

## **CONSTITUTION OF THE CASTLEMORTON COMMONS CO-ORDINATING COMMITTEE (4Cs)**

### **1. PURPOSES**

- a) To support the agricultural systems associated with Commoning and the management of the Commons.
- b) To promote the conservation of the physical and natural environment of the Commons by supporting their pastoral use.
- c) To enable Commoners, the managers of the Commons and other Stakeholders to work together to enhance the public benefits of Commoning and the Commons.
- d) To provide a forum for discussion and input into decision making about the management and use of the Commons and Commoning
- e) To receive relevant financial and other reports relating to the management of the Commons
- f) To work with stakeholders to ensure integrated outcomes for the Commons and Commoners and other users.
- g) To provide input into the development of major projects such as existing agri-environment and future land management schemes and to assist in the delivery and management of such schemes.
- h) To ensure that relevant environmental, landscape, cultural, recreational, heritage, legal, financial and Commoning considerations are incorporated into the ongoing management of the Commons including their use as Working Commons

### **2. DEFINITIONS**

“ the Commons” means all of Worcestershire County Common Land unit CL9 including Castlemorton, Hollybed, Shadybank and Coombe Green Commons.

“Commoner” means a person who has a right of pasture over the Commons

“Active Commoner” means a person who exercises a right of pasture over the commons;

“Owner” means Malvern Hills Trust (for Castlemorton and Hollybed and Shadybank Commons) and Mr Nigel Dawes (for Coombe Green Common).

“Working Commons” means common land that is used for agricultural purposes.

“Stakeholder” means any person, body or organization with an interest or concern in the management or use of the Commons.

‘Commoning’ means the practice of exercising of rights by Commoners

### **3. MEMBERSHIP**

The Committee shall comprise:

- (a) 3 elected active commoners.
- (b) 2 people appointed by Malvern Hills Trust
- (c) 1 person appointed Mr Nigel Dawes
- (d) 2 people appointed by Castlemorton Common Association

- (e) 2 people appointed by Castlemorton Parish Council
- (f) 1 person appointed by Birtsmorton Parish Council
- (g) 1 person appointed by Welland Parish Council
- (h) 1 member elected to represent recreational interests

In the event that there are more active commoners and recreational representatives willing to stand than vacancies available, the members of 4Cs at the time of the vacancy will elect the representative/s for groups (a) and (h) from those people who put themselves forward.

Note: A commons association is one that has a constitution, a recognized membership of persons and holds an Annual General Meeting

#### **4. ELECTIONS AND APPOINTMENTS**

4.1 Members of the Committee shall be elected or appointed for a term not exceeding three years. Any member of the Committee may resign at any time by giving notice in writing to the Chair and/or Secretary.

4.2. A substitute may be nominated by their nominating body to take the place of any member unable to attend a meeting of 4Cs.

4.3 4Cs may co-opt representatives of any organisation or individuals to join the committee to assist it in fulfilling its purposes. Co-opted members will not have a vote.

4.4 A member of the Committee whose term expires may, if he or she remains eligible, be re-elected or re-appointed for a further term.

4.5 If a member of 4Cs has failed to attend meetings for 12 months (without giving good reason), the other members may resolve to remove that person from the committee and declare the position vacant.

4.6 A Secretary will be appointed annually.

#### **5. PROCEEDINGS OF THE COMMITTEE**

5.1 The chair of 4Cs shall be appointed annually at the November meeting, (or the next meeting if no meeting is held in November) and if the office is vacated mid-term, election of a chair will be the first item on the agenda at the next meeting.

5.2 The chair shall not hold office for more than three consecutive years and after serving that period, shall not be eligible for re-election for a further three years.

5.3 Decisions of the 4Cs shall be taken at a meeting by a show of hands, by a majority of those present at the meeting and voting, and if votes are equal the person presiding as chair shall have a casting vote.

5.4 Officers of Malvern Hills Trust may be asked to advise 4Cs on a range of matters (but are not members of 4Cs and shall not have a vote).

5.5 Meetings of 4Cs shall be open to the public. Input to a meeting from the public will be invited and considered at the Chairman's discretion.

5.6 The Quorum for a meeting shall be seven voting members. No decisions shall be taken unless a quorum is present.

5.7 Meetings of the Committee will be held at least three times per year. The meeting dates will be fixed and published for each year before January 1<sup>st</sup>. At least one meeting each year will be arranged as an outdoor activity. Dates of meetings will be published in Parish Magazines and on Parish and Association websites and social media channels.

5.8 Proposals for items for inclusion on the agenda together with any supporting papers should be forwarded by committee members to the Secretary not less than 21 days prior to the meeting date.

5.9 The agenda setting out the time, date and place of the meeting and the business to be transacted shall be circulated to members of the committee not less than 7 days before the meeting. Service of papers shall be by E-mail or by post if no E-mail address is provided.

## **6. DECISIONS**

6.1 The Committee may commission work or actions related to its Purposes as set out in paragraph 1, consult to inform its deliberations, seek or support bids for funding or make recommendations as appropriate to stakeholders.

6.2 The decisions of the Committee will be set out in a Meeting Report which will be published promptly to the Committee members and will be reviewed during the following meeting to ensure that matters are concluded satisfactorily and in a timely manner.

## **7. REVISION OF THE CONSTITUTION**

7.1 The constitution may be revised by a decision of the Committee.

## **8. CONDUCT OF MEETINGS**

Members of 4Cs and members of the public present at meetings are expected to conduct themselves in an orderly and courteous manner and to respect the authority of the Chair. In the event of an unresolvable disruption during a meeting which in the opinion of the Chair renders the due and orderly dispatch of business impossible, the Chair may adjourn the meeting for such period as they in their discretion shall consider necessary.

## **9. DISSOLUTION OF COMMITTEE**

If members consider that the 4Cs is serving no useful purpose they may request that the Chair convene a Special Meeting to consider a motion to dissolve the Committee and to distribute any assets as the Committee determines. A decision to dissolve the committee must be supported by at least 2/3 of Members present and voting at that meeting

Signed by the Chair of the 4Cs Committee at its meeting on 15<sup>th</sup> May 2019



Mick Davies  
Castlemorton Common Co-ordinating Committee