

Minutes of Little Hallingbury Neighbourhood Plan Steering Group.

Wednesday 7th January 2026 - 7.30pm.

Present: Steve Gardiner, Donna Johnson, Val McKirdy, Keith Summerford, Robert Wingard.

Apologies: Cara Fitzgerald, Jane Fitzgerald, Brenda Layton, Sue Meyer.

Minutes of the last meeting: Agreed.

January Consultation Events: Reg 14 Consultation events in VH on: Sunday 11 January 2026, 10am - 12.30pm and **Friday 16 January 2026, 3.30pm – 7pm. Set uptime for Friday 16th Jan is 10.30am Friday morning.** There will be a presentation about the proposed development at Grinstead Lane at both events.

Reg 14 Consultation feedback review and refinements required to the Plan: There have been around 45 survey forms completed so far with 10 days to go. The feedback so far has been very positive, and it is clear from the comments that a number of residents have taken time to read and reflect on the Plan.

Resident's comments have been circulated to Steering Group (SG) for review and our Planning Consultant, the feedback will require some amendment to the LHNP as detailed below. We still await feedback from Statutory Consultees.

Feedback received from Residents will be commented on and circulated so that our feedback can be viewed by residents. *A copy of the suggested responses to comments will be circulated for review by SG with these minutes.*

Refinements to Plan wording were discussed and agreed:

- Policy 5.01 Spatial Strategy: Addition of wording regarding maintaining .Linear Development Pattern. (NB. With Planning Consultant for review)
- Policy 5.09 Affordable Housing for Local people : Wording to make clear this is 'in perpetuity'.
- Policy 5.14: Biodiversity and Habitats – Enhancement Wording regarding BNG to be on site and applicable to all sizes of development to be added.
- Appendix 1: Additional Locally Important View to be considered and added.
- Appendix 3: LGS Camps Field to be removed.
- Appendix 5: Village Services and Facilities. Specific Sect 106 requirements to be added

Schedule for revisions to Plan wording and issue of final draft of LHNP: A copy of the proposed *schedule to have the Final Plan ready for 30th Jan is attached.* This schedule is subject to there not being any major last-minute amendment.

LH Neighbourhood Plan – Regulation 14 to Referendum Timeline: The timeline circulated with the agenda for this meeting has been updated and the detail discussed. The earliest date for Plan completion is Summer 2026. *Revised copy attached.*

Planning Consultant - Consultation Statement (CS) and Basic Condition Statement (BCS). Our Planning Consultant is now working on the CS and BCS with a view to having first drafts of these by 16th Jan. They will then be updated as soon as all Reg 14 feedback has been collated.

UDC Planning Team: An email has been sent to UDC requesting them to review our understanding of what they require to proceed to REG 15 and the timeline we are projecting to finalise the Plan, to see if they are able to provide the support we need at the times we are suggesting. They have also been asked to prepare a list of possible examiners for Independent Examination and to confirm their funding of this aspect and the Referendum.

Budget: UDC NP Grant monies paid - £5,000 received by Parish Council Dec 2025. Spend for Jan advised as up to £3,150, Planning Consultant and Plan alterations.

LHNP Website: Content needs reviewing once Reg 14 consultation finishes. It was agreed to leave the draft Plan on the website and to change the wording to say Reg 14 consultation has now closed.

A revised Road Map will be required.

Future meetings and key dates

- Friday 16 January, 10.30am – Set-up for Consultation Event
- Friday 16 January, 3.30pm–7.00pm – LHNP Consultation Event
- Tuesday 20 January, 10.30am – LHNP Working Meeting
- Thursday 22 January, 7.30pm – Steering Group Meeting*

*Please note: the venue for the 22nd January meeting is to be confirmed, as the Village Hall is in use for the pantomime. All other meetings are in the VH.