

"it takes a community to grow a child"

Poplar Regen Neighbourhood Planning Forum

Constitution October 2025

1. Background

The Neighbourhood Forum area (the Neighbourhood Area) is situated between East India Dock Road E14 and Aspen Way, The Westferry Junction and Leamouth. It has a strong and supportive community.

It comprises diverse residents of different religious, ethnic and cultural backgrounds. It is a community built on strong relationships; some over generations where adults and children feel secure.

It has a mix of homes including over 2,000 local Council and newer homes all of which are occupied by tenants, leaseholders and freeholders.

There is also a mix of property sizes.

There is a wealth of community assets in the area; two primary schools, New City College, community centres, nurseries, play areas, three small shopping areas, two Mosques, one Church, a brilliant Public Park and a Health Centre being well used by all residents.

The Ward has seen years of development and regeneration as part of the LDDC, with growth of Canary Wharf. The Ward has not always benefitted positively from the Wharf development. Currently we see the development of Manhattan Plaza & Blackwall Reach with its promise of over 1,500 homes, how many of these will be socially affordable? Our hope and aspiration includes the enormous possibilities for Employment being offered by the Life Science Laboratory being built on Canary Wharf.

2. Aims

The Poplar Regen is a neighbourhood forum defined in the Town & Country Planning Act 1990 as amended by the Localism Act 2011 ('the Act')

The aim of the Forum is to further social, economic and environmental well-being of all who live and work in the designated area.

To achieve this, we aim:

- To produce a shared vision for the area;
- To produce a Neighbourhood Plan

Our Vision is to encourage and nurture an inclusive community in which everyone has a voice and all share a concerned ownership and responsibility for the Poplar Regen area. All are united in campaigning and working for a replacement of our 500 socially affordable Council Homes lost in the 1990s to the Limehouse Link, Docklands Light Railway and the regeneration managed by the London Docklands Development Corporation.

We are committed to working to ensure no one has to leave this area because of excessive exorbitant rents and service charges.

"it takes a community to grow a child"

3. Membership

The membership is open to anyone and in any event, must comprise at least 21 individuals who are either:

- (a) residents living in the Neighbourhood Area,
- (b) elected ward councillors for the Area, and /or
- (c) individuals working in the Area and/or
- (d) individuals carrying on business within the area boundary.

The forum will take reasonable steps to ensure that its membership includes one individual falling within each of (a), (b), (c) and (d).

Anyone wishing to become a Forum member must complete a simple application form.

A membership list will be kept by the Secretary and all records will be kept according to GDPR regulations.

The Forum's membership is representative of the diversity of the neighbourhood area and is fully representative of the entire area.

The forum's membership should be representative of the diversity of the neighbourhood area.

The forum will regularly assess any apparent disproportionate representation within the forum and will positively attempt to remedy this situation.

Members must declare any potential conflict of interest prior to the start of the Forum or sub-group meetings.

For the avoidance of doubt, a conflict of interest may exist where a member of the Forum has other interests or loyalties outside the Forum (whether personal, professional or financial) which may conflict with the aims of the Forum. The secretary will keep a register of interests.

It is expected that everyone will be treated with respect and each will treat others with respect and equality and everyone's views will be respected.

The Forum is non-party politically affiliated.

Ceasing to be a member

Members may resign at any time in writing to the secretary.

Any offensive behaviour, including racist, sexist or inflammatory remarks, will not be permitted. Anyone behaving in an offensive way or breaking the equal opportunities policy may be asked not to attend further meetings or to resign from the group if an apology is not given or the behaviour is repeated. The individual concerned shall have the right to be heard by the management committee, accompanied by a friend, before a final decision is made.

4. Equal opportunities

Poplar regen management will not discriminate on the grounds of gender, race, colour, ethnic or national origin, sexuality, disability, religious or political beliefs, marital status or age.

5. Officers and committee

The business of the Forum will be carried out by a committee elected at the Annual General Meeting (AGM). The committee will meet as necessary and not less than 4 times a year.

The committee will consist of 8 members and be composed of 4 officers and 4 committee members. Up to 2 additional members may be co-opted on to the committee at the discretion of the committee.

The officers' roles are as follows:

- Chair, who shall chair both general and committee meetings

- Secretary, who shall be responsible for the taking of minutes and the distribution of all papers.
- Membership secretary, who shall be responsible for keeping records of members
- Treasurer, who shall be responsible for maintaining accounts.

In the event of an officer standing down during the year a replacement will be elected by the next General Meetings of members.

Any committee members not attending a meeting without apology for three months will be contacted by the committee and asked if they wish to resign.

The committee meetings will be open to any member of the Forum wishing to attend, who may speak but not vote.

6. Meetings

6.1 Annual general meetings

An AGM will be held within 15 months of the previous AGM. All members will be notified in writing at least 3 weeks before the date of the meeting giving the venue, date and time. Nominations for the committee may be made to the secretary before the meeting, or at the meeting. The quorum for the AGM will be 10% of the membership or 10 members whichever is the greater number.

At the AGM:

- The committee will present a report of the work of the forum over the year.
- The committee will present the accounts for the previous year.
- The officers and committee for the next year will be elected.
- Any proposals given to the secretary at least 7 days in advance of the meeting, will be discussed.

6.2 Special General Meetings

The secretary will call a Special General meeting at the request of the majority of the committee or at least 8 other members giving a written request to the chair or secretary stating the reason for their request.

The meeting will take place within twenty one days of the request.

All members will be given 2 weeks notice of such a meeting, giving the venue, date, time and agenda and notice may be telephone, email or post.

The quorum for the Special General Meeting will be 10% of the membership or 10 members, whichever is the greater number.

6.3 General Meetings

General meetings are open to all members and will be held at least once every 3 months or more often if necessary.

All members will be given 2 weeks notice of such a meeting, giving the venue, date, time and agenda and notice may be by telephone, email or post.

The quorum for the General Meeting will be 10% of the membership or 10 members, whichever is the greater number.

Minutes of each meeting will be circulated directly to members of the Forum and published on the community website within fourteen days following each meeting.

General meetings co-ordinate, prioritise, implement and publicise the work of the Forum including the development of a Neighbourhood Plan for the area.

6.4 Rules of procedure for meetings

Decisions are made by consensus. If a consensus cannot be reached a vote will be taken and a decision will be made by a simple majority of members present. If the number of votes cast on each side is equal the chair of the meeting will have an additional casting vote.

The aim is to ensure that we work hard and carefully to achieve:

- The greatest possible levels of inclusion and community
- The greatest possible benefit for the local community
- The strongest possible voice for the community within the Neighbourhood Planning Forum Area.

7. Finance

A bank account may be opened with the agreement of a Forum meeting. A treasurer will be elected at the Annual General Meeting of the Forum to serve for a period of 12 months.

The treasurer maintains financial records and presents annual accounts.

A Forum account must always have three signatories for cheques.

All cheques must be signed by at least 2 unrelated signatories.

- For other payments such as BACS payments, cash withdrawals, debit card payments or cash payments, (a requisition note will be signed by 2 signatories and held by the treasurer).

All money raised by or on behalf of the Forum can only be used to further the aims of the Forum as specified in item 2 of this constitution.

8. Amendments to the Constitution

Amendments to the Constitution may only be made at the AGM or a special general meeting. Any proposal to amend the Constitution must be given to the secretary in writing. The proposal must then be circulated with a notice of meeting. Any proposal to amend the Constitution will require a 2 thirds majority of those present and entitled to vote.

9. Dissolution

If a meeting by simple majority decides that it is necessary to cease the work of the Forum, it may call a special general meeting to do so. The sole business of this meeting will be to dissolve the Forum.

If it is agreed to dissolve the group, all remaining money and other assets, once outstanding debts have been paid, will be donated to a local charitable organisation. The organisation will be agreed at the meeting which agrees the dissolution.

This Constitution was agreed at the SPLASH Committee meeting on:

Date 14/10/2023

Name and position in Forum Sr. CHRISTINE FROST
Signed Sr. Christine Frost (Chair)

Name and position in Forum NIZAM uddin
Signed (SEC.)