

Hullavington Neighbourhood Planning Steering Group Meeting No. 1	
Start off Meeting	Date: 2nd September 2025
Attendees: <ul style="list-style-type: none"> • Simon Durrant (SD) • Sarah Tompkins (ST) • Jan Lloyd (JL) • Tracey Tillotson (TT) • Andy Battersby (AB) • Jon Druitt (JD) • Paul Wallace (PJW) 	Location: on-line meeting Actions by Jan Lloyd
Apologies: <ul style="list-style-type: none"> • Mandy House (MH) • Linda Anderson (LA) • Gemma Gould (GD) • Pete White (PW) 	Time: 19.30pm

AGENDA: HULLAVINGTON NEIGHBOURHOOD PLANNING STEERING GROUP
<p>MEETING OBJECTIVES:</p> <ul style="list-style-type: none"> • Review feedback from Consultation Meeting No. 1 (30.8.2025) • Establish the team and discuss way forward and Terms of Reference of Steering Group. • Overview of the Neighbourhood Development Plan (NDP) Process and next steps. <p>AGENDA ITEMS:</p> <p>Introductions: (SD)</p> <ul style="list-style-type: none"> • Meeting objectives (as above) • Feedback from Consultation Meeting – any key factors for consideration? <p>Steering Group members: (SD/JL)</p> <ul style="list-style-type: none"> • Provide an overview of the Terms of Reference. • Ratification of positions of Chair, Vice Chair and Secretary • Role of Young Ambassadors? <p>Overview of the NDP Process: (ST)</p> <ul style="list-style-type: none"> • What is the process and timelines? • What information or documentation we already hold that may need updating or re-writing? (refer to database containing suite of documents) <p>Immediate Priorities and next steps: (ST/SD)</p> <ul style="list-style-type: none"> • Background reading and consider how we will deliver the plan with the challenges faced – ideas for discussion at meeting No. 2 <p>Date of next Meetings:</p> <ul style="list-style-type: none"> • Wednesday 1st October @ 7pm (Steering Group Meeting No.2) • Friday 3rd October (Time TBC) – on-line meeting with parents (SD, ST, GG & Sarah Laskey)