PART A

DORE NEIGHBOURHOOD FORUM DESIGNATION

REPORT OF THE HEAD OF LAW

“PDNPA” MEANS “PEAK DISTRICT NATIONAL PARK AUTHORITY”

Officer Delegation Scheme Reference: 7.E-20 To approve (but not refuse) applications for designation of Neighbourhood Forums.

1. Purpose of the report

Dore Village Society has submitted applications to PDNPA and Sheffield City Council to designate it as the Neighbourhood Forum for Dore Neighbourhood Area.

PDNPA consulted on the proposed Dore Neighbourhood Forum application from 20 December 2013 to 20 January 2014 as part of a joint consultation with Sheffield City Council. No comments were received.

The application revealed no legal, financial or other issues that would warrant refusal. The designation of Dore Village Society as a neighbourhood forum would allow it to work up a neighbourhood plan or neighbourhood development order. The designation will allow PDNPA to recoup some of the costs incurred during this stage of the Dore Neighbourhood Plan process.

Once designated, Dore Village Society (as the neighbourhood forum) can move to the next stage of the neighbourhood planning process and prepare Dore Neighbourhood Plan based on the Dore Neighbourhood Area.

2. Decision

It is recommended that the Head of Law on behalf of PDNPA designates Dore Village Society as the neighbourhood forum for that part of the Dore Neighbourhood Area which lies within the PDNPA boundary for the next 5 years, subject to the prior or simultaneous designation of the Dore Neighbourhood Area by planning committee subject to the following:

should notify PDNPA if

(a) total membership decreases below 1000 members; or
(b) there is a change in membership criteria; or
(c) there is a change in member voting rights; and

(d) for no charge, give notice to all elected councillors and all PDNPA members assigned with special responsibility for the Dore Neighbourhood Area of all meetings where decisions are made relating to neighbourhood planning together with a copy of any agenda, reports and the minutes of such meetings;

Decision made by:

ANDREA MCCASKIE
HEAD OF LAW

Dated 16 October 2014
3. Options Considered

1. Dore Village Society is the only organisation which has applied to be the neighbourhood forum for the proposed Dore Neighbourhood Area. All aspects of Dore Village Society’s forum application have been scrutinised to ensure that it meets the requirements of the legislation. Dore Village Society is an existing organisation and well supported by the Dore community.

4. Key issues and background information

1. Dore Village Society's application to become the designated Neighbourhood Forum is valid as of 12 November 2013. This followed a previous application in March 2013 which was withdrawn and the revised application received on 12 November 2013 (but dated "March 2013"—see Appendix 1) was then consulted on. The application includes:

   (a) the name of the proposed neighbourhood forum-Dore Village Society;
   (b) a copy of the written constitution of the proposed neighbourhood forum with amendment (see Appendices 2 and 3);
   (c) the name of the neighbourhood area to which the application relates and a map which identifies the area (see Appendix 4);
   (d) the contact details of at least one member of the proposed neighbourhood forum to be made public under regulations 9 and 10 which are David Crosby, 72, Furniss Avenue, Sheffield S17 3QP
   (e) a statement which explains how the proposed neighbourhood forum meets the conditions contained in section 61F(5) of the 1990 Act (see Appendices 1, 2, 3, 5; July 2013 member list which can be viewed on PDNPA intranet at m/shared/general/COMMUNITY PLANNING/VILLAGES/DORE/Neighbourhood Application March 2013)

2. Further information, not required as part of the application, has also been submitted (see Appendix 6).

3. A designation of a neighbourhood forum ceases to have effect 5 years from the day on which it is made.

4. The neighbourhood forum consultation was about whether Dore Village Society should be designated as the neighbourhood forum—see Appendix 7.

5. Policy and Corporate Risk Implications

   PDNPA is obliged to make a decision.

6. Human Rights and Equalities Issues

1. PDNPA must be satisfied that Dore Village Society is accessible and representative of The population of the proposed neighbourhood area.

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1 Paragraph 8, Part 3 Neighbourhood Forums, Neighbourhood Planning (General) Regulations 2012
2 Town & Country Planning Act 1990, C.8, Part III, Section 61F(8)(a)
2. Information has been provided for an equalities assessment showing the percentage of Dore Village Society’s membership in relation to sex and ethnic minority. 20% of Dore NHS Primary Care Trust Neighbourhood are members of Dore Village Society. No age-breakdown of members has been provided, although Dore Village Society has acknowledged that there is currently an age bias within the society. In order to address this, Dore Village Society has agreed to make reasonable efforts to seek a broader membership.

3. The submitted constitution and information is equality neutral affecting all local people equally regardless of age, sex, race, faith, disability, sexuality, etc. The membership fee seems to be set so as to not to unduly exclude people. Although Dore Village Society has no policy on waiving the fee in cases of hardship, it has never been required to consider refusal of membership because of inability to pay it. No negative equality impacts have been identified.

7. Financial Implications

1. The Government’s current financial support to local planning authorities for neighbourhood planning allows local planning authorities to recoup some of the cost incurred in the neighbourhood planning process.

2. The designation of a neighbourhood forum will allow a claim for £5000 towards the cost of validation, publicity and consultation on the forum application to be made in the next available window for claims. Failure to designate will mean that the support funding cannot be claimed.

3. As the Dore Neighbourhood Forum straddles two local planning authorities, the £5000 claim will be split between Sheffield City Council and PDNPA. The precise split will be agreed between the two authorities in advance of the claim submission. Sheffield City Council will be the lead authority.

8. Legal Implications

1. PDNPA can only designate a neighbourhood forum for Dore Neighbourhood Area if:

   (a) Dore Neighbourhood Area does not consist of or include the whole or any part of the area of a parish council.

   Answer: It does not.

   (b) If Dore Village Society is an unincorporated association, its designation is not to be affected because of a change in the membership of the organisation.

   Answer: Dore Village Society is an unincorporated association. Dore Village Society has clarified its membership criteria by making changes to the information presented on its website and made changes to its constitution at the request of Sheffield City Council and PDNPA (see Appendix 3).

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3 Town & Country Planning Act 1990, C.8, Part III, Section 61F(4)
4 Town & Country Planning Act 1990, C.8, Part III, Section 61F(8)b
2. PDNPA must be satisfied that the proposed neighbourhood forum meets the following conditions:\(^5\):

(a) it is established for the express purpose of promoting or improving the social, economic and environmental well-being of an area that consists of or includes the neighbourhood area concerned (whether or not it is also established for the express purpose of promoting the carrying on of trades, professions or other businesses in such an area).

Answer: Satisfied as the Dore Village Society constitution includes the statement: "to be recognised as a neighbourhood forum, which in this instance is a Society established for the public benefit for the purpose of promoting or improving the social, economic and environmental well-being of Dore, Sheffield (under the provisions of the Town and Country Planning Act 1990 or any subsequent amendment or re-enactment thereof) with a view to drawing up Neighbourhood Development Plans for the said area of benefit"\(^6\) (see Appendix 2).

(b) its membership is open to individuals who live in the neighbourhood area concerned, individuals who work there (whether for businesses carried on there or otherwise), and individuals who are elected members of a county council, district council or London borough council any of whose area falls within the neighbourhood area concerned.

Answer: Satisfied, based on their constitution (see Appendices 2 & 3), information on Dore Village Society website, in 'Dore to Door' (the DVS magazine) and the intention of Dore Village Society to make clear in a future issue that membership has never been open just to residents (see Appendix 6). An amendment to the Dore Village Society constitution to remove the word 'actively' from the membership paragraph was required by both Sheffield City Council and the PDNPA to ensure that the forum was open to inactive members. This change was approved by the Charity Commission on 23rd July 2014.

3

(a) its membership includes a minimum of 21 individuals each of whom—lives in the neighbourhood area concerned, works there (whether for a business carried on there or otherwise), or is an elected member of a county council, district council or London borough council any of whose area falls within the neighbourhood area concerned

Answer: The forum application states that membership is open to those that live, are business owners, or are elected members in Dore Neighbourhood Area. It has over 1000 members (see Appendix 1). Appendix 5 and the information at PDNPA intranet (m/shared/general/COMMUNITY PLANNING/VILLAGES/DORE/Neighbourhood Application March 2013) confirms that of those 1000 members, at least 21 individuals live in, work in or are an elected member for the Dore Neighbourhood Area

(b) it has a written constitution,

Answer: It does and is available on the Charity Commission website

(c) Such other conditions as may be prescribed.

Answer: No other conditions prescribed.

\(^5\) Town & Country Planning Act 1990, C.8, Part III, Section 61F(5)
\(^6\) Dore Village Society constitution - part 2 - paragraph a.
In determining the above, PDNPA needs to have regard to whether Dore Village Society:

(i) Has secured (or taken reasonable steps to attempt to secure) that its membership includes at least one individual who lives in the area, at least one individual who works in the area and one elected member in the area.

Answer: Letter at Appendix 5 shows that Dore Village Society has members who live in the area; members who work in the area and have made a reasonable attempt to secure membership of an elected member.

(ii) has a membership which is drawn from different places in the neighbourhood area concerned and from different sections of the community in that area.

Answer: The residential membership list at PDNPA intranet (m/shared/general/COMMUNITY PLANNING/VILLAGES/DORE/Neighbourhood Application March 2013) and Appendix 5 shows that members came from different places and from different sections of the community in the proposed neighbourhood area.

(iii) whose purpose reflects (in general terms) the character of that area.

Answer: Part 2 of the Dore Village Society constitution reflects the character of the area, in that it makes reference to the geography, history, natural history and architecture of the area of benefit; and features of historic or public interest (see Appendix 2)

5 Only one neighbourhood forum can be designated for a neighbourhood area.7

6 Dore Village Society is an existing society with established ways of working. In order to strengthen the profile of the neighbourhood forum, Sheffield City Council has listed minor changes it expects to see when Dore Village Society is designated as a neighbourhood forum. Particularly, in relation to advertising their role as a neighbourhood forum seeking broader membership and ensuring communication about their neighbourhood planning activity is equally available to all irrespective of whether they live, work or are an elected member.

7 PDNPA have the power to withdraw an organisation or body’s designation as a neighbourhood forum8 if they consider that the organisation or body is no longer meeting:
(a) the conditions by reference to which it was designated, or
(b) any other criteria to which the authority were required to have regard in making the designation;
In any circumstances where an organisation or body’s designation is withdrawn, the authority must give reasons to the organisation or body.

8 The answers to the above questions have raised no unresolved issues of concern or that would warrant escalation of the decision to planning committee. The proposal to designate Dore Village Society as the neighbourhood forum has been complicated as there is little law on how the legislation is to be interpreted. The decision to designate will allow PDNPA to recover some of its costs. Overall it has no negative implications or risks for PDNPA.

9. List of Consultees (refer to appendix 7 for details of consultation)

7 Town & Country Planning Act 1990, C.8, Part III, Section 61F(7)(b)
8 Town & Country Planning Act 1990, C.8, Part III, Section 61F(9)
Action Housing
Bradway Action Group
Carter Knowle & Millhouses Community Group
Christian Peoples Alliance Party
Dore and Totley Golf Club
Ecclesall Forum
Friends of Ecclesall Woods
Fusion Online Limited
Green Party Sheffield
Neighbourhood Watch
Sheffield and Peak Against City Encroachment (SPACE)
Sheffield Green Party
Totley Residents Association
Agewell
Bradway Neighbourhood Watch
Dore and Totley Labour Party
Greenhill Bradway Tenants and Community Association
The public via Ringinglow village noticeboard poster and PDNPA’s website
Twitter
Councillor Stuart Wattam
Ms Stella McGuire
Councillor Doug Birkenshaw (vice-chair of PDNPA planning committee)
Councillor Tony Favell
Councillor Judith Twigg
Paul Ancell (chair of PDNPA planning committee)
73 agents in contact with Sheffield City Council as part of its local plan process
Miscellaneous publicity on the west side of Sheffield and in Dore.

10. Matters arising from consultation

None

11. Appendices

a) Neighbourhood Forum Application from Dore Village Society received 12th November 2013 (Appendix 1).

b) Dore Village Society Constitution April 2013, submitted with application (Appendix 2)

c) Minutes of Dore Village Society Special General Meeting, approving Constitution change on 27th January 2014 (Appendix 3)

d) Map of proposed area designation (Appendix 4)
e) 30 July 2014 letter verifying that Dore Village Society membership is drawn from different sections of the population (Appendix 5)

f) 26 October 2013 email (extract): Evidence of how membership is advertised; Sheffield elected members invited to membership: 2 members working in Dore. (Appendix 6)

g) Details of consultation (Appendix 7)

Report Author, Job Title

Reg Cooper, Assistant Solicitor.
DORE VILLAGE SOCIETY

Registered Charity: 1017051

Localism Act 2011

Neighbourhood Planning General Regulations April 6 2012

Applications to Sheffield City Council and Peak District National Park Authority to designate Dore Village Society as a Neighbourhood Forum

1 March 2013

1. Name: Dore Village Society

2. Written Constitution: Attached

3. Name of the Neighbourhood Area: Dore


5. Statement: Dore Village Society fulfils the requirements of Section 61F(5) of the Localism Act 2011:

Dore Village Society, founded in 1964, is a registered charity having twelve trustees elected as an Executive Committee to manage the Society’s business. The area of benefit is identical to the proposed Neighbourhood Area.

The primary objects of the Society are;

   i) To promote high standards of architecture or planning in or affecting the area of benefit;

   ii) To educate the public in the geography, history, natural history and architecture of the area of benefit.

   iii) To secure the preservation, protection, development and improvement of features of public interest in the area of benefit.

   iv) To promote for the benefit of the inhabitants of the area of benefit the provision of facilities and activities in the interest of social welfare for recreation and leisure time occupation with the object of improving their conditions of life.

   In furtherance of the said purposes but not otherwise, the Society through its Executive Committee shall have the following powers;

   a) To apply to be recognised as a Neighbourhood Forum, which in this instance is a Society established for the public benefit for the purpose of promoting or improving the social, economic and environmental well-being of Dore, Sheffield (under the provisions of the Town and Country Planning Act 1990 or any subsequent
amendment or re-enactment thereof) with a view to drawing up Neighbourhood Development Plans for the said benefit of the area.

Membership of the Society is open to all who are interested in actively furthering the purposes of the Society, including residents of the area, business owners and elected members of the City Council. The Society currently has 1000 members.

Please note that at a Special General Meeting on the 27 January 2014 Dore Village Society will be considering an amendment to the constitution to remove the word 'actively' with regard to furthering the purposes of the Society, in order to meet the requirements of the Localism Act and Regulations.

6. Contact: David Crosby

BA Cert/DiplArch(UCL) DipTP(PCL) PgDip/MA(Urban Studies) PGCFHE ARIBARtd. MRTPIRtd. IHBC

72 Furniss Avenue, SHEFFIELD S17 3QP

Telephone: 0114 262 1127 e-mail: davidcrosby85@yahoo.co.uk
DORE VILLAGE SOCIETY

CONSTITUTION

1. NAME

The name of the Society shall be the Dore Village Society; and this Body is registered as a Charity with the Charities Commission.

2. OBJECTS

The Society is established for the public benefit for the following purposes in the area comprising Dore, Sheffield, which area shall hereinafter be referred to as "the area of benefit".

i. To promote high standards of planning or architecture in or affecting the area of benefit.
ii. To educate the public in the geography, history, natural history and architecture of the area of benefit.
iii. To secure the preservation, protection, development and improvement of features of historic or public interest in the area of benefit.
iv. To promote for the benefit of the inhabitants of the area of benefit the provision of facilities and activities in the interest of social welfare for recreation and leisure time occupation with the object of improving their conditions of life.

In furtherance of the said purposes but not otherwise, the Society through its Executive Committee shall have the following powers:

a. To apply to be recognised as a Neighbourhood Forum, which in this instance is a Society established for the public benefit for the purpose of promoting or improving the social, economic and environmental well-being of Dore, Sheffield (under the provisions of the Town and Country Planning Act 1990 or any subsequent amendment or re-enactment thereof) with a view to drawing up Neighbourhood Development Plans for the said area of benefit.

b. To promote civic pride in the area of benefit.

c. To promote research into subjects directly connected with the objects of the Society and to publish the results of any such research.

d. To act as a coordinating body and to co-operate with the local authorities, planning committees and all other statutory authorities, voluntary organisations, charities and persons having aims similar to those of the Society.

e. To promote or assist in promoting activities of a charitable nature throughout the area of benefit.

f. To publish papers, reports and other literature.

g. To make surveys and prepare maps and plans and collect information in relation to any place, erection or building of beauty or historic interest within the area of benefit.

h. To hold meetings, lectures and exhibitions.

i. To educate public opinion and to give advice and information.

j. To raise funds and to invite and receive contributions from any person or persons whatsoever by way of subscription, donation or otherwise; provided that the Society shall not undertake any permanent trading activities in raising funds for its primary purpose.

k. To acquire, by purchase, gift or otherwise, property whether subject to any special trust or not.

l. Subject to such consents as may be required by law, to sell, let, mortgage, dispose of or turn to account all or any of the property or funds of the Society as shall be necessary.

m. Subject to such consents as may be required by law, to borrow or raise money for the purposes of the Society on such terms and on such security as the Executive Committee shall think fit, but so that the liability of individual members of the Society shall in no case extend beyond the amount of their respective annual subscriptions.
n. To do all such other lawful things as are necessary for the attainment of the said purposes.

3. MEMBERSHIP

Membership shall be open to all who are interested in actively furthering the purposes of the Society. No member shall have the power to vote at any meeting of the Society if his or her subscription is in arrears at the time.

Corporate members shall be such societies, associations, educational institutions or businesses as are interested in actively furthering the purposes of the Society. A corporate member shall appoint a representative to vote on its behalf at all meetings but before such representative exercises his or her right to vote the corporate member shall give particulars in writing to the Honorary Secretary of such representative.

The subscription of a member joining the Society in the three months preceding January in any year, shall be regarded as covering membership for the Society’s year commencing on January 1st following the date of joining the Society.

4. SUBSCRIPTIONS

The subscription shall be:

- Full members per annum £ 5.00
- Corporate members per annum £ 35.00

or such other sum as the Executive Committee shall determine from time to time, and it shall be payable on or before 1st January each year. Membership shall lapse if the subscription is unpaid three months after it is due.

5. MEETINGS

An Annual General Meeting shall be held in or about May of each year to receive the Trustees’ Annual Report and Accounts, which shall meet the requirements of current Charity legislation and to elect Members of the Executive Committee. The Committee shall decide when ordinary meetings of the Society shall be held.

Special General Meetings of the Society shall be held at the written request of fifteen or more members whose subscriptions are fully paid up. Twenty members personally present shall constitute a quorum for a Meeting of the Society.

The Committee shall give at least 7 days notice to members of all Meetings of the Society.

6. OFFICERS

The Officers of the Society shall consist of:

Chairman
Vice Chairman
Honorary Secretary
Honorary Treasurer

all of whom shall relinquish their office every year and shall be eligible for re-election each year.

The Officers of the Society shall be elected each year from among the Members of the Executive Committee. They will be elected at the first meeting of the Executive Committee following the Annual
General Meeting, by the Members of the Executive Committee.

Any Executive Committee Members who are being proposed as Officers shall declare at the Executive Committee meeting at which their election is to be considered, any financial or professional interest known or likely to be of concern to the Society.

A President and Vice-Presidents may also be elected at a General Meeting of the Society, for periods to be decided at such a meeting. The Executive Committee shall have the power to fill casual vacancies occurring among the Officers of the Society.

7. THE EXECUTIVE COMMITTEE

The Executive Committee shall be responsible for the management and administration of the Society. The Executive Committee shall consist of the officers and not less than 5 and not more than 9 other members. The Committee shall have the power to co-opt further members (who shall attend in an advisory and non-voting capacity). The President and Vice-Presidents may attend any meeting of the Executive Committee but shall not vote at any such meeting. In the event of an equality in the votes cast, the Chairman shall have a second or casting vote.

Nominations for election to the Executive Committee shall be made in writing to the Honorary Secretary at least 14 days before the Annual General Meeting. They must be supported by a seconder and the consent of the proposed nominee must first have been obtained. If the nominations exceed the number of vacancies, a ballot shall take place in such manner as shall be determined.

One third of the members of the Executive Committee shall be elected each year at the Annual General Meeting of the Society, and outgoing members may be re-elected. The Executive Committee shall meet not less than six times a year at intervals of not more than two months and the Honorary Secretary shall give members at least seven days notice of each meeting. The quorum shall, as near as may be, comprise one third of the members of the Executive Committee. The Executive Committee shall have the power to fill up to three casual vacancies occurring among the members of the Executive Committee between General Meetings.

Individuals who become members of the Executive Committee are acting as Trustees of the Dore Village Society Charitable Body.

8. SUB-COMMITTEES

The Executive Committee may constitute such sub-committees from time to time as shall be considered necessary for such purposes as shall be thought fit. The Chairman and Secretary of each sub-committee shall be appointed by the Executive Committee and all actions and proceedings of each sub-committee shall be reported to and be confirmed by the Executive Committee as soon as possible. Members of the Executive Committee may be members of any sub-committee and membership of a sub-committee shall be no bar to appointment to membership of a sub-committee. Sub-committees shall be subordinate to and may be regulated or dissolved by the Executive Committee.

9. DECLARATION OF INTEREST

It shall be the duty of every member who is in any way directly or indirectly interested financially or professionally in any item discussed at any meeting of the Society (including any meeting of any Committee or Sub-Committee) at which he or she may be present to declare such interest and he or she shall not discuss such item (except by Invitation of the Chairman) or vote thereon.

10. EXPENSES OF ADMINISTRATION AND APPLICATION OF FUNDS

The Executive Committee shall, out of the funds of the Society, pay all proper expenses of administration and management of the Society. After the payment of the administration and management expenses and the setting aside to reserve such sums as may be deemed expedient, the remaining funds of the Society
shall be applied by the Executive Committee in furtherance of the purposes of the Society.

11. INVESTMENT

All monies at any time belonging to the Society and not required for immediate application for its purposes shall be invested by the Executive Committee in or upon such investment, securities or property as it may think fit, subject nevertheless to such authority, approval or consent by the Charity Commissioners as may for the time being be required by law or by the special trusts affecting any property in the hands of the Executive Committee.

12. TRUSTEES

Any freehold or leasehold property acquired by the Society shall, and if the Executive Committee so directs any other property belonging to the Society may, be vested in trustees who shall deal with such property as the Executive Committee may from time to time direct. Any trustees shall be at least three in number or a trust corporation.

The power of appointment of new trustees shall be vested in the Executive Committee. A trustee need not be a member of the Society but no person whose membership lapses by virtue of clause 4 hereof shall thereafter be qualified to act as trustee unless and until re-appointed as such by the Executive Committee.

The Honorary Secretary shall from time to time notify the trustees in writing of any amendment hereto and the trustees shall not be bound by any such amendments in their duties as trustees unless such notice has been given. The Society shall be bound to indemnify the trustees in their duties (including the proper charge of a trustee being a trust corporation) and liability under such indemnity shall be a proper administrative expense.

13. AMENDMENTS

This Constitution may be amended by a two-thirds majority of members present at an Annual General Meeting or Special General Meeting of the Society, provided that 28 days notice of the proposed amendment has been given to all members, and provided that nothing herein contained shall authorise any amendment the effect of which would cause the Society at any time to cease to be a charity in law, and provided further that no amendment shall be made to Clause 2, Clause 15 or this Clause until the approval in writing of the Charity Commissioners or other authority having charitable jurisdiction shall have been obtained.

14. NOTICES

Any notices required to be given by this constitution shall be deemed to be duly given if published in Dore to Door, displayed on the Society’s notice board or left at or sent by prepaid post to members using the address last notified to the Secretary.

15. WINDING UP

The Society may be dissolved by a two-thirds majority of members voting at an Annual General Meeting or Special General meeting of the Society confirmed by a simple majority of members voting at a further Special General Meeting held not less than 14 days after the previous meeting. If a motion for the dissolution of the Society is to be proposed at an Annual General Meeting or a Special Meeting this motion shall be referred to specifically when notice of the meeting is given. In the event of the dissolution of the Society, the available funds of the Society shall be transferred to such one or more charitable institutions having objects similar or reasonably similar to those herein before declared as shall be chosen by the Executive Committee and approved by the meeting of the Society at which the decision to dissolve the Society is confirmed. On dissolution the records of the Society shall be deposited with a local history society.

Certified copy of the constitution
Minutes of Dore Village Society Special General Meeting, approving Constitution change on 27th January 2014

DORE VILLAGE SOCIETY
SPECIAL GENERAL MEETING
Dore Methodist Church
27 January 2014 7.00pm
MINUTES


2. Amendment to the Dore Village Society (DVS) Constitution: David Crosby reported that in order to be approved as a Neighbourhood Forum to proceed to prepare a Neighbourhood Plan under the Localism Act 2011 DVS had been advised to amend the Society’s Constitution by the removal of the Individual and corporate membership requirement to actively further the purposes of the Society, that if enforced could prevent membership becoming unrepresentative. The Executive Committee felt that to remove the word ‘actively’ from Section 3 of the Constitution would not disadvantage the Society.
David Crosby proposed, seconded by Chris Cave;
‘Dore Village Society resolves to remove the word ‘actively’ from Section 3 of the Constitution.’
The Resolution was passed unanimously by all members of the Society present.
Dear Sir

APPLICATION FOR DESIGNATION OF DORE NEIGHBOURHOOD FORUM

Further to your minutes of the meeting on the 5 June I am responding to the issues that require clarification before and after designation as a neighbourhood forum.

1. The reference to membership on the Dore Village Society web site has been amended to satisfy the requirements of the Localism Act to include; membership of the Society is open to residents of Dore, those who work in Dore and elected local council members for Dore. Membership is also open to Corporate Members representing societies, associations, educational institutions and businesses in Dore.

2. I enclose amended membership and demographic data showing the representative nature of the Society in Dore.

When the Forum Designation is agreed;

3. The Society’s web site will be amended to include in the primary purposes of the society the role of a Neighbourhood Forum with the aim of preparing a Neighbourhood Plan.

4. The Society has agreed to further encourage a wider membership and involvement, especially of younger and working residents of Dore including by opening ‘Facebook’ and ‘Twitter’ accounts. Several of the Society’s activities already involve young persons and their families in activities promoted and supported by the Dore Village Society including; the schools’ contribution to editorial in ‘Dore to Door’, the annual ‘Festival Fun Run’, entries in the Dore Show, the Dragon Hunt, Christmas Lantern Parade and environment projects such as tree planting. However we shall also endeavour to translate that participation into involvement with preparing the neighbourhood plan and membership of the Society. An article in ‘Dore to Door’ on broadening membership DVS will also be published.

5. The Society will amend the process of agreeing new membership fees at Annual General Meetings of the Society and will inform the City Council and Peak District National Park Authority of any proposed revision to the membership fees.

6. We agree that following the City Council’s decision to prepare a new Local Plan the Neighbourhood Forum will need to reconsider the planning issues to be addressed in a Neighbourhood Plan and public consultation.

We trust this information enables the City Council and Peak District National Park Authority to approve the Society as a Neighbourhood Planning Forum.

Yours faithfully,

David Crosby - Planning Coordinator

CC. The Peak District National Park Authority

[Stamp and handwritten notes]
Dore Neighbourhood Forum Representative Across the Neighbourhood

Forum members living in Dore

Population of Dore 7,721 Forum Membership 1,244 16% of population
Adult population Dore 6,282 Forum Membership 1,244 20% of adult population
Ward - Male 48% Female 52% Forum Membership Male 44% Female 56%
Ethnic Minority - Dore 5.4% Forum Membership 0.9%

Forum members working in Dore

Postmistress, Milkman/ Old School Caretaker; Richard Farnsworth, Vicar; Revd. Michael Hunter, Cleaner/Gardener; Linda Hunter, Methodist Minister, M.I.C.; Linda McVean, Chartered Surveyor; David Heslop, two shopkeepers, Proprietor of Theatre Dance School; Bobby Drakeford, Doreshire Arms PH licensee.

Forum elected district council members

Colin Ross and Keith Hill

Forum Members representative of local groups:

12 No. Dore Village Society Elected Trustees
Dore Festival Organiser/Secretary Dore Ladies Group
Captains of the Ladies Bowls, Abbeydale Sports Club

2 No. Old School Trustees
Dore Parish Bowls Club Secretary
Secretary, Membership Secretary and Treasurer of Dore Garden Club

Parish Church Warden
Leader of the Parish Church Mothers' Union
Chair of governors and governor of Dore Primary School
Vice Chair and Secretary, Dore and Totley Ward Labour Party
Guide Leader

Junior Gala Organiser
Chair, Secretary and Chair Mistress of Dore Townswomen's Guild
St John Abbeydale Parish Church Treasurer

Trustee of Dore Methodist Church

4 No. Organisers of Dore Luncheon Club
Chair and Secretary of Dore Show
Wyvern Walkers Organiser
Treasurer and Membership Secretary of Sheffield USA
Organiser of the Sheffield Three Travellers Archaeology Group
Membership Secretary of the Friends of Edgbaston Woods
Sarah

2. We have ensured that all residents and business are included in the delivery of Dore to Door including The Fox House PH and Moor Cottage south of the Roundhouse at Ringinglow. People working in the area are individual members.

3. The membership application forms are sent out in 'Dore to Door' to all residents, businesses and local councillors resident in Dore. Joe Otten a local elected member has been separately invited to membership. He is on the Steering Group.

4. Mrs Gillian Farnsworth at 11 Rushley Avenue is a music teacher practicing in Dore.
   
   Mrs Debbie Hatch and Mrs Carole Lilley are proprietors of the 'Paper Moon' at 28 High Street.

David Crosby
Have your say on proposals for a Dore Neighbourhood Area Boundary and Dore Neighbourhood Forum

Dore Village Society has submitted revised applications to designate a neighbourhood area and a neighbourhood forum. If the neighbourhood forum designation is approved, no other organisation or body may be designated for a Dore Neighbourhood Area until that designation expires or is withdrawn. It would also mean Dore Village Society could proceed with producing Dore Neighbourhood Plan. This is partly within Sheffield Planning Authority and partly within the Peak District National Park Authority.

The applications, including Dore Village Society constitution and a map of the proposed neighbourhood area, can be seen at: www.sheffield.gov.uk/dore-plan and www.peakdistrict.gov.uk/neighbourhoodplanning and at

- Totley Library, 205 Baslow Road, S17 4DT
- First Point, Howden House, 1 Union Street (City Centre), S1 2SH

The two planning authorities are seeking comments on the proposed neighbourhood area boundary and proposed neighbourhood forum between Monday 2 December 2013 and Monday 20 January 2014. With your comment please provide your full name and address and if you want us to pass on your contact details to a designated Dore Neighbourhood Forum:

- by email to: neighbourhood.planning@sheffield.gov.uk
- or by post to:
  Neighbourhood Planning
  Forward & Area Planning Team
  Regeneration and Development Services
  Sheffield City Council
  Howden House
  1 Union Street
  Sheffield, S1 2SH

Depending on which part of the proposed boundary you wish to comment on, it may be more appropriate to comment to the Peak District National Park Authority:

by email to: adele.metcalf@peakdistrict.gov.uk

Please feel free to download the Poster here and display
Dear Sir/Madam

**Application to designate Dore Neighbourhood Area**

You will have been previously informed about a consultation on a neighbourhood area application submitted by Dore Village Society. Following consultation, this application was withdrawn and a new one re-submitted. This is partly within our planning authority and partly within the Peak District National Park Authority, so applications have been submitted to both local planning authorities.

In addition Dore Village Society has submitted an application to be designated as a neighbourhood forum. If the designation is approved no other organisation or body may be designated for a Dore Neighbourhood Area until that designation expires or is withdrawn. They would be able to produce a neighbourhood plan which would be used to determine decisions on planning applications in Dore, subject to a successful examination and local referendum.

The applications, Dore Village Society constitution and a map of the proposed neighbourhood area can be seen at [www.sheffield.gov.uk/dore-plan](http://www.sheffield.gov.uk/dore-plan) and [www.peakdistrict.gov.uk/neighbourhoodplanning](http://www.peakdistrict.gov.uk/neighbourhoodplanning) and at

- Totley Library, 205 Baslow Road, S17 4DT
- First Point, Howden House, 1 Union Street (City Centre), S1 2SH

**Comments on the applications are invited from Monday 2 December 2013 to Monday 20 January 2014.** To comment on either application, please write to us providing your full name and address, and if you want us to pass on your contact details to a designated Dore Neighbourhood Forum:

- by email to: neighbourhood.planning@sheffield.gov.uk
- or by post to:

  Neighbourhood Planning  
  Forward & Area Planning Team  
  Sheffield City Council  
  Howden House  
  1 Union Street  
  Sheffield  
  S1 2SH

Depending on which part of the proposed boundary you wish to comment on, it may be more appropriate to comment to the Peak District National Park Authority by email to: adele.metcalfe@peakdistrict.gov.uk

If you have any queries about these applications, or would like to know more about neighbourhood planning, please contact Adele Metcalfe, Peak District Communities and Villages Officer on 01629 816375 or email adele.metcalfe@peakdistrict.gov.uk or contact myself on 0114 2734212 or by email neighbourhood.planning@sheffield.gov.uk.
Any designated neighbourhood forum will need to consult the community on the content of their neighbourhood plan. Under the Data Protection Act, any personal contact details received by the local authority cannot be passed onto a neighbourhood forum unless permission is given by the contact.

Dore Village Society can be contacted direct about their ideas for Dore - their contact details can be found on the neighbourhood forum application.

Please also let us know if you do not wish to be informed any further by us about neighbourhood planning in Dore.

Yours faithfully

Sarah Smith
Planning Officer

This document can be supplied in alternative formats, please contact us on 0114 2734212
First steps towards neighbourhood plan for Dore

Local residents and businesses are invited to have their say on whether Dore village should create a neighbourhood forum and area.

Dore Village Society has applied under the Localism Act to become a neighbourhood forum and designate its village and surrounding area as a neighbourhood area.

By applying for the designations in writing to Sheffield City Council and the Peak District National Park Authority the village society has taken the first steps in developing a neighbourhood plan.

A neighbourhood plan is an important document that can become part of the statutory development plan for Sheffield and the Peak District National Park. A neighbourhood plan will be used when decisions about development are made.
Cllr Lesley Roberts, who chairs the National Park Authority’s planning committee, said: “I am delighted that the community of Dore has made this move and welcome the opportunity to work closely with local people to identify ways to achieve their ambitions.”

“Neighbourhood planning is all about bringing people together to influence the future of the places they live and work in.”

The applications, Dore Village Society constitution and a map of the proposed neighbourhood area can be seen at: www.peakdistrict.gov.uk/NeighbourhoodPlanning and at www.sheffield.gov.uk/dore-plan

Also at
• Totley Library, 205 Baslow Road, S17 4DH
• First Point, Howden House, 1 Union Street (City Centre), S1 2SH

Or request a paper copy by calling Adele Metcalfe on 01629 816375.

People who live, work or do business in the area, are invited to comment on the applications by Monday January 20, before a decision is made by the Authorities.

The process of creating the neighbourhood plan will enable the village society and local residents to examine the capacity for growth in Dore and to consider opportunities for new developments, but always subject to Sheffield City Council’s and the National Park Authority’s overall planning policies.

Anyone who would like to know more about neighbourhood planning can contact Adele Metcalfe on 01629 816375 or adele.metcalfe@peakdistrict.gov.uk

Neighbourhood plans were introduced in 2011 under the Localism Act. They are community-led plans that can carry legal weight and be adopted by the local planning authority.