

Minutes of Little Hallingbury Neighbourhood Plan Steering Group.

Wednesday 8th October 2025 - 7.30pm.

Present: Cara Fitzgerald, Jane Fitzgerald, Steve Gardiner, Donna Johnson, Brenda Layton, Val McKirdy, Sue Meyer, Keith Summerford, Robert Wingard.

Minutes of the last meeting: Agreed.

Design Concepts for LHNP: The design concepts presented by SG were met with strong approval and aligned closely with the objectives outlined in the neighbourhood plan brief. The following actions were agreed:

Font Size: Steering Group members to view the LHNP Designs to ensure they are happy with the size of the font chosen for the main body text. **All**

Front Cover. Two options for the front cover design will be refined based on the comments made. **SG**

Section 2: Graphs to be considered in place of text in two sections. **JF**

Figure Table. Examples of figure tables to be circulated for consideration. **JF and CF**

Planning Consultant Update: A mini review has been received ahead of the full report which is due on Wed 15th Oct. Following this it was agreed to revise the list of NDHA's and to remove the non-planning aspects of the LHNP and make these a stand-alone document.

Feedback From PCll's briefing 7th Oct: The Councillors were presented with the Design concepts and feedback was requested on all sections of the LHNP which they have been asked to review. Approvals are being sort at the Oct PC meeting with formal sign off due in November.

Feedback from Steering Group: All sections of the LHNP are due to be finalised by 23rd October, we will arrange sessions to go though and check the document. All SG members are asked to provide their input by the deadline.

Graphics for Residents Consultation event: CF has produced graphics for display at the Consultation event on the LHNP Vision and Objectives.

Reg 14 Consultation: a draft of the Reg 14 consultation survey was presented. This is scheduled to commence in late November 2025 and will run for a period of eight weeks. We will notify residents, local businesses, landowners, community groups, and statutory consultees of the purpose of the Consultation, the availability of the draft Plan and how to submit their comments.

Clear information will be provided regarding where and when the draft Plan can be inspected, how comments may be submitted, and the deadline for responses.

All feedback received during the consultation period will be carefully recorded and reviewed. This will inform revisions to the Plan and ensure that we can demonstrate how public input has shaped the final version.

Dates of next meetings:

Friday 10th Oct 2pm. Document review. Attendees SG, DJ, SM, VM, RW.

Monday 13th Oct 9.30am. Document review. Attendees SG, DJ, VM, RW.

Wednesday 15th Oct 7.30pm Steering Group meeting to discuss feedback from Planning Consultant. Attendees All.

These meetings will all be in the VH small meeting room.