

**Neighbourhood Plan Steering Group**  
**Wednesday 21<sup>st</sup> September at 6.45pm Day Centre, London Rd**

**Minutes**

1. Apologies – None received.
2. Minutes and Matters Arising from the meeting on 25<sup>th</sup> July 2022 – the minutes of the previous meeting were agreed.  
Updates:  
The Wayfinding project is under way; the public and stakeholder meetings have been held. The consultant has visited Halesworth and taken part in these.  
Heritage Trees: No reply from Ruth Bishop (ESC) – Clerk to chase.  
NEAP: There is an event planned in October half term around the skate park and MUGA area in the town park.  
Education: KG & CS are trying to rearrange a cancelled meeting.
3. Examiner Queries/Navigus Proposed Response – The group went through each of the examiner's comments and responded to them. JM to compile responses.
4. Communication Plans: To add a small piece into the HTC HCN article regarding the examiner's comments and responses.
5. Planning for Referendum:  
Royal Mail leaflet drop – Clerk to check lead times.  
EH & KG to start designing referendum leaflet. EH to contact Kelcreative.  
Banners – EH to contact Firstlight to ask who made their signs. CS to check with school re: putting a banner up there and sending leaflets home to parents.  
Clerk to find exhibition boards to possibly display in an empty shop in the run up to the referendum.
6. Locality Budget – Clerk to compile this and send round via email.
7. Date of next meeting – 19<sup>th</sup> October 2022