

Plympton St Mary Neighbourhood Forum

Constitution

1. Purpose and Objects

1.1 The Plympton St Mary Neighbourhood Forum ('PNF') is a neighbourhood forum as defined in the Town & Country Planning Act 1990 as amended by the Localism Act 2011 ('the Act').

1.2 The aims of Plympton St Mary Neighbourhood Forum are:

- To enable residents to discuss local issues and to represent residents' views in decisions affecting the area
- To improve the quality of life in the area
- To produce and maintain a Neighbourhood Plan for the Plympton St. Mary Ward by consulting the local community, as defined in section 4 below.
- To promote and improve the social, economic and environmental well-being of the Plympton St. Mary Neighbourhood by acting for the Area under the provisions of the Act.
- To initiate Neighbourhood Development Orders or Community Right to Build Orders, identify Assets of Community Value, or carry out any other permitted actions.

2. The Plympton St Mary Neighbourhood Area ('the Area')

2.1 The Area shall be the area shown in the map in Appendix 1.

2.2 The Area is the boundary of the Plympton St Mary Ward

3. Membership and Organisation

Membership

3.1 Membership of the PNF is open to all who have an interest in the Area, either as individual members or via representative bodies such as local businesses and community organisations, and other interested parties such as relevant Ward Councillors, local neighbourhood service providers and landowners. The secretary will maintain a register of Forum members.

Forum Committee

3.2 A Committee comprising up to 21 members, of whom at least 11 shall be residents of the Area, will be elected at each AGM to carry out the day-to-day work of the Forum. The quorum for the committee will be 7 members, of whom at least 5 must be residents. Decisions will only be valid if they are carried by a majority of all the voting members present.

3.3 The Committee will elect the following officers of the Forum from its number: Chair, Vice Chair, Secretary and Treasurer. Officers will serve for one year and be subject to re-election, and there will be no limit to the number of terms an officer may serve. The Chair (or a committee member when acting as Chair) will have a casting vote at any Committee or General Meeting.

3.4 The Committee will direct and oversee the work of the Forum and will meet at least quarterly for this purpose.

3.5 The Committee may co-opt up to three additional members to the Committee in any year. Co-opted members will not have voting rights as do other Committee members. A co-opted member may be elected as an officer.

3.6 Councillors representing the Plympton St Mary Ward will be invited to all Committee meetings and will have the same voting rights as other Committee members.

3.7 The Secretary will make draft minutes of General and Committee Meetings available to the members of the Forum within three weeks of the meeting unless impracticable. These draft minutes will be subject to confirmation at the following meeting. Organisations which are affiliated to PNF will be encouraged to communicate such information to their membership.

Meetings

3.8 Annual General Meetings will be held in *January* or as close to such date as practicable. An Extraordinary General Meeting may be called by decision of the Committee or by 14 members applying to the Secretary. For all General Meetings, a notice of the meeting and details of any resolutions to be put to it will be sent to all Forum members at least 21 days before the meeting. The Forum will meet at least quarterly.

3.9 At any General Meeting each member of the community present will have one vote. Decisions of General Meetings will be by simple majority. The quorum for a General Meeting shall be 21 members.

Notices

3.10 Notices to members will be deemed delivered if sent to the member's last notified email address, or (where no email address is given) sent by post to the last notified address.

Finance

3.11 The Forum will have the power to raise funds as necessary for its activities, by grant, donation or any other appropriate means.

3.12 The Committee may open one or more bank accounts as necessary in the name of the Forum. All funds raised for the Forum will be held in such accounts. The Committee will nominate bank signatories.

3.13 The Committee will where necessary insure any assets it holds, and by insurance or otherwise indemnify its officers against liabilities arising from their work for the Forum.

3.14 Subject to funding, the Committee may commission advisory services, surveys or any other activity in support of the Objects.

4. Neighbourhood Development Plan

4.1 The Plympton St Mary Neighbourhood Development Plan (NDP) will set out policies for the development and use of land within the Area. As provided for in the Act, it will be subject to extensive consultation and examination, including where appropriate a referendum within the Area.

4.2 The NDP will include, where appropriate, specific policies for identified parts of the Area and seek to adhere to the emerging Plymouth Plan.

4.3 The NDP will aim to;

Set policies that will achieve the community's vision and masterplan in the following themed priorities;

- A) Community – reinforcing a strong sense of community
- B) Guiding development - particularly the provision of new housing, the redevelopment of Coypool and potential development of green field sites
- C) The provision of Open space – transfer, access and provide sufficient playing pitches and public open space
- D) Improving pedestrian and other transport connections – improved routes in and around Plympton
- E) Protecting Historic buildings – Conserve our heritage
- F) Providing employment and skills – strategic sites identified for employment
- G) Providing educational facilities – deliver higher quality educational facilities
- H) Health and Wellbeing – provision of health care facilities
- I) Safeguarding our environment – protection from noise and pollution
- H) Other areas arising from community consultation

5. Amendments and Dissolution of the Forum

5.1 Amendments to the body of this Constitution will be by decision of a General Meeting carried out in accordance with 3.8 and 3.9 above, with the exception that such a vote will only be carried if supported by a simple majority of those voting.

5.2 PNF may be dissolved by decision of a General Meeting specifically called for this purpose and carried out in accordance with 3.8 and 3.9 above, with such a vote supported by a simple majority of those voting.

5.3 In the event of dissolution, any property or funds held by PNF will be

- subject to the agreement of the Members at General Meeting, allocated to one or more nominated organisations set up to continue the work of PNF, or
- in the absence of any such organisation and subject to any statutory regulations, distributed equally to the constituent local organisations who are its members (but not to individual members).

Constitution signed and adopted:

Rosemary Hamley

Date: 12th October 2015