

LUDLOW TOWN COUNCIL

A G E N D A

REPRESENTATIONAL COMMITTEE

To: All Members of the Council, Unitary Councillors; Press

Contact: Gina Wilding, Town Clerk
Ludlow Town Council, The Guildhall
Mill Street, Ludlow, SY8 1AZ
01584 871970

townclerk@ludlow.gov.uk

Dispatch date: Thursday 9th September 2021

You are invited to attend a meeting of the
Members of Representational Committee on

Wednesday 15th September 2021

Via Zoom

Link: <https://us02web.zoom.us/j/85383728808>

Meeting ID: 853 8372 8808

Gina Wilding

Gina Wilding
Town Clerk

Key Agenda Items:

- PLANNING APPLICATIONS
- TRAFFIC MANAGEMENT & ROAD CLOSURES
- PAVEMENT LICENSES

Public Open Session (15 minutes in total) – Members of the public are invited to make representations to the Committee on any matters relating to the work of the Committee. The maximum time allotted per person is three minutes.

1. **WELCOME**

Welcome to a virtual meeting for the consideration of this agenda by the members of Representational Committee.

Ludlow Town Council is proud of its strong governance procedures, and it is disappointed by the government's recent decision to withdraw the ability for the council to hold decision making meetings virtually. The council feels that at this time it is not safe to hold frequent and long in-person meetings.

In the interests of transparency, I shall explain our temporary process.

The council has decided to retain all the elements of good governance including publically accessible meetings, and Councillor debate resulting in majority agreement. The majority agreement will be recorded and published as a recommendation for the Town Clerk to action under emergency delegated authority.

Members of the public will be given the opportunity to speak during the public open session at the beginning of the agenda, but will not be permitted, unless invited to do so by the Chairman, to speak at other times.

The Clerk has the ability to mute or remove anyone who causes a nuisance, but of course, we hope that this won't be necessary.

It is impossible to hear if everyone speaks at once. So that we have some order, I'd be grateful if you could raise your hand if you'd like to speak, and speak one at a time.

Please note that the 'chat' function will not be available during this meeting.

As there is no formal table, I will introduce the Councillors present and ask that they say hello or wave as I do so.'

2. **RECORDING OF MEETINGS**

Under the Openness of Local Government Regulations 2014, recording and broadcast including blogging, tweeting and other social media is permitted during this meeting.

The act of recording and broadcasting must not interfere with the meeting.

The Council understands that some members of the public may not wish to be recorded and asks that they turn off their camera and access the meeting via audio only.

3. **APOLOGIES**

To receive apologies from committee members.

4. DECLARATIONS OF INTERESTS

To receive members' declarations of interests for:

- a) Disclosable Pecuniary Interest
- b) Declaration of conflicts of Interest
- c) Declarations of personal interest

Members are reminded that they must not participate in the discussion or voting on any matter in which they have a Disclosable Pecuniary Interest and should leave the room prior to the commencement of the debate.

5. PUBLIC OPEN SESSION (15 minutes)

Members of the public are invited to make representations to the Committee on any matters relating to the work of the Committee. The maximum time allotted per person is three minutes. The maximum time for this session if there are multiple speakers is 15 minutes.

6. LUDLOW UNITARY COUNCILLORS SESSION

Ludlow's Unitary Councillors are invited to provide information and address questions to the Committee.

7. DELEGATED DECISIONS/ ITEMS TO ACTION

To receive the delegate actions list from Representational Committee on 18th August 2021

8. LUDLOW CONSERVATION AREA ADVISORY COMMITTEE (LCAAC)

The LCAAC agenda of the current meeting is attached to this agenda.

9. DISCHARGE OF CONDITIONS AND PERMITTED DEVELOPMENT

To note there are no discharge of conditions and permitted developments granted by Shropshire Council.

10. SHROPSHIRE COUNCIL DECISIONS PENDING

To note the following pending decisions.

21/03329/ADV	The Georgian House , 14 Castle Street, Ludlow, SY8 1AT Consent for a free standing lectern style interpretation board describing history of the site
21/03526/LBC	Conversion Of Outbuildings To The East Of, Raven Lane, Ludlow Amendments to previously approved 20/03306/LBC for conversion of outbuildings to two residential dwellings to include relocation of stairs, bathrooms with associated changes to internal openings and removal of internal brickwork chimneys affecting a Grade II Listed Building
21/03922/AMP	Proposed Conversion Of Outbuildings, To The East Of Raven Lane, Ludlow Non-material amendment to planning application numbers 20/03305/FUL and 20/03306/LBC
21/03595/LBC	2 The Snickett, Corve Street, Ludlow, SY8 1BF

	Removal of existing external kitchen wall to create small external space and installation of a log burner flue affecting a grade II listed building (retrospective)
21/03622/COU	Warehouse, Weeping Cross Lane, Ludlow, SY8 1JH Change of use to wholesale warehouse with retail and trade counter
21/02909/FUL	Rowton, Henley Road, Ludlow, SY8 1QZ. Erection of single storey side and rear extension
19/05380/FUL	Supermarket, Upper Galdeford, Ludlow, SY8 1QF Reconsultation due to Amendment on application 19/05380/FUL – Supermarket. End date 23/0302021 Mixed use development consisting of 19 mixed tenure apartments, 12 parking spaces, 2 x A1 retail units and demolition of existing building.

11. SHROPSHIRE COUNCIL DECISIONS

To note the following decisions.

21/03014/ADV	Church Walk, Ludlow Erect & display hanging sign from metal bracket	GRANTED
21/03015/LBC	Church Walk, Ludlow Erect & display panel hanging sign affecting a grade II listed building	GRANTED
21/03088/FUL	Marlowe , Henley Road, Ludlow, SY8 1QZ Demolition of existing extensions and erection of single storey extension to side and rear	GRANTED
21/03422/TCA	Stagecoach Cottage, 57 Broad Street, Ludlow, SY8 1NH To fell 1no Photinia tree (T1), within Ludlow Conservation Area	CONSENT BY RIGHT - TREES
21/03333/LBC	Cromwell Cottage, 18 Bell Lane, Ludlow, SY8 1BN Block up existing opening on ground floor; create a new opening; remove part of the partition wall to the rake of the stairs and add new handrail and spindles to the existing stairs affecting a grade II listed building	GRANTED
21/03627/TCA	Wootton House, 43 Gravel Hill, Ludlow, SY8 1QR Crown reduce by approx. 2-3metres 1no Paper Bark Maple within Ludlow (Gravel Hill) Conservation Area	CONSENT BY RIGHT - TREES
21/03647/TCA	Lower Corve Street Garden, Adjacent No82 Lower Corve Street To crown reduce to clear building by approx. 2m 1no Silver Maple tree within Ludlow Conservation Area.	CONSENT BY RIGHT –TREES
21/03648/TCA	St Johns Garden, St Johns Road, Ludlow To crown reduce southern canopy by 2-3m to create less end weight on the crown 1no Honey Locust tree within Ludlow Conservation Area.	CONSENT BY RIGHT –TREES

21/03649/TCA	St Laurences Church Garden Of Rest, Ludlow To crown lift branch tips to 2.5m all round, crown reduce to clear building by 2m 1no English Yew tree within Ludlow Conservation Area.	CONSENT BY RIGHT –TREES
21/03646/TCA	Linney Riverside Park, Ludlow To crown reduce tree height to 20cm above previous topping points, shorten the length of all branches longer than 2m by approx 50% to reshape crown 1no Sycamore and repollard back to stump at approx 1m 1no Common Alder within Ludlow Conservation Area.	CONSENT BY RIGHT –TREES
21/03666/TCA	11-12 The Haven, Broad Street, Ludlow, SY8 1NG To fell to ground level 1no Cherry Tree (T1), reduce by 50% height and side prune 1no Silver Birch (T2) and reduce by 30% height and side prune 1no Common Maple (T3) within Ludlow Conservation Area.	CONSENT BY RIGHT –TREES

12. PLANNING APPLICATIONS

To consider and comment on all validated planning applications.

For full details of validated applications, please follow the link below and search Ludlow Town Council <https://pa.shropshire.gov.uk/online-applications/search.do?action=weeklyList&searchType=Application>

21/04064/FUL	10-12 Castle Street, Ludlow, SY8 1AT Change of use to a Sui Generis public house with expanded food provision, together with internal and external alterations including a glazed link extension https://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QY1REITDHO200
21/04065/LBC	10 - 12 Castle Street, Ludlow, SY8 1AT Change of use to a Sui Generis public house with expanded food provision, together with internal and external alterations including a glazed link extension https://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QY1REVTDHO300
21/04144/TCA	Linfield, Linney, Ludlow, SY8 1EE To remove one small branch to balance 1no Robinia tree and remove 4 lower branches (crown raise 3-4mtrs) 1no Swamp Cypress tree within Ludlow Conservation Area. https://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QYCO37TD09600
21/03835/FUL	Proposed Dwelling West Of 2, Riddings Meadow, Ludlow Erection of 1No. dwelling and formation of vehicular and pedestrian access (previously approved 17/05958/FUL)

	https://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QXBU5WTDHC000
21/03863/FUL	The Lime House, 16 Lower Mill Street, Ludlow, SY8 1BH Proposed erection of single storey replacement garage with study (re-submission) https://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QXEU4KTD07U00
21/04009/TCA	Ludlow Castle , Castle Square, Ludlow, SY8 1AY Fell 1no Sycamore within Ludlow Conservation Area https://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QXSI94TDHL300
21/04075/LBC	137 Corve Street, Ludlow, SY8 2PG Replacement of existing timber external kitchen door and ground floor fixed casement window with openable casement window to suit use as larder room affecting a grade II listed building https://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QY1RKBTDHOR00
21/03325/FUL	7 Temeside Estate, Steventon Crescent, Ludlow, SY8 1JR Erection of first floor extension over existing https://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QVSA2DTDGKW00
21/04116/LBC	Whitefriars House, 30 Corve Street, Ludlow, SY8 1GB Internal refurbishment and redecoration to include relocation of kitchen, additional of 3 bathrooms, upgrade of heating, plumbing and electrics and the addition of one new casement window to first floor, 3 new wood burning stoves and flexible metal flue liners and 2 new Velux sun tunnels. Overhaul and re-decoration of external joinery as well as the replacement of 5 modern windows to the building. Roof repairs include the upgrade of two existing flat roofs, repairs to existing slate and tiled roofs to replace slipped and missing tiles as well as repairs to the existing lead parapet gutter. Localised brickwork repairs as required affecting grade II listed building https://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QY5GSLTDHQL00
21/04173/FUL	Holmleigh, 49 Gravel Hill, Ludlow, SY8 1QS, . Erection of timber clad garage following removal of existing concrete panel garage https://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QYEQ99TDHTK00

13. ROAD CLOSURE/TRAFFIC MANAGEMENT

To consider the road closures and traffic management listed below:

Road closures can be viewed at: <https://roadworks.org/> or <https://one.network/>

Date	Location	Traffic Management	Company	Work Description
20 th Sep – 23 rd Sep 2021	Housman Crescent	Traffic lights, Traffic control (two-way signals)	Shropshire Council	Two way signals no further info
20 th Sept -18 th Oct 2021	Silk Mill Lane, Ludlow	Road Closure	Private Contractor	Masonry repairs to the boundary wall of Ludlow College Palmers Hall Campus and Barnaby Building.
11 th Oct – 15 th Oct 2021	Dinham	Traffic lights, Traffic control (stop/go boards)	Shropshire Council	Big Talk Productions Ltd - Works involve filming and utilising public highway as part of a set with crew and equipment. Stop and Go boards will be used to ensure. Filming on the public highway.
24th October 2021	Dinham, Ludlow, Shropshire Linney, Dinham, Lower Wood Rd, Middle Wood Rd and Castle St.	Roads will be closed for various periods between 7.30am and 1230pm.	Shropshire Council	The Ludlow 'Storm The Castle' running event takes place on Sunday.

14. Pavement Licences – The Snugg

To approve the revised location of the pavement license area as proposed by Shropshire Council to be located adjacent to the existing area at front of the Snugg along the entire length of the wall, and to ingress into the pavement/highway a maximum of 1.5m.

Membership

Councillors Ginger (Chairman), Adams, Gill, Jones, Lyle, O'Neill, Parry, Pote, Tapley, Thompson, Waite.

The next meeting of members of Representational Committee via Zoom will be held on Wednesday 13th October 2021.

Item 7

**DELEGATED DECISIONS/
ITEMS TO ACTION**

Representational Committee 18.08.2021

Delegated Authority Actions

In the interests of transparency, the council has created a temporary process to retain all the elements of good governance including publically accessible meetings, and councillor debate resulting in majority agreement. The majority agreement will be recorded and published as a recommendation for the Town Clerk to action under emergency delegated authority.

PRESENT

Councillors: Ginger, Adams, Lyle, Parry, Pote, Tapley, Thompson, Waite

Staff Gina Wilding, Town Clerk; Kate Adams, Deputy Town Clerk.

APOLOGIES

Councillor O'Neill.

DECLARATIONS OF INTEREST

Disclosable Pecuniary Interests

<u>Member</u>	<u>Item</u>	<u>Reason</u>
None		

Conflicts of Interest

<u>Member</u>	<u>Item</u>	<u>Reason</u>
Lyle	21/03329/ADV	Member of the Civic Society

Personal Interests

<u>Member</u>	<u>Item</u>	<u>Reason</u>
Thompson	15	Member of Sustainable Transport Group
Adams	15	Member of Sustainable Transport Group
	21/03333/LBC	Knows applicant
Pote	15	Member of Sustainable Transport Group
	21/03333/LBC	Knows applicant
Lyle	21/03627/TCA	Knows applicant
Parry	21/03329/ADV	Member of the Civic Society

Representational Committee 18.08.2021

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PUBLIC OPEN SESSION

David Tooley – reporter from the Shropshire Star was present.

7.05pm Cllr Lyle joined the meeting.

LUDLOW UNITARY COUNCILLORS SESSION

Cllr Parry was not present for this item.

Cllr Boddington spoke to the committee about several matters.

Today was the first meeting of the boundary review group and it is likely to concentrate on Town & Parish Council boundaries rather than Shropshire Council ward boundaries. This is due to the cost of staffing the review.

Skateboarding and BMX facilities further to post Olympics are being widely talked about. A group of people have begun looking at Sports England grants and gathering information from members of the public via social media.

The committee discussed involving the Youth Forum and Youth Partnership and looking at developing the Wheeler Road skate park site.

Ludlow Young Health should be back in October and they are in discussions with a new provider.

7.10pm Cllr Parry joined the meeting.

7.14pm Cllr Tapley joined the meeting.

Meeting 19/8/2021					
Delegated Authority No.		Action under delegated authority	Staff	Status	Date
DA/REP/21/65	<u>DELEGATED DECISIONS AND ITEMS TO ACTION</u>	None	KA	Complete	19/8/21
	<u>NOTED GG/RP (unanimous)</u>				

Representational Committee 18.08.2021

Delegated Authority Actions

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	Received from meeting on 21 st July 2021				
DA/REP/21/66	<u>LUDLOW CONSERVATION AREA ADVISORY COMMITTEE (LCAAC)</u> <u>NOTED GG/PA (unanimous)</u> To note the agenda.	None	KA	Complete	19/08/21
DA/REP/21/67	<u>DISCHARGE OF CONDITIONS AND PERMITTED DEVELOPMENT</u> <u>RECOMMENDED GG/DT (unanimous)</u> To note the discharge of conditions and permitted developments.	None	KA	Complete	19/08/21
DA/REP/21/68	<u>SHROPSHIRE COUNCIL DECISIONS PENDING</u> <u>RECOMMENDED GG/PA (unanimous)</u> To note the decisions pending.	None	KA	Complete	19/08/21
DA/REP/21/69	<u>SHROPSHIRE COUNCIL DECISIONS</u> <u>RECOMMENDED GG/PA (unanimous)</u> To note the decisions.	None	KA	Complete	19/08/21
DA/REP/21/70	<u>PLANNING APPLICATIONS</u> <u>21/03627/TCA Wootton House, 43 Gravel Hill, Ludlow, SY8 1QR</u>	Recommended comment to be made to SC.	KA	Comment made to SC	21/8/21

Representational Committee 18.08.2021

Delegated Authority Actions

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	<p>Crown reduce by approx. 2-3 metres 1no Paper Bark maple within Ludlow (Gravel Hill) Conservation area.</p> <p><u>RECOMMENDED GG/PA (unanimous)</u> No objection.</p>				
DA/REP/21/71	<p><u>21/03333/LBC Cromwell Cottage, 18 Bell Lane, Ludlow, SY8 1BN</u> Block up existing opening on ground floor; create a new opening; remove part of the partition wall to the rake of the stairs and add new handrail and spindles to the existing stairs affecting a grade II listed building.</p> <p><u>RECOMMENDED GG/PA (unanimous)</u> No objection.</p>	Recommended comment to be made to SC.	KA	Comment made to SC	21/8/21
DA/REP/21/72	<p><u>21/03329/ADV The Georgian House, 14 Castle Street, Ludlow, SY8 1AT</u> Consent for a free standing lectern style interpretation board describing the history of the site.</p> <p><u>RECOMMENDED GG/DT (unanimous)</u> No objection.</p>	Recommended comments to be made to SC.	KA	Comment made to SC	21/8/21
DA/REP/21/73	<p><u>21/03647/TCA Lower Corve Street Garden, Adjacent no82 Corve Street</u> To crown reduce to clear building by approx. 2m 1no Silver maple tree within Ludlow Conservation Area.</p> <p><u>NOTED GG/BW (unanimous)</u> This is a Ludlow Town Council application.</p>	None	KA	Complete	19/08/21

Representational Committee 18.08.2021

Delegated Authority Actions

In the interests of transparency, the council has created a temporary process to retain all the elements of good governance including publically accessible meetings, and councillor debate resulting in majority agreement. The majority agreement will be recorded and published as a recommendation for the Town Clerk to action under emergency delegated authority.

DA/REP/21/74	<p><u>St Johns Garden, St Johns Road, Ludlow</u> To crown reduce Southern Canopy by 2-3m to create less end weight on the crown 1no Honey Locust tree within Ludlow Conservation Area.</p> <p><u>NOTED GG/BW (unanimous)</u> This is a Ludlow Town Council application.</p> <p>The Committee would like the Town Clerk to develop a working relationship with a volunteer tree officer to replace the advice previously received from Peter Norman. That the volunteer be used for a trial period.</p>	None Contact the volunteer tree officer to make arrangements.	KA GW	Complete Ongoing	19/08/21
DA/REP/21/75	<p><u>21/03649/TCA St Laurences Church Garden of Rest, Ludlow</u> To crown lift branch tips to 2.5m all round, crown reduce to clear building by 2m 1no English Yew tree within Ludlow Conservation Area.</p> <p><u>NOTED GG/BW (unanimous)</u> This is a Ludlow Town Council application.</p>	None	KA	Complete	19/08/21
DA/REP/21/76	<p><u>21/03646/TCA Linney Riverside Park, Ludlow</u> To crown reduce tree height to 20cm above previous topping points, shorten the length of all branches longer than 2m by approx. 50% to reshape crown 1no Sycamore and repollard back to stump at approx. 1m 1no Common Alder within Ludlow Conservation Area.</p> <p><u>NOTED GG/BW (unanimous)</u> This is a Ludlow Town Council application.</p>	None	KA	Complete	19/08/21

Representational Committee 18.08.2021

Delegated Authority Actions

In the interests of transparency, the council has created a temporary process to retain all the elements of good governance including publically accessible meetings, and councillor debate resulting in majority agreement. The majority agreement will be recorded and published as a recommendation for the Town Clerk to action under emergency delegated authority.

DA/REP/21/77	<u>21/03666/TCA 11-12 The Haven, Broad Street, Ludlow, SY8 1NG</u> To Fell to ground level 1no Cherry Tree (T1), reduce by 50% height and side prune 1no Silver Birch (T2) and reduce by 30% height and side prune 1no Common Maple (T3) within Ludlow Conservation Area. <u>RECOMMENDED GG/PA (7:0:1)</u> No objection	Recommended comments to be made to SC.	KA	Comment made to SC	21/08/21
DA/REP/21/78	<u>21/03526/LBC & 21/03922/AMP Conversion of outbuildings to the East of, Raven Lane, Ludlow</u> Amendments to previously approved 20/03306/LBC for conversion of outbuildings to two residential dwellings to include relocation of stairs, bathrooms with associated changes to internal openings and removal of internal brickwork chimneys affecting a Grade II Listed Building. <u>RECOMMENDED RP/PA (unanimous)</u> No Objection	Recommended comments to be made to SC	KA	Comment made to SC	21/08/21
DA/REP/21/79	<u>21/03991/FUL 2 The Snickett, Corve Street, Ludlow, SY8 1BF</u> Application under Section 73A of the Town And Country Planning Act 1990 for the installation of a log burner flue <u>RECOMMENDED GG/VP (unanimous)</u> The Town Clerk and Cllr Ginger to visit the site under delegated authority of the Committee and then submit a comment to Shropshire Council.	Recommended comments to be made to SC after visit to site.	KA/ CA	Comment made to SC	

Representational Committee 18.08.2021

Delegated Authority Actions

In the interests of transparency, the council has created a temporary process to retain all the elements of good governance including publically accessible meetings, and councillor debate resulting in majority agreement. The majority agreement will be recorded and published as a recommendation for the Town Clerk to action under emergency delegated authority.

DA/REP/21/80	<u>21/03595/LBC 2 The Snickett, Corve Street, Ludlow, SY8 1BF</u> Removal of existing external kitchen wall to create small external space and installation of a log burner flue affecting a grade II listed building (retrospective) <u>RECOMMENDED GG/VP (unanimous)</u> The Town Clerk and Cllr Ginger visit the site under delegated authority of the Committee and then submit a comment to Shropshire Council.	Recommended comments to be made to SC after visit to site.	KA / CA	Comment made to SC	
DA/REP/21/81	<u>21/03622/COU Warehouse, Weeping Cross Lane, Ludlow, SY8 1JH</u> Change of use to wholesale warehouse with retail and trade counter <u>RECOMMENDED GG/DT (unanimous)</u> No objection. Councillor Parry did not vote on this application due to a conflict of interest.	Recommended comments to be made to SC	KA	Comment made to SC	21/08/21
DA/REP/21/82	<u>ROAD CLOSURE/TRAFFIC MANAGEMENT</u> To consider the road closures and traffic management. <u>RECOMMENDED GG/RP (unanimous)</u> To note.	Noted	KA	No Action	19/08/21
DA/REP/21/83	<u>PROPOSED WORKS ON THE MARKET SQUARE</u> To note that Severn Trent have been informed that the proposed three days of works would be too disruptive for the	Noted	KA	No Action	19/08/21

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Delegated Authority Actions

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	<p>market, and asked to consider an alternative scope for the work.</p> <p><u>RECOMMENDED GG/VP (unanimous)</u> To note, agree with the Town Clerks comments.</p>				
DA/REP/21/84	<p><u>ELECTRIC VEHICLE CHARGING POINTS</u> To consider a recommendation.</p> <p><u>RECOMMENDED GG/BW (unanimous)</u> As there is possibility, under the ORCS grant scheme, that EV chargers could be installed in Castle Street Carpark, this committee would like to instruct Shropshire Council, through Jason Hughes and Adrian Cooper, to start the application process.</p>	<p>To contact Shropshire Council with our acceptance.</p>	<p>GW</p>	<p>Ongoing</p>	
DA/REP/21/85	<p><u>NEW JUNCTION ON THE A49, SOUTH OF LUDLOW</u> To note the update received from the developer.</p> <p><u>RECOMMENDED GG/DT (unanimous)</u> Noted.</p>	<p>Noted</p>	<p>KA</p>	<p>No action</p>	<p>19/08/21</p>
DA/REP/21/86	<p><u>NATIONAL PLANNING POLICY FRAMEWORK</u> To receive the revised version of the National Planning Policy Framework.</p> <p><u>RECOMMENDED GG/DT (unanimous)</u> Received.</p>	<p>Noted</p>	<p>KA</p>	<p>No action.</p>	<p>19/08/21</p>

Meeting closed at 7:40pm.

