

REDDITCH BOROUGH COUNCIL

**EXECUTIVE
COMMITTEE**

28th October 2014

**FECKENHAM NEIGHBOURHOOD PLAN AREA APPLICATION - CONSIDERATION
TO PUBLISH FOR PUBLIC CONSULTATION**

Relevant Portfolio Holder	Councillor G Chance Portfolio Holder for Planning, Regeneration, Economic Development & Transport
Portfolio Holder Consulted	Yes
Relevant Head of Service	Ruth Bamford
Ward(s) Affected	Astwood Bank & Feckenham
Ward Councillor(s) Consulted	Yes
Key Decision	No

1. SUMMARY OF PROPOSALS

- 1.1 Neighbourhood planning is a part of the decentralisation measures introduced through the Localism Act 2011. Feckenham Parish Council has submitted an application to Redditch Borough Council as the local planning authority ("LPA"), for the designation of a neighbourhood area. Applying for the designation of a neighbourhood area is the first step that local communities are expected to take in acquiring their new planning powers under the Localism Act. The area indicates the geographical extent which is to be used as a basis for the neighbourhood plan.
- 1.2 This report sets out the background to neighbourhood planning and the principle stages in Plan preparation, summarises Feckenham Parish Council's application and sets out the short-term timetable for the public consultation and formal approval of the neighbourhood area.

2. RECOMMENDATIONS

The Executive Committee is asked to RESOLVE

- 2.1 **That the Feckenham Neighbourhood Plan Area application attached at Appendix 1 be considered as providing a 'sound' basis for a six week period of public consultation prior to its formal designation in accordance with the regulations.**

3. KEY ISSUES

Financial Implications

- 3.1 The Neighbourhood Planning (General) Regulations 2012 (s6) state that at this stage in the Neighbourhood Plan process, the LPA must publicise the area application on their website and in such other manner as they consider is likely to

bring the area to the attention of the people who live, work or carry on business in the area to which the area application relates.

- 3.2 In this instance, it is expected that the Council will incur costs for the insertion of a public notice in the local press and potentially minor printing charges for A4 posters for local distribution by the Parish Council, with an estimated cost of approximately £500.
- 3.3 As the neighbourhood plan process progresses, the Council will incur additional costs in future financial years. The Council must pay for the cost of an examination of the neighbourhood plan and for a local referendum to take place. Officer time is also required to provide advice and support.
- 3.4 The Government has put a grant in place to help LPAs towards the cost of supporting the neighbourhood plan process. LPAs will be able to claim for up to £30,000 Neighbourhood Planning Grant per designated neighbourhood area. Officers will apply for staged funding as it becomes appropriate:
- The **first stage payment** of £5000 from the grant will be made following designation of a neighbourhood area and recognises the time that officers will have to put into supporting and advising the community group to this point.
 - The **second stage payment** of £5,000 from the grant will be made when the LPA publicises the neighbourhood plan prior to examination. This payment is expected to contribute towards the cost of the examination as well as other staff costs incurred at this stage.
 - The **third stage payment** of £20,000 from the grant will be made on successful completion of the neighbourhood planning examination. This will also part pay for the examination as well as the further costs that will be incurred in taking a neighbourhood plan through a referendum.
- 3.5 Based on the Parish Council's indicative timetable (see Appendix 1), costs will be incurred by the Borough Council in the following financial years, however these can be recovered through the grant payments identified above:

2014/15	Publicise Area application (see above)	£500
	Publicise designation / refusal of Area application	£500
2015/16	Publicise Plan proposal	£500
	Submit Plan for examination (possible print costs)	£500
2016/17	Plan Examination (£700 per day plus expenses) (allow maximum of 11 days)	£10,000
	Referendum	*£10,000
	Publicise Plan adoption	£500
	Total	£22,500

*This is an estimated cost at this stage based on the experiences of other Councils which have held residential-only neighbourhood plan referendums. A more detailed estimate of referendum costs can be reported at a later date.

- 3.6 Officer time to support the Neighbourhood Plan process will be covered by existing salary budgets.

Legal Implications

- 3.4 The Localism Act 2011 and The Neighbourhood Planning (General) Regulations 2012 (“The Regulations”) introduced the concept of and processes for “neighbourhood planning”, which devolve some planning powers to “relevant bodies” [parish councils and neighbourhood forums]. Feckenham Parish Council has submitted a qualifying application to the Council.
- 3.5 The process for designation of an area and for the adoption of neighbourhood plans are set out in Schedule 9 of the Act and the Regulations. Redditch Borough Council has a statutory requirement to support the preparation of neighbourhood plans and to adopt such a plan if supported by a referendum. The Council is required to arrange such referendum/s.

Service / Operational Implications

- 3.6 Neighbourhood plans are required to be ‘pro-development’. They cannot be used to stop development already allocated or permitted, or propose less development than that set out in the Local Development Plan, (in this case, the emerging Borough of Redditch Local Plan No.4). However, the process provides an opportunity for local communities to work with the Council in the preparation or delivery of additional sites for housing, employment or community uses, have a say on what development should look like and include other matters in their plan that are important to the community.
- 3.7 The neighbourhood planning regulations became effective on 6th April 2012, setting out the statutory procedures for neighbourhood plans. The Council is responsible for receiving and determining applications for the designation of a neighbourhood area. If the proposed neighbourhood area is that of a parish council, then it is only that body (the ‘relevant body’) that can make an application and can then subsequently seek to prepare a neighbourhood plan. Applications must include the proposed boundary and supporting information on why the boundary is appropriate, and a statement that the body making the area application is a relevant body (the Parish Council). The Council is then required to advertise the application for a statutory period of six weeks and then consider any representations received.
- 3.8 A Neighbourhood Area application was received from Feckenham Parish Council on 15th August 2014 (see Appendix 1), which includes the required information set out in the Neighbourhood Planning (General) Regulations 2012 (s5):
- A map which identifies the area to which the area application relates;

- A statement explaining why this area is considered appropriate to be designated as a neighbourhood area; and
- A statement that the organisation or body making the area application is a relevant body for the purposes of the relevant legislation.

The application also includes an appendix, which, amongst other things, provides supplementary information relating to the Terms of Reference of the Working Party, working method and process and an indicative timetable of key activities for Neighbourhood Plan preparation. Feckenham Parish Council anticipates adoption of their Neighbourhood Plan in September 2016. The full indicative timetable can be found under section 7 of the appendix attached to the Neighbourhood Area Application (see Appendix 1 of this report).

- 3.9 On receipt of a neighbourhood area application, the Council is required (as soon as possible) to advertise and consult for six weeks on the application. This will include placing an advert in the local press, making the document available on the Council's website (including information on how to make representations, and the dates of the consultation period), and possibly via the Parish newsletter and website. Following the end of the consultation period, any feedback will be reported to the Working Party and amendments incorporated if applicable. The Council is then required to approve the neighbourhood area through an Executive Committee resolution.
- 3.10 The Feckenham Neighbourhood Area application is considered appropriate against the regulations. The designation of the whole parish area is seen as logical and supportive of delivering the purposes of the neighbourhood plan. The Parish Council meets the requirement of a 'relevant body' under the regulations.

Customer / Equalities and Diversity Implications

- 3.12 Following approval to undertake the six week consultation period, the consultation will provisionally commence on Monday 3rd November 2014 and conclude on Monday 15th December 2014. The next available Executive Committee following the close of the consultation period is the 29th January 2015. If neighbourhood area approval is given by the Council in January 2015, the Council must publicise the neighbourhood area designation. The Parish Council can then formally move forward to the next stages of their plan preparation.

4. RISK MANAGEMENT

- 4.1 As a statutory process, failure to publish and consult on the neighbourhood area application runs the risk of the Parish Council being unable to proceed with its neighbourhood plan and potential loss of its grant funding. It is possible for a local authority to refuse to designate a neighbourhood area if it considers that the area is not appropriate, but it must give reasons for this decision.

- 4.2 It is expected that the Referendum will be a residential-only referendum. The cost estimate included at paragraph 3.5 of this report is based on this format. However, in the unlikely event that the Referendum should include the vote of businesses in the area, costs and administration implications may rise significantly.

5. APPENDICES

Appendix 1 - Feckenham Parish Neighbourhood Plan - Neighbourhood Area Application (15th August 2014)

6. BACKGROUND PAPERS

The Neighbourhood Planning (General) Regulations 2012

National Planning Practice Guidance - Neighbourhood Planning

Neighbourhood Plans Roadmap Guide -

<http://locality.org.uk/resources/neighbourhood-planning-roadmap-guide/>

Funding and resources information is available at:

<http://www.pas.gov.uk/web/pas1/funding-and-resources>

7. KEY

N/A

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**Feckenham Parish Neighbourhood Plan
Neighbourhood Area Application
15 August 2014**

Introduction

LOCALISM ACT (SCHEDULE 9) AND TOWN & COUNTRY PLANNING ACT 1990 (SECTIONS 61F& 61G)
AND NEIGHBOURHOOD PLANNING GENERAL REGULATIONS IN FORCE 6TH APRIL 2012

Feckenham Parish Council as the ‘relevant body’, hereby formally submits an application to Redditch Borough Council as the local planning authority, for the designation of a neighbourhood area pursuant to the preparation of a Neighbourhood Development Plan (NDP) and designation of a Neighbourhood Area.

Background

On 17 May 2012, Feckenham Parish Council at its full Council meeting passed a motion to instigate proceedings and establish a Neighbourhood Development Plan Working Party to lead on the formulation of an NDP for the Parish of Feckenham with Cllr F Hawker as the Chairman. The Group was inactive until the Council made an appeal to renew efforts in adopting an NDP. Mr Alan Jones was confirmed the new Chairman of the NDP group during a 29 July meeting. An application is hereby submitted under Regulation 5 of the Neighbourhood Planning (General) Regulations 2012.

The designation of a Neighbourhood Area is seen as the first formal step in the process of producing the NDP. The Application Regulation 5 requires the submission of the following:

- (a) A map which identifies the area to which the area application relates;
- (b) A statement explaining why this area is considered appropriate to be designated as a Neighbourhood area; and
- (c) A statement that the organisation or body making the area application is a relevant body for the purposes of section 61G of the Town and Country Planning Act 1990 (as amended).

(a) Neighbourhood Area Map

A map identifying the area to which this application relates is attached.

(a) Neighbourhood Area Map

A map identifying the area to which this application relates is attached.



(b) Justification for Designation

The proposed neighbourhood area covers the administrative boundaries of Feckenham Parish Council, Schedule 9, Section 61G(7) of the Localism Act 2011 states that neighbourhood areas may not overlap. There are no known overlaps with other relevant bodies promoting other neighbourhood areas. In determining the application for designation, the local planning authority must have regard to the desirability of designating the whole of the area of a parish council as a neighbourhood and the desirability of maintaining the boundaries of already designated neighbourhood areas.

(c) Statement in relation to the 'Relevant Body'

Under Section 61G of the Town and Country Planning Act 1990, a relevant body is defined as a parish council or an organisation or body which is, or is capable of being designated a neighbourhood Party. This application for designation of a neighbourhood area is submitted by Feckenham Parish Council, which is considered to be a relevant body for the purposes of this exercise and is therefore authorised under Section 61G (2a).

Conclusion

For the reasons outlined above, the proposed neighbourhood area as show on the attached plan is considered to be appropriate and justified. Under Section 61G of the Town and Country Planning Act 1990, Feckenham Parish Council is considered to be a 'relevant body' for the purposes of this application. The Parish Council therefore respectfully request Redditch Borough Council process this application in accordance with Regulation 6 of The Neighbourhood Planning (General) Regulations 2012.

Regards

Sean Arble
Clerk to Feckenham Parish Council

**EXECUTIVE
COMMITTEE - Appendix 1**

28th October 2014

APPENDIX 1 proposed working method and process for the development of a Neighbourhood Development Plan

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1. Purpose

The purpose of the Parish Council and NDP Working Party will be to improve the social, economic, and environmental well- being of the neighbourhood area in the proposed Neighbourhood Area which is shown in Appendix A Map 1. In particular, this will be achieved through the vehicle of a development plan and development orders. The remit of the Working Party will be:

- To identify, designate, promote and endeavour to bring about the development or redevelopment of sites within the agreed Neighbourhood Area.
- For, among other things, the creation and improvement of housing, employment, recreation, green space, local services and transport and where appropriate the provision of social, recreation, retail, employment, business, transport and environmental services.
- To improve the well- being of residents and businesses within the area.
- A reflection of the needs of the area that is characterised by a limited supply of local housing and affordable housing choice, poor levels of local services including public transport, low energy sustainability and limited local employment opportunities.
- To undertake this process in conjunction with a comprehensive Consultation Strategy.

2. Neighbourhood Area

The area that the Working Party is proposing is designated for the purposes of this NDP is as shown in Appendix A Map 1.

3. Membership of the Neighbourhood Development Plan Working Party

The membership is currently nine strong, each of whom is a resident in the area, and/or works in the area. Three members are Feckenham Parish councillors. Members who are

committed to the organisation are listed in Appendix B. Recruitment of members through co- operation was attempted to achieve a balanced geographic spread within the area and a spread across the various sections of the community. Recruitment is ongoing.

4. NDP Working Party Governance

Feckenham Parish Council owns the Neighbourhood Development Plan. The Working Party is

sponsored by and reports to Feckenham Parish Council. Three members of the Parish Council sit on the Working Party alongside 6 other members. The Parish Council reviews the activities of the Feckenham NDP Working Party. The Working Party approves outputs and expenditures. The Parish Council adopts the output of the Working Party, is responsible for making applications as the owner of the plan and for the execution of the plan once approved.

5. Wider Community Involvement and Consultation Strategy

The NDP Working Party will carry out several exercises aimed at informing and collecting the opinions and choices of the wider community and other community groups in a way that conforms with the requirements of the Localism Act. The requirement to take reasonable steps to involve the wider community in making choices about any proposal that affects the social, economic or environmental future of the area is written in to the constitution of the Working Party and a Consultation Strategy has been developed which is described below.

6. Consultation Strategy

6.1 Introduction

The NDP Working Party has identified five main reasons to consult with the community.

1. To extend boundaries of knowledge
2. To create a better informed plan
3. It is ethical
4. It is democratic
5. It is efficient

We believe that effective consultation requires some important prerequisites. Hence, we will:

- Be clear and open about our intentions and actions
- Listen to people
- Establish proper processes for wider information gathering and public exchange
- Recognise the legitimacy of diverse Working Parties to enter debates
- Accept criticism
- Support the structures and processes for community participation and consultation.

6.2 Definition of Consultation

Consultation for the NDP is defined as a process of two- way, informed communication between the NDP Working Party and the community prior to the Working Party making recommendations in the plan.

6.3 Consultation Principles

The following foundation principles will be applied to the consultation processes:

A. Inclusiveness

- Consultation will encourage the participation of people affected by or interested in the NDP
- Everyone will be given equal opportunity to participate in consultation
- Consultation will be sensitive to the needs of particular Working Parties to maximise ability to contribute.
- We will actively seek out people for consultation

B. Focus

- Consultation must have a clear purpose
- Chosen consultation methods will be appropriate for the task
- A clear statement on what the consultation is to achieve will be provided
- A clear statement on the role of NDP Working Party and the role of other participants will be made

C. Responsiveness

- We will consider and respond to contributions from all participants
- Consultation will be transparent. All people involved will have a clear understanding about how their feedback and comments are to be used
- Maintain transparency. We will take new ideas on board and alter the course of actions if required
- Ensure respect for the diverse range of interests that may be represented during a consultation
- Make reasonable attempts to resolve conflicts, if they arise, and reach a suitable solution

D. Providing Information

- Information relating to the consultation will be readily available to allow participants to make informed and timely contributions
- All involved can easily access information relating to the consultation before key decisions are made
- Relevant information will be presented in an easily understood format
- There may be circumstances where commercially sensitive information or information of a personal nature may not be able to be fully disclosed to the public

E. Implementation and Evaluation

- All consultation processes will be evaluated after the decision- making is completed
- Participants will receive feedback about ideas received and how the final decision was reached
- If a difference occurs between the ideas and the final decision the reasons will be documented

6.4 Consultation Methods

We will use a range of consultation methods. The most likely methods may include:

Letter

This is a personally addressed letter to all the affected households. It outlines the plan and indicates where the comments should be directed about the NDP.

Survey

This will be a statistically correct survey of particular attitudes, beliefs or information.

Social Media

This can be a combination of a website, Facebook, Blog and Twitter and is designed to engage an ongoing conversation with everyone being encouraged to contribute with words, images and other media.

Letterbox Drop

This is a non- addressed leaflet or flyer that summarises the issues and invites feedback to the NDP Working Party. The flyer indicates how that feedback can be given.

Newsletter

There is one monthly parish publication which can carry articles about a policy or issue. The newsletter is an important vehicle to report on the results of other consultations.

Special Publications

These can range from a special newssheet to a brochure or a draft printed plan that is designed to inform the consultation process.

Ads in the Local Newspapers

Ads in the news section of the local papers are an important means of advising the community about the matter under consultation and how they might have their say.

Media

This involves issuing media releases and conducting interviews with local journalists. It should always indicate to the media representative that feedback from the community is valued.

Community Leaders

Community Working Parties have their own systems of communication. In any consultation, the leaders of those community Working Parties play an important part in circulating information and receiving feedback.

Personal Briefing

These are held at the request of a member or members of the local community to discuss a particular issue.

Focus Working Party

This is a discussion between Working parties of around 5- 20 people, usually led by a trained person (facilitator). The participants are invited because they are residents or because they have a particular interest, involvement or stake in the subject being discussed. The purpose is to find out the range of opinions that exist on a particular topic.

A Meeting Called by the Community

With some issues the community may determine to call its own meeting as part of the consultation process.

Public Meeting

This may be held at a community venue and invitations will be sent, using one or more of the

following methods:

- Advertisement in the local papers
- Letterbox drop
- Media release or telephone contact with community leaders.

6.5 Interested parties to be consulted

- All Feckenham parishioners who are on the electoral roll
- Feckenham First School
- Feckenham Village Hall Management Committee
- Feckenham WI
- The Square Committee
- Cricket and Football Clubs
- St John's Church PCC
- Local employers, self employed people working from home and businesses
- Youth Clubs and other Children's/Young People's organisations
- Suppliers to local residents and businesses
- Neighbouring Parish Councils in Warwickshire and Worcestershire

7. Timetable – Programme of Activities

Below is an indicative timetable of key activities which will take place in the development of the plan. It is expected that the consultation process will extend over a 14 month period before the drafting and the final consultation of the plan commences prior to submission. The key activities and milestones are as follows:

- Agree application with Parish Council / apply for designation of NDP Area – September '14
- Approval from localism panel at RBC – December '14
- Community consultation – Sept '14 to Aug '15
- Preparation of draft NDP for Parish Council / RBC submission – Nov '15
- Independent Review of NDP / implementation of recommendations – March '16
- Consultation on modifications to NDP – May '16
- Parish Referendum – to July '16
- Adoption of NDP – Sept '16

8. Constitution

The governing principles of the organisation are set out in Appendix D, including its purpose, membership policy and funding. The chair of the meeting is a member of Feckenham Parish Council and the Treasurer is the Parish Clerk.

9. Title and contact addresses.

The proposed title of the organisation is “Feckenham Neighbourhood Development Plan Working Party”. The contact address for the organisation will be

Marion Chute
The Old School House
Feckenham
REDDITCH
B96 6HY
01527 892285

Appendix A: Area Map



Appendix B: Working Party Membership

Alan Jones (Chair) alanjones31415161@hotmail.co.uk resident of Feckenham
Alan Smith alan@alansmithassociates.co.uk Architect; resident of Feckenham
Ian Bellion ian.bellion@feckenham.f9.co.uk resident of Feckenham
Pat Dormer dormerplantpat@aol.co.uk MD Plant Hire; Feckenham PC Cllr
Rhys Williams grw@grwilliamsandco.com Chair Feckenham PC
Slade Arthur slade@tempus.co.uk Feckenham PC Cllr
Marion Chute (Secretary) Marion.Chute@me.com resident of Feckenham

**EXECUTIVE
COMMITTEE - Appendix 1**

28th October 2014

Judy Hooker resident of Feckenham
Chris West (Vice Chair) chritopherdwest@gmail.com resident of Feckenham

Appendix C: Sample experience of wider community involvement

May 2012: Feckenham Annual Parish Meeting where NDPs were the focus of the meeting; 37 parishioners present. The Council then resolved to form a NDP Working Party.

June-September 2012: Working party convened for two meetings and met representatives of Redditch Borough Council.

May 2014: Feckenham PC resolved to revive the NDP Steering Committee.

June 2014: Feckenham PC successfully applied for a Locality grant.

July 2014: The steering committee met town planners to discuss NDPs. Newly reformed NDP Group met on 29-7-14; Chair, Secretary and Treasurer appointed. Members of the NDP met with officers of Redditch Borough Council to discuss NDP.

Appendix D: Constitution for the Feckenham Neighbourhood Development Plan Working Party

Name

The name of the Working Party shall be Feckenham Neighbourhood Development Working Party.

Purpose and Aims

The mission of the Working Party shall be to promote and improve the social, economic and environmental well-being of the neighbourhood area and including actions that:

1. Work to the development of a better Feckenham
2. Raise awareness of and work to open up opportunities for sustainable development that accords with the social, economic and environmental aims of the community
3. Work towards the production of a neighbourhood development plan and neighbourhood development orders, as necessary, that identify the social, economic and environmental characteristics of the local area, detects local problems that need to be overcome, draw out feasible options for action, reflect a consensus of community opinion and choices on a programme of action and facilitates the implementation of the plan or order
4. Work towards an increase in the effectiveness of public involvement in decision-making and

investment as it affects the quality of life in Feckenham, by among other things

- Increase knowledge of government policies including the Localism Act and the planning and

development process

- Promote discussion and debate on investment proposals affecting the Neighbourhood coming

from the private, public or charity sectors

- Enable community views and choices to be more effectively made to promoters of development schemes and/or new uses and activities, including the County Council
- Enable community views and choices to be more effectively made to the Local Planning Authority on statutory plans and on planning applications.

Independence

In carrying out all of its functions, the Working Party will use all reasonable endeavours to make choices and act upon the consensus views and choices of the wider local community, as far as possible embracing the range of views. The Working Party will be independent of any Party political, religious, trade or campaign organisation.

Membership

Membership of Working Party is open to Parishioners who live and/or work in the area, or is a councillor for the area. The Parish Clerk will keep a list of members. Members of the Working Party agree to make best endeavours to attend meetings, to participate in decisions making and to take part in completing the work of the Working Party.

Meetings

The Working Party will meet on a regular and continuous basis as required to discuss and decide issues and to take the actions required to further the purpose of the Working Party. Meeting agenda's and meeting minutes will be retained and archived by the Working Party Secretary and forwarded to the Parish Clerk.

At least 7 clear day's notice of Meetings shall be given where practical.

Technical experts and promoters of development schemes, including developers, agents, district and county council officers and representatives of other organizations may attend Working Party meetings at the request of the Chair to give information, advice and to set out options for action. Such experts and promoters cannot take part in the choices made by or decisions taken by the Working Party.

Decision making

The Working Party will use best endeavours to make choices and decide upon actions that are based upon a reasonable understanding of the informed choices of the wider community as measured by regular community involvement surveys and events.

Declaration of Interests

Individual members of the Working Party have a duty and are required to declare in advance any financial, Party political, employment, land ownership or other organization interest that has a bearing on the work of the Working Party in general or an agenda item in particular.

Training and Development of the Working Party

Members of the Working Party will make every effort to take up opportunities for training or learning about any aspect relevant to the Working Party's work.

Officers of the Working Party

The Working Party will elect from among its number a Chair and Secretary. The Treasurer will be the Clerk of the Parish Council who is a non-voting member of the Working Party. Only those members of the Working Party that have attended at least 60% of the meetings during the previous year can vote.

Quorate

Meetings will be quorate if at least 1 Parish Councillor and at least 4 other members are present.

Action Working Party

The Working Party may appoint such Working Parties, as it considers necessary to conduct research into any of the issues or functions specified by the Working Party. Their work will be bound by terms of reference set out for them by the Working Party at the time. Any expenditure made by a Working Party will need to be authorized by the Working Party and Feckenham Parish Council.

Wider community involvement

The Working Party will take all reasonable steps to involve the wider community in making choices about any proposal that affects the social, economic or environmental future of the

area. The Working Party will use reasonable endeavours to base its actions upon the views and informed choices of the wider community.

Complaints

Any complaint about the behaviour of a member in respect of their work for the Working Party shall be made in writing to the Chair of the Working Party. The Chair and Secretary will investigate the complaint and decide on action as appropriate. If the complaint concerns the Chair or Secretary, then other members of the Working Party will be appointed by the Working Party in their place.

Finance

The Treasurer (Clerk of Feckenham Parish Council) shall keep a clear record of income and expenditure, supported by receipts. The Treasurer will report back to the Working Party on planned and actual expenditure. The Working Party will seek funding from private, public and charitable organizations if required. The acceptance of the terms of any funding will be a decision of the Working Party.

Changes to the Constitution

This constitution may be altered and additional clauses may be added at a General Meeting and changes must be agreed with the consent of two-thirds of those members who are present and who have attended at least 60% of the meetings of the Working Party in the previous year.

Dissolution of the Working Party

Upon dissolution of the Working Party, for whatever reason, any remaining funds after all bills and charges have been settled shall be returned to the provider from which the funds were received. No individual member of the Working Party shall benefit from the dispersal.