Village Concerns - Constitution

Aim

1. Village Concerns is an East Hoathly and Halland Parish Action Group. It seeks to protect the character and ambience of the Parish. It will endeavour to ensure that development in the Parish is sustainable. Its Aim is to monitor housing proposals and galvanise the community to either endorse beneficial developments or challenge those that are unsustainable.

Organisation

2. Village Concerns is coordinated by a Steering Committee. The Steering Committee is made up of volunteers from within the Parish. The Steering Committee is not fixed and the Steering Committee may coopt additional people. People wishing to join the Steering Committee should inform the Chair. The names of the Chair and Steering Committee are published on the Village Concerns Website (http://villageconcerns2016.co.uk). Potential new members of the Steering Group will be invited to join a Steering Group meeting and introduce themselves. They will leave the meeting following their introduction and the Steering Group will vote to confirm or reject their inclusion.

3. The Steering Committee will elect a Treasurer. All elections and decisions at Steering Committee Meetings will be made by simple majority vote of those present. In the event of tied vote, the Chair, or whichever of the Joint Chairs is chairing the meeting, shall have an additional casting vote. Decisions taken outside formal meetings shall require a quorum of the Chair and 3 of the Steering Committee. All such decisions to be notified to the remainder of the committee via email.

4. Steering Committee Meetings are arranged by the Chair or Joint Chairs and notified to Steering Committee members via email. The meeting will always be recorded and a records retained for at least 5 years. An Action List will be produced following every meeting that records the decisions of the meeting and lists actions to be followed up and by whom.

5. The purpose of the Steering Committee is to gather information relating to the planning process and current planning applications. The Steering Committee may be given specific areas of the campaign on which to focus. The Steering Committee will then endeavour to inform the public and galvanise opposition to the plans when necessary.

6. People living in the Parish and other interested parties are invited to join the Village Concerns mail, phone or email lists. They will then be contacted with updates on the campaign (villageconcerns2016@gmail.com). Access to the Village Concerns Gmail Account will be limited to 3 members of the Steering Group, one of whom will be the Chair.

7. Village Concerns will establish and maintain contact with other groups, individuals and elected representatives who may be able to assist in the campaign.

Finances

8. Village Concerns is to operate a bank account. Village Concerns may fundraise to pay for the running costs of the group. This may involve seeking legal advice, planning consultants and the cost of such things as printing/ postage. The Chair and Treasurer will keep a confidential list of pledges and donations to the Village Concerns account.

9. Two Signatories will be required for all cheque payments. Expenditure must be approved by the Steering Committee. An annual statement of Accounts will be presented to the Annual General Meeting (AGM).

Dissolution

10. In the event that Village Concerns concludes its campaign the Chair will propose a vote to dissolve the group at the AGM. Any remaining funds will be donated to the Parish Council with a request that the funds are used for the benefit of the whole Parish.

Annual General Meeting

11. Village Concerns will hold a General Meeting as required. The General Meeting date and venue will be notified to supporters via email and published on the website. Those people named on the mailing and phone lists will be eligible to attend and vote. Ten supporters from the Village Concerns mailing list can request that a General Meeting be held within one month by written request.

Note: The Steering Group elected the inaugural Chair and also drafted this Constitution in November 2017.

Amended:

Amendment 1 - SG Meeting 22 Oct 2020.
Amendment 2 - AGM 1 Dec 2021.
Amendment 3 - AGM 30 Sep 2026.