

## Neighbourhood Plan Meeting 5 November 2019

*Allen Room, Boreham Village Hall*

### Attendees

Bill Brown

Nigel Brown (Chair)

Karen Cherry

Bill Kyle

Charles Martin

Alan Swash

Justine Atterbury (Notes)

### 1 Apologies

Apologies were received from John Galley and Anthony Leach.

### 2 To approve the notes of the previous meeting

The notes from the meeting of 1 October 2019 were approved.

### 3. Website

BB had reviewed the contents of the website and contacted DA with changes but had received no response. It was AGREED that if we were unable to contact DA, a new website may need to be prepared and managed locally.

#### ACTIONS

JA to contact DA to hand over the management of the website.

### 4. Questionnaire

It was agreed to include a map of the Parish Boundary with the questionnaire. It was further agreed that the questionnaire should be distributed in January. The Conservation Society offered to distribute it. It was agreed that boxes should be located in key places in the village to collect the completed questionnaires. AS agree to contact the Co-Op, Smiths Butchers, the Post Office and Pharmacy to ask them whether it was OK to host a box. It was agreed that the contact e-mail on the questionnaire would be [Borehampc@hotmail.com](mailto:Borehampc@hotmail.com).

#### ACTIONS

JA to seek quotes for printing the questionnaire. JA

AS to contact the companies above to request they host a collection box. AS

JA to source boxes for collection and to decorate them. JA

### 5. Evidence base to date

It was agreed that the group needed to review the evidence that they have sourced to date.

ACTIONS –

NB to send a reminder to Graham Ekins regarding the Local Environment evidence base. NB

JA and NB to pull together a list of evidence received to date to be uploaded onto the website. JA/NB

JA to draft the format to collate the list of evidence JA

**6. Enhancement of Evidence Base and Re-establishment of work groups.**

It was agreed to cover this at the December meeting.

**7. Tasks**

All noted the tasks that they had been allocated.

**8. AOB**

There was no other business.

**9. Date of next meeting**

The date of the next meeting was agreed as 10 December at 18:30. Allen Room, Boreham Village Hall has been booked.

NB to bring mince pies!