



# Surrenden Area Parking Campaign

Working for better, fairer & safer parking  
in the Surrenden Area

## SACP CAMPAIGN STRUCTURE

### THE GENERAL MEETING

- i. The General Meeting represents each road in the Campaign Area, with a maximum of 3 voting representatives per road who are the 'members' of the Campaign. Where a member is unable to attend, they may send a voting substitute.
- ii. The General Meeting sets the objectives of the Campaign and appoints its groups and officers annually.
- iii. The groups and officers are accountable to the General Meeting for the delivery of the objectives.
- iv. The General Meeting must meet quarterly (convened by the Secretary) and may meet more frequently (convened by the Core Group) and is chaired by the Chair, Vice-chair or Treasurer.
- v. The Secretary must maintain an up-to-date list of the voting representatives who are members of the General Meeting.
- vi. The Secretary must minute the General Meeting and the minutes of each preceding General Meeting must be considered and endorsed or corrected by each following General Meeting.
- vii. Three weeks' notice of a General Meeting must be provided to members.
- viii. A draft Agenda for a General Meeting must be prepared by the Core Group and circulated with the meeting notice. A final Agenda and any papers must be circulated one week before the meeting.

### THE OFFICERS AND THE CORE GROUP

- ix. The Campaign has the following Officers:

• Chair	Mary Allen
• Vice-chair / Electronic Information Systems Lead	Rynd Smith
• Treasurer	Michael Edwards
• Secretary	Sue Hacking
• Street Communication Lead	Anya Symes
• Street and Address Data Lead	Tig Meyer
• Print and Broadcast Media Lead	Terry Page

The Officers may individually do any task that the General Meeting has delegated to them. The Officers together form the Core Group.

### GROUPS

- x. The Campaign has the following Groups:

• Policy	The Core Group
• Communications	Terry Page, Rynd Smith, Anya Symes, Helen Wrigglesworth, Michael Edwards
• Finance	Michael Edwards
• Secretariat	Sue Hacking, Rynd Smith

The Groups may do any task that the General Meeting has delegated to them and any new task that meets the objectives of the Campaign, provided that any new task is reported to the next General Meeting and endorsement is sought.

**THE OBJECTIVES OF THE CAMPAIGN**

- A. To represent the opinion of residents and businesses in the Campaign area on matters relating to parking supply and demand, highway and pedestrian safety to elected Councillors, Officers, Committees and the Full Council of Brighton and Hove City Council.
- B. To press for the earliest possible public consultation in the Campaign Area on a Controlled Parking Zone.
- C. To undertake any surveys, petitions, communications, publications and advocacy necessary to achieve A & B.
- D. To raise and expend funds for the purpose of achieving the objectives. If there is ever a surplus of funds not fully required for these purposes, the surplus may be put to local charitable purpose(s) agreed by the General Meeting.
- E. To operate any electronic information systems, databases, websites, social media systems or libraries necessary for the purpose of achieving the objectives.

4 April 2018