

MARTON MOSS NEIGHBOURHOOD FORUM

CONSTITUTION

NAME

The name of The Forum shall be The Marton Moss Neighbourhood Forum (The Forum)

AREA of BENEFIT

The area in which The Forum shall pursue its activities is the Marton Moss Neighbourhood Area, which is the area designated by Blackpool Council and for which The Forum will produce a Neighbourhood Development Plan.

OBJECTIVES

The purpose of the Marton Moss Neighbourhood Forum is:

- To prepare a Neighbourhood Plan for the Marton Moss Area;
- To promote or improve the social, economic & environmental wellbeing in the Marton Moss Area
- To identify local infrastructure priorities;
- To promote trades, professions or other businesses which reflect the character of the Marton Moss Neighbourhood Area;
- Any other appropriate purpose agreed by The Forum.

POWERS

In furtherance of its objectives the Marton Moss Neighbourhood Forum may:

- Commission specialist companies to advise as necessary;
- Invite and receive contributions and raise funds where appropriate to finance the work of The Forum and to have a bank account to manage such funds;
- Publicise and promote the work of The Forum and organise meetings, training courses, events or seminars etc.;

- Work with groups of a similar nature and exchange information, advice and knowledge with them, including cooperation with other voluntary bodies, charities, statutory and non-statutory organisations.
- Employ staff and engage volunteers as are necessary to conduct activities to meet the objectives of The Forum;
- Take any form of action that is lawful, which is necessary to achieve the objectives of The Forum, including awarding any appropriate contracts.

MEMBERSHIP

The Marton Moss Neighbourhood Forum will comprise at least 21 individuals who live or work in the Marton Moss Neighbourhood Area, or who are elected members of Blackpool Council whose Ward area falls in the Marton Moss Neighbourhood Area.

Membership is open to all individuals who live or work in the Marton Moss Neighbourhood Area. Working in the Area is defined as “Being those persons with a genuine long-term employment or business base in the Area”.

Membership shall be drawn from different parts of the Marton Moss Neighbourhood Area and different sections of the community in the Marton Moss Neighbourhood Area with the aim to be as representative as possible of the community.

Persons asking to become members shall be subject to acceptance by The Forum; resignations from membership shall be received by The Forum.

If by resignation, membership of The Forum drops below the statutory number of 21, nominations will be requested by using the variety of publicity channels available to The Forum.

The Forum will also have a class of membership for people who do not live or work in the Area but live or work nearby and/or have an interest in the future of the Moss. With the approval of The Forum such persons will be elected as “Associate members”. Such persons will be welcome to attend Forum meetings and be able to contribute to its work but will not have voting rights.

WORKING ARRANGEMENTS

The officers of The Forum shall be the Chair, Secretary and Treasurer. They will be elected by Forum members for the five-year duration of The Forum. Each officer will have an assistant, also elected for the same five-year period. These six people will form the Management Committee. A quorum of four members present at a Management Committee meeting will be necessary for any decision making.

In the event of a resignation from the Management Committee, a replacement will be nominated and seconded by individual Forum members. All members will have a

vote to appoint a replacement. If there is more than one nomination, selection consideration will be given to the diversity of the candidates.

Formal minutes will be taken at both full meetings and committee meetings of The Forum. These minutes will be available at each Forum meeting. Management Committee minutes may already be agreed, but The Forum minutes will be approved at the following Forum meeting. Time will be allowed on the agenda for matters arising.

Forum meetings will normally occur once every month and will always be open to all members and be preceded on the same day by a Management Committee meeting, depending on a suitable venue being available.

The Treasurer will manage the bank account and will hold the cheque book, but two signatories will be necessary to approve any expenditure. These will be the Treasurer and either the Chair or Secretary.

Training will be offered to all members as and when required.

Any member of The Forum can suggest a "Good idea". If a majority of members present at the Forum meeting it is considered agrees with the idea; the person who suggested it will be invited to lead a small working group to develop, investigate it and report back to the Forum. Other working groups may be set up in a similar manner to consider and report back on other specific topics or areas of work.

The Annual General Meeting (AGM) of the Forum will be held each year as near as is practical to the date on which the Forum was designated. A set of accounts will be presented for the preceding year's spending at the AGM for the membership's approval.

Conflict/declarations of interest – it is up to each member to declare these before the start of each Forum/Management Committee meeting. An agenda item will be set as a reminder to do so.

ALTERATIONS TO THE CONSTITUTION

Alterations and amendments to this Constitution can only be made by decisions approved at an Extraordinary General Meeting (EGM) to which all members of the Forum are invited.

DURATION

The duration of Marton Moss Neighbourhood Forum will be 5 years from designation date ../../..

DATA COLLECTION AND DISTRIBUTION

Contact details of the membership will be held by the Forum and shared with:

- Blackpool Council
- Third parties employed by The Forum who require them to advise members in specific tasks.
- Other members of The Forum to assist in communication within the Forum
- The bank where the Forum account is held.

Data collected by The Forum in pursuance of its tasks will be published in the documents and reports produced by The Forum. Individuals identified in these documents will be consulted before publication and have the option to remove data that identifies them as individuals.

COMMUNICATION AND PUBLICITY ARRANGEMENTS

The Forum will maintain a Facebook page and a website. The minutes of Forum and Management Committee meetings will be published on-line, together with any relevant written reports that are produced and news items.

12/01/19