

Neighbourhood Plan Meeting 24 November 2020

Via Zoom

Attendees

Justine Atterbury (Notes)

Nigel Brown (Chair)

Karen Cherry

Linda Reed

Charles Martin

Apologies

Apologies were received from John Galley, Emma Stammers and Alan Swash

1 To approve the notes of the previous meeting

The notes from the previous meeting on 13 October 2020 were approved.

2 Website

KC declared an interest in this item and did not take part in the discussion.

The group thanks LR for her work in preparing the tender for the website and the analysis of the results. It was agreed that the contract should be awarded to Sue Lees once the grant funding for the website had been approved. It was agreed to contact Sue Lees to let her know of the outcome. JA agreed to speak to Lisa Miller the Clerk at Boreham Parish Council to request that she applies for the grant funding managed by the RCCE on behalf of the Steering Group. It was agreed to only apply for the costs of the website this year as the funding would need to be spent by the end of March 2021.

2 RCCE Training

It was agreed that the RCCE training should be organised as soon as possible to enable all members to fully understand the Neighbourhood Plan process and contribute to future discussions on timetable and project plan. JA to contact Michelle Gardiner from the RCCE to request for dates.

3 Project timetable/plan for production of NP; preliminary discussion based on the timetable included in the old draft website

The Steering Group reviewed the out of date high level timetable which had been prepared last year. It was agreed that it would be best to have the RCCE training prior to a discussion on the timetable and planning. JA reported that there were a number of case studies in the file in the Parish Office should anyone wish to review them.

4 AOB

JA reported that she had a new role and would be leaving Boreham Parish Council and would therefore regretfully be stepping down from the Steering Group. The new Assistant Clerk would continue to support the group.

7 Date of next meeting

The date of the next meeting was agreed as 15 December at 19:00 via Zoom.