

## **Minutes of Little Hallingbury Neighbourhood Plan Steering Group.**

**Wednesday 19<sup>th</sup> November 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.

**LHNP Draft Document:** The LHNP is now live on the LHNP website, and it was agreed that this is looking incredibly good online and is easy to navigate. SG and the designer who have put this together were thanked for their work on this. Printing of hard copies of the Plan is underway, and these will be spiral bound ready for the Consultation events.

**Reg 14 Consultation publicity:** Banners have been put up in four positions around the Village, the Reg 14 Survey, Letter, and a flyer, advising the consultation dates and venue have been delivered to all homes and businesses in the Village. The LHNP Facebook page has put out announcements about the Reg 14 consultation and will continue to encourage residents to respond to the Survey. An article appeared in the Nov Village Views magazine, and another is planned for the December edition

**Reg 14 Online Survey:** The online survey was looked at by SG members and is ready for launch. This will go live from late Thursday 20<sup>th</sup> Nov ready for the 21<sup>st</sup> Nov launch date.

**Reg 14 Consultation Event Fri 21<sup>st</sup> and Sat 22<sup>nd</sup> November:** Graphics for the display boards are being prepared and will be ready to set up the displays on Friday. All SG members available, to meet at 10 am Fri 21<sup>st</sup> Nov to set up for this. A set of Q & A's of possible enquiries is to be prepared for SG members to assist with answering enquires and to ensure a consistent response is given.

**Reg14 Consultees and LGS Landowner Communications:** The list of Statutory Consultees provided by UDC are in the process of being emailed a link and details of the Reg 14 Consultation, to ensure they have the opportunity to provide their feedback. UDC have already been sent their copy of the document. LGS landowners will also be emailed or written to, to ensure they are notified about the LGS proposed designation.

**Residents, Business Owners, and Community Facility owners:** Those residents who have asked to be kept informed about the progress of the LHNP will be emailed to advise them that the Plan is available to view and that the Survey is available to give their feedback.

**January Consultation Event:** Dates of the next Reg 14 Consultation events were agreed as

**Saturday 10 January 2026, 2pm – 4:30pm and Friday 16 January 2026, 3.30pm – 7pm.**

We will discuss at the next meeting and see if we feel both these dates are necessary, dependant on feedback received.

**LHNP Budget:** The expenditure from July 2025 to date and the budget needed for 2026 were agreed. The Grant allocated by UDC for the LHNP has now been requested to be paid to Parish Council.

**AOB:** Members of the Steering Group was sincerely thanked for their dedication and effort in guiding the Plan to the Regulation 14 milestone.

**Date of Next Meeting: Wednesday 7<sup>th</sup> January 2026 at 7.30pm**