's Church, Rugby Club, Hope Centre, Kempson Players, Methodist Church, Foodbank, Community Transport, Choral Society, RBL Bromyard Branch, Nunwell Surgery Patients Group, and Bromyard Downs Association.

The results of these engagement activities will be compiled into a report for presentation to the Council and the Planning & Economic Development committee in December.

In December, the Steering Group will begin drafting the NDP policies. Engagement from the Council throughout this process is crucial.

**P24/84 Budget 2025/2026**

Members reviewed the budgetary needs for the Planning & Economic Development Committee for 2025/26. After thorough discussion, it was

**RESOLVED** to recommend the following allocations to the Finance Committee for inclusion in the draft budget:

- £3,000 for Outdoor Market
- £3,000 for Town Development Costs.
- The decision regarding the NDP budget heading was deferred to the Finance Committee.

**P24/87 Correspondence** – none.

There being no further business to transact, the Chair closed the meeting at 8:30 pm.

Signed ..... Date .....

DRAFT