

Minutes of Little Hallingbury Neighbourhood Plan Steering Group.

Thursday 14th March 2024 7.30pm.

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

Apologies: Cara Fitzgerald, Donna Johnson, Ben MacLean, Lorraine Talbot.

Minutes of the last meeting were agreed.

Housing Needs Survey: The Housing Needs Survey has been delivered to the majority of households; those remaining will be delivered in the next few days. Our thanks to all those who undertook to collate and deliver these. We have been contacted by one ex resident who has completed the survey as is keen to return to the Village should this scheme proceed. Others have said they are looking for more space and would consider a move within the Village.

Landscape Assessment Survey Update: The first draft report was received 11th March and initial comments have been provided. A second draft is due week commencing 18th March. The Landscape Character map and Historic Core maps were looked at. The Consultants have said they are willing to meet with us to discuss the Historic Core map. The History pages of the report are to be checked before we meet and details of the '*Key planning and management issues that may be relevant*', will be considered further. Copies of the draft report will be circulated.

A meeting has been agreed for Friday 22nd March at 10am in the Village Hall to go through the report in more detail.

Design Codes report –Update: A draft contents page for this report was received on 1st March, initial comments have been made. The deadline given to the Consultants by Locality to complete this report is 25th June 2024. It is anticipated that a draft report will be ready by end April /early May. The Character Area Map was looked at and feedback given.

Little Hallingbury Conservation Area: A Conservation Area is an area of special architectural or historic interest, the character of which it is desirable to preserve or enhance. In most of these areas planning permission must be obtained for all residential extensions and minor alterations, porches, exterior painting, means of enclosure, vehicular access and hard standings.

- It was agreed that a Conservation Area should be considered in Little Hallingbury, this can be done within Neighbourhood Plan work.
- NP Grant funding can be used for this.
- UDC doesn't have resource to undertake the Conservation Area appraisal.
- UDC do progress the legislative work.
- UDC recently undertook this work for Smiths Green in Takeley.
- Place Services specialist Conservation Area planning consultants have been asked for a quote.

Whilst the Planning Consultants we have currently appointed are looking at the Historic Core of the Village they are dealing with Landscape or Design Codes and are not conservation area specialists, it is possible we will need to appoint a specialist to progress the designation of a Conservation Area. Place Services who undertook the Takeley work have been asked for a quote for this.

Date of next Steering Group meeting: Thursday 25th April 2024 at 7.30pm Little Hallingbury Village Hall meeting room at the rear.

A meeting has also been agreed for Friday 22nd March at 10am in the Village Hall to go through the Landscape Assessment Report in more detail.