



Aims

The aims of the Windmill Estate Residents Panel (WERP) are :

- To represent the interest of the tenants and Owner Occupiers on the Windmill Estate, maintaining good relations with all members of the community, South Cambridge District Council and Accent Nene.
- To provide unbiased advice to the Windmill Steering Group
- To assist with the successful regeneration of the Windmill Estate

Membership

- Membership is limited to 1 person per household and or family.
- Minimum of 7 members. Should membership fall below this a Special General Meeting will be called.

Panel

- The panel shall include a Chair, Secretary and general members.
- The panel will be elected/re-elected at the Annual General meeting and only residents of the Windmill Estate present at the Annual General can vote.
- The chair and secretary shall be elected at the first panel meeting following the Annual General Meeting.
- The tenant and owner/occupier from the panel who sit on the steering group will be elected by the panel at the first panel meeting following the Annual General Meeting.
- The panel will meet once a month on a Wednesday at the Fulbourn Community House, 4 Dunmowe Way, commencing at 1:30pm.

Annual General Meeting

- The Panel will hold an Annual General Meeting once a year.
- 14 days notice will be given of the date of the Annual General Meeting

Non Attendance

- If a panel member misses three consecutive meetings the panel will assess their reasons for not attending before taking further action.

Equal Opportunities

- All panel members will abide by Accent Nene's Valuing Diversity Policy.

Code of Conduct & Disputes

- All panel members will abide by the panel's code of conduct and failure to do so will result in the member being asked to resign.

Quorum

- There must be a minimum of 5 panel members present for a meeting to be viable.

Voting

- Any panel member may make a proposal. In order for it to be voted on by other members it must be seconded or supported by another panel member.
- Only panel members present can vote
- No panel member shall exercise more than one vote
- Everyone on the panel will have equal voting powers. If a decision cannot be made it will be recorded in the minutes as a split decision.

Dissolution

- This can only take place at a Special General Meeting
- All members will be given 7 days written notice of a Special General Meeting
- Advice shall be sought from Accent Nene on disposal, or storage of the assets or equipment.
- The panel can only be dissolved if 2/3 of panel members present at the special meeting agree.

Signed: (Chairman – on behalf of the panel)

Date:

Signed: (Senior Resident Involvement Officer –
on behalf of Accent Nene)

Date: