

Boreham Neighbourhood Plan Steering Group

Minutes of Meeting 23rd September 2025 at 7:00 pm

Attendees

Linda Reed, Alan Swash, Charles Martin, Richard Wilkes, Peter Elkington (Parish Council)

Item 1 Apologies

Nigel Brown, Kevin Rounce, Bill Brown. (Due to other commitments, Gill Dickson has resigned from the Group)

Item 2 Notes of Previous Meeting

Agreed

Item 2(a) Matters Arising

AS advised that his contact is unable to produce any maps for us, but he has another contact who can help. This person is currently on holiday until 28th September 2025 and he will discuss our requirements with her on her return.

AS will also contact DAC to check if they may be able to assist with maps.

Item 3 Final Amendments to Draft Plan

LR has now assigned numbers to all the “Evidence Base” documents for ease of reference within the general Plan text.

AS concerned that CCC have included detailed sections of text copied from the NPPF in their latest set of comments following our August meeting. He asked, is this necessary? The group agreed that a simple reference to the national document would suffice, as an Inspector would be fully aware of the content and would know where to check information.

LR took the Group through the latest draft Plan (tabled at the meeting) page by page advising the Group of any tracked changes and seeking comments as required.

LR will discuss Objectives 4&5 with NB to clarify possible changes that she felt may be required.

CM to check Pages 72 & 73 that reference the A12 Widening Scheme. This scheme has now been cancelled in the latest review of Government spending and the Plan should reflect this fact. However, as the DCO has been granted the scheme is still viable and it may re-appear over the life of the Plan. CM to amend text to reflect cancellation but also possible future re-instatement of the scheme.

If anyone has any final comments, to pass them to LR for inclusion/editing of text as required.

Item 4 Amendments to drafts of other documents

Evidence Base - documents now numbered for ease of reference within the Plan text.

Consultation Statement – LR has now added more detail including dates and where possible numbers of attendees at exhibitions. Appendix 2 of this document is now in draft, the Group to comment back to LR asap.

Statement of Basic Conditions – Now in draft. Comments to LR asap.

Equality Impact Statement – LR has produced this document which has relied heavily on the content from the Danbury document. There are numerous documents produced by others that look very similar, so it was decided by the Group that a similar format would meet the requirements.

Item 5 Arrangements for Submission of NP to CCC for Reg 16 Consultation

To avoid the purdah period prior to local elections NP submission for Reg 16 Consultation deadline as previously noted is 19th January 2026.

We should strive to have all the latest above amendments completed by end September 2025 to pass onto JR (CCC) by early October 2025.

Following any last comments from CCC the documents need to be approved by the Parish Council prior to final submission to CCC for Regulation 16.

PE commented that as many of the parish councillors will not necessarily be familiar with the NP process, the required documentation and what the purpose of a NP is; an informal presentation should be made to the full PC to aid their subsequent debate and hopefully their approval of the documents to go forward to the Regulation 16 Consultation. PE to schedule in a pre-meeting with the PC prior to the formal approval PC meeting.

Item 6 AOB

None

Item 8 Date of Next Meeting

Tuesday 7th October 2025