

Minutes of Little Hallingbury Neighbourhood Plan Steering Group.

Tuesday 28th November 2023 8pm.

Present: Lewis Coomber, Jane Fitzgerald, Julie Franklin, Brenda Layton, Donna Johnson, Sue Meyer, Val McKirdy, Keith Summerford, Robert Wingard.

RCCE Rural Community Council of Essex Representative, Jan Stobart

Apologies: Cara Fitzgerald, Chrissie Stanley, Lorraine Talbot.

Minutes of the last meeting were agreed.

Summary of results of the residents Questionnaire: We have kept the results summary to one page. A separate detailed analysis to understand more about the views contained within responses has been carried out; this will be used as we look in more depth at each of the topics and to identify key issues.

Communication of results: Copies of the summary of Results are on Noticeboards, in the Post office for residents to take a copy, have been put on social media and the LHNP website. The summary will appear as an article in Village Views Dec issue.

Key issues: Some issues identified as important by residents are outside the scope of the Neighbourhood Plan which deals with land-based planning policies. It was agreed to produce a list of all the key issues raised by residents and to explain the feasibility or not of achieving these. With the help of the Parish Council and the Community some of the wider issues will be considered to be addressed as free-standing projects informed by the Neighbourhood Plan.

LHNP Vision and Objectives: Three draft vision statements have been put forward by members of the Steering Group. It was decided to use these statements as the basis for the LHNP Vision and a further draft will be prepared for consideration. The Objectives for the LHNP will be drafted alongside the work on the Vision statement ready for review by the Steering Group.

Evidence gathering: This is the next stage of the Neighbourhood Plan process.

- General evidence which we can start to compile ourselves e.g. Village History, Demographics.
- Specific subject based evidence which will require prior funding approval, e.g. Housing needs survey, Design codes, and Landscape survey.
- Background evidence which we can collate regarding, community engagement, sources of evidence etc.

It was agreed to proceed with an application for Grant funding from Locality and to obtain the necessary quotes to make this application.

Steering Group members were asked to consider areas of the evidence gathering in which they have an interest or expertise in order to assist with the evidence gathering process.

LHNP Project Plan and Budgeting: Jan Stobart from RCCE explained the various stages of the NP process, the costs associated with each stage and the likely time frames. It was pointed out that any Grant funding would need to be spent by end of March 2024. The next refresh of funding after end of March 2024 is currently difficult to predict due to the likelihood of a general election.

Village Spring Clean: The suggestion of a village 'Spring Clean' in 2024 to address some of the issues raised by residents regarding the upkeep of footpaths, dirty road signs and overhanging trees etc. was discussed and agreed that it would be a good project for Community involvement in early 2024.

DATE OF NEXT MEETING Tues 9th Jan 2024 8pm Little Hallingbury Village Hall