

STANTON DREW NEIGHBOURHOOD PLAN CONSTITUTION

1. *Stanton Drew Neighbourhood Plan (hereafter called the SDNP) will be undertaken by representatives from Stanton Drew Parish.*
2. *A Primary Steering Group (The Steering Group) will oversee the production of the plan, this group will have **at least 3** members from the Parish Council to facilitate communication between The Steering Group and the Parish. We will encourage involvement of members from any other interested party (i.e. Business community, Agricultural representative, Environmental group, Young People, teaching profession etc.). All members must live or have lived in and/or work/worked within the Parish at the commencement of the Plan. Meetings will be monthly.*
3. *Additional sub groups may be formed that will report into The Steering Group.*
4. *Responsibilities of all members of the Steering Group and sub groups:*
 - *To ensure that the probity of the Group and sub groups and their work is open and transparent.*
 - *All members of the Steering Group and sub groups must declare any personal interest that may be perceived as being relevant to any decisions or recommendations made by the Steering Group and sub groups. This may include membership of any organisations, ownership of interest in land (directly or indirectly) or a business or indeed any other matter likely to be relevant to the work undertaken by the Steering Committee.*
 - *To ensure that there is no discrimination in the plan-making process and that it is an inclusive, open and transparent process for all SDNP groups involved in both the local community and those wishing to undertake development or be involved in the process in the Parish.*
 - *Members of the Steering Committee will treat other members of the Committee with respect and dignity allowing members to air their views without prejudice and interruption.*
 - *Members of the Steering Committee have a responsibility to act in the best interests of the Neighbourhood Plan area as a whole and to contribute to the preparation of a long- term plan that will enhance the economic, social and environmental interests of the Parish within the Neighbourhood Plan area.*
5. *External support will be sought by The Steering Group as needed.*
6. *In the event of it being necessary to vote on an item within The Steering Group there will be ONE vote per member. It will only be passed if there is a 2/3 (two thirds) majority.*
7. *As part of the Neighbourhood Plan consideration will be made as to how best The Plan can be administered by The Parish after such a time as a successful referendum is held.*
8. *One of the roles of The Steering Group will be to apply for grants and to look for further additional funding sources and sponsorship.*
9. *Our 3 primary modes of communication will be Parish Magazines/Parish Websites, The Chew Valley Gazette and a new Stanton Drew Neighbourhood Plan website.*