

Neighbourhood Plan Steering Group

**Wednesday 16th February 2022 at 6.30pm
In the Day Centre, London Rd, Halesworth**

Minutes

There were present: Joyce Moseley (in the Chair), Keith Greenberg, Charlotte Slater, Emma Healey and Phillipa Welby (secretary).

1. Apologies – Cllrs J Reece and A Fleming.
2. Minutes and Matters Arising from the meeting on 16th February 2022 – The minutes were accepted as a true record.
3. Result of HTC meeting to accept draft plan – The Plan was approved by the Town Council at the meeting prior to this one and will be submitted to ESC.
JM to check the amendments to the plan – education and Swan Lane play area.
4. Communications Strategy – PW to check whether draft documents can be published once they have been submitted to ESC or whether we have to wait until they give the go ahead.
EH will draft an article for the HCN and Halesworth Hoot informing residents that a big milestone has been reached with the Council's approval of the Plan. There will be an explanation of the process with examples of how the group has listened to the feedback received and altered the Plan where appropriate, e.g. the addition of two more non designated heritage assets. The article will draw attention to appendices S & T with the responses from the group and state that it was gratifying to see positive responses overall.
5. Progress Regulation 15 – JM and PW to liaise about getting the documents ready to send to ESC by Friday 25th March.
6. Documents for HTC website – to be checked with ESC.
7. Date of next meeting – 18th May 2022