

Minutes of Little Hallingbury Neighbourhood Plan Steering Group.

Wednesday 22nd October 2025 - 7.30pm.

Present: Steve Gardiner, Donna Johnson, Brenda Layton, Val McKirdy, Sue Meyer, Keith Summerford.

Apologies: Cara Fitzgerald, Jane Fitzgerald, Robert Wingard.

Minutes of the last meeting: Agreed.

Planning Consultant Report: The feedback from the Planning Consultant was discussed and in view of changes to Policy 5.04 Green Gaps it was agreed to reinstate Important Views in the areas in question.

Update from Document Review meetings 17th and 21st Oct: The amendments required following the feedback from both UDC and the Planning Consultant have been implemented and copy updated ready for review by the Steering Group and Parish Councillors on the link provided previously to the LHNP Review Page. Steering Group members should now review this as we will shortly be signing off the final copy. We will have a chance for amendments up to 7th November. Please send any amendments via email asap.

Parish Council Formal Sign off: The meeting for the Parish Council formal sign off on the LHNP has been scheduled for Tues 11th November 2025.

UDC Update: Comments from UDC have been received these have incorporated into the final LHNP document. UDC feedback was very positive, noting that the LH Neighbourhood Plan is “very well presented, written, illustrated and makes a convincing case.”

Graphics for Residents Consultation Event: The Graphics needed were discussed and agreed. The Road Map is being updated, Vision and Objectives are done, however changed to some policy names now need to be reflected in these.

REG 14 Label, Letter and Survey Form: Revised drafts of these have been distributed with email dated 24th Oct 2025. Please provide any feedback asap. It was agreed to produce an A5 Flyer to be put through doors at the same time as the Consultation Survey to advise residents of the Consultation events on Friday 21st and Sat 22nd November.

Statutory Consultees and Letters to Landowners of LGS: The list of addresses for these is being compiled ready for these communications. Labels for those to be posted required.

Timeline: A timeline for production of the LHNP and the supporting Reg 14 documents was discussed and agreed.

Next Steering Group Meeting - Monday 3rd November at 7.30 Village Hall meeting room.

Once we have first drafts of the LHNP document back we may arrange sessions to review this, dates and times will be advised if these are required.