

31 May 2018

Dear Member

NOTICE OF EXTRAORDINARY MEETING

Twenty-four members resigned from the Forum during May 2018, which represented **45%** of our total membership. Most of the resignations were by members holding an “enhanced” membership, which entitled them to vote on matters related to neighbourhood planning.

The **General Data Protection Regulations** (GDPR) came into force on 25 May 2018. This means that the management committee is no longer allowed to contact these former members and all records relating to their membership have been destroyed, as mandated by the GDPR.

It is a stipulation of **Section 61F(5)(c)** of the **Town & Country Planning Act 1990** (as amended by **Schedule 9** of the **Localism Act 2011**) that, for a “qualifying body” to act in relation to a designated neighbourhood area, it must maintain a membership of a minimum of 21 individuals who live or work within that area (or represent it). This is reflected in **Clause 11 f)** of the Forum’s constitution.

If a qualifying body ceases to meet the criteria set down in law, then **Section 61F(9)** of the **Town & Country Planning Act 1990** permits the local planning authority to withdraw its designation as a neighbourhood forum.

The management committee met on **Tuesday 29 May 2018** and decided to recommend to members that the Forum be dissolved for the following reasons:

- 1)** Membership from within the designated Birkenhead & Tranmere Neighbourhood Area has fallen below 21 individuals, in breach of relevant legal requirements and Clause 11 f) of the Forum’s constitution;
- 2)** Continuing uncertainty over the timetable for the production of a Local Plan for Wirral casts doubt upon whether there would be sufficient time to advance a neighbourhood plan to referendum before the designation period of the neighbourhood area and/or the Forum expires;
- 3)** As a result of changes to the eligibility criteria for Neighbourhood Planning Grant, the Forum no longer qualifies to receive funding for the production of a neighbourhood plan, and
- 4)** Work other than neighbourhood planning may be taken forward by the *Birkenhead and Tranmere Community Benefit Society Limited*.

This letter is to give notice that an extraordinary meeting of the Forum will be convened at **6:30pm** on **Monday 18 June 2018** in the **Baden Powell Suite, YMCA, Whetstone Lane** in order to formally dissolve the Forum.

The following resolution will be presented to members:

RESOLUTION:

That the Birkenhead and Tranmere Neighbourhood Planning Forum shall be dissolved in accordance with Clause 12 of its constitution.

If you cannot attend this meeting in person and would like to appoint a proxy to vote on your behalf, please ensure that you send details of a valid appointment to me at the e-mail address noted above by no later than **6:30pm** on **Friday 15 June 2018**.

Thank you.

Yours sincerely

A handwritten signature in black ink, appearing to be 'P. Barton', written over a horizontal line.

Philip Barton *MCD BA(Hons) MRTPI*
Chair, Birkenhead & Tranmere Neighbourhood Planning Forum