



CONSTITUTION OF THE HERNE HILL FORUM

As agreed at a Annual/Extraordinary General Meeting held on 30th January 2019

1. NAME

The name of the organisation shall be **THE HERNE HILL FORUM**.

2. PURPOSE

- 2.1. The Herne Hill Forum ("The Forum") has been created for the express purpose of furthering the social economic and environmental well-being of Herne Hill, to include individuals living or wanting to live in the area, together with registered businesses and other organisations in the area variously defined as, but not limited to, Herne Hill.
- 2.2. The Forum aims to give a voice to the residents and businesses of Herne Hill and to reflect their aspirations and concerns, to promote Herne Hill and, in collaboration with the Boroughs of Lambeth and Southwark and other relevant organisations and individuals, to work to sustain and improve the area's economy and environment and the quality of life and amenity of its residents, businesses and visitors.
- 2.3. The Forum will seek to achieve this, inter alia, by -
 - 2.3.a. Actively encouraging the community to participate in the activities of The Forum.
 - 2.3.b. Providing a forum for discussion of issues that may affect the area and for generating ideas and proposals to enhance the area.
 - 2.3.c. Improving and supporting Borough and cross boundary planning and licensing processes in the area.
 - 2.3.d. Supporting and developing projects and other activities that are of benefit to the area, including the creation of a Neighbourhood Plan.
 - 2.3.e. Proposing priorities for infrastructure and public realm improvements to the competent authorities and, where necessary, helping to secure funding and assisting with their implementation.

3. MEMBERSHIP

- 3.1. Membership of The Forum shall be open to any individual who lives, works or carries out business in Herne Hill and to any local representative group, organisation or business with an interest in Herne Hill, including ward councillors representing any part of the area, with a commitment to furthering the Forum's Purpose and who has:



- 3.1.a. subscribed to The Forum's website; and,
- 3.1.b. indicated their willingness to be a Member.

- 3.2. Membership can also be obtained by simple request in writing or orally.
- 3.3. The Forum will encourage as wide a representation of the local community as possible to represent as far as is realistic the range of voluntary groups and business in the area. It will seek the individual membership to represent the diverse social and ethnic makeup of the area.

4. MEETINGS

- 4.1. The Forum AGMs, EGMs and public meetings shall be open to all Members.
- 4.2. An Annual General Meeting (AGM) shall be held each year to receive the Forum Committee's report and accounts and to elect Officers and members of the Committee.
- 4.3. The Committee shall decide when other public meetings of The Forum shall be held but the general aim is to hold at least three public meetings each year in addition to the AGM.
- 4.4. A quorum for a meeting of The Forum where a vote is taken shall be 20 Voting Members.
- 4.5. The Committee shall publicise the date of the AGM and any EGM at least 21 days before each meeting ("Meeting Notice").
- 4.6. Where a motion or resolution is to be put to a general meeting of The Forum, copies of that motion shall be contained in the Meeting Notice and/or The Forum website.

5. OFFICERS

- 5.1. The Officers of the Forum will be drawn from the Forum Committee and shall be: Chair, Vice Chair, Secretary and Treasurer.
- 5.2. Nominations for electing Officers, supported by a seconder and with the prior consent of the nominee, shall be made to the Secretary in writing (which includes by email) seven days before the AGM.
- 5.3. Nominees for election as Officers shall declare at the AGM at which their election is to be considered any financial or professional interest which may give rise to an actual or potential conflict of interest with an impartial pursuit of The Forum's Purpose.
- 5.4. The Officers will resign and stand for re-election after two years in office at the following AGM, unless the Officer has indicated their unwillingness to continue as an officer. Clause 6.3 will not apply to Officers during their term in office.
- 5.5. Officers shall not hold the same post for more than four consecutive years.



6. FORUM COMMITTEE

- 6.1. The Committee shall comprise the Officers of the Forum, plus up to 25 additional members, who may be a combination of individual members and representatives of other local organisations, such organisations to be agreed by the Committee.
- 6.2. The Committee shall be responsible for managing and administering The Forum.
- 6.3. One third of the Committee by rotation will stand for re-election at each AGM.
- 6.4. If the number of applicants exceeds available Committee vacancies, election shall be by way of a show of hands.
- 6.5. Nominations for Committee members shall be made at each AGM. Such nominations should be made in advance but can also be made at the AGM.
- 6.6. The Committee may fill any vacancies during the year by means of a proposer, seconder and simple majority at the relevant Committee Meeting.
- 6.7. The committee shall hold at least eight Committee Meetings a year.
- 6.8. One quarter (rounded up) of the Committee's members together with at least one Officer shall constitute a quorum at Committee Meetings.
- 6.9. Where it would help further The Forum's Purpose, the Committee may seek The Forum's membership of other organisations and nominate Members to represent The Forum in such organisations.

7. SUB-COMMITTEES

- 7.1. The Committee may set up sub-committees or other groups for specific purposes as deemed necessary.
- 7.2. The Committee shall appoint a Chair and (if necessary) a Secretary of each sub-committee.
- 7.3. All actions and proceedings of each sub-committee shall be reported to the Committee by or at the next Committee Meeting.
- 7.4. Officers shall be advised in advance of the dates, venues and agendas of all sub-committee meetings.
- 7.5. Any Member may join any sub-committee upon invitation of the Chair. Membership of a sub-committee shall be no bar to appointment to the Committee. Sub-committees shall be subordinate to and may be regulated or dissolved by the Committee.



8. AREA OF INTEREST

The area of interest for the Forum is primarily the SE24 postal district but shall also include other adjacent areas considered to be part of Herne Hill but the area of interest shall not necessarily be restricted to these areas.

9. DECLARATION OF INTEREST

Every member of the Committee or any sub-committee who is present and who has any direct or indirect financial or professional interest in any item discussed shall declare such interest. He/she shall not discuss any such item (except by invitation of the Chair) or vote thereon.

10. FUNDING AND EXPENDITURE

- 10.1. The Committee may raise funds (but not any form of indebtedness) and apply for and receive grants, subscriptions and donations; and open and operate bank accounts in the name of the Forum.
- 10.2. The Committee shall, out of the Forum's funds, pay all proper administrative and management expenses. After paying these expenses, the remaining funds shall be applied by the Committee to further the Forum's Objectives and Purpose.

11. AMENDMENTS

This Constitution may be altered by a resolution passed by not less than two thirds of the Voting Members present and voting at an AGM or EGM. The notice of any such meeting must include notice of the resolution, setting out the terms of the alteration proposed.

12. NOTICES

Any notice required under these rules shall be deemed to be given if left at or sent by prepaid post, by email or by text message to the address of that member last notified to the Secretary.

13. WINDING UP

- 13.1. The Forum may be dissolved by a two thirds majority of members voting at an AGM or EGM. If a motion for The Forum's dissolution is to be proposed, specific reference shall be made to this motion when giving notice of the meeting.
- 13.2. In the event of dissolution, The Forum's available funds shall be transferred to one or more organisations having a similar Purpose and chosen by the Committee.
- 13.3. On dissolution, The Forum's minute books and other records shall be deposited with Lambeth Archives.

Signed by George Hornby (Chair)