

Hullavington Neighbourhood Planning Steering Group Meeting No. 2 (1 st October 2025)	
Attendees: <ul style="list-style-type: none"> • Simon Durrant (SD) • Sarah Tompkins (ST) • Jan Lloyd (JL) • PJ Wallace (PJW) • Mandy House (MH) • Andy Battersby (AB) • Mark Cantwell (MC) 	Location: The Coach House. Actions: by Jan Lloyd
Apologies: <ul style="list-style-type: none"> • Linda Anderson (LA) • Jon Druitt (JD) • Tracey Tillotson (TT) • Gemma Gould (GD) • Pete White (PW) 	Time: 19.30pm

AGENDA: HULLAVINGTON NEIGHBOURHOOD PLANNING STEERING GROUP
<p>MEETING OBJECTIVES: To discuss teams understanding of the process and supporting evidence available and agree the next steps, with timelines.</p> <p style="text-align: center;">AGENDA</p> <ol style="list-style-type: none"> Welcome and apologies: (SD) Minutes and actions from meeting 2nd September 2025 - to be reviewed and approved. Steering Group Matters: <ul style="list-style-type: none"> • Members and any gaps – project planner, others? • Role of Young Ambassadors – an action from previous meeting • Terms of Reference – approval by Parish Council? • Useful link to Chippenham award winning NDP and how we may use it? Local planning policies for Chippenham • Chippenham Neighbourhood Plan Update on landowner discussions and offers (SD) Brief review of the Hullavington Neighbourhood Development Plan (2016 to 2026) Microsoft Word - Hullavington Neighbourhood Plan Referendum Version.docx <ul style="list-style-type: none"> • Has our vision and objectives changed? • Determining our priorities – what has changed? Steering group focus: <ul style="list-style-type: none"> • Agree key activities for team to focus on • Allocate owners / teams for each activity • Provide a clear direction to owners / teams with timelines • Review updated ‘key activities and timelines’ (issued with agenda) Community Communications: <ul style="list-style-type: none"> • Website development and other comms • Publication of Steering Group and TOR Future Meetings: <ul style="list-style-type: none"> • Best day / time for Steering Group meetings? • Community meeting 3rd October – parents and those who missed the original meeting. Date of next Meetings: <ul style="list-style-type: none"> • TBC based on discussion at 7 above for November, December and January