

BOREHAM NEIGHBOURHOOD PLAN

Steering Group Meeting

Tuesday 22nd October 7pm, Parish Office

Minutes

Attendees: Nigel Brown, Linda Reed, Charles Martin, Bill Brown, Richard Wilks

1. Apologies were received from Gill Dickson
2. Minutes of the previous meeting were accepted with minor change
3. Matters arising: NB will thank Jenny Robinson at CCC for the work she has done on the Strategic Environmental Assessment/Habitats Regulations Assessment Draft Screening Opinion on behalf of the group. NB confirmed he has sent a letter to a local Reg 14 respondent as agreed.
4. Any issues with reg. 14 consultation -
 - Leaflet and poster – some reports that it might have been preferable to have a direct link to the draft neighbourhood plan document rather than to the questionnaire. However the rationale for linking via the questionnaire was deemed more likely to elicit a response.
 - Website – no issues, all links are working
 - Questionnaire – no issues
5. Early feedback from consultation: We have received opinions that the length of the NP draft may deter responses. We anticipate a fairly low response rate. We have received relatively few responses via direct channels. The number received electronically is not yet known.

Members of the group will engage local clubs and meetings to encourage additional responses. Reminders of the consultation will continue to appear on the village Facebook page, notice boards and in local publications until November 10th.

6. Initial thoughts on collation of comments: We will seek advice/guidance from neighbouring parishes who have completed this process to ascertain the approach they used. This is not expected to be an onerous task if response volumes remain low.

NB will ask Jenny Robinson to clarify the requirements for retaining responses and other documentation

7. Date of next meeting 12th November

The meeting closed at 7.45pm.