



## Application for Neighbourhood Forum Designation and Neighbourhood Area Designation (combined form)

Applicants are advised to read the council's [accompanying guidance notes](#).

1. **What is the name of the proposed Neighbourhood Forum?** (this will be known as the “qualifying body” for the purposes of producing a Neighbourhood Plan/Order)

Sandbanks Neighbourhood Forum

2. **What is the name of the proposed Neighbourhood Plan Area?**

Sandbanks Peninsula

3. **Contact details of one member of the proposed neighbourhood forum** (will be made publicly available)

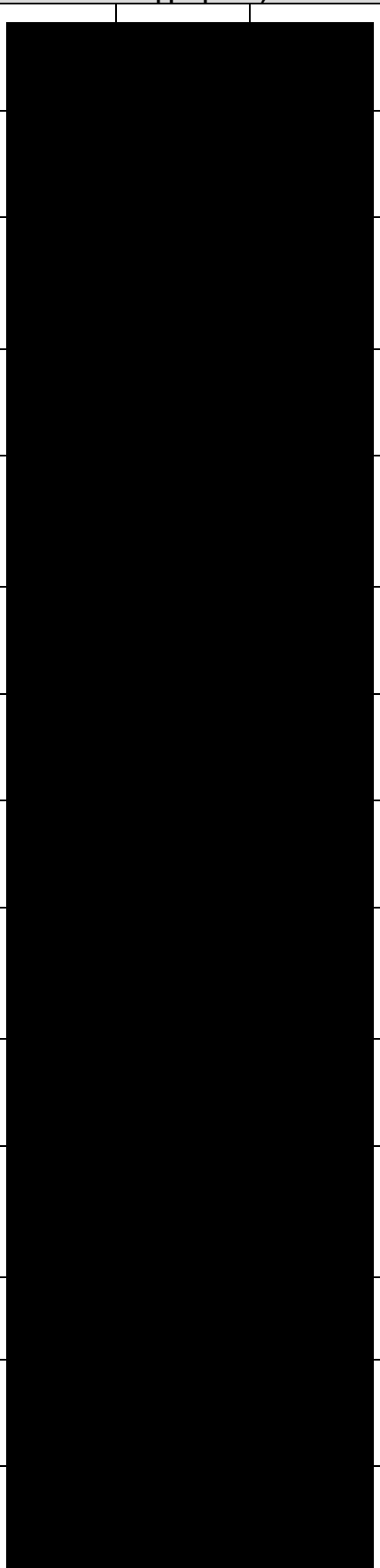
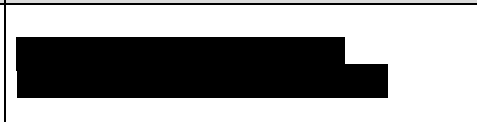



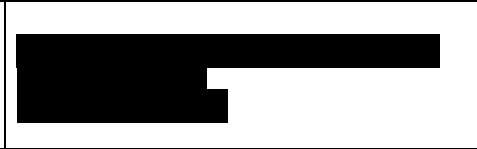









Name:	Paul de Cordova
Address:	[REDACTED]
Email:	[REDACTED]
Telephone:	[REDACTED]

4. **Please provide a list of proposed neighbourhood forum members** (minimum of 21 members is required)

No.	Name	Must be local to the Neighbourhood Area (please tick as appropriate)			Contact details (will be available to officers and elected members only)
		Resident	Business owner or worker	Councillor	
1	Kate Armitage	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
2	Douglas Warren	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

No.	Name	Must be local to the Neighbourhood Area (please tick as appropriate)	Contact details (will be available to officers and elected members only)
3	Richard Lovett	[REDACTED]	[REDACTED]
4	Beryl Edwards		[REDACTED]
5	Andrew Symington		[REDACTED]
6	Bill Sharp		[REDACTED]
7	Tamsin Newton Snow		[REDACTED]
8	Susannah Nettleton		[REDACTED]
9	Mike Gerard-Pearse		[REDACTED]
10	Tricia Newton		[REDACTED]
11	Catherine Ogden		[REDACTED]
12	Pauline Auerbach		[REDACTED]
13	Katie Rayner		[REDACTED]
14	Lesley Barrett		[REDACTED]
15	David Morley [REDACTED]		[REDACTED]
16	Paul de Cordova [REDACTED]		[REDACTED]

No.	Name	Must be local to the Neighbourhood Area (please tick as appropriate)	Contact details (will be available to officers and elected members only)
17	Ashley Tatham		
18	Marc Powis		
19	Stephen Wood		
20	Georgina Stanley		
21	Lynne Wilkinson		
22	Simon Moxey		
23	Fanny Thomas		
24	Stephanie Davies		
25	Angela Bowden		
26	Peter J. Ogden		
27	Norman Gregory 		
28	Tiffany Chawner		
29	Kim Berry		
30	Mohan Iyengar		

No.	Name	Must be local to the Neighbourhood Area (please tick as appropriate)	Contact details (will be available to officers and elected members only)
31	Fiona McLaren		
32	Roland Powell		
33	Bruce Purgavie		
34	Carolyn Weldon		
35	Laurence Tucker		
36	Valerie Gaunt		
37	Stephen Gaunt		
38	Claire Tweedie-Smith		
39	Maureen King		
40	John Paterson		
41	John Davies		
42	May Haines		
3	Paul Pressland		
44	Sue Morley		

No.	Name	Must be local to the Neighbourhood Area (please tick as appropriate)	Contact details (will be available to officers and elected members only)
45	Alison Sepping	[REDACTED]	[REDACTED]
46	Graham Grounds		[REDACTED]
47	Christopher Edwards		[REDACTED]
48	Matt Moffat [REDACTED]		[REDACTED]

# STATEMENT SETTING OUT WHY SANDBANKS PENINSULA IS CONSIDERED APPROPRIATE TO BE DESIGNATED AS A NEIGHBOURHOOD AREA

20<sup>th</sup> August 2019

## 1. Background

This statement has been prepared by Sandbanks Neighbourhood Forum, with assistance from ECA Community Interest Company, in support of an application for designation of Sandbanks peninsula as a Neighbourhood Area.

Sandbanks Neighbourhood Forum recognises that a Neighbourhood Plan sets out policies in relation to development and use of land in a particular Neighbourhood Area and that Neighbourhood Plans are intended to be a tool for positive planning. With this in mind, Sandbanks Neighbourhood Forum believes it appropriate to seek the designation of Sandbanks peninsula as a Neighbourhood Area in order to progress the preparation of a Neighbourhood Plan to proactively direct future development.

## 2. The Proposed Boundary and Geographical Nature

Sandbanks peninsula is located approximately 5km south-east of Poole town centre on the western side of Poole Bay. It forms a small part of the Ward of Canford Cliffs within BCP (Bournemouth Poole and Christchurch). Its character is substantially defined by its geography and comprises a 1 km long peninsula that contains the southern end of Poole Harbour.



The proposed Sandbanks Neighbourhood Area has a distinct and unique geographical nature. It has a mostly flat, topographical nature and is heavily treed. It is on a peninsula and connected to the mainland by a single road with beaches on either side. The proposed boundary of the Neighbourhood Area is

drawn at the end of the narrow road to the peninsula. This is logical boundary in terms of topography, land uses and character.

Sandbank's character contrasts to that of the adjacent areas of Canford Cliffs, Branksome Woods and Lilliput, which has an undulating topographical nature, long views and vistas and more spacious building plots. It has more of a suburban character and is predominantly residential.

## 3. Landscape

The flat, low lying topographical nature of Sandbanks makes an important contribution to



the wider landscaped character of the area. It is a landscape of horizontal layers, notable for its largely unbroken, evergreen tree canopy with building canopies

interspersed and lying below this and views of the Purbeck Hills above this. The horizontal coast line is at its base. The tree canopy contributes to the sense of remoteness and complements stunning views from the surrounding area.

The shallow bay on the Poole Harbour side of the peninsula (North Haven Lake) is popular for water sports and the sight of colourful, fast-moving sails on breezy days has become very much a feature of the locality. The north side of the peninsula houses the Southern Headquarters of the Royal Yachting Association and an international sailing school. Whilst the end of the Sandbanks peninsula is quite well-treed, the long neck of the peninsula is largely treeless, making the long row of two-fronted houses and flats very visible. Gaps between developments have been generally decreasing as more and more flats are being constructed.

The peninsula is readily visible from many public view points in Poole, Bournemouth and Studland. There are also continuous views from Sandbanks of the surrounding coastline, Poole Bay, Purbeck Hills and Poole Harbour which are a draw for visitors throughout the year.



These views, the natural wooded character and open beach line of the peninsula are unique to Poole and the large conurbation of Bournemouth Christchurch and Poole (BCP).

#### **4. Building Typologies**

With the exception of the beaches, car parks and some small areas of land, this is a densely built up, mixed use area with a number of large detached dwellings, flats and hotel developments dating from the early twentieth century.



Architecturally, the peninsula is home to a mix of styles ranging from traditional bungalows, cottages and villas to contemporary houses and apartments. Sandbanks contains a small Conservation Area which is extremely limited. It should be noted that there are some older, more modest bungalows throughout the area, but these do not define the overall character.

#### **5. Social and Economic Characteristics**

Sandbanks peninsula is situated in one of the UK's premier tourist locations and areas of natural beauty. Sandbanks has held the prestigious blue flag award for many years and is considered one of the best beaches in Britain.



The peninsula is largely residential in nature and hosts two hotels, three boat clubs, a variety of restaurants and cafes and a small number of commercial enterprises. The area contains little or no public amenities or facilities other than two public toilet blocks and public car parks. With the

exception of the beaches, car parks and some small areas of land, this is a densely built up area.

A bus route serves the area with regular services running between Bournemouth and Swanage. There is a cycle lane through the area and the Studland Ferry provides access on foot, car and bus to Studland Beach, Swanage and beyond.

As a residential area, the character of Sandbanks is perhaps most well known for its beachfront and high value properties. The exclusivity of Sandbanks is evident through the presence of large detached villas (that are generally screened by fences and walls) and modern flats with balconies. Despite the significant development pressures from external investors, the area has an established residential community.





**STATEMENT EXPLAINING HOW SANDBANKS NEIGHBOURHOOD FORUM MEETS  
THE CONDITIONS CONTAINED IN SECTION 61F(5) SCHEDULE 9 OF THE TOWN AND COUNTRY PLANNING ACT 1990.**

**20<sup>th</sup> August 2019**

<b>Neighbourhood Forum Conditions</b>	<b>Proposed Text of Statement</b>
<p>1. The Forum is established for the express purpose of promoting or improving the social, economic and environmental well-being of an area that consists of or includes the neighbourhood area concerned (whether or not it is also established for the express purpose of promoting the carrying on of trades, professions or other businesses in such an area).</p>	<p>Sandbanks Neighbourhood Forum ("<b>Forum</b>") is an unincorporated association which will act as the "Forum" to lead in the development of a neighbourhood plan for Sandbanks. The Forum has a written constitution, a copy of which is included with this application.</p> <p>The Forum has been established to promote the social, economic and environmental well-being of the Sandbanks peninsula area.</p> <p>The Forum will be active in promoting sustainable development in order to:</p> <ul style="list-style-type: none"> <li>• Preserve and enhance the unique landscape character of Sandbanks;</li> <li>• Promote higher quality inclusive design in all new developments;</li> <li>• Protect existing jobs, especially in the tourist and maritime industries;</li> <li>• Protect and enhance existing community facilities and amenities, including the beaches through more relevant planning policies and local projects.</li> </ul> <p>The Forum's defined area is 'Sandbanks Peninsula' (the headland at the end of the causeway from the North Haven Yacht Club) and Banks Road up to the junction with Shore Road. This is the proposed area to be covered by the Neighbourhood Plan as shown on the plan accompanying this application. The main purpose is to promote and maintain the character and amenities of the Sandbanks peninsula.</p>
<p>2. The Forum's purpose reflects (in general terms) the character of that area.</p>	<p>Sandbanks peninsula is situated in one of the UK's premier tourist locations and areas of natural beauty. Sandbanks has held the prestigious blue flag award for many years and is considered one of the best beaches in Britain. Sandbanks boasts stunning views across Poole Bay, Poole Harbour and the Purbeck Hills. The peninsula is largely residential in nature and hosts two hotels, three boat clubs, a variety of restaurants and cafes and a small number of commercial enterprises.</p>

Neighbourhood Forum Conditions	Proposed Text of Statement
	<p data-bbox="640 234 1964 371">With the exception of the beaches, car parks and some small areas of land, this is a densely built up, mixed use area with a number of large detached dwellings, flats and hotel developments dating from the early twentieth century. It has a mostly flat, topographical nature and is heavily treed. It is on a peninsula and connected to the mainland by a single road with beaches on either side.</p> <p data-bbox="640 416 1964 515">Its character contrasts to that of the adjacent areas of Canford Cliffs, Branksome Woods and Lilliput, which has an undulating topographical nature, long views and vistas and more spacious building plots. It has more of a suburban character and is predominantly residential.</p> <p data-bbox="640 560 1921 624">The proposed boundary of the Forum area is drawn at the end of the narrow road to the peninsula. This is a logical boundary in terms of topography, land uses and character.</p> <p data-bbox="640 668 1899 732">The Forum will work as a community champion with stakeholders to help protect and improve the unique beauty, spirit and character of Sandbanks. Its objects include:</p> <ul data-bbox="689 777 1973 1355" style="list-style-type: none"> <li data-bbox="689 777 1939 841">• To improve and protect the social, economic, architectural and environmental conditions in and well-being of Sandbanks peninsula through the preparation of a Neighbourhood Plan.</li> <li data-bbox="689 885 1973 914">• To provide opportunities to influence local decision-making and to promote good citizenship in the area.</li> <li data-bbox="689 959 1973 1023">• Out of surplus funds available to the Forum, to provide social infrastructure and community facilities for the area.</li> <li data-bbox="689 1067 1218 1096">• To promote a positive image of the area.</li> <li data-bbox="689 1141 1964 1169">• To encourage openness and transparency between organisations about services and plans for the area.</li> <li data-bbox="689 1214 1137 1243">• To promote community cohesion.</li> <li data-bbox="689 1287 1973 1355">• To promote environmental improvement and conservation by educating, encouraging and assisting the local population in environmental practice, working in partnership with similar groups and organisations.</li> </ul>

Neighbourhood Forum Conditions	Proposed Text of Statement
	<p>If the Forum is designated by the Local Planning Authority as a statutory Forum for the purposes of developing a neighbourhood plan for Sandbanks, it will build on the aims in section 1 above to develop policies suited to the quite unique local environment and setting, population demographics, leisure and tourism demand and historical context of Sandbanks.</p>
<p>3. Its membership is open to:</p> <p>(i) individuals who live in the neighbourhood area concerned,</p> <p>(ii) individuals who work there (whether for businesses carried on there or otherwise), and</p> <p>(iii) individuals who are elected members of a county council, district council or London borough council any of whose area falls within the neighbourhood area concerned,</p> <p>and its membership includes at least one individual falling within each of sub-paragraphs (i) to (iii).</p>	<p>The Forum is promoted and supported by Sandbanks Community Group, a local association which has a current membership of over 500 individuals of all age groups, the majority of who live or own properties on Sandbanks, as well as local clubs and businesses.</p> <p>The initial members of the Forum are also members of Sandbanks Community Group and are a mix of local residents and business proprietors, all with addresses on Sandbanks peninsula, and two Councillors. It is the Forum's intention to widen membership to include additional residents and local businesses as well as those who travel to Sandbanks for work from surrounding areas.</p>
<p>4. Its membership includes a minimum of 21 individuals each of whom:</p> <p>(i) lives in the neighbourhood area concerned,</p>	<p>At the AGM on 28<sup>th</sup> June 2019, Sandbanks Community Group voted to establish a Neighbourhood Forum. For the purposes of this application, a list of proposed Forum members is set out in the BCP's application for neighbourhood forum and area designation (combined form). The initial membership comprises 48 residents and local businesses and includes Cllr May Haines and Cllr Mohan Iyengar for the Ward of Canford Cliffs.</p>

<b>Neighbourhood Forum Conditions</b>	<b>Proposed Text of Statement</b>
<p>(ii) works there (whether for a business carried on there or otherwise), or</p> <p>(iii) is an elected member of a county council, district council or London borough council any of whose area falls within the neighbourhood area concerned.</p>	

**CONSTITUTION OF SANDBANKS  
NEIGHBOURHOOD FORUM  
Adopted 1 August 2019**

## 1. Name

The name of the forum is Sandbanks Neighbourhood Forum (the "**Forum**").

## 2. Neighbourhood Plan Area

The whole of the Sandbanks headland and peninsula from the Sandbanks ferry landing up to the junction where Banks Road meets Shore Road (this whole area is referred to as "**NP Area**"). The NP Area is shown in the plan attached hereto.

## 3. Objects

The objects of the Forum are:

- (a) To promote, improve and protect the social, economic, architectural and environmental conditions in and for the benefit and well-being of the NP Area with the express purpose of preparing and implementing a Neighbourhood Plan.
- (b) To provide opportunities to influence local decision-making and to promote good citizenship in the NP Area.
- (c) Out of surplus funds available to the Forum, to provide social infrastructure and community facilities for the NP Area.
- (d) To promote a positive image of the NP Area.
- (e) To encourage openness and transparency between organisations about services and plans for the NP Area.
- (f) To promote community cohesion.
- (g) To promote environmental improvement and conservation by educating, encouraging and assisting the local population in environmental practice, working in partnership with similar groups and organisations.
- (h) To undertake such other activities in furtherance of the policies and objectives of the Neighbourhood Plan as may be decided by the Forum from time to time.

## 4. Powers

In furtherance of the objects, but not otherwise, the Forum may exercise the power to:

- (a) Invite and receive contributions and raise funds where appropriate, to finance the work of the Forum, and to open a bank account to manage such funds.
- (b) Publicise and promote the work of the Forum and organise meetings, training courses, events or seminars etc.
- (c) 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.
- (d) Employ paid staff and volunteers, and take out any contracts, which it may deem fit to meet the objects of the Forum.
- (e) Take any form of lawful action necessary or convenient to achieve the aims of the Forum.

## **5. Membership**

- (a) The membership of the Forum is open to:
  - i. individuals who live in the NP Area;
  - ii. individuals who work in the NP Area; and
  - iii. individuals who are elected members of the Ward in which the NP Area is located.

Proof of eligibility may be requested before an individual is admitted as a member.

- (b) The Forum must have a minimum membership of twenty-one (21) individuals, who either:
  - i. live in the NP Area;
  - ii. work in the NP Area; or
  - iii. are elected members of the Ward in which the NP Area is located.
- (c) The Forum must have a minimum of one member from each of the three categories in (a) and (b) above under the heading “membership”.
- (d) The Forum will be as representative as possible of the people who live or work in the NP Area. Accordingly, membership will be drawn from different places in the NP Area and from different sections of the community.
- (e) Initial membership shall comprise those individuals named in the application to BCP Council for designation of the Forum as a statutory forum.

- (f) New members will be admitted as soon as a membership application in the form prescribed by the Committee (as defined in Clause 8 (The Committee)) from time to time has been received.
- (g) A list of members will be kept by the Membership Secretary.
- (h) Membership will end for any member who dies or resigns from membership.
- (i) The Committee may decide, by a two thirds majority vote and notice to the affected member, that such member be suspended or have their membership ended for:
  - i. bringing the Forum into disrepute;
  - ii. inappropriate behaviour or behaviour that is otherwise inconsistent with membership of the Forum; or
  - iii. failure to conduct themselves in a reasonable manner at the Forum meetings; and
- (f) The Committee may refuse to admit any person or business as a member without giving reason for doing so.

## **6. Equality and Diversity**

The Forum will value diversity and promote good relations with all members of the NP Area and surrounding community and not discriminate on the grounds of age, disability, ethnicity, race, faith, gender, transgender, sexual orientation or social inequality.

## **7. Affiliations**

Sandbanks Community Group ("**SCG**"), an unincorporated association speaking for the Sandbanks residents, businesses and visitors, has promoted the Forum as the body through which a Neighbourhood Plan for the NP Area will be delivered. SCG and its membership are committed to supporting the efforts of the Forum. Publicity concerning the activities of the Forum will be made available to the Forum members and the wider SCG membership through the SCG's website, newsletters and other communication media.

## **8. Duration**

Subject to Clause 15 (Dissolution), the Forum shall exist for five (5) years from its formal designation by BCP Council. At its AGM at the end of year four (4), the AGM will give consideration to continuing as a separate body, combining with another appropriate body or handing over to a successor organisation (which in either case could include SCG) to maintain and monitor the Sandbanks Neighbourhood Plan.



## 8. The Committee

The Forum will form and operate a committee (the "**Committee**") to direct and organise the work, finances and membership of the Forum as follows:

- (a) The Committee shall have a minimum of the following officers: Chairperson, Vice-Chairperson, Secretary, Treasurer and Membership Secretary.
- (b) The Treasurer shall always be the same person who acts as treasurer for SCG.
- (c) The Committee shall have the power to appoint if they wish a Vice-Secretary and Vice-Treasurer and other Committee functionaries.
- (d) At the date hereof the Committee is made up of the following members:

Chairperson: Paul de Cordova  
Vice-Chairperson: Tiffany Chawner  
Secretary: Jennie Paterson  
Treasurer: Alison Sepping  
Membership Secretary: Matt Moffat  
Member: Bertie Webb

- (e) Committee members shall be elected at an Annual General Meeting ("**AGM**").
- (f) At each AGM all Committee members shall resign but shall be eligible for re-election (if willing to act).
- (g) Unless the Chairperson otherwise decides, no person shall be eligible for election to the Committee unless at least seven (7) days prior to the AGM, written notice of such nomination has been given to the Secretary, except that existing members of the Committee shall be deemed to have been duly nominated without such notice.
- (h) The Chairperson shall not serve for more than four (4) consecutive AGMs in that capacity (but may continue to serve as a Committee member, subject to re-election at AGMs and to paragraph (j) below).
- (i) No Committee member may serve more than six (6) consecutive AGMs in that capacity.
- (j) The Committee shall have a minimum of five (5) and a maximum of fifteen (15) members at any one time.
- (k) The Committee may:

- i. invite additional members to serve on the Committee (subject to the limit in paragraph ((j) above);
- ii. appoint sub-committees and working groups to carry out the activities of SCG Forum: and
- iii. invite non-Committee members or non-members, for example, Ward Councillors and external advisers, to attend Committee meetings and undertake specific responsibilities on behalf of the Committee,

in all cases, on such basis as the Committee may determine from time to time.

- (l) Any vacancies on the Committee may be filled by co-opting members until the next general meeting or AGM.
- (m) Committee members shall declare any potential conflict of interest and withdraw from discussion and voting where appropriate.
- (n) The quorum for Committee meetings shall be five (5) in number or fifty (50) percent (whichever is the greater) of Committee members.
- (o) The Committee has the power to make decisions using electronic media outside of Committee meetings on such basis as the Chairperson may determine.
- (p) Unless otherwise specified in these rules, decisions of the Committee will be determined by a simple majority of those Committee members voting and the Chairperson shall have a casting vote if equal votes are cast.
- (q) Committee meetings may be called by the Chairperson and Secretary, or at the request of one third of Committee members upon not less than seven (7) days' notice.
- (r) A minimum of three (3) Committee meetings will be held in each calendar year.

## **9. Officers**

The following provisions apply in respect of officers of the Forum:

- (a) All the officers of the Forum have a duty to further all the aims of the Forum.
- (b) The Secretary shall keep and make available for inspection by a member a record of business transacted at the AGM and each Committee meeting.
- (c) The Membership Secretary shall keep a record of membership of the Forum and may delegate that duty to other the Forum members.

- (d) The Treasurer shall be responsible for:
- i. All banking and financial arrangements;
  - ii. Keeping proper accounts of income and expenditure; and
  - iii. Reporting on the Forum's financial position to the Committee and AGM.

## 10. Meetings

The following provisions apply in respect of meetings:

- (a) An AGM will be held in May or June 2020 and thereafter no later than fifteen (15) months after the previous AGM.
- (b) Not less than fourteen (14) days' notice shall be given to members of the next AGM.
- (c) A report shall be given at the AGM (except the first AGM) by the Chairperson describing the work of the Forum since the previous AGM.
- (d) An Extraordinary General Meeting ("**EGM**") shall be called if required by the Committee, or at least fifteen (15) percent of members by written requisition served on the Secretary, upon not less than twenty-one (21) days' notice given by the Secretary to every member.
- (e) Any such notice of an EGM shall describe in general terms the main business to be considered at the meeting.
- (f) AGMs and EGMs may be held jointly with equivalent meetings of SCG as a matter of convenience if the committees of both bodies so determine.
- (g) At any AGM or EGM, ten (10) percent of the members shall constitute a quorum and, if not present, the meeting shall be adjourned to another day when members present constitute a quorum.
- (h) Not less than seven (7) days' notice must be given to the Secretary of any resolution to be moved at any general meeting unless such resolution is admitted by the Chairperson at the meeting.
- (i) A notice containing all resolutions and nominations to be moved, with the names of those proposing and seconding each resolution shall be kept by the Secretary and be available for inspection by any member for not less than seven (7) days before the relevant general meeting.

- (j) All members shall have the right (subject to control of the Chairperson) to speak at any general meeting;
- (k) All members shall have the right to vote on any resolution before a general meeting on a one person, one vote basis.
- (l) Resolutions of any general meeting will be passed by simple majority of those members present and voting unless otherwise specified in these rules.
- (m) Any member entitled to vote may demand a poll which shall be taken forthwith.
- (n) Any member entitled to vote may authorise in writing (such authority to be satisfactory to the Chairperson) another member to vote on her/his behalf.
- (o) In addition to votes held at general meetings, the Committee may decide at its discretion to conduct a vote of members by any appropriate means, including postal and/or electronic voting, on such terms and such basis as the Committee may determine.
- (p) Any vote carried out under paragraph (o) above will have the same quorum, the same notice requirements, be subject to the same voting majorities and, if passed, have the same effect as if it were a resolution duly passed at an EGM.
- (q) If equal votes on any resolution at an annual general meeting or vote under paragraph (o) above are cast, the Chairperson shall have a casting vote.

## **11. Finance**

The finances of the Forum shall be managed as follows:

- (a) The Treasurer:
  - i. shall have control of funds for the Forum and shall cause funds to be held in a bank account (which may be an account maintained jointly with SCG provided the funds of the Forum are held or accounted for separately from any other funds of SCG) in which such funds, other than those required for immediate expenditure, shall be kept; and
  - ii. Is authorised to make payments approved by the Committee by bank transfer or other electronic means.
- (b) The property and funds of the Forum shall be held and administered by the Committee and resolution of the Committee shall be sufficient authority for any payments.

- (c) The Committee may by resolution from time to time adopt rules authorising specified combinations of officers and members of the Committee to incur expenditure up to specified limits without further Committee approval.
- (d) The Committee is not authorised to incur any overdraft or other borrowings on behalf of the Forum.
- (e) The financial year shall end on 30 April each year up to which date any annual statement of accounts and balance sheet shall be submitted for approval at the subsequent AGM.

## **12. Indemnity**

Except such loss as arises from their respective wilful default, the officers and members of the Committee and any sub-committees or working groups shall:

- (a) not be liable for any loss suffered by the Forum as a result of the discharge of their respective duties on the Forum's behalf; and
- (b) be entitled to an indemnity out of the assets of the Forum for all expenses and other liabilities incurred by them in discharge of those respective duties.

## **13. Notices**

Notices required under these rules shall be given in writing which shall include electronic means such as, without limitation, email, text, Whatsapp or other common means for conveying information determined by the Committee from time to time. Notices given in good faith to contact details such as email addresses, phone numbers or addresses last recorded by the secretary for any member shall be deemed validly given to that member even if that member has changed those contact details or the notice is not received.

## **14. Changes to Constitution**

These rules may be varied or added to by resolution of the Forum in general meeting passed by a majority of at least two thirds of the members present in person or by proxy in accordance with the voting rules in Clause 10 (Meetings) of which resolution notice has been given in the notice convening the meeting.

## **15. Dissolution**

The Forum may be dissolved if:

- (a) the number of members at any time falls below twenty-one (21) and the Committee so resolves; or
- (b) the Forum in general meeting so resolves by a majority of at least two thirds of the members present in person or by proxy in accordance with the voting

rules in Clause 10 (Meetings) of which resolution notice has been given in the notice convening the meeting.

On such dissolution any balance of funds shall be paid to a suitable charity decided upon by the Committee unless otherwise determined by resolution in general meeting or if the dissolution results from hand over to or combination with a successor body under Clause 7 (Duration).

### NEIGHBOURHOOD PLAN AREA

