



New Member Application Form

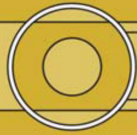
Name of Organisation: Chairman/Leader: Deputy/Vice Chairman:		Address of Organisation: Tel: Email: Web address:	
Description of organisation and reason for applying: 			
Details of your nominated representative, who will usually attend Town Forum meetings – Name: Email:		Date of last AGM: Number of Members, or Households represented:	
Details of your substitute representative, who may deputise in the absence of the above – Name: Email:			
Criteria for membership (please read part 2 of the Constitution of the Royal Tunbridge Wells Town Forum and tick as appropriate): <input type="checkbox"/> Councillor representing unparished area <input type="checkbox"/> Residents' / Trader's Association representing unparished area <input type="checkbox"/> Voluntary or not-for-profit organisation where majority of membership is in an unparished area <input type="checkbox"/> Voluntary or not-for-profit organisation where main purpose of work is in an unparished area <input type="checkbox"/> Any other applicant not able to satisfy the above criteria (Where applicants are unable to satisfy any membership criteria, the Town Forum will consider the application on its merits and decide on any conditions of membership that may apply).			
Declarations: I affirm that I am duly authorised by the applying organisation and any persons named herein to complete this application form. I have read the Constitution of the Royal Tunbridge Wells Town Forum and agree to uphold all parts therein. I agree that the names (not email addresses) of the nominated representative and substitute representative will be shown on the Town Forum's website and in the Town Forum's records. Email addresses will be held in accordance with the General Data Protection Regulations by the Secretary for the purposes of communicating on behalf of the Town Forum.			
Signed:..... Name:..... Date:.....			

Please send this completed form to the Secretary

Chair: Don Sloan

Vice-Chair: Adrian Berendt

Secretary: Mark O'Callaghan mark.ocallaghan@tunbridgewells.gov.uk 01892 554219



ROYAL TUNBRIDGE WELLS TOWN FORUM

Extract from the Constitution relating to the aims of the Town Forum and the responsibilities of Members:

Purpose of the Town Forum

To enable residents of the unparished area of the Borough of Tunbridge Wells (the Town) to play an active role in localism and shaping the future of the Town, ensuring that their views on Town matters are forcefully conveyed to Tunbridge Wells Borough Council (TWBC) and to Borough Councillors for the unparished areas.

Forum members will normally endeavour to achieve this by:

- assessing issues within, or affecting, the unparished area of the Borough of Tunbridge Wells, and working with other agencies as appropriate to initiate and develop both strategic and operational proposals and recommendations for consideration by, and response from, TWBC, Kent County Council or any other relevant bodies;
- reviewing and responding to consultative documents and proposals from TWBC, or from any other body, that will or may affect the unparished area;
- encouraging the establishment of new residents associations in the unparished area;
- encouraging member organisations to contribute their own views additionally outside the Forum process to relevant consultation processes; and by
- working for the benefit of the residents of the unparished area in any way that it sees fit.

Membership of the Town Forum

Core membership of the Forum will comprise:

- councillors representing constituents in the unparished area of the Borough of Tunbridge Wells;
- Residents' Associations in the unparished area of the Borough of Tunbridge Wells;
- other voluntary or not for profit organisations representing residents' interests which are open to residents of the unparished area but subject to the following conditions:

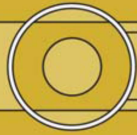
Any voluntary or not for profit organisation that is able to demonstrate to the satisfaction of the Chair either that the majority of its membership comprises residents of the unparished area or that one of its main purposes is to work in the interests of residents of the Town may apply to become a member of the Forum.

Alternatively, the Town Forum may, by majority vote, allow organisations which cannot satisfy these criteria to become members of the Town Forum under whatever conditions may be considered by the Forum to be desirable.

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Role and reporting responsibilities of Town Forum Members

Representatives of Town Forum member associations are expected to:

- represent the views of their association or membership organisation and to report back to them developments and initiatives of the Town Forum; and
- identify ways in which their members can contribute to the work of the Town Forum.

In order to ensure compliance with the above responsibilities, representatives of Forum members shall, when required:

- confirm the aims and standing of their member organisation;
- demonstrate communication between themselves and the members of their organisation whether by copies of newsletters, of meeting minutes, or any appropriate evidence; and
- submit to the Town Forum Secretary evidence of the appointment of the named representative(s) to attend the Forum.

[Website: townforum.org.uk](http://townforum.org.uk)

[Facebook: TownForumRTW](#)

[Twitter: @townforum](#)

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