**Totnes & District Traffic and Transport Forum Constitution 2016**

**As agreed by AGM on 11th November 2016**

Name:

The Name of the Forum shall be

‘The Totnes & District Traffic and Transport Forum’ (TDTTF)

Mission Statement:

“The Totnes & District Traffic and Transport Forum acts as a unifying forum for discussion and action on issues relating to traffic and transport in Totnes and the surrounding area”

Aims of the Forum:

The aims of the Forum are

- to act as a unifying forum for discussion and action on issues relating to traffic and transport in Totnes and the surrounding area.

 - to work towards establishing an environmentally sustainable traffic and transport solution for Totnes and District

 - to bring together a diverse range of individuals and groups to discuss all aspects of traffic and transport

- to be a representative and advisory body to local authorities

- to co-ordinate research in order to improve information and knowledge relating to traffic

 - to advocate improvements, on behalf of the community, to traffic and transport policy and infrastructure

Quorum:

A Quorum shall be declared when four members with voting rights are present.

Members and Attendees:

Members are those who have attained a ‘Voting’ right. Attendees are those at a meeting without having attained a ‘Voting’ right.

Voting Rights:

A ‘Voting’ right is conferred upon anyone who either:

represents a Valid Community Group (VCG) which has an interest in traffic and transport and has nominated the said person to the Forum. A Valid Community Group is one with a minimum of 3 named representatives in their Group, which has been accepted by the Forum as a Group, and whose representative has attended at least three of the previous six meetings of the Forum prior to that at which the vote takes place.

or

anyone who has attended Forum meetings at least five times per year up to and including 2013. People who attend at least three Forum meetings within the previous twelve months as from January 2014 will be awarded a ‘Voting’ right as from their fourth attendance within that 12 months. Any member who has not attended the previous eight Forum meetings will have their ‘Voting’ right automatically withdrawn and will have to re-qualify from the next meeting.

All attendees at a Forum meeting will have the right to speak whether or not they hold a ‘Voting’ right.

Decision Making:

Usually and where ever possible, recommendations are agreed by consensus of all present who hold a ‘Voting’ right. It would be usual for the Chair to evaluate the feeling of non ‘Voting’ right attendees at the same time to gain overall consensus being mindful of a meeting being flooded by a ‘one issue’ group. In such cases or where there is no apparent (to the Chair or voting members) consensus the Chair will call for a vote to be held.

Officers of the Forum (Current holders are shown):

Chair: Peter Rees and John Birch

Vice Chair: Alan Langmaid

Secretary: Vacant

Treasurer: This office is currently not required.

Current Structure: The Forum as currently constituted is open to anyone. It has no laid down criterion for membership other than to acknowledge representatives of various interested groups and for some of these ‘members’ to be awarded ‘voting’ status. Politicians and commercial groups are not allowed to vote. Individual members can attain ‘Voting’ right in accordance with the procedure in ‘Voting Rights’ above.

The Forum is recognised by Totnes Town Council as an advisory body and as such is allowed to holding meetings in the Guildhall, Totnes under the Council’s Standing Orders. The Forum acknowledges this and thanks the Council for this facility.

Current representatives to statutory and other bodies (Current holders are shown):

1. Representatives to Statutory and Other Bodies:

Town Council: Tony Whitty

District Council: Cllr John Birch

HATOC: Robert Vint

TTT Core Group: Robert Vint and Julian Burn

Neighbourhood Plan Transport Task Group: Julian Burn and the Co-Chairs.

1. Voting representatives from community and advisory organisations:

Totnes & District Preservation Trust: Charles Fox (by Jill Tomalin, Judy Westacott)

Totnes Trust: Louis Victory

Totnes and District Society: Louis Victory (by Paul Bennett, David Mitchell)

Totnes Chamber of Commerce: Sandi Whale (by Andy Garner, David Tinker)

South Hams Friends of the Earth: Kate Wilson (by Ella Dangerfield, Stephen Mosbacher)

Totnes Cycling Group: Julian Burn (by Malcolm de Medwe, Michael Elsmere)

Totnes Rail Group: Paul Bennett (by Ronnie Plagerson, Roger Porkess)

Motorcycle Action Group: Alan Langmaid (by Mike Baker, Nich Brown)

Bob the Bus: Simon Harrington

Stoke Gabriel: Helen Kummer

Amendments to the Constitution:

Constitutional changes can only be made by voting members with ‘Voting’ rights at an AGM.

The Forum’s Relationship with Totnes on the Move (ToTM):

Totnes on the Move ceased its original function in April 2015 and became the project delivery arm of the Forum for inputs to the Neighbourhood Plan. In effect the Forum forward sustainable traffic and transport projects to Totnes on the Move which then formulates them into plans for the Neighbourhood Plan.

The final Community Board of ToTM was incorporated into the new arm of the Forum as described above. Current membership of Totnes on the Move consists of:

The Forum’s co-chairs currently Peter Rees and John Birch.

Julian Burn, Cycling Group

Robert Vint, Devon County Councillor

Tony Whitty, Totnes Town Councillor

Jacqi Hodgson, South Hams District Councillor

Chantelle Norton, Transition Town Totnes

Agreed to rename ToTM as the “Transport Task Group”.

Primarily the Transport Task Group will update the list of projects contained in Totnes Town Council’ Transport Strategy and policy and add new projects where it feels it to be appropriate. These will be fed into the Transport section of the Neighbourhood Plan.

The Forum’s Relationship with Totnes Town Council:

The Forum is recognised by Totnes Town Council as an advisory body and as such is allowed to hold meetings in the Guildhall, Totnes under the Council's Standing Orders. The Forum acknowledges this and thanks the Council for this facility. The Forum is totally independent of any other body statutory or otherwise.