

Date: 21<sup>st</sup> February 2017

Dear Councillor,

**Council**

YOU ARE HEREBY SUMMONED to attend the Meeting of the **Council** to be held in the **Council Chamber**, on **Wednesday, 01 March 2017** at **18:00** to transact the business set out on the attached agenda.

Yours faithfully,



Chief Executive

To:- **Conservative Group**

Councillor Murray (Chairman), Councillor Stanton (Vice-Chairman) and Councillors Atkin, Billings, Mrs Brown, Mrs Coe, Coe, Mrs Coyle, Ford, Grant, Mrs Hall, Harrison, Hewlett, MacPherson, Muller, Mrs Patten, Mrs Plenderleith, Roberts, Smith, Swann, Watson, Wheeler and Mrs Wyatt

**Labour Group**

Councillors Bambrick, Chahal, Dunn, Dr Pearson, Rhind, Richards, Shepherd, Southerd, Mrs Stuart, Taylor, Tilley, and Wilkins

## AGENDA

### Open to Public and Press

- 1 Apologies.
- 2 Presentation: CHIEF SUPERINTENDENT JIM ALLEN -  
DERBYSHIRE CONSTABULARY
- 3 To confirm the Open Minutes of the Council Meeting held on 19th  
January 2017 (CL/102-CL/120).  
Council 19th January 2017 Open Minutes **5 - 12**
- 4 To receive any declarations of interest arising from any items on the  
Agenda
- 5 To receive any announcements from the Chairman, Leader and  
Head of Paid Service.
- 6 To receive any questions by members of the public pursuant to  
Council Procedure Rule No.10.
- 7 To receive any questions by Members of the Council pursuant to  
Council procedure Rule No. 11.
- 8 To authorise the sealing of the documents.  
  
SEALED DOCUMENTS **13 - 13**
- 9 COUNCIL TAX SETTING 2017-18 **14 - 33**
- 10 COMMUNITY GOVERNANCE REVIEW - BARROW UPON TRENT,  
TWYFORD & STENSON AND STENSON FIELDS - FINAL  
PROPOSALS **34 - 140**
- 11 To receive and consider the Open Minutes of the following  
Committees:-

Etwall Joint Management Committee 9th January 2017 Open Minutes	141 - 144
Housing and Community Services Committee: Special - Budget 10th January 2017 Open Minutes	145 - 146
Finance and Management Committee: Special - Budget 12th January 2017 Open Minutes	147 - 151
Planning Committee 17th January 2017 Open Minutes	152 - 157
Overview and Scrutiny Committee 18th January 2017 Open Minutes	158 - 161
Licensing and Appeals Sub-Committee 19th January 2017 Open Minutes	162 - 163
Housing and Community Services Committee 2nd February 2017 Open Minutes	164 - 167
Finance and Management Committee 16th February 2017 Open Minutes	168 - 171
Overview and Scrutiny Committee 8th February 2017 Open Minutes	172 - 174
Planning Committee 7th February 2017 Open Minutes	175 - 180

- 12 To review the compositions of the Committees, Sub-Committees and Working Panels for the remainder of the municipal year.
- 13 To review the compositions of Substitute Panels.
- 14 To review representation on Outside Bodies.

**Exclusion of the Public and Press:**

- 15 The Chairman may therefore move:-  
That in accordance with Section 100 (A)(4) of the Local Government Act 1972 (as amended) the press and public be excluded from the

remainder of the Meeting as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraph of Part I of the Schedule 12A of the Act indicated in the header to each report on the Agenda.

- 16** To confirm the Exempt Minutes of the Council Meeting held on 19th January 2017 (CL/121-CL/123).

Council 19th January 2017 Exempt Minutes

- 17** To receive any Exempt questions by Members of the Council pursuant to Council procedure Rule No. 11.

- 18** To receive and consider the Exempt Minutes of the following Committees:-

Finance and Management Committee: Special - Budget 12th

January 2017 Exempt Minutes

Licensing and Appeals Sub-Committee 19th January 2017 Exempt Minutes

Housing and Community Services Committee 2nd February 2017

Exempt Minutes

Planning Committee 7th February 2017 Exempt Minutes

Finance and Management Committee 16th February 2017 Exempt Minutes

MINUTES of the MEETING of the  
SOUTH DERBYSHIRE DISTRICT COUNCIL  
held at the Civic Offices, Civic Way, Swadlincote  
on Thursday 19<sup>th</sup> January 2017  
at 6.00pm

**PRESENT:-**

**Conservative Group**

Councillor Murray (Chairman), Councillor Stanton (Vice Chairman), Councillors Atkin, Billings, Mrs Brown, Mrs Coe, Mrs Coyle, Mrs Farrington, Grant, Mrs Hall, Harrison, Hewlett, MacPherson, Muller, Mrs Patten, Mrs Plenderleith, Roberts, Smith, Swann, Watson, Wheeler and Mrs Wyatt

**Labour Group**

Councillors Bambrick, Chahal, Dunn, Rhind, Richards, Shepherd, Southerd, Taylor, Tilley and Wilkins

CL/102 **APOLOGIES**

Apologies for absence from the Meeting were received from Councillors Coe, Ford (Conservative Group) and Dr Pearson (Labour Group).

CL/103 **MINUTES OF ANNUAL COUNCIL**

The Open Minutes of the Council held on 3<sup>rd</sup> November 2016 (Minute Nos. CL/80-CL/98) were approved as a true record.

Councillor Shepherd referred to Minute CL/82, querying the figures relating to Planning Appeal costs and requested that the figures be itemised. The Chief Executive advised that total costs had been provided previously as requested. Council were advised that should itemised costs be required, then this instruction would need to be directed by Members. Council approved this proposal and the Chief Executive advised that these figures would be made available at a future Council meeting.

CL/104 **DECLARATIONS OF INTEREST**

The Chairman made a declaration on behalf of all Members in relation to Item 12 Members' Allowances Scheme.

Councillor Atkin declared a disclosable pecuniary interest in relation to Item 9 Local Plan Part 2 Submission, by virtue of his family owning farm land in the area.

CL/105 **ANNOUNCEMENTS FROM THE CHAIRMAN**

The Chairman of the Council outlined a summary of events since the last meeting held on 3<sup>rd</sup> November 2016, including the visit from the High Sherriff

of Derbyshire, Mrs E J Fothergill; the Christmas Light's Switch-On; his visit to the Royal Mail sorting office; the opening of the Needlecraft Centre; his two Men United Prostate Cancer charity bike rides; his visit to the Jack Bodell exhibition at Sharpe's Pottery and his visit to the Swadlincote Golf Centre.

CL/106 **ANNOUNCEMENTS FROM THE LEADER**

The Leader extended his best wishes for the New Year.

CL/107 **ANNOUNCEMENTS FROM HEAD OF PAID SERVICE**

The Chief Executive updated Council that the location of the Depot had been confirmed with the move scheduled for July 2017. The Chief Executive led Members in thanking the Town Team, Magic Attic and Sharpe's for the exhibition at Sharpe's Pottery for for Jack Bodell, he advised that it would close on the 4<sup>th</sup> February and encouraged Members to visit.

Councillor Richards, in relation to the announcements made by the Chairman and Chief Executive queried whether condolences had been conveyed on behalf of the Council to the family of the former Lord Lieutenant of Derbyshire, Sir John Bather. The Chief Executive advised Council that condolences had been sent. Councillor Richards also thanked and proposed that Graham Nutt be recognised for his voluntary services to the Magic Attic, which was approved by Council. An update on the opening of the Swadlincote Golf Club was requested by Councillor Richards to which the Chief Executive responded.

CL/108 **QUESTIONS BY MEMBERS OF THE PUBLIC PURSUANT TO COUNCIL PROCEDURE RULE NO. 10**

Council were informed that no questions had been received.

CL/109 **QUESTIONS BY MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO. 11**

Council were informed that no questions had been received.

CL/110 **SEALED DOCUMENTS**

18.10.16	11520 Transfer – 4 Grange Close, Melbourne
09.11.16	11544 Transfer – 29 Windmill Road, Etwall
09.11.16	11545 Transfer – 1 Mount Pleasant Road, Repton
24.11.16	11557 Transfer – 29 Chatsworth Road, Newhall
02.12.16	11563 Transfer – 1 Truro Close, Midway
16.12.16	11584 Transfer – 38 Lincoln Way, Midway

Councillor Wilkins commented on the number of council houses sold and in relation to this, sought clarification on whether the number of new builds would equate to this. The Chief Executive advised Council information with regards to this would be provided in due course.

**RESOLVED:**

***That the Sealed Documents listed, for which there is no specific authority, be duly authorised.***

CL/111 **NOTICE OF MOTION**

In accordance with Council Procedure Rule No. 12, Councillor Swann had given notice of the following motion:

**Burton Hospital's Accident and Emergency Services**

“This Council unequivocally supports the retention of a full-fledged Accident and Emergency Department at Burton's Queen's Hospital as a vital, and indeed life-saving, facility for residents of South Derbyshire.

Therefore, this Council instructs the Chief Executive to write to the relevant NHS officials and clinicians, who make the decisions in respect of such matters, outlining the Authority's resolute and unwavering support for the continuation of Burton Hospital's Accident and Emergency services.”

Councillor Richards proposed an amendment to paragraph two of the motion, requesting the inclusion of ‘Her Majesty's Government’ to the list of bodies to be corresponded with; however this was not supported by Council.

Councillor Plenderleith, as the Council's representative on the Board of Governors for Burton Hospitals NHS Foundation Trust, advised Council on the Trust's position on the Sustainability and Transformation Plan (STP), outlining that the Trust had stated that they are committed to maintaining and developing a vibrant district general hospital in Burton. Whilst headlines in the local press may seem of concern, Members were advised that the Trust currently have no plans for the Emergency Department (ED) to close. Members were advised that as part of the STP's commitment to public consultation on major decisions, the views of all county residents would be respected when it came to discussing which ED may potentially turn into an Urgent Care Centre and other significant proposals within the STP.

**RESOLVED:-**

***That the motion be carried.***

Councillor Atkin left the Chamber at 6.25pm.

CL/112 **LOCAL PLAN PART 2 SUBMISSION**

The Planning Policy Manager presented the report to Council, summarising the process to date, including the three main modifications as required by the Inspector to ensure the Plan was sound and legally compliant.

Councillor Watson led Members in thanking and congratulating Officers for the comprehensive report. Councillor Watson proposed the report that had been previously discussed and approved by the Environmental and Development Services Committee.

Councillor Shepherd, as local Ward Member for Stenson, referred to the recent announcement regarding the Infinity Garden Village funding award and expressed disappointment at the lack of information and notice given to the local Members. He sought further clarification with regard to how the matter had been reported to Elected Members.

Councillor Southerd sought clarification on the criteria for the selection process in order to secure the funding and expressed surprise that the location qualified to be eligible, considering its proximity to Derby City. The Planning Policy Manager stated that all the required information had been submitted, which resulted in the successful outcome.

Councillor Richards requested Councillor Watson respond as to whether he had been informed on the matter. Councillor Watson advised that he was aware of the expression of interest but felt it was a confidential matter and as the expression of interest had not been accepted; it was too soon to make an announcement.

The Director of Community and Planning Services informed Council that the submission of an expression of interest had been made by Officers, which, once accepted, would have led to a full bid application process. At this point it, would have been put to Members, but the announcement was made public sooner than was expected.

The Chief Executive made reference to the unfortunate timing of the national announcement being made on a Bank Holiday and informed Members that the matter would be discussed at the next Environmental and Development Services Committee on 2<sup>nd</sup> March 2017. He further advised that although the reasons for this expression of interest were just, Officers had not been informed prior to the press release and had therefore been unable to advise Members in the usual manner.

Councillor MacPherson expressed a view that Officers should not be discouraged from pursuing funding opportunities. The Waste Less Save More campaign and progress with Neighbourhood Plan initiatives were cited as good examples.

**RESOLVED:-**

***1.1 That Council approved the modifications as set out in Appendix B, having given consideration to the Duty to Co-operate under section 33A of the Planning and Compulsory Purchase Act 2004 (the 'Act'), and progress to submission of the Local Plan Part 2.***

***1.2 That Council granted the Director of Community and Planning and the Planning Policy Manager authority to prepare and submit reports, statements, proofs of evidence and to make further changes during the hearings, in pursuit of the Council's agreed position following submission.***

Councillor Atkin returned to the Chamber at 7.05pm



**CL/113 COUNCIL TAX REDUCTION SCHEME REGULATIONS 2017 REPORT**

The Director of Finance and Corporate Services presented the report informing Council that report's recommendations had been previously considered and approved by the Finance and Management Committee.

**RESOLVED:-**

***Members considered and approved the recommendations that:***

***1.1 Under Section 10 of the Local Government Finance Act 2012, a Local Council Tax Support Scheme for South Derbyshire be adopted for the financial year commencing 1st April 2017.***

***1.2 Regulations be approved and cited as the Council Tax Reduction Scheme Regulations (South Derbyshire District Council Local Scheme 2017) and come into force on 19th January 2017.***

***1.3 These regulations amend the Council Tax Reduction Schemes (Prescribed Requirements) (England) (Amendment) Regulations 2013, as amended, set out in the Schedule to those Regulations for the purposes of paragraph 4 of Schedule 1A to the Local Government Finance Act 1992, by:***

- Continuing the insertion of Section 18a Class G: exempt persons who are not pensioners.***
- Continuing the insertion of Section 18b Class H: persons who are not pensioners.***
- Continuing the amendment to Regulation 32 to vary the maximum entitlement in prescribed cases, i.e. to give effect to the designation of war pensioners and the disabled as protected groups (in addition to pensioners under the Prescribed Requirements) and to reduce benefit entitlement in non-protected groups by 8.5% for persons on passported benefit and by 10% in all other cases.***
- Continuing the amendment to Schedule 8 (20) to ensure the disregard of war pensions, to include other payments made under the Armed Forces Compensation Scheme.***
- Continuing the insertion at Part 12 Chapter 6 the provision to increase the period of extended payments (as defined in the Regulations) from 4 to 8 weeks.***

***1.4 That the amounts of pensions, tax credits, income related and non-income related social security benefits and allowances, component parts, applicable amounts, premiums and deductions be uprated in accordance with the 2013 Regulations in 1.3 above as set out in Circular A12/2016***

CL/114 **APPOINTMENT OF THE COUNCIL'S EXTERNAL AUDITOR**

The Director of Finance and Corporate Services presented the report to Council informing Members that the recommendation had been considered and approved by both the Audit Sub-Committee and Finance and Management Committee.

**RESOLVED:-**

***That the Council opts into the national procurement framework for the appointment of its External Auditor from the financial year 2018/19.***

CL/115 **MEMBERS' ALLOWANCES SCHEME**

The Monitoring Officer presented the report to Council.

The Leader proposed an amendment to Section 10 of Annexe A, by deletion of the reference to spinal column 49 of NJC Scheme. This was supported by Council.

**RESOLVED:-**

***That Council approves the Members' Allowances Scheme attached at Annexe 'A' subject to the amendment to Section 10.***

CL/116 **OPEN MINUTES**

Council received and considered the open minutes of its Committees.

**RESOLVED:-**

***That the open minutes of the following Committees were approved as a true record:-***

<b><i>Planning</i></b>	<b><i>18.10.16</i></b>	<b><i>PL/83-PL/96</i></b>
<b><i>Planning</i></b>	<b><i>08.11.16</i></b>	<b><i>PL/97-PL/112</i></b>
<b><i>Environmental and Development Services</i></b>	<b><i>17.11.16</i></b>	<b><i>EDS/47-EDS/62</i></b>

Councillor Tilley referred to Minute EDS/54 requesting clarification on the potential use of Section 106 funding for the continuation of refurbishment to Swadlincote Town Centre. The Chief Executive responded that due to the conditions, Swadlincote Town Centre would not currently qualify for Section 106 funding, and investment would be required to move to Phase 3 of the refurbishment plan.

<b><i>Housing and Community Services</i></b>	<b><i>24.11.16</i></b>	<b><i>HCS/49-EDS/64</i></b>
<b><i>Planning</i></b>	<b><i>29.11.16</i></b>	<b><i>PL/115-PL/128</i></b>

Councillor Southerd raised concern that public speaking at the Planning Committee should not provide a platform for abuse with the Chairman of the meeting taking appropriate action. Councillor Mrs Brown agreed and advised such matters would be addressed by the Chairman of the Meeting.

<b>Finance and Management</b>	<b>01.12.16</b>	<b>FM/88-FM/99</b>
<b>Licensing and Appeals</b>	<b>06.12.16</b>	<b>LAS/28-LAS/32</b>
<b>Overview and Scrutiny</b>	<b>07.12.16</b>	<b>OS/33-OS/42</b>
<b>Planning</b>	<b>20.12.16</b>	<b>PL/129-PL/139</b>
<b>Environmental and Development Services: Special - Budget</b>	<b>05.01.17</b>	<b>EDS/66-EDS/74</b>

Councillor Shepherd wished for it to be noted at Minute EDS/73 a correction should be made in relation to the amount of funding available. Whilst citing the development of the Stenson Fields Ward, he made reference to what he deemed as inadequate road infrastructure, with a request that any finance obtained be prioritised towards bridge improvements.

Councillor Rhind sought clarification with regard to how strategic housing advice is being delivered and how will it be delivered in the future. The Director of Housing and Environmental Services responded that this work had been distributed within the team and the new realignment of processes would endeavour to deliver an effective service.

### **Area Forums**

<b>Swadlincote</b>	<b>03.10.16</b>	<b>SA/10-SA/18</b>
<b>Repton</b>	<b>04.10.16</b>	<b>RA/10-RA/18</b>
<b>Melbourne</b>	<b>10.10.16</b>	<b>MA/10-MA/18</b>
<b>Etwell</b>	<b>11.10.16</b>	<b>EA/10-EA/18</b>
<b>Newhall</b>	<b>12.10.16</b>	<b>NA/10-NA/18</b>
<b>Linton</b>	<b>31.10.16</b>	<b>LA/10-LA/18</b>

#### **CL/117 THE COMPOSITION OF COMMITTEES, SUB-COMMITTEES & WORKING PANELS FOR THE REMAINDER OF THE MUNICIPAL YEAR**

Council were informed that no changes had been made to the composition of the committees, sub-committees and working panels since its last meeting.

#### **CL/118 COMPOSITION OF SUBSTITUTE PANELS**

Council were informed that no changes had been made to the composition of the substitute panels since its last meeting.

#### **CL/119 REPRESENTATION ON OUTSIDE BODIES**

Council were informed that no changes had been made to representations on outside bodies since its last meeting.

#### **CL/120 LOCAL GOVERNMENT ACT 1972 (AS AMENDED BY THE LOCAL GOVERNMENT [ACCESS TO INFORMATION] ACT 1985)**

#### **RESOLVED:-**

***That in accordance with Section 100(A)(4) of the Local Government Act 1972 (as amended) the press and public be excluded from the remainder***

*of the Meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined under the paragraphs of Part 1 of Schedule 12A of the Act as indicated in the reports of Committees.*

**EXEMPT MINUTES OF ANNUAL COUNCIL**

*The Exempt Minutes of the Council Meeting held on 3<sup>rd</sup> November 2016 (Minute Nos. CL/99–CL/101) were approved as a true record.*

**EXEMPT QUESTIONS BY MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NUMBER 11**

*Council was informed that no questions had been received.*

**EXEMPT MINUTES**

*Council received and considered the Exempt Minutes of its committees.*

**RESOLVED:-**

*That the Exempt Minutes of the following Committees be approved as a true record:-*

<i>Planning</i>	<i>08.11.16</i>	<i>PL/113-114</i>
<i>Environmental and Development Services</i>	<i>17.11.16</i>	<i>EDS/63-EDS/65</i>
<i>Housing and Community Services</i>	<i>24.11.16</i>	<i>HCS/65-EDS/66</i>
<i>Finance and Management</i>	<i>01.12.16</i>	<i>FM/100-FM/104</i>

Councillor Richards welcomed Councillor Farrington back wishing her a speedy recovery and also extended his wishes to Councillor Mrs Patten following her operation.

The Chairman extended his best wishes for the New Year and thanked all Members and Officers their work.

The meeting terminated at 7.25pm.

COUNCILLOR P MURRAY

CHAIRMAN OF THE DISTRICT COUNCIL

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<b>REPORT TO:</b>	<b>COUNCIL</b>	<b>AGENDA ITEM: 8</b>
<b>DATE OF MEETING:</b>	<b>1<sup>st</sup> MARCH 2017</b>	<b>CATEGORY: DELEGATED</b>
<b>REPORT FROM:</b>	<b>CHIEF EXECUTIVE</b>	<b>OPEN</b>
<b>MEMBERS' CONTACT POINT:</b>	<b>DEMOCRATIC SERVICES 01283 595848 / 595722</b>	<b>DOC:U:\JAYNE\Commtee\COMM REP\Sealed Docs report 1 Mar 17.docx</b>
<b>SUBJECT:</b>	<b>SEALED DOCUMENTS</b>	<b>REF: J. BEECH</b>
<b>WARD(S) AFFECTED:</b>	<b>VARIOUS</b>	<b>TERMS OF REFERENCE: N/A</b>

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**1.0 Purpose of Report/Detail/Recommendation**

1.1 To authorise the Sealed Documents listed below, which have no specific authority:-

<u>Date</u>	<u>No. of Seal</u>	<u>Nature of Document</u>
27.01.17	11606	Transfer – 1 Council Houses, Main Street, Scropton
08.02.17	11634	Transfer – 10 New Road, Hilton
08.02.17	11636	Transfer – 29 Cleveland Close, Swadlincote

**2.0 Financial Implications**

2.1 None.

**3.0 Corporate Implications**

3.1 None.

**4.0 Community Implications**

4.1 None.

**5.0 Background Papers**

5.1 Seal Register

<b>REPORT TO:</b>	<b>COUNCIL</b>	<b>AGENDA ITEM: 9</b>
<b>DATE OF MEETING:</b>	<b>1<sup>st</sup> MARCH 2017</b>	<b>CATEGORY:</b>
<b>REPORT FROM:</b>	<b>DIRECTOR OF FINANCE &amp; CORPORATE SERVICES</b>	<b>OPEN</b>
<b>MEMBERS CONTACT POINT:</b>	<b>KEVIN STACKHOUSE (01283 595811)</b> <a href="mailto:kevin.stackhouse@south-derbys.gov.uk">kevin.stackhouse@south-derbys.gov.uk</a>	<b>DOC:</b> u/ks/council tax and precepts/council tax setting report 1718
<b>SUBJECT:</b>	<b>COUNCIL TAX SETTING 2017/18</b>	<b>REF:</b>
<b>WARD(S) AFFECTED:</b>	<b>ALL</b>	<b>TERMS OF REFERENCE:</b>

## **1.0 Recommendations**

- 1.1 That the formal Council Tax resolutions for 2017/18 at **Appendix 1** are approved.
- 1.2 That the report of the Section 151 (Chief Finance) Officer at **Appendix 3** is noted.
- 1.3 That the Prudential Indicators governing Treasury Management as detailed in **Appendix 4** are approved.

## **2.0 Purpose of the Report**

- 2.1 To set out the statutory resolutions to enable the Council to calculate and set the Council Tax for 2017/18. This is in accordance with regulations under the Local Government Finance Act 1992, as amended by the Localism Act 2011.
- 2.2 In addition, the report also sets out a statement under Section 25 of the Local Government Act 2003 by the Section 151 (Chief Finance) Officer. This gives an overall opinion on the robustness of the estimates included in approved budgets and the adequacy of Council Reserves.
- 2.2 The Section 25 report was considered and noted by the Finance and Management Committee on 16th February 2017.
- 2.3 The report also sets out the Prudential Indicators required under the Code for Capital Finance including the Council's Statutory Borrowing Limit under Section 3 (1) of the Local Government Act 2003.

- 2.4 These indicators are those recommended by the Finance and Management Committee from its meeting on 16th February. They form part of the Treasury Management (Borrowing and Investment) Strategy also approved by that Committee for 2017/18.
- 2.5 The Council Tax for District (South Derbyshire) Services is based on budgeted spending levels for 2017/18, as recommended by the Finance & Management Committee on 16th February. The Finance and Management Committee have recommended a Council Tax increase of 1.95% for 2017/18, which has been reflected in the resolutions for approval.
- 2.6 The report is set out in the following sections / appendices:
- **Section 3: Executive Summary** – summarising the proposed Council Tax level for South Derbyshire residents including charges set by other precepting authorities, together with an explanation of the technical resolutions.
  - **Appendix 1:** The formal Council Tax resolution to meet statutory requirements.
  - **Appendix 2:** The detailed Tax Base, Precept and Band D rates for Parish Councils, together with the level of Council Tax Reduction Scheme (CTRS) Grant allocated to Parish Councils.
  - **Appendix 3:** The report of the Section 151 (Chief Finance) Officer under Section 25 of the Local Government Act 2003.
  - **Appendix 4:** The Prudential Indicators as recommended by Finance and Management Committee which will govern the Council's Treasury Management activities for 2017/18.
  - **Schedules A to C:** These detail the level of Council Tax by Preceptor and by band, aggregated for each part of the District.

### **3.0 Executive Summary**

- 3.1 The Council is required to calculate a Council Tax Requirement (CTR) for the forthcoming financial year, 2017/18. Not only is this the basis for the local Council Tax rate, the CTR is used to test whether an increase in Council Tax from year to year is excessive in accordance with criteria laid down by the Secretary of State.

#### **Precepts**

- 3.2 The precept levels of other precepting bodies have been received and these are detailed below.

#### **Parish Councils**

- 3.3 Parish Council precepts for 2017/18 as notified to the Council under Section 41 of the Local Government Finance Act 1992 are detailed in **Appendix 2** and total £756,081.

#### **Derbyshire County Council**

- 3.6 Derbyshire County Council met on 8th February 2017 and set their precept at £38,345,442. This results in a Band D Council Tax of £1,211.66 for 2017/18 (£1,165.17 in 2016/17). *This includes a specific Precept to fund Adult Social Care.*

#### **Police and Crime Commissioner for Derbyshire**

- 3.7 The Derbyshire Police and Crime Commissioner confirmed their precept on 14th February 2017 at £5,715,448. This results in a Band D Council Tax of £180.60 (£177.07 in 2016/17).

#### **Derbyshire Fire and Rescue Service**

- 3.8 The Derbyshire Fire and Rescue Authority met on 23rd February 2017 and set their precept at £2,296,939. This results in a Band D Council Tax of £72.58 (£71.18 in 2016/17).

#### **Overall Council Tax Level 2017/18**

- 3.9 The recommendations of the Finance and Management Committee for District Council services are set out in the formal Council Tax Resolution in **Appendix 1**. If this resolution is approved, the total Band D Council Tax for 2017/18 will be as follows:



Overall Band D Council Tax (per year)	2016 /17 £:p	2017 /18 £:p	Increase £:p	Increase %
South Derbyshire District Council	153.18	156.17	2.99	1.95%
Derbyshire County Council	1,165.17	1,211.66	46.49	3.99%
Police and Crime Commissioner for Derbyshire	177.07	180.60	3.53	1.99%
Derbyshire Fire and Rescue Service	71.18	72.58	1.40	1.97%
<b>TOTAL</b>	<b>1,566.60</b>	<b>1,621.01</b>	<b>54.41</b>	<b>3.47%</b>

3.10 The Parish Council Precepts are in addition to the basic Band D amount. An explanation of the resolutions in **Appendix 1** is provided below.

### **Resolution 1 - Council Tax Base**

3.11 This is the District Council's Tax Base, which was approved by the Finance and Management Committee at its meeting held on the 12th January 2017. The Tax Base was set at **31,647** and is known as **Item T**.

### **Resolution 2 – The Council Tax Requirement (CTR)**

3.12 This is the amount of revenue expenditure to be met from Council Tax. It is the Council's Band D rate (excluding Parishes) multiplied by its Council Tax Base, as follows:

$$£156.17 * 31,647 = \underline{\underline{£4,942,312}}$$

### **Resolution 3 (a)**

3.13 This is the Council's estimated gross expenditure for 2017/18 including the Housing Revenue Account and Parish Precepts and totals £47,839,416.

### **Resolution 3 (b)**

3.14 This is the Council's estimated income for 2016/17. It includes all fees and charges, together with housing rents, specific government grants, contributions from reserves and declared surpluses on the Collection Fund. The total is £42,141,023.

### **Resolution 3 ©**

3.15 This is the difference between 3 (a) and 3 (b), i.e. £5,698,393 and is known as **Item R**. It represents the CTR for the year of £4,942,312 (Resolution 2) together with Parish Precepts of £756,081.

### **Resolution 3 (d)**

3.16 This is the basic amount of Council Tax for 2017/18, including Parish Precepts and is item R divided by item T. i.e.

$$£5,698,393 / 31,647 = \underline{\underline{£180.06}}$$

### **Resolution 3 (e)**

3.17 This is the total amount of Parish Precepts as detailed in **Appendix 2**, i.e. £756,081.

### **Resolution 3 (f)**

3.18 This is the basic amount of Council Tax for areas where no Parish Precept applies, i.e.

$$£180.06 - (£756,081 / 31,647) = \underline{\underline{£156.17}}$$

### **Resolutions 4 and 5**

3.19 These confirm the precepts levied by Parish Councils together with those notified to the Council by the County, Police/Crime Commissioner and Fire authorities. The equivalent tax rates by property band are shown in Schedules A and B.

### **Resolution 6**

3.20 This is the aggregate amount of Council Tax for South Derbyshire as detailed in **Schedule C**.

### **Resolution 7**

3.21 Schedule 5 of the Localism Act 2011, makes provision for a referendum to be held if an authority increases its Council Tax by an amount exceeding principles determined by the Secretary of State.

3.22 The Secretary has determined that for 2017/18, a Council Tax will be *deemed excessive* (and subject to a local Referendum) for shire district councils if the authority's relevant basic amount of Council Tax (i.e. Band D) for 2017/18 is:

(a) *2% or more than 2% greater than its relevant basic amount of Council Tax for 2016/17; and*

(b) *more than £5.00 greater than its relevant basic amount of Council Tax for 2016/17.*

3.23 As shown in the table in **paragraph 3.9**, the District's Band D rate will increase following the recommendation of the Finance and Management Committee on 16th February 2017, by 1.95%.

3.24 Therefore, under the principles set out by the Secretary of State, the Council's increase is not deemed excessive.

3.25 It should be noted that Parish Councils in South Derbyshire are not subject to these restrictions for 2017/18.

## Appendix 1

### **The Council is recommended to resolve as follows:**

1. It be noted that on 12th January 2017, the Finance and Management Committee calculated the Council Tax Base 2017/18:
  - (a) For the whole area as 31,647 (Item T in the formula in Section 31B of the Local Government Finance Act 1992, as amended by the Localism Act 2011).
  - (b) For dwellings in those parts of its area to which a Parish Precept relates as 21,296.
2. Calculate that the Council Tax Requirement for the Council's own purpose for 2017/18 (excluding Parish Precepts) is £4,942,312.
3. That the following amounts be calculated for the year 2017/18 in accordance with Sections 31 and 36 of the Localism Act 2011:
  - (a) £47,839,416  

Being the aggregate of the amounts which the Council estimates for the items set out in Section 31A (2) of the Act taking into account all precepts issued to it by Parish Councils.
  - (b) £42,141,023  

Being the aggregate of the amounts which the Council estimates for the items set out in Section 31A (3) of the Act.
  - (c) £5,698,393  

Being the amount by which the aggregate of 3(a) above exceeds the aggregate of 3(b) above, calculated by the Council in accordance with Section 31A (4) of the Act as its Council Tax requirement for the year. (Item R in the formula in Section 31B of the Act).
  - (d) £180.06  

Being the amount at 3(c) above (Item R) all divided by Item T (1a above) calculated by the Council in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish Precepts).
  - (e) £756,081  

Being the aggregate amount of all Parish Precepts referred to in Section 34 (1) of the Act.

(f) £156.17

Being the amount at 3 (d) above less the result given by dividing the amount at 3 (e) above by Item T (1a above) calculated by the Council in accordance with Section 34 (2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish Precept relates.

4. To note that Parish Councils have issued precepts to the Council in accordance with Section 41 of Local Government Finance Act 1992 for each category of dwellings in the Council's area as indicated in **Schedule A**
5. To note that the County Council, the Police and Crime Commissioner and the Fire and Rescue Service for Derbyshire, have issued Precepts to the Council in accordance with Section 40 of the Local Government Finance Act 1992 for each category of dwellings in the Council's area as indicated in **Schedule B**.
6. That the Council, in accordance with Sections 30 and 36 of the Local Government Finance Act 1992, hereby sets the aggregate amounts shown in **Schedule C**, as the amounts of Council Tax for 2017/18 for each part of its area and for each of the categories of dwellings, this being the aggregate of Schedules A and B.
7. That in accordance with Section 52 (ZB) of the Local Government Finance Act 1992, the Council determines that the amount of council tax shown at 3 (f) of £156.17 **is not** excessive compared to 2015/16 and therefore there is no requirement for a local referendum.

## ANALYSIS OF PARISH PRECEPTS, TAX BASE AND BAND D RATES

Parish	Precept 2016/17 £	Precept 2017/18 £	Tax Base 2016/17	Tax Base 2017/18	Band D 2016/17 £	Band D 2017/18 £	LCTR Grant 2016/17 £	LCTR Grant 2017/18 £
Aston-on-Trent	30,000	33,385	673	677	44.58	49.31	1,317	1,317
Barrow-on-Trent	10,575	10,575	235	243	45.00	43.52	452	452
Bretby	3,000	3,060	413	411	7.26	7.45	73	73
Burnaston	7,000	8,366	687	719	10.19	11.64	148	148
Castle Gresley	19,306	22,124	518	528	37.27	41.90	2,876	2,876
Church Broughton	7,000	7,000	234	235	29.91	29.79	151	151
Coton-in-the-Elms	6,611	6,676	271	272	24.39	24.54	989	989
Dalbury Lees	1,500	1,600	123	125	12.20	12.80	102	102
Egginton	10,110	10,415	261	253	38.74	41.17	199	199
Elvaston	10,820	10,820	734	814	14.74	13.29	210	210
Etwall	38,328	39,992	992	988	38.64	40.48	2,751	2,751
Findern	18,180	19,399	636	633	28.58	30.65	1,135	1,135
Foston & Scropton	8,567	8,568	240	241	35.70	35.55	433	433
Hartshorne	7,800	7,950	1,060	1,062	7.36	7.49	1,783	1,783
Hatton	32,500	50,000	853	868	38.10	57.60	2,100	2,100
Hilton	165,000	200,380	2,581	2,601	63.93	77.04	5,484	5,484
Linton	30,850	31,159	645	661	47.83	47.14	3,325	3,325
Melbourne	65,100	72,610	1,869	1,912	34.83	37.98	2,568	2,568
Netherseal	9,600	9,730	321	321	29.91	30.31	1,141	1,141
Newton Solney	4,400	4,400	282	282	15.60	15.60	171	171
Overseal	27,810	29,200	787	796	35.34	36.68	2,801	2,801
Repton	15,026	16,210	1,022	1,082	14.70	14.98	693	693
Rosliston	7,500	7,500	256	265	29.30	28.30	378	378
Shardlow & Great Wilne	13,870	13,870	415	415	33.42	33.42	1,399	1,399
Smisby	4,764	4,914	125	125	38.11	39.31	164	164
Stenson Fields	3,000	3,000	1,099	1,101	2.73	2.72	736	736
Ticknall	12,450	12,450	300	300	41.50	41.50	822	822
Walton-on-Trent	5,705	5,762	303	308	18.83	18.71	607	607
Weston-on-Trent	13,000	13,500	477	480	27.25	28.13	535	535
Willington	37,944	37,944	909	946	41.74	40.11	4,392	4,392
Woodville	51,964	53,523	1,621	1,632	32.06	32.80	3,692	3,692
<b>TOTAL PRECEPTS / AVERAGE BAND D</b>	<b>679,280</b>	<b>756,081</b>	<b>20,942</b>	<b>21,296</b>	<b>29.67</b>	<b>31.35</b>	<b>43,627</b>	<b>43,627</b>

## APPENDIX 3

### **Section 25 Report (under the Local Government Act 2003)**

1. In their role as the Council's Section 151 (Chief Finance) Officer, the Director of Finance and Corporate Services, is required to provide an overall opinion on the robustness of the estimates included in budgets and the adequacy of Council reserves. An assessment is set out in the sections that follow.

#### **Comments of the Chief Finance Officer**

2. The reports to the Finance and Management Committee on 12<sup>th</sup> January and 16<sup>th</sup> February 2017 highlight the challenge that the Council continues to face to ensure that its financial position remains robust and sustainable over the medium-term.
3. It is considered that estimates of income and expenditure included in the Base Budget and longer-term financial forecasts are prudent. They provide for inflation and other known variations, together with provisions that recognise both current cost pressures and potential costs associated with growth of the District.
4. It is noted that additional resources have been approved for "Growth" and that a separate reserve will be set-aside to provide investment to meet additional demand on services.
5. The Budget for 2017/18 and forward projections are based on the most up-to-date economic forecasts for inflation and interest rates, etc.
6. In addition, a realistic but prudent view has been taken regarding projected income levels from fees, charges and short-term investments. This also includes the likely effects of future funding in the form of Retained Business Rates, the New Homes Bonus and Council Tax receipts, based on provisional allocations (updated for local factors) from Central Government for the period ending in March 2020.
7. The compilation of detailed budgets has been undertaken in conjunction with service managers. It is recognised that the Council has well established performance and budget monitoring arrangements in place to help ensure that Council finances are monitored effectively. This includes quarterly reports to the Council.
8. The Council's Financial Strategy directs the Council to plan its spending over a 5-year rolling period for the General Fund and 10 years for the Housing Revenue Account. This provides an indication of the sustainability of spending plans and allows sufficient time in which remedial action can be implemented to address any issues in a planned and timely manner.
9. The following table shows the projected level of Reserves over the planning period, 2017 to 2022.

## Projected Level of Revenue Reserves

	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
Estimated Usable Reserves	£'000	£'000	£'000	£'000	£'000	£'000
General Fund	7,606	7,984	7,141	5,305	3,426	1,110
Earmarked	4,721	2,971	2,768	2,566	2,364	2,298
Capital Receipts and Grants	3,660	3,334	3,499	3,868	4,234	4,495
HRA	1,599	1,134	1,162	1,118	1,311	1,880
<b>TOTAL</b>	<b>17,586</b>	<b>15,423</b>	<b>14,570</b>	<b>12,857</b>	<b>11,335</b>	<b>9,783</b>

10. The Council, based on the recommendation of the Chief Finance Officer, has approved to set a minimum (contingency) level of General Reserves of £1m on both the General Fund and Housing Revenue Accounts. This meets the requirements of the Local Government Act 2003.

### General Fund

11. The above table shows that the level of reserves on the General Fund is currently healthy compared to the minimum target of £1m and is forecast to remain above the minimum level of £1m by 2021/22.
12. Although the General Fund is forecast to achieve budget surpluses for 2016/17 and 2017/18 based on current projections, a deficit is then forecast from 2018/19, as Revenue Support Grant falls out and the full impact of the revised allocations for the New Homes Bonus take effect.
13. However, the annual deficits could be financed by drawing down the current level of the General Reserve. Effectively, the financial projection shows the implications of taking that action.
14. However, it is considered that this is a high risk strategy. Future deficits, as highlighted in Section 3 earlier in the Report, are projected to be significant. If no action is taken to reduce future deficits, it could quickly de-stabilise the financial position given that any action to achieve budget savings may take time to fully implement.
15. Effectively, the current base budget remains unsustainable in the medium-term. Provision for certain cost pressures and potential risks have been included in the MTFP, including additional income being set-aside to meet additional demand on services.
16. It is considered that a balanced approach needs to be undertaken by utilising reserves, identifying some budget savings and at the same time providing for additional costs associated with Growth.
17. Although in budgeting terms expenditure is still greater than income over the medium-term, the Council does have a history of under spending on its General Fund. This is reviewed each year and budgets adjusted accordingly.



However, future under spends are not guaranteed and therefore, should not be relied upon.

18. The budget process has considered in detail the potential implications of Growth on costs and has reviewed projections associated with new residential development. It is noted that projections for new properties have been revised upwards, but latest Planning numbers indicate that these could be higher based on the current number of developments with outline and approved planning permissions.
19. The issue is that the full effects of growth are not fully known at present. Some costs are emerging and although provision has been made in the MTFP, it is difficult to currently gauge the full impact.
20. In the meantime, the Council is faces a financial challenge to identify budget savings from within its current General Fund budget. It has been recommended that the Council takes action during 2017/18 to alleviate the projected budget deficit of £850,000 in 2018/19.
21. This would ease the pressure in future years and help to maintain a sustainable financial position. Therefore, the Council should commence a review of service expenditure at its earliest opportunity in order to maintain a sustainable financial position ahead of 2018/19.

### **Housing Revenue Account (HRA)**

22. The financial position remains tight following changes to national rent policy in 2015/16. However, the HRA is forecast to remain sustainable based on current budgets and service levels. This will allow a minimum reserve balance to be maintained and ensure that sufficient amounts are set-aside to repay debt.
23. It is noted that the biggest risk is future income from rents and the direction of Central Government Policy following the current 4-year reduction in rent levels. The HRA's Financial Plan assumes that rents will again be allowed to rise beyond 2020, but this is not guaranteed.
24. In the meantime, this leaves limited scope for increasing the overall Base Budget of the HRA. Efficiencies/budget savings should be investigated wherever possible in order to sustain the longer-term financial position on the HRA.

### **Earmarked Reserves**

25. The Council also maintains various reserves that are used to meet one-off/known commitments or to defray expenditure over a number of years, for example, ICT upgrades, vehicle replacements, community development projects and grounds maintenance.
26. It is considered that current reserves will remain sufficient overall to meet commitments over the life of the current MTFP. Reserves held to finance on-



going community and sports development spending, will need to be kept under careful review if external and partnership contributions significantly reduce.

27. A list of all revenue reserves and funds is detailed in **Appendix 4** showing current balances. The Policy for using and monitoring these reserves was approved by the Council in October 2016.

## Risk Analysis

28. The following table summarises the key risks and issues detailed in the report and during this particular Budget Round; it assesses the potential impact upon the Council's reserves as projected in the updated MTFP.

Factor	Potential Implications	Mitigation	Likely impact on Financial position
<b>Changes in Central Government Policy</b>	<ul style="list-style-type: none"> <li>Further reductions in core funding (General Fund) and rent income (HRA) due to the national position or changes in redistribution systems.</li> </ul>	<ul style="list-style-type: none"> <li>The MTFP has analysed and built in provisional allocations for future years, informed by the Financial Settlement and current growth forecasts.</li> </ul>	<p><b>High</b></p> <p>Cumulatively a 1% variance in core funding equates to approximately £1/2m over the MTFP; a ½% reduction in rents equates to approximately £3/4m over 10-years.</p>
<b>Council Tax and the Collection Fund</b>	<ul style="list-style-type: none"> <li>Collection rates reduce due to the economic climate.</li> <li>Demand for Council Tax Support increases when resources are fixed.</li> <li>Empty properties increase reducing New Homes Bonus.</li> <li>Business Rates reduce due to appeals and a reduction in liable businesses.</li> </ul>	<ul style="list-style-type: none"> <li>Council Tax Fund in surplus.</li> <li>Tax receipts increasing from new properties.</li> <li>Local Council Tax Support Scheme now matured.</li> <li>Continued membership of the Derbyshire Business Rates Pool.</li> <li>Provisions made for Bad Debts and Appeals.</li> </ul>	<p><b>Medium</b></p> <p>Only 11% of the Council Tax Fund is transferred to the Council's General Fund. In addition, the effect is not immediate and costs can be spread.</p>
<b>Growth</b>	<ul style="list-style-type: none"> <li>A key factor influencing future income and cost of service provision.</li> </ul>	<ul style="list-style-type: none"> <li>The MTFP projects continuing growth in Council Tax receipts and New Homes Bonus which based on past performance and planning data may be less than actuals.</li> <li>Provision for cost of</li> </ul>	<p><b>High</b></p> <p>This could affect the MTFP either way. Growth is a determining factor for the Council's income and expenditure which could easily vary compared to that</p>

		<p>growth increased in 2017/18 Budget Round.</p> <ul style="list-style-type: none"> <li>• Future budgets for planning, land charges income, etc. are currently within actual levels for 2016/17.</li> </ul>	forecast.
<b>Budget Overspend</b>	<ul style="list-style-type: none"> <li>• Underlying cost pressures, due to growth, yet to surface.</li> <li>• Unexpected costs. There are on-going cost pressures, for example, maintenance of assets, as identified in the Base Budget review for 2017/18.</li> </ul>	<ul style="list-style-type: none"> <li>• Current level of general and specific reserves is healthy and the MTFP allows contingencies for inflation and growth, etc. The Base Budget of both the General Fund and HRA is assumed to increase by around 2% per year.</li> <li>• Monitoring arrangements in place allow early identification of issues.</li> </ul>	<b>Medium</b>
<b>Economic Conditions</b>	<ul style="list-style-type: none"> <li>• Higher price increases on key costs such as fuel and utilities.</li> <li>• Interest rates affect investment returns and debt payments.</li> </ul>	<ul style="list-style-type: none"> <li>• Central inflation contingency held for price increases across these key areas.</li> <li>• The General Fund is currently “debt free” and not subject to movement in interest rates. The HRA debt is largely fixed.</li> <li>• Sufficient balances allow “internal borrowing” if required.</li> <li>• Budgeted income from short-term investments is relatively low.</li> </ul>	<b>Low</b>
<b>Welfare Reform</b>	<ul style="list-style-type: none"> <li>• In particular the implementation of Universal credit.</li> </ul>	<ul style="list-style-type: none"> <li>• Evidence suggests that this could lead to more vulnerable residents have difficulty paying Council Tax and Rent.</li> <li>• The Council could be left with staff that currently administer and process housing benefit locally.</li> </ul>	<p><b>Medium</b></p> <p>Although it is expected that the full impact will not be known until the later part of the current planning period.</p>

## **Consultation and Provision of Information**

29. The information and broad budget proposals, together with details on where the Council spends its money and how it is financed, have been presented across the District. This also explained the challenge that the Council faces over the medium-term and why this has arisen.
30. Specifically, this dissemination of information has been undertaken via:
  - Local Area Forums
  - Consultation with the local businesses, together with the Community and Voluntary Sector, including a briefing at the South Derbyshire Partnership Board meeting on 25th January 2017.
31. In addition, the proposals have been subject to the Council's scrutiny process and a report back from the Overview and Scrutiny Committee has been provided separately.
32. Although many questions and queries were dealt with, no substantive issues were raised. A record of discussions has been minuted at each Area Forum, at the Overview and Scrutiny Committees on 18th January and 8<sup>th</sup> February 2017, together with the South Derbyshire Partnership on 25<sup>th</sup> January 2017.

## APPENDIX 4

### LIST OF PRUDENTIAL INDICATORS 2016/17 to 2021/22

External Debt	2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000
Debt 1st April	57,423	57,423	57,423	57,423	57,423	57,423
New Debt	0	0	0	0	0	0
Maturing Debt	0	0	0	0	0	-10,000
<b>Debt 31st March</b>	<b>57,423</b>	<b>57,423</b>	<b>57,423</b>	<b>57,423</b>	<b>57,423</b>	<b>47,423</b>
Annual Change in Debt	0	0	0	0	0	-10,000
Long-term Investments	0	0	0	0	0	0
Short-term Investments	11,000	8,000	5,000	4,000	4,000	2,000

Limits compared to Actual Debt	2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000
Authorised Limit - General Fund	5,999	5,653	5,316	4,988	4,667	4,409
Authorised Limit - HRA	66,853	66,853	66,853	66,853	66,853	66,853
Financing Requirement	67,989	67,643	67,306	66,978	66,657	56,399
Operational Boundary	62,423	62,423	62,423	62,423	62,423	52,423
Gross Debt	57,423	57,423	57,423	57,423	57,423	47,423
Debt Less Investments	46,423	49,423	52,423	53,423	53,423	45,423

General Fund - Net Indebtedness	2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000
CFR	5,999	5,653	5,316	4,988	4,667	4,409
Estimated Reserves	12,327	10,956	9,909	7,871	5,790	3,408
<b>Net Indebtedness</b>	<b>-6,329</b>	<b>-5,302</b>	<b>-4,593</b>	<b>-2,883</b>	<b>-1,123</b>	<b>1,001</b>

HRA Limit on Indebtedness	2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000
HRA Debt Cap	66,853	66,853	66,853	66,853	66,853	66,853
HRA CFR	61,990	61,990	61,990	61,990	61,990	51,990
Difference	4,863	4,863	4,863	4,863	4,863	14,863
HRA Debt	57,423	57,423	57,423	57,423	57,423	47,423
<b>Borrowing Headroom (Debt Cap minus Debt)</b>	<b>9,430</b>	<b>9,430</b>	<b>9,430</b>	<b>9,430</b>	<b>9,430</b>	<b>19,430</b>

Interest Payable and Receivable	2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000
<b>General Fund</b>						
Interest Payable	0	0	0	0	0	0
Interest Received	46	19	19	19	19	19
<b>HRA</b>						
Interest Payable	1,680	1,772	1,822	1,822	1,822	1,823
Interest Received	-10	-5	-5	-5	-5	-5

## SCHEDULE A - DISTRICT COUNCIL TAX 2017/18

### Valuation Band and Proportion to Band D

<u>Part of Council's area:</u>	A	B	C	D	E	F	G	H
<u>Parish of</u>	6/9	7/9	8/9	1.00	11/9	13/9	15/9	18/9
	£:p	£:p	£:p	£:p	£:p	£:p	£:p	£:p

Aston-on-Trent	136.99	159.82	182.65	205.48	251.14	296.80	342.47	410.96
Barrow-on-Trent	133.13	155.31	177.50	199.69	244.06	288.44	332.82	399.38
Bretby	109.08	127.26	145.44	163.62	199.98	236.34	272.70	327.24
Burnaston	111.87	130.52	149.16	167.81	205.10	242.39	279.68	335.62
Castle Gresley	132.05	154.05	176.06	198.07	242.08	286.10	330.12	396.14
Church Broughton	123.97	144.63	165.30	185.96	227.28	268.61	309.93	371.92
Coton-in-the-Elms	120.47	140.55	160.63	180.71	220.87	261.02	301.18	361.42
Dalbury Lees	112.65	131.42	150.19	168.97	206.52	244.07	281.62	337.94
Egginton	131.56	153.49	175.41	197.34	241.19	285.05	328.90	394.68
Elvaston	112.97	131.80	150.63	169.46	207.12	244.77	282.43	338.92
Etwall	131.10	152.95	174.80	196.65	240.35	284.05	327.75	393.30
Findern	124.55	145.30	166.06	186.82	228.33	269.85	311.37	373.64
Foston & Scropton	127.81	149.11	170.42	191.72	234.32	276.93	319.53	383.44
Hartshorne	109.11	127.29	145.47	163.66	200.03	236.40	272.77	327.32
Hatton	142.51	166.26	190.02	213.77	261.27	308.78	356.28	427.54
Hilton	155.47	181.38	207.30	233.21	285.03	336.86	388.68	466.42
Linton	135.54	158.13	180.72	203.31	248.49	293.67	338.85	406.62
Melbourne	129.43	151.00	172.58	194.15	237.29	280.44	323.58	388.30
Netherseal	124.32	145.04	165.76	186.48	227.92	269.36	310.80	372.96
Newton Solney	114.51	133.60	152.68	171.77	209.94	248.11	286.28	343.54
Overseal	128.57	149.99	171.42	192.85	235.70	278.56	321.42	385.70
Repton	114.10	133.12	152.13	171.15	209.18	247.22	285.25	342.30
Rosliston	122.98	143.48	163.97	184.47	225.46	266.46	307.45	368.94
Shardlow & Great Wilne	126.39	147.46	168.52	189.59	231.72	273.85	315.98	379.18
Smisby	130.32	152.04	173.76	195.48	238.92	282.36	325.80	390.96

Stenson Fields	105.93	123.58	141.23	158.89	194.20	229.51	264.82	317.78
Ticknall	131.78	153.74	175.71	197.67	241.60	285.52	329.45	395.34
Walton-on-Trent	116.59	136.02	155.45	174.88	213.74	252.60	291.47	349.76
Weston-on-Trent	122.87	143.34	163.82	184.30	225.25	266.21	307.17	368.60
Willington	130.85	152.66	174.47	196.28	239.90	283.51	327.13	392.56
Woodville	125.98	146.98	167.97	188.97	230.96	272.96	314.95	377.94
All other parts of the Council's area	104.11	121.46	138.82	156.17	190.87	225.58	260.28	312.34

## SCHEDULE B - MAJOR PRECEPTING AUTHORITIES COUNCIL TAX 2017/18

<b>Precepting Authority</b>	<b><u>Valuation Band and Proportion to Band D</u></b>							
	A	B	C	D	E	F	G	H
	6/9 £:p	7/9 £:p	8/9 £:p	1.00 £:p	11/9 £:p	13/9 £:p	15/9 £:p	18/9 £:p
Derbyshire County Council	807.77	942.40	1,077.03	1,211.66	1,480.92	1,750.18	2,019.43	2,423.32
Police and Crime Commissioner for Derbyshire	120.40	140.47	160.53	180.60	220.73	260.87	301.00	361.20
Derbyshire Fire and Rescue Service	48.39	56.45	64.52	72.58	88.71	104.84	120.97	145.16

## SCHEDULE C - AGGREGATED COUNCIL TAX FOR SOUTH DERYSHIRE 2017/18

<b>Part of Council's area:</b> <u>Parish of</u>	<b><u>Valuation Band and Proportion to Band D</u></b>							
	A	B	C	D	E	F	G	H
	£:p	£:p	£:p	£:p	£:p	£:p	£:p	£:p
Aston - on - Trent	1,113.55	1,299.14	1,484.73	1,670.32	2,041.50	2,412.68	2,783.87	3,340.64
Barrow - on - Trent	1,109.69	1,294.63	1,479.58	1,664.53	2,034.42	2,404.32	2,774.22	3,329.06
Bretby	1,085.64	1,266.58	1,447.52	1,628.46	1,990.34	2,352.22	2,714.10	3,256.92
Burnaston	1,088.43	1,269.84	1,451.24	1,632.65	1,995.46	2,358.27	2,721.08	3,265.30
Castle Gresley	1,108.61	1,293.37	1,478.14	1,662.91	2,032.44	2,401.98	2,771.52	3,325.82
Church Broughton	1,100.53	1,283.95	1,467.38	1,650.80	2,017.64	2,384.49	2,751.33	3,301.60
Coton - in - the - Elms	1,097.03	1,279.87	1,462.71	1,645.55	2,011.23	2,376.90	2,742.58	3,291.10
Dalbury Lees	1,089.21	1,270.74	1,452.27	1,633.81	1,996.88	2,359.95	2,723.02	3,267.62
Egginton	1,108.12	1,292.81	1,477.49	1,662.18	2,031.55	2,400.93	2,770.30	3,324.36
Elvaston	1,089.53	1,271.12	1,452.71	1,634.30	1,997.48	2,360.65	2,723.83	3,268.60
Etwall	1,107.66	1,292.27	1,476.88	1,661.49	2,030.71	2,399.93	2,769.15	3,322.98
Findern	1,101.11	1,284.62	1,468.14	1,651.66	2,018.69	2,385.73	2,752.77	3,303.32
Foston and Scropton	1,104.37	1,288.43	1,472.50	1,656.56	2,024.68	2,392.81	2,760.93	3,313.12
Hartshorne	1,085.67	1,266.61	1,447.55	1,628.50	1,990.39	2,352.28	2,714.17	3,257.00
Hatton	1,119.07	1,305.58	1,492.10	1,678.61	2,051.63	2,424.66	2,797.68	3,357.22
Hilton	1,132.03	1,320.70	1,509.38	1,698.05	2,075.39	2,452.74	2,830.08	3,396.10
Linton	1,112.10	1,297.45	1,482.80	1,668.15	2,038.85	2,409.55	2,780.25	3,336.30
Melbourne	1,105.99	1,290.32	1,474.66	1,658.99	2,027.65	2,396.32	2,764.98	3,317.98
Netherseal	1,100.88	1,284.36	1,467.84	1,651.32	2,018.28	2,385.24	2,752.20	3,302.64
Newton Solney	1,091.07	1,272.92	1,454.76	1,636.61	2,000.30	2,363.99	2,727.68	3,273.22
Overseal	1,105.13	1,289.31	1,473.50	1,657.69	2,026.06	2,394.44	2,762.82	3,315.38
Repton	1,090.66	1,272.44	1,454.21	1,635.99	1,999.54	2,363.10	2,726.65	3,271.98
Rosliston	1,099.54	1,282.80	1,466.05	1,649.31	2,015.82	2,382.34	2,748.85	3,298.62



Shardlow and Great Wilne	1,102.95	1,286.78	1,470.60	1,654.43	2,022.08	2,389.73	2,757.38	3,308.86
Smisby	1,106.88	1,291.36	1,475.84	1,660.32	2,029.28	2,398.24	2,767.20	3,320.64
Stenson Fields	1,082.49	1,262.90	1,443.31	1,623.73	1,984.56	2,345.39	2,706.22	3,247.46
Ticknall	1,108.34	1,293.06	1,477.79	1,662.51	2,031.96	2,401.40	2,770.85	3,325.02
Walton - on - Trent	1,093.15	1,275.34	1,457.53	1,639.72	2,004.10	2,368.48	2,732.87	3,279.44
Weston - on - Trent	1,099.43	1,282.66	1,465.90	1,649.14	2,015.61	2,382.09	2,748.57	3,298.28
Willington	1,107.41	1,291.98	1,476.55	1,661.12	2,030.26	2,399.39	2,768.53	3,322.24
Woodville	1,102.54	1,286.30	1,470.05	1,653.81	2,021.32	2,388.84	2,756.35	3,307.62
All other parts of the Council's area	1,080.67	1,260.78	1,440.90	1,621.01	1,981.23	2,341.46	2,701.68	3,242.02

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<b>REPORT TO:</b>	<b>FULL COUNCIL</b>	<b>AGENDA ITEM: 10</b>
<b>DATE OF MEETING:</b>	<b>1<sup>st</sup> MARCH 2017</b>	<b>CATEGORY:</b>
<b>REPORT FROM:</b>	<b>CHIEF EXECUTIVE</b>	<b>OPEN</b>
<b>MEMBERS' CONTACT POINT:</b>	<b>FRANK McARDLE 01283 595702</b>	<b>DOC:</b>
<b>SUBJECT:</b>	<b>COMMUNITY GOVERNANCE REVIEW - BARROW UPON TRENT, TWYFORD &amp; STENSON AND STENSON FIELDS: FINAL PROPOSALS</b>	<b>REF:</b>
<b>WARD(S) AFFECTED:</b>	<b>ASTON AND STENSON WARDS</b>	<b>TERMS OF REFERENCE:</b>

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## **1.0 Recommendations**

- 1.1 That Members note the results of the Draft Proposals consultation.
- 1.2 That Members agree to the publication of the results of the Draft Proposals consultation.
- 1.3 That Members consider and determine the outcome(s) of the Community Governance Review for Barrow upon Trent, Twyford & Stenson and Stenson Fields (the Review), as outlined at 3.11 of this report.
- 1.4 That Members approve the publication of the Final Proposals.
- 1.5 That Members delegate authority to the Chief Executive, in consultation with the Chairman of the Council, to make the necessary Reorganisation of Community Governance Order, if required, to implement the final recommendations from the Review.

## **2.0 Purpose of Report**

- 2.1 To report the outcome of the Draft Proposals consultation which took place in Barrow upon Trent, Twyford & Stenson and Stenson Fields on the proposal to alter the Barrow upon Trent Parish Council and Stenson Fields Parish Council boundaries (under the provisions of Part 4 of the Local Government and Public Involvement in Health Act 2007).
- 2.2 To determine the next action(s) for the Review.

## **3.0 Detail**

- 3.1 In accordance with the Local Government and Public Involvement in Health Act 2007, the Council is responsible for undertaking any Community Governance Review within its electoral area. The decision to do so was made by Council on 7<sup>th</sup> April 2016. All subsequent decisions are made by Full Council prior to any Reorganisation of Community Governance Order being made, if applicable.
- 3.2 The Review was instigated following the submission of a valid joint request from Barrow upon Trent Parish Council and Stenson Fields Parish Council, as attached at **Appendix 1**, for a Community Governance Review, primarily requesting that their parish council boundaries be altered.
- 3.3 In effect, Barrow upon Trent Parish Council wishes to divest itself of approximately 153.5 acres of land in the north-west area, as marked in yellow on the map at **Appendix 2**, in favour of Stenson Fields Parish Council. Stenson Fields Parish Council has indicated its willingness to incorporate this land into its area.
- 3.4 In addition, Stenson Fields Parish Council has stated its wish to incorporate approximately 197.1 acres of land in the south-west area, as marked in green on the map at Appendix 2, which currently sits in the unparished area of Twyford and Stenson. Members should be aware of housing developments in the area proposed to be incorporated into Stenson Fields, with approximately 490 homes recently constructed, the majority of which have now been occupied.
- 3.5 The initial consultation period was held from 11<sup>th</sup> July 2016 to 4<sup>th</sup> September 2016. Letters detailing the consultation and containing the Terms of Reference document, **Appendix 3**, were issued to all addresses within Barrow upon Trent, Twyford and Stenson and Stenson Fields (a total of 2,267 addresses), together with Ward Members, Derbyshire County Councillors for the area and neighbouring areas, the Member of Parliament, Derbyshire County Council, neighbouring Parish Councils and community representative groups.
- 3.6 A total of 272 responses were received to the initial consultation, of which one was discounted as received after the consultation end date of 4<sup>th</sup> September 2016. A summary of the remaining 271 responses is shown below. Full details are attached at **Appendix 4**.

Proposal	In favour	Against	Other
That the parish boundaries be altered as requested by Barrow upon Trent Parish Council and Stenson Fields Parish Council.	269	0	2*

\*Two representations were received expressing neither clear support nor opposition to the Proposals.

- 3.7 Having taken into account all consultation responses made during the first stage of consultation and mindful of the need to ensure that community governance within the area reflects the identities and interests of the community, as well as being effective and convenient, the draft recommendation of officers is: 'To accept the majority representation from the people of Barrow upon Trent, Twyford & Stenson and Stenson Fields and implement the parish boundary changes jointly requested by Barrow upon Trent Parish Council and Stenson Fields Parish Council.'
- 3.8 Whilst the primary motive for this Community Governance Review related to the joint request made by the Barrow upon Trent Parish Council and Stenson Fields Parish Council to alter their parish boundaries, Government guidance recommends that

Reviews are undertaken if there have been changes in population in certain areas, aimed at considering the impact this has had on community cohesion, the size, population and boundaries of the area and what arrangements have been, or could be, made for the purposes of community representation or community engagement.

3.9 In accordance with the Terms of Reference agreed by Council on 30<sup>th</sup> June 2016, the Draft Proposals, as attached at **Appendix 5**, were agreed by Council on 3<sup>rd</sup> November 2016, leading to a period of further consultation ending on 15<sup>th</sup> January 2017. Further letters detailing the consultation and containing the Draft Proposals document, were again issued to all addresses within Barrow upon Trent, Twyford and Stenson and Stenson Fields, as well as to other persons and bodies as detailed at 3.5 above.

3.10 Members are asked to consider the following:

A total of 168 representations were received to the second consultation, as summarised below. Details relating to these responses are attached as **Appendix 6**.

Proposal	In favour	Against	Other
That the parish boundaries be altered as requested by Barrow upon Trent Parish Council and Stenson Fields Parish Council.	164	2	2*

\*Two representations were received expressing neither clear support nor opposition to the Proposals.

3.11 In considering its final decisions on the matter, Council has a number of options to consider, namely:

**Option 1)** To take no action.

**Option 2)** To determine the Final Proposals relating to the various Draft Proposals (Appendix 5) submitted for consideration by Council.

With regard to the **Option 1)**, if taken, then no further action would be required other than to publicise this outcome, with reasons given, in the form of a Final Proposal.

If **Option 2)** were chosen, determinations would then be required, with reasons given, for each of the Draft Proposals, as summarised below:

- a) Agree the boundaries of the parish council areas.
- b) Determine whether an unparished area should be constituted as a parish and have a parish council (or other body) created.
- c) Determine the name and style of any newly constituted parish.
- d) Determine whether the number of parish councillors on an existing parish council should be changed.
- e) Determine whether or not, as a result of the Review, the area of any other existing neighbouring parish should be retained, merged, altered or abolished.
- f) Determine whether a parish council should be warded or whether existing parish wards should be altered to reflect changes in the local community.
- g) Determine whether the name of a parish council should be changed.
- h) Determine whether existing parish councils should be grouped.

In the event that **Option 2)** is chosen the District Council would subsequently publish a Reorganisation of Community Governance Order, confirming all revisions, **to take effect from 1<sup>st</sup> April 2017**.

- 3.12 A timetable detailing the actions required within the permitted twelve month period is contained within the Terms of Reference document (Appendix 3).
- 3.13 A copy of the Communities and Local Government Guidance on Community Governance Reviews is attached at **Appendix 7**.

#### **4.0 Financial Implications**

- 4.1 In the event that any final recommendation leads to the re-alignment of parish boundaries, it is likely to result in a precept adjustment to those properties already subject to a Council Tax precept and for those properties currently in the unparished area with no precept, to become subject to a Council Tax precept with effect from 1<sup>st</sup> April 2017.
- 4.2 This will require a bespoke change to the IT system at a cost of £6,600 which will need to be financed from the General Fund Reserve. In addition, costs of approximately £3,000 have been incurred in stationery, printing and postage regarding the consultation exercise. However, these costs were met within the Print and Postage Contract of the Council's Service Provider at that time.

#### **5.0 Corporate Implications**

- 5.1 There are none relating to this report.

#### **6.0 Community Implications**

- 6.1 The Review and subsequent recommendations will determine the local governance arrangements for Barrow upon Trent, Twyford & Stenson and Stenson Fields.

#### **7.0 Background Papers**

- 7.1 Joint request from Barrow upon Trent Parish Council and Stenson Fields Parish Council (Appendix 1).
- 7.2 Area map (Appendix 2).
- 7.3 Community Governance Review Terms of Reference (Appendix 3).
- 7.4 Schedule of responses made by local residents to the initial Terms of Reference Consultation (Appendix 4).
- 7.5 Community Governance Review Draft Proposals (Appendix 5).
- 7.6 Schedule of responses made by local residents to the Draft Proposals Consultation (Appendix 6).
- 7.7 Communities and Local Government Guidance on Community Governance Reviews (Appendix 7).

Mrs Alison Hicklin  
Clerk of the Council  
Tel: 01332 700142  
Mobile: 07825 702046



Field House Farm  
Snelsmoor Lane  
Chellaston  
Derby  
DE73 6TQ

South Derbyshire District Council  
Chief Executive  
  
19 FEB 2015  
  
Passed to:  
Copied to:

**BARROW UPON TRENT**  
**PARISH COUNCIL**

Email: [alison@barrowupontrentparish.co.uk](mailto:alison@barrowupontrentparish.co.uk)

**Stenson Fields Parish Council**

Email: [jacquistorer@aol.com](mailto:jacquistorer@aol.com)

11<sup>th</sup> February 2015

Dear Mr McArdle

Please find attached a joint agreement signed by both Stenson Fields and Barrow upon Trent Parish Councils.

The proposed revision to the parish boundaries has been discussed and agreed both in individual Parish Council meetings, and also in a joint meeting between the Chairs, Vice-Chairs and Parish Clerk.

It is our opinion that South Derbyshire District Council is able to implement the proposed changes under the provisions of the 'Guidance on Community Governance Reviews', especially in respect of paragraphs 8b, 12 and 15 where the proposed South Derbyshire Local Plan will cause a '...reaction to specific or local new issues...' and also '... existing parish boundaries becoming anomalous as new houses are built across the boundaries...'

Paragraph 50 of the Community Governance Review also states that 'The views of local communities and inhabitants are of central importance'.

As both Parish Councils are in accord with the proposed boundary change, we would be grateful if you would please consider the process of the implementation as soon as is possible.

Yours sincerely

Signature: 

Date: 11.2.15

(Chair Barrow upon Trent Parish Council)

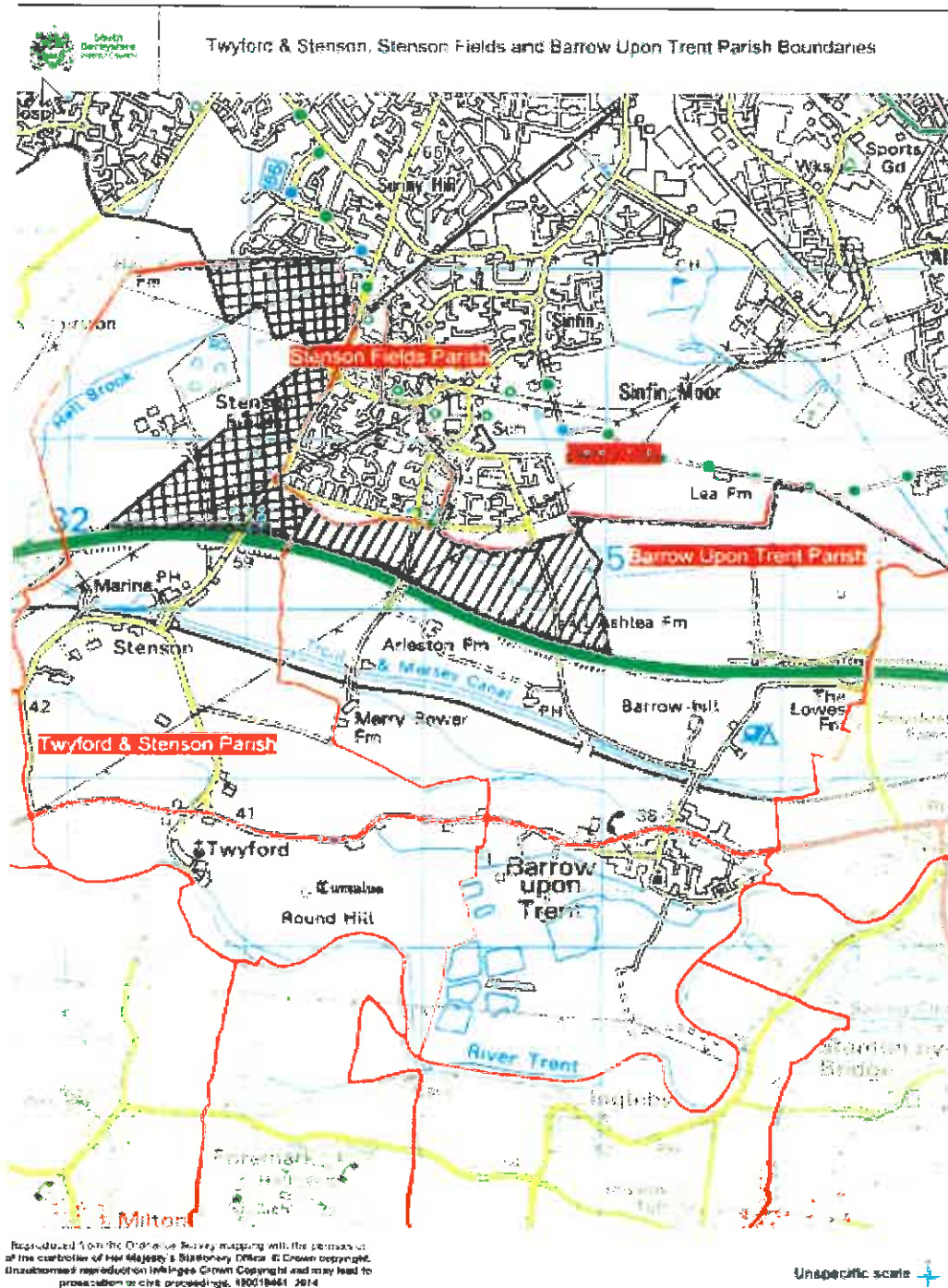
Signature: 

Date: 11.2.15

(Chair Stenson Fields Parish Council)



Joint Agreement Parish Council Boundaries  
Between Barrow upon Trent Parish Council and Stenson Fields Parish Councils



We the undersigned, as representatives of the respective Parish Councils of Barrow upon Trent and Stenson Fields, propose that the parish boundaries between Barrow upon Trent, Stenson Fields, Twyford & Stenson should be moved as shown on the above map, so that the hatched areas becomes part of the parish of Stenson Fields and is no longer a part of the parishes of Barrow upon Trent and Twyford & Stenson.

Signature: B. J. Fellin

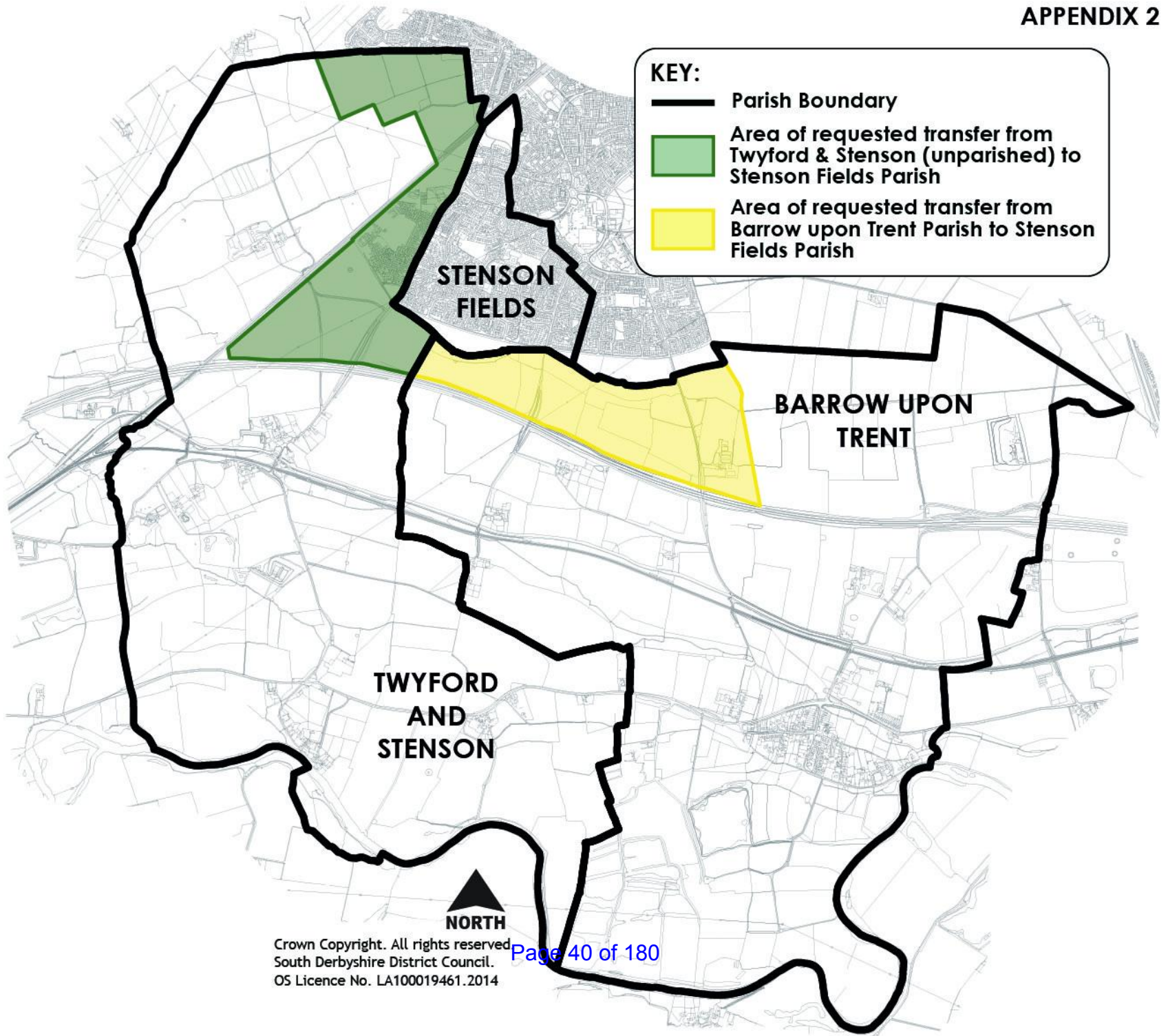
Signature: A. Hancock

Date: 11.2.15




Date: 11.2.15.

(Chair Stenson Fields Parish Council)

(Chair Barrow upon Trent Parish Council)



**KEY:**

-  Parish Boundary
-  Area of requested transfer from Twyford & Stenson (unparished) to Stenson Fields Parish
-  Area of requested transfer from Barrow upon Trent Parish to Stenson Fields Parish

**STENSON  
FIELDS**

**BARROW UPON  
TRENT**

**TWYFORD  
AND  
STENSON**



**NORTH**





## **COMMUNITY GOVERNANCE REVIEW OF TWYFORD AND STENSON (UNPARISHED AREA), STENSON FIELDS (PARISHED AREA) AND BARROW ON TRENT (PARISHED AREA)**

### **TERMS OF REFERENCE**

#### **Introduction**

On 30<sup>th</sup> June 2016, South Derbyshire District Council (“the Council”) approved these Terms of Reference created for the purposes of undertaking a Community Governance Review for the unparished area of Twyford and Stenson, the parished area of Stenson Fields and the parished area of Barrow on Trent.

A Community Governance Review (“the Review”) is a legal process whereby the District Council can review and make changes to local governance arrangements within the whole or part of its district.

These arrangements will be determined following consultation with local people and will aim to bring about improved community engagement, better local democracy and result in more effective and convenient delivery of local services.

#### **Legislation and Guidance**

In undertaking the Review and implementing any outcome, the Council will be guided by the following legislation and guidance:-

- Part 4 of the Local Government and Public Involvement in Health Act 2007, as amended;
- The relevant parts of the Local Government Act 1972;
- The Local Government (Parishes and Parish Councils) (England) Regulations 2008;
- The Local Government Finance (New Parishes) (England) Regulations 2008; and
- The Guidance on Community Governance Reviews issued jointly by the Department for Communities and Local Government and the Local

Government Boundary Commission for England (March 2010) (“the Guidance”).

### **Aim of the Review**

In carrying out the Review, the Council aims to ensure that decisions affecting community governance within the area of the Review are reflective of the identities and interests of the community and are both effective and convenient.

Other important considerations are the impact on community cohesion, the size, population and boundaries of the area and what (if any) arrangements have already been made or could be made for the purposes of community representation or community engagement.

The Community Governance Review will consider:

- Should a parish council boundary be altered to better reflect the local community.
- Should an unparished area have a parish council (or other body) created.
- Should existing parish councils be grouped.
- Should the number of parish councillors on an existing parish council be changed.
- Should a parish council be warded or existing parish wards be altered to reflect changes in the local community.
- Should the name of a parish council be changed.
- No change in existing governance arrangements.

### **Local Government Boundary Commission for England**

In the event that the Community Governance Review leads to a change in any ward(s) boundaries in the District, this will be reviewed by the Local Government Boundary Commission for England.

### **Who is undertaking the Review?**

The Council is responsible for undertaking any review within its electoral boundaries.

All interested persons and bodies have the opportunity to submit representations throughout the process for consideration by Full Council (a meeting of all South Derbyshire District Councillors) before any decisions are made.

### **Why is the Council undertaking the Review?**

The Local Government and Public Involvement in Health Act 2007 transferred responsibility for these reviews to principal councils. A number of parishes within the District have asked the Council to review their boundaries.

### **How will the Council undertake the Review?**

Specifically, the Council will consider the following:-

- Whether or not, as a result of the Review, the area of any existing neighbouring parish needs to be retained, merged, altered or abolished;
- Whether or not a parish be constituted for the area under review and if so the name and style of the parish;
- Whether or not any parish should have a Parish Council or any alternative and, if so, determine the electoral arrangements, i.e, the ordinary year of election, the size, the number of Councillors to be elected, the division of the parish into wards and the parish boundaries;
- Whether or not any grouping provision should be made; and
- Whether or not any other local community governance arrangements should be made.

### **Why constitute a Parish?**

The Council recognises that all communities have individual local issues and any decisions made will reflect those issues and be in the best interests of the area concerned.

Government guidance states that the advantage of constituting an area as a parish is that parishes reflect distinctive and recognisable communities of interest with their own sense of identity. It further states that this identity and community lends strength and legitimacy to the parish structure, creates a common interest in local affairs, encourages participation in elections, leads to representative and accountable government, engenders visionary leadership and generates a strong, inclusive community with a sense a civic values, responsibility and pride.

The Council, if it is agreed, will attempt, as far as possible, to select boundaries that are, and are likely to remain, easily identifiable.

### **What does a Parish Council do?**

Parish Councils are the most local form of government. They may collect money from council tax payers (via the District Council) known as a 'precept', a separate charge which is added to, and collected along with, your existing Council Tax. These precept monies are required to be used to invest in the area to improve local services or facilities.

A parish council has statutory powers which may be complimentary or over and above those already provided by South Derbyshire District Council. Any parish council created as a result of a Community Governance Review would work with South Derbyshire District Council to agree which services it would like to be involved in delivering.

Parish Councils can take different forms, but are usually made up of local people who stand for election as a Parish Councillor to represent their area. They can be the

voice of the local community and work with other tiers of government and external organisations to co-ordinate and deliver services and work to improve the quality of life in the area.

What sort of factors might be taken into account when looking at community identity?

There is no set list of factors; the following offers a few suggestions:

- Where do you think the boundary with the next parish is or should be?
- Are there any natural physical boundaries, e.g. river, road, hill nearby?
- Are there any community groups or associations in the area which help to indicate where communities begin and end?
- Where are your key services, e.g. shops, doctors, pub, sports or social club?

Does changing a parish boundary make any difference to the likelihood of development occurring on the edge of the settlements?

No. The criteria, and the legislation that sits behind it, for determining whether or not parish boundaries should change bears no relation to the legislation that guides the determination of planning applications.

**Alternative styles**

The Council is required by law to consider other forms of community governance as alternatives or stages towards establishing parish councils. There may be other arrangements for community representation or community engagement in an area, including area committees, neighbourhood management programmes, tenant management organisations, area or community forums, residents' and tenants' associations or community associations, which may be more appropriate to some areas than parish councils, or may provide stages building towards the creation of a parish council.

The Council will be mindful of such other forms of community governance in its consideration of whether parish governance is most appropriate in certain areas. However, the Council also notes that what sets parish councils apart from other kinds of governance is the fact that they are a democratically elected tier of local government with directly elected representatives, independent of other council tiers and budgets, and possessing specific powers for which they are democratically accountable.

With regard to the naming of parishes, if required, the Council will endeavour to reflect existing local or historic place names and will give a strong presumption in favour of names proposed by local interest parties. The Council notes that Government considers that composite names of parishes are rarely in the interests of effective and convenient local government and encourages avoidance of composite names other than in exceptional circumstances where the demands of history, local connections or the preservation of local ties make a pressing case for the retention of distinctive traditional names. The Council will consider this when making any proposals regarding naming of parishes.

Parishes may have alternative styles to 'Parish'. The alternative styles are 'community', 'neighbourhood' or 'village'. In addition, it should be noted that the style 'town' is still available to a parish. However, for as long as the parish has an 'alternative style', it will not also be able to have the status of a 'town' and vice versa. The use in these terms of reference to parish does not preclude one of the alternative styles being adopted. The 'name' of a parish refers to the geographical name of the area concerned, whereas its status or 'style' allows for that area to be known as a town, community, neighbourhood or village, rather than as a parish. The status or style of the parish will be reflected in the name of any council of the parish.

### **In the event that a new Parish Council wishes to precept, how much would it charge?**

As the precept will depend on the size of the parish or community council, the services it provides and the number of properties across which it is spread, it is not possible to say how much a precept would be for an area which does not currently have a parish or community council. Any new parish or community council would be able to set its own precept level.

Where, as a result of an alteration to parish boundaries, a property moves from one parish to another, this may well have an impact on the overall level of Council Tax payable by occupants of that property, as the amount of precept levied by different parish councils may vary. However, this is not a relevant factor when considering whether it is appropriate to change the community governance arrangements in a particular area.

The Council would endeavour to ensure that any new parishes agreed should be viable and should possess a precept that enables them to actively and effectively promote the well-being of their residents and to contribute to the real provision of services in their areas in an economic and efficient manner.

### **How many parish councillors would there be?**

There must not be fewer than five councillors on a parish council, but there is no maximum number. Ideally, the number of members on a parish council should reflect the size of the parish overall. If it is agreed to establish a new parish or community council, one of the issues that will need to be decided is how many councillors will be elected. Parish councillors can be elected to represent the whole of the parish area or smaller neighbourhoods within the area, called parish wards. Any councillors elected to the parish or community council would be in addition to the existing local district ward councillors who are Members of South Derbyshire District Council. It is possible for the same people to be elected to the district council and a parish or community council.

### **Are parish councillors paid an allowance?**

Parish councillors are not usually paid an allowance, but may incur costs which can be reimbursed.

## **Timetable for the Review**

A timetable for the Review is shown below.

<b>Action</b>	<b>Dates</b>
Terms of Reference agreed by Full Council	30 <sup>th</sup> June 2016
Publication of Terms of Reference	4 <sup>th</sup> July 2016
Consultation process – Invitation of initial submissions & Public Meetings	11 <sup>th</sup> July 2016 to 4 <sup>th</sup> September 2016
Last date for submissions	4 <sup>th</sup> September 2016
Analysis/evaluation of submissions and preparation of draft recommendations	5 <sup>th</sup> September 2016 to 23 <sup>rd</sup> October 2016
Draft recommendations agreed by Full Council	3 <sup>rd</sup> November 2016
Publication of draft recommendations	7 <sup>th</sup> November 2016
Consultation on draft recommendations & Public Meetings	14 <sup>th</sup> November 2016 to 15 <sup>th</sup> January 2017
Last date for submissions	15 <sup>th</sup> January 2017
Analysis/evaluation of submissions and preparation of final recommendations	16 <sup>th</sup> January 2017 to 19 <sup>th</sup> February 2017
Final recommendations agreed by Full Council	1 <sup>st</sup> March 2017
Publication of final recommendations	6 <sup>th</sup> March 2017
Preparation and publication of any Reorganisation of Community Governance Order	6 <sup>th</sup> March 2017

This programme and timeline may be adjusted after representations have been received by local people in response to the initial public consultation. This will allow the Council a degree of flexibility in the interests of ensuring that it manages the review process efficiently. Any adjustments to the programme and timetable will be published on the Council's website.

## **Electorate Forecasts**

When considering any electoral arrangements arising as a result of this Review, the Council will consider any change in the number or distribution of electors which is likely to occur within five years from commencement of this Review. This data is as follows:-

<b>District Area</b>	<b>Polling District</b>	<b>Electorate 2016</b>	<b>Electorate 2021</b>
Barrow upon Trent	ASB	567	864
Twyford and Stenson	STB	969	1,811
Stenson Fields	STA	4,162	4,487

## **Consultation**

The Council has a duty under the Local Government and Public Involvement in Health Act 2007 to consult with the local government electors in the area under review and any other interested person or body. Throughout the process all representations will be taken into account before decisions are made.

The Council will:-

- Publish a release in the local press informing residents of the Review and inviting responses;
- Publish information on the Council's website;
- Consult with the residents of the area subject to the Review;
- Consult with the South Derbyshire District Councillors for the area subject to the Review and the neighbouring areas;
- Consult with the Derbyshire County Councillors for the Barrow upon Trent, Twyford & Stenson and Stenson Fields areas and the neighbouring areas;
- Consult with the Member of Parliament for the District;
- Consult with Derbyshire County Council;
- Consult with any neighbouring Parish Councils and community representative groups; and
- Consult with any other person or body which appears to the District Council to have an interest in the Review.

**The initial consultation period will end on 4<sup>th</sup> September 2016. Any representations must be received by that date or they may not be considered when the options are prepared for Full Council.**

There will then be a further period of time for people to comment on the draft proposals before the final decision is made.



The Council recognises that the development of strong, sustainable communities depends on residents' active participation in decision making and making a positive contribution to improving the place where they live. The Council is therefore committed to engaging effectively with the communities it serves and to enabling local people to participate meaningfully in decisions that affect their lives, where all people feel able to take an active part in influencing service delivery.

The Council welcomes all representations from any persons or bodies with a local interest who may wish to comment or make proposals on any aspect of the matters under review.

Please send any representations to:-

- [cgovreview@south-derbys.gov.uk](mailto:cgovreview@south-derbys.gov.uk); or
- South Derbyshire District Council  
Legal and Democratic Services Section  
Community Governance Review  
Civic Offices  
Civic Way  
Swadlincote  
Derbyshire  
DE11 0AH

If you have any queries relating to the Review, please contact us either by e-mail at [democraticservices@south-derbys.gov.uk](mailto:democraticservices@south-derbys.gov.uk) or by telephone on 01283 595722 / 01283 595848.

Further information about the Review is available on the Council's website and social network pages, detailed below:-

- [www.south-derbys.gov.uk/communitygovernance](http://www.south-derbys.gov.uk/communitygovernance)
- [www.twitter.com/south-derbys](http://www.twitter.com/south-derbys)

### **Completion of the Review**

The Council will clearly publish the outcome of decisions taken as a result of the review and the reasons behind those decisions, so as to conduct the process transparently, making local people and other interested parties aware of the decisions reached. Press releases will be issued at key points as detailed in the above timetable and key documents will be on deposit at the Council's offices.

### **Order and commencement**

In the event of a Reorganisation of Community Governance Order being made, the provisions of such an Order will take effect from 1<sup>st</sup> April 2017 for financial and administrative purposes, depending upon the outcome of the Review.

### **Date of Publication of these Terms of Reference**

4<sup>th</sup> July 2016

**COMMUNITY GOVERNANCE REVIEW: – BARROW UPON TRENT, TWYFORD & STENSON AND STENSON FIELDS - STAGE ONE CONSULTATION RESPONSES**

Key: L = letter; E= e-mail

Date rec'd	No.	Title	First Name / Initial	Surname	Address	Comment	In favour	Against	Unknown	Code
14.07.16	1		G	Powell	55 Swarkestone Rd Barrow-upon-Trent DE73 7HF	I have received a letter from yourselves attempting to explain the above review, I find the document confusing and actually explains nothing, it is a 9 page document of waffle. So I would like to explain my position. I AM IN SUPPORT OF THE REQUEST BY BARROW-UPON-TRENT PARISH COUNCIL TO SDDC FOR THE CHANGE OF OUR PARISH BOUNDARY AS PROPOSED IN FEBUARY 2015.	Y			E
14.07.16	2		A G	Eley OBE AE MRCGP	6 Beaumont Close Barrow on Trent Derby DE73 7HQ	<p>I am a long-term resident of the village of Barrow on Trent and I am responding to the call for consultation regarding the community governance review of the parish. Barrow on Trent is fortunate in having a Parish Council which reflects the feeling of the local residents. The Parish Council have been proposing to transfer the land in question to Stenson Fields Parish over a number of years</p> <p>Changes within the parish over the last 20 years have resulted in the parish becoming isolated from the north-eastern portion of the parish.</p> <p>This followed directly from the construction of the A50 road which cut across the parish and isolated the portion of the land which is contiguous to the parishes of Stenson Fields and the City of Derby.</p> <p>Adoption of South Derbyshire District Council Local Plan Part 1 means that this land will be developed over the next 20 years as residential accommodation comprising some 2000 units.</p> <p>This would place an unreasonable change on the character of the Parish of Barrow on Trent which currently has a population of only some 500 souls.</p> <p>The new residential accommodation will be contiguous to both Stenson Fields and the City of Derby and will have no connection with the parish of Barrow on Trent and will be physically separated from the remainder of the parish by both the A50 road and the Trent and Mersey Canal.</p> <p>The proposed new development is separated by road from the built environment of the village of Barrow on Trent by a distance of 1.5 kilometres</p> <p>It will also look for its services towards the existing centre established within the Sinfin District Centre.</p> <p>These proposals have been discussed repeatedly at Parish Council meetings in Barrow on Trent and the Parish Council have established a clear view that they wish the land indicated on map</p>	Y			E

Date rec'd	No.	Title	First Name / Initial	Surname	Address	Comment	In favour	Against	Unknown	Code
						<p><a href="http://www.south-derbys.gov.uk/Images/Area%20map_tcm21-281679.pdf">http://www.south-derbys.gov.uk/Images/Area%20map_tcm21-281679.pdf</a> to be transferred from the Parish of Barrow on Trent to the Parish of Stenson Fields</p> <p>It is also my understanding from attending Parish Council meetings that both the Parish Councils of Barrow on Trent and Stenson Fields support this proposal.</p> <p>I fully support the proposal for the Parish of Barrow upon Trent to divest around 153.5 acres of land in the north-west area, with Stenson Fields to incorporate this into its area.</p>				
15.07.16	3		Victoria	Lucas	17, Hall Park Barrow on Trent	As a resident of Barrow on Trent, I am in support of the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary as proposed in February 2015.	Y			E
	4		Ian	Lucas	Derby DE73 7HD		Y			
15.07.16	5		Anne	Heathcote	7 Chapel Lane Barrow upon Trent Derby. DE73 7HE	Will you please take this e-mail as my support for the proposed boundary change for Barrow upon Trent / Stenson Fields as requested by the Parish Council in February 2015, and as illustrated in the recent Community Governance Review 2016 map.	Y			E
18.07.16	6	Mrs	M E	Garratt	59 Swarkestone Road Barrow on Trent Derby DE73 7HF	I am in support of the request by Barrow upon Trent Parish Council, to SDDC, for the change of the Parish boundary as proposed in February 2015.	Y			L
18.07.16	7	Mrs	Diana	Eley	6 Beaumont Close Barrow-on-Trent Derby DE73 7HQ	<p>I am a long-term resident of the village of Barrow on Trent and I am responding to the call for consultation regarding the community governance review of the parish.</p> <p>Barrow on Trent is fortunate in having a Parish Council which reflects the feeling of the local residents.</p> <p>The Parish Council have been proposing to transfer the land in question to Stenson Fields Parish over a number of years</p> <p>Changes within the parish over the last 20 years have resulted in the parish becoming isolated from the north-eastern portion of the parish.</p> <p>This followed directly from the construction of the A50 road which cut across the parish and isolated the portion of the land which is contiguous to the parishes of Stenson Fields and the City of Derby.</p> <p>Adoption of South Derbyshire District Council Local Plan Part 1 means that this land will be developed over the next 20 years as residential accommodation comprising some 2000 units.</p> <p>This would place an unreasonable change on the character of the Parish of Barrow on Trent which currently has a population of only some 500 souls.</p>	Y			E

Date rec'd	No.	Title	First Name / Initial	Surname	Address	Comment	In favour	Against	Unknown	Code
						<p>The new residential accommodation will be contiguous to both Stenson Fields and the City of Derby and will have no connection with the parish of Barrow on Trent and will be physically separated from the remainder of the parish by both the A50 road and the Trent and Mersey Canal.</p> <p>The proposed new development is separated by road from the built environment of the village of Barrow on Trent by a distance of 1.5 kilometres</p> <p>It will also look for its services towards the existing centre established within the Sinfin District Centre</p> <p>These proposals have been discussed repeatedly at Parish Council meetings in Barrow on Trent and the Parish Council have established a clear view that they wish the land indicated on map <a href="http://www.south-derbys.gov.uk/Images/Area%20map_tcm21-281679.pdf">http://www.south-derbys.gov.uk/Images/Area%20map_tcm21-281679.pdf</a> to be transferred from the Parish of Barrow on Trent to the Parish of Stenson Fields</p> <p>It is also my understanding that both the Parish Councils of Barrow on Trent and Stenson Fields support this proposal.</p> <p>I fully support the proposal for the Parish of Barrow upon Trent to divest around 153.5 acres of land in the north-west area, with Stenson Fields to incorporate this into its area.</p>				
27.07.16	8	Dr	Jill	Scarfe	39 Church Lane, Barrow upon Trent DE73 7HB	I Jill Scarfe, Barrow upon Trent, support the proposed change to the Barrow upon Trent boundary.	Y			E
28.07.16	9	Mr	Ronald	Scarfe	39 Church Lane, Barrow upon Trent DE73 7HB	I, Ronald G M Scarfe support the proposed change to the Barrow upon Trent boundary	Y			E
28.07.16	10	Mrs	Louise	Brown	By e-mail	My husband and I are in support of the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary as proposed in February 2015.	Y			E
	11	Mr	Ian	Brown			Y			
29.07.16	12	Mr		Vaughan	37 Church Lane Barrow Upon Trent DE73 7HB	We support the proposed change to the Barrow upon Trent parish boundary.	Y			E
	13	Mrs		Vaughan			Y			
29.07.16	14		K	Bottrill	17 Chapel lane, Barrow Upon Trent	I support the proposed change to the Barrow Upon Trent boundary.	Y			E
01.08.16	15	Mr	Robert	Thomas	By e-mail	My name is Robert Thomas I am a 20 year old that has lived in Barrow upon Trent for my entire life and I support the proposed change to the parish boundary of Barrow upon Trent.	Y			E

Date rec'd	No.	Title	First Name / Initial	Surname	Address	Comment	In favour	Against	Unknown	Code
01.08.16	16	Mr	G V	Scott	45 Twyford Road Barrow-on-Trent DE73 7HA	We wish to support the proposed boundary change to the parish of Barrow upon Trent.	Y			E
	17	Mrs	P A	Scott			Y			
02.08.16	18	Dr	Jennifer	Ashworth	By e-mail	I support this motion. Dr Jennifer Ashworth, resident of Barrow on Trent for 18 years	Y			E
03.08.16	19	Mr	John	Peat	Hayside Twyford Road Barrow upon Trent.	I support the proposed changes to the Barrow upon Trent boundary.	Y			E
	20	Mrs	Denise	Peat			Y			
03.08.16	21	Mr	David	Thomas	1 Walnut Close Barrow on Trent Derby DE737JL.	I am writing to support the proposed boundary change at Barrow On Trent. I feel this is very important to maintain the rural nature of the parish.	Y			E
05.08.16	22		Debra	Maddock	By e-mail	As a resident of Barrow On a Trent I wish to advise you that I agree with the proposals jointly put forward by the parish councils of BOT and Stenson Fields to change the boundaries of the 3 parishes as shown in the map included in your recent correspondence.	Y			E
06.08.16	23		David	Stone	3 Walnut Close Barrow upon Trent DE73 7JL	We are well aware that there has been considerable debate over changes to the existing Parish Boundary in respect of the proposed developments at Stenson Fields. Given the rural nature of the village and the very limited facilities available to the residents, a large development to the north of the A50 trunk road within the current parish boundary would be difficult to absorb and would inevitably change the whole nature of the village. From the information supplied in the letter regarding the Community Governance Review sent by South Derbyshire District Council dated the 4th July 2016, we strongly agree with the proposals jointly put forward by the parish councils of Barrow upon Trent and Stenson Fields to change the boundaries of the three parishes as shown on the map i.e to reduce the size of the parishes of Barrow upon Trent and Twyford and Stenson and at the same time increase the boundaries of the Stenson Fields parish to the A38 in the west and the A50 in the south.	Y			E
06.08.16	24		Nina	Stone			Y			
06.08.16	25	Mr	Alan	Graves	26 Twyford Road Barrow upon Trent DE73 7HA	I have considered the boundary changes put forward by the parish councils of Barrow-upon-Trent and Stenson Fields. In general, I am in agreement with the proposal that affects Barrow-upon-Trent where I live as described in the Community Governance Review letter map dated 4th July 2016.	Y			E

Date rec'd	No.	Title	First Name / Initial	Surname	Address	Comment	In favour	Against	Unknown	Code
07.08.16	26		Judy	Smith	By e-mail	Regarding the letter dated 04 July 2016 ref community governance review, I agree with the proposals jointly put forward by the parish councils Barrow-on-Trent and Stenton Fields to change the boundaries of the 3 parishes as shown in the map.	Y			E
07.08.16	27	Mr	Andrew	Dobson	By e-mail	I support the proposed change to the Barrow upon Trent boundary.	Y			E
08.08.16	28		Joanne	Dobson	By e-mail	I support the proposed change to the Barrow upon Trent boundary.	Y			E
08.08.16	29	Mrs	Christine L	Hemmings	1 Club Lane Barrow upon Trent DE73 7HP	I am writing to inform you that I support the proposed change to Barrow upon Trent boundary	Y			E
08.08.16	30	Mrs	E.lizabeth A	Jennings	6, Manor Court, Barrow upon Trent DE73 7HR	Regarding the change of Barrow on Trent boundries. I agree with the proposals jointly put forward by the parish councils of Barrow -on-Trent and Stenson Fields to change the boundries of the 3 parishes as shown on the map	Y			E
08.08.16	31	Mrs	Jean	Johnson	27 Twyford Road Barrow upon Trent Derby DE73 7HA	I, Jean Jonson, agree with the proposals jointly put forward by the parish councils of Barrow on Trent and Stenson Fields to change the boundaries of the parishes as shown in the map.	Y			L
08.08.16	32 33	Mr Mrs	M	Sharp Sharp	37 Twyford Road Barrow-upon-Trent DE73 7HA	We support the proposal for the change of Barrow-upon-Trent parish boundary as described in the map forming part of your Community Governance Review letter dated 4th July 2016. Our reasons for supporting the proposed change are as follows: 1. Current and planned housing developments on the south side of Wragley Way would be part of Barrow-upon-Trent parish, as it stands at the present time. However, such developments would be suburban in nature and therefore better served by Stenson Fields Parish Council, which already has a large area of suburban housing within its current boundaries. 2. The village of Barrow-upon-Trent is several fields to the south of such developments and is rural in nature, with a defined perimeter. It is important that the separate rural identity of the village is maintained. 3. The A50, which is a dual carriageway major road, would form a natural boundary between Stenson Fields and Barrow-upon-Trent parishes, if the proposed change is adopted.	Y Y			E

Date rec'd	No.	Title	First Name / Initial	Surname	Address	Comment	In favour	Against	Unknown	Code
09.08.16	34		Millie	Walker	59 Crow Tree Cottage Church Lane Barrow upon Trent DE73 7HB	I would like to register my support for the Parish Proposal to move the boundary of the village to protect our way of life and our amenities.	Y			E
09.08.16	35	Mr	Ivan	Karamihalev	By e-mail	I agree with the proposals jointly put forward by the parish councils of Barrow-upon-Trent and Stenson Fields to change the boundaries of the 3 parishes as shown on the map.	Y			E
09.08.16	36		Carol	Bradfield	Moorcroft 28 Twyford Road Barrow on Trent DE73 7HA	I am writing regarding the proposed boundary changes around my village. I agree with the proposals jointly put forward by the parish councils of Barrow upon Trent and Stenson Fields to change the boundaries of the three parishes as shown on the map. I feel this would be in the best interest of the village and the people who live there.	Y			L
10.08.16	37		Valerie	Woods	2 Mallow Close Stenson Fields	Regarding the above review for Twyford and Stenson, Stenson Fields and Barrow on Trent I have 2 questions. 1. Will this change in any way affect school placement catchment areas? 2. Will this ensure we remain under South Derbyshire County Council and not in any way under Derby City Council?			Y	E
10.08.16	38	Mrs	Stephanie	Powell	By e-mail	We agree with the proposals jointly put forward by the parish councils of Barrow-upon -Trent and Stenson Fields to change the boundaries of the 3 parishes as shown in the map.	Y			E
	39	Mr	Barry	Powell			Y			E
11.08.16	40		R A	Hague	23 Hall Park Barrow on Trent	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July 2016.	Y			L
11.08.16	41	Mr	L	Cuomo	19 Brookfield Barrow on Trent DE73 7HG	I agree with the proposals jointly put forward by the parish councils of Barrow upon Trent and Stenson Fields to change the boundaries of the 3 parishes as shown on the map. This way the parishes (ie Barrow upon Trent, Stenson and Twyford) retain their rural identity, and Stenson Fields is able to develop as a single thriving community.	Y			L
11.08.16	42		H L	Davies	Ivy House 8 Church Lane Barrow upon Trent DE73 7HB	I agree with the proposals jointly put forward by the parish councils of Barrow upon Trent and Stenson Fields to change the boundaries of the 3 parishes as shown on the map. This way the parishes (ie Barrow upon Trent, Stenson and Twyford) retain their rural identity, and Stenson Fields is able to develop as a single thriving community.	Y			L



Date rec'd	No.	Title	First Name / Initial	Surname	Address	Comment	In favour	Against	Unknown	Code
11.08.16	43	Mrs	Susan	Boddy	St Wilfrids 16 Church Lane Barrow upon Trent DE73 7HB	I agree with the proposals jointly put forward by the parish councils of Barrow upon Trent and Stenson Fields to change the boundaries of the 3 parishes as shown on the map. This way the parishes (ie Barrow upon Trent, Stenson and Twyford) retain their rural identity, and Stenson Fields is able to develop as a single thriving community.	Y			L
	44	Mr	Ian	Boddy			Y			L
11.08.16	45	Mr	Richard	Lisewski	By e-mail	I agree with the proposals jointly put forward by the parish councils of Barrow-upon-Trent and Stenson Fields to change the boundaries of the 3 parishes as shown in the map.	Y			E
12.08.16	46	Mrs	Joan	Davies	Old Hall Cottage Twyford DE73 7GA	I agree with the proposals jointly put forward by the parish councils of Barrow upon Trent and Stenson Fields to change the boundaries of the three parishes shown on the map.	Y			L
15.08.16	47	Mr	John	Wilcox	10 Hall Park Barrow upon Trent	We support the request by Barrow upon Trent Parish Council to SDDC for the change to our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4th July 2016.	Y			E
	48	Mrs	Hazel	Wilcox			Y			
15.08.16	49		F J	Hallam	3 Hall Park Barrow upon Trent DE73 7HD	I support the request by Barrow upon Trent Parish Council to SDDC for the change to our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4th July 2016.	Y			L
15.08.16	50		J	Millington	4 Hall Park Barrow upon Trent DE73 7HD	I support the request by Barrow upon Trent Parish Council to SDDC for the change to our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4th July 2016.	Y			L
	51		J A	Walker			Y			
15.08.16	52		Alison	Wiggins	By e-mail	I agree with the proposals jointly put forward by the parish councils of Barrow on Trent and Stenson Fields to change the boundaries of the 3 parishes as shown on the map.	Y			E
17.08.16	53	Mr	M S	Rowley	Barrow upon Trent	I support the request by Barrow upon Trent Parish Council to SDDC for the change to our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4th July 2016.	Y			L
	54	Mrs	P R	Rowley			Y			
17.08.16	55	Mr	I A	Brown	21 Hall Park Barrow upon Trent DE73 7HD	I am in support of the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary as proposed in February 2015.	Y			E
19.08.16	56	Mr	Ronald G M	Scarfe	39 Church Lane Barrow upon Trent DE73 7HB	I, Ronald G M Scarfe, Barrow upon Trent, support the proposed change to the Barrow upon Trent boundary.	Y			E
21.08.16	57	Mr	C N (Nick)	Seed	Lodge Cottage Chapel Lane Barrow upon Trent DE73 7AD	I am a Barrow resident and have received the proposals you sent dated 4.7.16. I want to put on record my support for these proposals to change the boundary as I think if these did not happen and housing is built it would materially change the parish and not be in the best interests of Barrow-on-Trent residents.	Y			E

Date rec'd	No.	Title	First Name / Initial	Surname	Address	Comment	In favour	Against	Unknown	Code
22.08.16	58	Mr	Robert	Poole	17 Harebell Lane (new estate on west side of Stenson Road) Stenson Fields DE24 3FS	I agree with the proposals jointly put forward by the parish councils of Barrow-upon-Trent and Stenson Fields to change the boundaries of the 3 parishes as shown on the map.	Y			E
23.08.16	59	Mrs	Ruth	Croft	Fernello Close Barrow on Trent, DE73 7GP	I have received details relating to this review. I wish to register my support for the proposed changes.	Y			E
23.08.16	60	Mrs	Wendy	Atkin	Barrow upon Trent	I agree with the proposals jointly put forward by the parish councils of barrow upon Trent and Stenson fields to change the boundaries of the three parishes as sown in the map.	Y			E
24.08.16	61	Mr	H M B	Busfield	South Willow 20 Church Lane Barrow Upon Trent DE73 7HB	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016. I agree with the proposals jointly put forward by the parish councils of Barrow-Upon-Tent and Stenson Fields to change the boundaries of the 3 parishes as shown in the map. This way the parishes (ie. Barrow Upon Trent, Stenson and Twyford retain their rural identity, and Stenson Fields is able to develop as a single thriving community.	Y			L
24.08.16	62	Cllr	Linda	Chiltern	County Hall Matlock Derbyshire DE4 3AG	Thank you for your letter of 4 July under the above reference and your letter of 5 August 2016 inviting me to a public meeting at Willington Village Hall to discuss the potential effect of the Governance Review on the Parish. Having now had the time to digest all that you have explained, for which I thank you for clarification, and to discuss the situation with local residents, I now feel, more able to respond with comments.. It has been disappointing to note that there has been quite a lack of interest shown from residents in Twyford and Stenson but as it would appear that the Parish Councils of both Barrow Upon Tent and Stenson Fields both agree on the proposal for new boundaries then I can only recommend proceeding with the application to change the boundary. Please note though, that it is the wishes of the residents of Barrow Upon Trent to retain their parish name of Barrow Upon Trent without addition and I wholeheartedly agree with this wish. I do hope the forgoing is of help.	Y			L
25.08.16	63		M J	Lloyd	29 Twyford Road Barrow on Trent DE73 7HA	I wish for it to be noted concerning the above that I agree with the proposals put forward by both Barrow and Stenson Field Councils to change the boundaries on the three parishes as shown in the map.	Y			L

Date rec'd	No.	Title	First Name / Initial	Surname	Address	Comment	In favour	Against	Unknown	Code
26.08.16	64		Matt	Foster	The Pinfold 10 Church Lane Barrow upon Trent DE73 7HB	We agree with the proposals jointly put forward by the parish councils of Barrow upon Trent and Stenson Fields to change the boundaries of the 3 parishes as shown on the map. This way the parishes (ie Barrow upon Trent, Stenson and Twyford) retain their rural identity, and Stenson Fields is able to develop as a single thriving community.	Y			E
	65		Jo	Foster			Y			E
30.08.16	66	Mr	Robert	Atkin	By e-mail	I agree with the proposals jointly put forward by the parish councils of barrow on trent and stenson fields to change the boundaries of the 3 parishes as shown in the map.	Y			E
30.08.16	67	Mr	Charles	Fellows	Chairman and Press Officer, Stenson Fields Parish Council	Historically the Parish of Stenson Fields was formed from a part of Barrow on Trent and a part of Twyford and Stenson. The new development, to the west of Stenson Rd, is a natural extension of Stenson Fields and it is a natural progression to incorporate the new development into Stenson Fields. Its historic place name is Stenson Fields, its address is Stenson Fields and Stenson Fields Parish Councillors are already raising issues relating to the new development, indeed, many residents may think they already live in the Parish of Stenson Fields. The residents of Newton Village/Saxon Gate, also, use our school, shops, public house, community facilities and playing fields. In reality they are already part of the Stenson Fields community. This will also apply to the residents of any new development south of Wragley Way and north of the A50.  The joint proposal by Barrow on Trent and Stenson Fields Parish Councils makes sense, and, has the support of the two Stenson Ward District Councillors and our County Councillor. The idea that the unparished area of Twyford and Stenson could be grouped with Barrow on Trent is something that Barrow on Trent doesn't want, something that nobody has asked for, something that nobody seems to want, and, something, that could lead to reaction, resentment and unrest in the future.  Conclusion:- The joint proposal By Barrow on Trent and Stenson Fields Parish Councils, is the best way forward for the greater Stenson Fields area, Barrow on Trent and Twyford and Stenson.	Y			E
31.08.16	68	Mr	David	Gossling	12 Avon Close Stenson Fields Derby	I refer to your circular of 4 <sup>th</sup> July 2016 in connection with the above matter.  I was unaware of the application for this review until the letter arrived. However, I agree with the proposals tabled as I had previously thought that it would make sense for the following reasons:  1) The A50, having cut this area off from the parishes	Y			L

Date rec'd	No.	Title	First Name / Initial	Surname	Address	Comment	In favour	Against	Unknown	Code
						<p>to the south of it, has become the more natural boundary.</p> <p>2) There have been several proposals to develop the area in question which will clearly impact on Stenson Fields and indeed the housing now being erected between Stenson Road and the railway already is.</p> <p>The only question I have is the NW tip of the proposed transfer zone to the west of the railway. South of the single lane Stenson Road railway bridge there is no road connection to this corner without going over the bridge into the city and back out again. It would seem to me that inclusion of the railway bridge and road down to the NW development's access might make it easier to resolve the bridge bottleneck problem if that is achievable in this review as it is outside the South Derbyshire's area.</p> <p>Finally there does not seem to be any obvious need to change any of the parish names.</p> <p>Thank you for your efforts around this area. It is the first time I have known local councillors to be so accessible not forgetting Mark Todd's tenure as our MP who sometimes joined your surgeries and walkabouts.</p>				
31.08.16	69	Mr	Simon	Phippard	Walnut Farmhouse 38 Twyford Road Barrow upon Trent DE73 7HA	I have owned a house in Barrow upon Trent for nearly ten years and particularly enjoy the atmosphere and character of the village as it is. I have seen the papers relating to the Community Governance Review and wish to note that I support the proposed transfers and changes to the parish boundaries.	Y			E
01.09.16	70	Mr	John	Widdas	4 Church Lane Barrow on Trent DE73 7HB	I agree with the proposals jointly put forward by the parish councils of Barrow upon Trent and Stenson Fields to change the boundaries of the 3 parishes as shown on the map. This way the parishes (ie Barrow upon Trent, Stenson and Twyford) retain their rural identity, and Stenson Fields is able to develop as a single thriving community.	Y			L
01.09.16	71		Anne	Heathcote	Chair of Barrow upon Trent Parish Council	<p>Please find enclosed 167 letters from the electors of Barrow upon Trent parish regarding the above review process. All of the letters are in favour of the proposed change of the parish boundary as requested by Barrow upon Trent Parish Council in 2015 and as described in the map of the SDDC letter dated June 2016</p> <p><a href="#">Page 58 of 180</a></p> <p>We would be grateful if you could please take all of these opinions into account when coming to a decision upon the proposed changes, and we are also aware that there have</p>	Y			L

Date rec'd	No.	Title	First Name / Initial	Surname	Address	Comment	In favour	Against	Unknown	Code
						<p>been a significant number of e-mails from Barrow residents to the SDDC regarding the consultation. Could you please ensure that these are also considered.</p> <p>One of the options available to the SDDC Councillors is to consider changing the parish boundary of Barrow upon Trent to include the non-parished areas of Twyford and Stenson. Please be aware that the Parish Council of Barrow upon Trent is not in favour of this option, and requests that the proposed boundaries are as described in the SDDC letter of June 2016.</p>				
01.09.16	72		P	Owen	14 Brookfield Barrow upon Trent DE73 7HG	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
01.09.16	73		Helen	Connaughton	17 Brookfield Barrow upon Trent DE73 7HG	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	74		J	Connaughton			Y			L
01.09.16	75	Mr	Alan	Graves Jr	26 Twyford Road Barrow upon Trent DE73 7HA	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
01.09.16	76		Mary F	Jackson	12 Manor Court Flats Church Lane Barrow upon Trent DE73 7HR	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	77		William D	Jackson			Y			L
01.09.16	78		N	Toon	4 Fir Tree Drive Barrow upon Trent DE73 7GF	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	79			Other name not printed			Y			L
01.09.16	80			No names printed	Hollie Barn Fir Tree Drive Barrow upon Trent DE73 7GF	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	81						Y			L
01.09.16	82		Arron	Nash	3 Twyford Road Barrow upon Trent DE73 7HA	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	83		Sarah	Nash			Y			L
01.09.16	84		Luke	Barradell	Stable Lodge Twyford Road Barrow upon Trent DE73 7HA	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	85		J	Barradell			Y			L

Date rec'd	No.	Title	First Name / Initial	Surname	Address	Comment	In favour	Against	Unknown	Code
01.09.16	86	Mr	D	Collie	The Old Forge Sinfin Lane	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	87	Mrs	S	Collie	Barrow upon Trent DE73 7HH		Y			L
01.09.16	88	Mr	John T	Billson	Trent House 51 Church Lane	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	89	Mrs	Jeanette A J	Billson	Barrow upon Trent DE73 7HB		Y			L
01.09.16	90			No name printed	1 Beaumont Close Barrow upon Trent DE73 7HQ	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
01.09.16	91		D	Barber	6 Twyford Road Barrow upon Trent	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
01.09.16	92			No names printed	17 Twyford Road Barrow upon Trent	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	93						Y			L
01.09.16	94		M	Foster	54 Twyford Road Barrow upon Trent	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	95		Unclear	Foster			Y			L
	96		Sam	Foster			Y			L
01.09.16	97		K M	Webberley	4 Walnut Close Barrow upon Trent DE73 7JL	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	98		G C	Webberley			Y			L
01.09.16	99		P	Perkins	The Cottage Swarkestone Road Barrow upon Trent DE73 7HF	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	100		I R T	Perkins			Y			L
01.09.16	101		S	Hateley	Manor Croft Swarkestone Road Barrow upon Trent DE73 7HF	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	102		B M	Hateley			Y			L
	103		D	Hateley			Y			L
01.09.16	104			No name printed	16 Manor Court Church Lane Barrow upon Trent DE73 7HR	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L

Date rec'd	No.	Title	First Name / Initial	Surname	Address	Comment	In favour	Against	Unknown	Code
01.09.16	105	Mr	A	White	Sycamore House Chapel Lane Barrow upon Trent DE73 7HE	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	106	Mrs	Elizabeth	White			Y			L
01.09.16	107		Susan	Sharp	4 Manor Court Church Lane Barrow upon Trent DE73 7HR	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
01.09.16	108	Mr	Francis Norman	Hill	4 Beaumont Close Barrow upon Trent DE73 7HQ	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	109	Mrs	Marilynne Elizabeth	Hill			Y			L
01.09.16	110		D J	Meigh	7 Manor Court Church Lane Barrow upon Trent DE73 7HR	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
01.09.16	111			No names printed	9 Manor Court Church Lane Barrow upon Trent DE73 7HR	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	112						Y			L
01.09.16	113		Peter	Melew	14 Manor Court Church Lane Barrow upon Trent DE73 7HR	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
01.09.16	114		John	Miller	8 Manor Court Church Lane Barrow upon Trent DE73 7HR	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	115		Victoria	Cameron			Y			L
01.09.16	116		Kevin	Stokes	19 Hall Park Barrow upon Trent	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
01.09.16	117	Mr	R J	March	The Old Chapel Chapel Lane Barrow upon Trent DE73 7HE	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	118	Mrs	C	March			Y			L
01.09.16	119		T	Moussa	2 Manor Court Church Lane Barrow upon Trent DE73 7HR	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	120		Susan	Moussa			Y			L



Date rec'd	No.	Title	First Name / Initial	Surname	Address	Comment	In favour	Against	Unknown	Code
01.09.16	121	Mr	S P	Hodges	2 Chapel Lane Barrow upon Trent DE73 7HE	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	122	Mrs	S	Hodges			Y			L
01.09.16	123		W M	Draper	13 Manor Court Barrow upon Trent DE73 7HR	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
01.09.16	124		J	Ault	1 Chapel Lane Barrow upon Trent DE73 7HE	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	125		S	Ault			Y			L
01.09.16	126		I	Hodge	4 Chapel Lane Barrow upon Trent DE73 7HE	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
01.09.16	127		J	Marton	5 Chapel Lane Barrow upon Trent DE73 7HE	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	128		A	Marton			Y			L
01.09.16	129		V L	Cameron	18 Manor Court Church Lane Barrow upon Trent DE73 7HR	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
01.09.16	130		P	Barradell	Stable Lodge Twyford Road Barrow upon Trent DE73 7HA	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
01.09.16	131		S	Goodwin	17 Manor Court Church Lane Barrow upon Trent DE73 7HR	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
01.09.16	132			No name printed	20 Manor Court Church Lane Barrow upon Trent DE73 7HR	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
01.09.16	133		Mary Rose	Mills	10 Manor Court Church Lane Barrow upon Trent DE73 7HR	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L

Date rec'd	No.	Title	First Name / Initial	Surname	Address	Comment	In favour	Against	Unknown	Code
01.09.16	134	Mrs	J	Kenny	21 Brookfield Barrow upon Trent DE73 7HG	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	135		M J	Kenny			Y			L
01.09.16	136			No name printed	19 Twyford Road Barrow upon Trent	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
01.09.16	137		Micha	Smith	12 Brookfield Barrow upon Trent DE73 7HG	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
01.09.16	138			No name printed	16 Church Lane Barrow upon Trent	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
01.09.16	139		J	Butler	29 Hall Park Barrow upon Trent DE73 7HD	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	140		Other two names not printed	Y					L	
	141			Y					L	
01.09.16	142			No name printed	1 Brookfield Barrow upon Trent DE73 7HG	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
01.09.16	143			No name printed	15 Chapel Lane Barrow upon Trent DE73 7HE	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
01.09.16	144		D M	Wibberley	35 Church Lane Barrow upon Trent DE73 7HB	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
01.09.16	145		S	Flinn	Hall Cottage Club Lane Barrow upon Trent DE73 7HP	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
01.09.16	146			No name printed	2 Fernello Close Barrow upon Trent	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L

Date rec'd	No.	Title	First Name / Initial	Surname	Address	Comment	In favour	Against	Unknown	Code
01.09.16	147		M J	Fallows	22 Hall Park Barrow upon Trent DE73 7HD	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
01.09.16	148		J D	Manson	31 Hall Park Barrow upon Trent DE73 7HD	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
01.09.16	149		Stephen M	Hodgkinson	3 Manor Court Church Lane Barrow upon Trent DE73 7HR	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
01.09.16	150		L	Walton	19 Manor Court Church Lane Barrow upon Trent DE73 7HR	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
01.09.16	151			No name printed	77 Swarkestone Road Barrow upon Trent DE73 7HF	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
01.09.16	152		R	Cheshire	2 Twyford Road Barrow upon Trent DE73 7HA	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
01.09.16	153			No name printed	15 Twyford Road Barrow upon Trent	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
01.09.16	154			No name printed	16A Twyford Road Barrow upon Trent	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
01.09.16	155	Mr	G R	Heathcote	20 Twyford Road Barrow upon Trent DE73 7HA	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
01.09.16	156			No name printed	22 Twyford Road Barrow upon Trent	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L

Date rec'd	No.	Title	First Name / Initial	Surname	Address	Comment	In favour	Against	Unknown	Code
01.09.16	157		C E	Hall	41 Twyford Road Barrow upon Trent	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
01.09.16	158		H	Rawson	60 Twyford Road Barrow upon Trent	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
01.09.16	159		M	Hydes	66 Twyford Road Barrow upon Trent	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
01.09.16	160			Walker	Crowtrees	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	161			Walker	59 Church Lane Barrow upon Trent DE73 7HB		Y			L
01.09.16	162		Miriam	Sharpley	20 Brookfield Barrow upon Trent	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	163		G	Sharpley	DE73 7HG		Y			L
01.09.16	164	Mrs	J E	Hargreaves	32 Twyford Road Barrow upon Trent	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	165	Mr	Peter	Hargreaves			Y			L
01.09.16	166		H J	Atkin	3 Firtree Drive Barrow upon Trent	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	167		S	Aldous			Y			L
01.09.16	168		M M	Linhurst	16 Brookfield Barrow upon Trent	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	169			Other name not printed			Y			L
01.09.16	170	Mrs	M E A	Bennett	64 Twyford Road Barrow upon Trent	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	171	Mr	Charles	Bennett	DE73 7HA		Y			L
	172	Mr	John	Bennett			Y			L
01.09.16	173		J P	Twells	39 Twyford Road Barrow upon Trent	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	174		J K	Twells			Y			L

Date rec'd	No.	Title	First Name / Initial	Surname	Address	Comment	In favour	Against	Unknown	Code
01.09.16	175		G	Weaks	58 Twyford Road Barrow upon Trent	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	176		M A	Weaks			Y			L
01.09.16	177		R L	Davies	56 Twyford Road Barrow upon Trent	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	178		S L	Davies			Y			L
01.09.16	179			No names printed	22 Brookfield Barrow upon Trent	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	180						Y			L
01.09.16	181		O G	Page	24 Twyford Road Barrow upon Trent DE73 7HA	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	182		S A	Page			Y			L
	183		E E	Page			Y			L
	184		A G	Page			Y			L
01.09.16	185		G M	Lane	79 Swarkestone Road Barrow upon Trent DE73 7HF	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	186			Other name not printed			Y			L
01.09.16	187		J M	Harding	5 Hall Drive Barrow upon Trent	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	188		B	Harding			Y			L
01.09.16	189		T	Edwards	4 Club Lane Barrow upon Trent DE73 7HP	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	190		E A	Edwards			Y			L
01.09.16	191		M	Dyer	5 Club Lane Barrow upon Trent DE73 7HP	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	192			Other name not printed			Y			L
01.09.16	193		J	Gardiner	16 Twyford Road Barrow upon Trent DE73 7HA	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	194		S	Other name not printed			Y			L
01.09.16	195			No names printed	3 Club Lane Barrow upon Trent DE73 7HP	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	196						Y			L

Date rec'd	No.	Title	First Name / Initial	Surname	Address	Comment	In favour	Against	Unknown	Code
01.09.16	197		C L	Hemmings	1 Club Lane Barrow upon Trent	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	198		Stephen	Hemmings			Y			L
01.09.16	199		P	Taylor	15 Manor Croft Barrow upon Trent DE73 7HR	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	200		C	Other name not printed			Y			L
01.09.16	201		S	Bruit	Waters Edge 55 Church Lane Barrow upon Trent DE73 7HB	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	202		V A	Bruit			Y			L
01.09.16	203		W	Alcock	33 Hall Drive Barrow upon Trent	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	204			Other name not printed			Y			L
01.09.16	205		L	Pinegar	26 Hall Park Barrow upon Trent	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	206		R	Pinegar			Y			L
01.09.16	207		J	Heathcote	8 Chapel Lane Barrow upon Trent DE73 7HE	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	208			Other name not printed			Y			L
01.09.16	209		P J	Cooper	87 Swarkestone Road Barrow upon Trent DE73 7HF	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	210		G	Cooper			Y			L
	211		A S	Cooper			Y			L
	212		J	Cooper			Y			L
01.09.16	213	Mrs	Dianne	Bacon	30 Twyford Road Barrow upon Trent DE73 7HA	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	214	Mr	Philip	Bacon			Y			L
01.09.16	215	Mrs	M G	Bacon	3 Chapel Lane Barrow upon Trent DE73 7HE	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	216	Mr	David	Bacon			Y			L
01.09.16	217		K E	Slater	2 Beaumont Close Barrow upon Trent DE73 7HQ	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	218		K J	Slater			Y			L

Date rec'd	No.	Title	First Name / Initial	Surname	Address	Comment	In favour	Against	Unknown	Code
01.09.16	219		D G	Williams	Sunny Glen Barrow upon Trent DE73 7HE	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	220		R M	Williams			Y			L
01.09.16	221		P	Shreeve	18 Twyford Road Barrow upon Trent DE73 7HA	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	222		C	Shreeve			Y			L
01.09.16	223		Amanda	Milne	1 Manor Court Church Lane Barrow upon Trent DE73 7HR	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	224		William	Milne			Y			L
01.09.16	225		E R	Sharp	25 Hall Park Barrow upon Trent	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	226		N M	Sharp			Y			L
01.09.16	227		I	Atkin-Ball	2 Fire Tree Drive Barrow upon Trent DE73 7GF	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	228		L M	Atkin-Ball			Y			L
01.09.16	229			No names printed	The Woodlands Barrow upon Trent DE73 7HF	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	230						Y			L
01.09.16	231		S	Vitalis	5 Manor Court Barrow upon Trent DE73 7HR	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	232			Other name not printed			Y			L
01.09.16	233		A	Wright	83 Swarkestone Road Barrow upon Trent DE73 7HF	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	234		B	Wright			Y			L
01.09.16	235			No names printed	The Walnuts Barrow upon Trent DE73 7HB	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	236						Y			L
01.09.16	237	Mr	John	Harm	4 Twyford Road Barrow upon Trent DE73 7HA	I am in support of the request by Barrow Upon Trent parish council to SDDC, for the change of our Parish boundary, as proposed in February 2015.	Y			L
01.09.16	238		Nicola	Bell	The Hill Cottage Moor Lane Barrow on Trent DE73 7HZ	I support the recommendations outlined in your letter dated 4 July to amend the boundaries for Barrow and Stenson Fields.	Y			E



Date rec'd	No.	Title	First Name / Initial	Surname	Address	Comment	In favour	Against	Unknown	Code
01.09.16	239		Debra	Maddock	By (printed) e-mail	As a resident of Barrow on Trent I wish to advise you that I agree with the proposals jointly put forward by the parish councils of BOT and Stenson Fields to change the boundaries of the 3 parishes as shown in the map included in your recent correspondence.	Y			E
01.09.16	240		Helen	Eaton	Black Dub Twyford DE73 7GA	<p>I would like to comment on the consultation document received by our household.</p> <p>I understand the changes proposed are to reflect identity and interests of the communities involved and that The Council recognises that all communities have individual local issues and any decisions made will reflect those issues and be in the best interests of the area concerned.</p> <p>I have a concern that the merging of two very small rural communities Twyford and Stenson, plus a largely agricultural area (that on the map next to the current Barrow on Trent Parish) into an amorphous suburb of Derby (Stenson Fields) would not serve the interests of those communities best.</p> <p>This parish would not make a distinctive or recognisable community of interest with its own sense of identity, and I believe there would be little common interest between the two sets of communities, one urban the other rural. This would make decision making challenging.</p> <p>I would feel it is better for the villages if they must be incorporated for governance purposes to join one of the other village parishes – Willington, Barrow, Findern – where there is more likely to be community identity. From my experience schooling for children in the villages takes place in Etwall, Willington and Findern, medical provision is at Willington along with most pubs and shops, as well as the Railway Station at Willington for the limited public transport available.</p> <p>It seems odd that there is an identifiable boundary already with Stenson Fields – the A50 which I understand is the sort Parish Councils usually use as a measure of where community's divide</p> <p>I'd be very keen to hear feedback on this issue.</p>			Y	E
02.09.16	241		Anna	Swieczak	By e-mail	I agree with the proposals jointly put forward by the parish councils of Barrow-upon-trent and Stenson Fields to change the boundaries of the 3 parishes as shown on the map	Y			E
04.09.16	242		Donna	Holt	3 Brookfield Barrow upon Trent	We would like to register our approval and support for the proposed changes to the Barrow on Trent boundary.	Y			E
	243		Christopher	Holt	DE73 7HG		Y			E

Date rec'd	No.	Title	First Name / Initial	Surname	Address	Comment	In favour	Against	Unknown	Code
04.09.16	244		Trudy	Seed	By e-mail	As a resident of Barrow Upon Trent, I would like to register a positive response to the proposals to a change to the boundary.	Y			E
04.09.16	245	Mrs	J A	Edmunds	The Hayloft Arleston DE73 7HN	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
04.09.16	246		Angela	Simpson	24 Hall Park Barrow upon Trent DE73 7HD	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	247		Megan	Simpson			Y			L
	248		Julian	Simpson			Y			L
04.09.16	249		Jan	Radford	Merrybower Farm Arleston Lane Barrow upon Trent DE73 7HN	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	250		June	Radford			Y			L
	251		John	Radford			Y			L
04.09.16	252		Suzanne	Watson	3 Merrybower Cottages Arleston Lane Barrow upon Trent DE73 7HN	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	253		Jamie-Leigh	Hewitt			Y			L
	254		Tyler	Hewitt			Y			L
	255		Duncan	Hewitt			Y			L
04.09.16	256		C	Watson	2 Merrybower Cottages Arleston Lane Barrow upon Trent DE73 7HN	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	257		J	Watson			Y			L
04.09.16	258		S	Doxy	1 Merrybower Cottages Arleston Lane Barrow upon Trent DE73 7HN	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	259		M	Doxy			Y			L
	260		C	Doxy			Y			L
	261		M	Doxy			Y			L
04.09.16	262		Nicky	Bouie	Highfield Cottage Arleston Cottage Barrow upon Trent DE73 7HN	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	263			Collins			Y			L
04.09.16	264		D	Collins	Highfield House Farm Arleston Lane Barrow upon Trent DE73 7HN	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	265		G F	Collins			Y			L

Date rec'd	No.	Title	First Name / Initial	Surname	Address	Comment	In favour	Against	Unknown	Code
04.09.16	266		Lisa	Mitchell-Ross	Highfield House Arleston Lane	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	267		John	Mitchell-Ross	Barrow upon Trent DE73 7HN		Y			L
04.09.16	268		Gail	Edwards	Pond Cottage Arleston Lane	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 4 <sup>th</sup> July2016.	Y			L
	269		Brett	Edwards	Barrow upon Trent De73 7HN		Y			L
04.09.16	270		Margaret	Fielden	Arleston House Farm Arleston Lane	I fully support the proposals of February 2015 by Barrow on Trent Parish Council to Sddc for change of our boundary as described on the Community Governance map and review letter of 4.7.2016. (printed e-mail)	Y			E
	271		Rod	Fielden	Barrow upon Trent		Y			E

Key: L = letter; E= e-mail



**COMMUNITY GOVERNANCE REVIEW OF  
BARROW UPON TRENT, TWYFORD & STENSON AND STENSON FIELDS  
DRAFT PROPOSALS**

**Whether a parish council boundary should be altered to better reflect the local community?**

- a) That the Barrow upon Trent Parish Council and Stenson Fields Parish Council boundaries be revised as shown on the enclosed plan.**

Barrow upon Trent Parish Council wishes to divest itself of approx. 153.5 acres of land in the north-west area, as indicated on the enclosed plan, in favour of Stenson Fields Parish Council. Stenson Fields Parish Council has indicated its willingness to incorporate this land into its area.

Currently, the Barrow upon Trent parish area comprises 1,858.2 acres, which would reduce to 1,704.7 acres if the requested area of 153.5 acres, was transferred to the Stenson Fields parish, a reduction of 8.3% land area.

- b) That the Stenson Fields Parish Council and Twyford & Stenson unparished area boundaries be revised as shown on the enclosed plan.**

Stenson Fields Parish Council has stated its wish to incorporate approx. 197.1 acres of land in the south-west area, as also indicated on the enclosed plan, which currently sit in the unparished area of Twyford and Stenson.

The unparished area of Twyford and Stenson currently encompasses 1,662.5 acres, which would reduce to 1,465.4 acres if the requested area of 197.1 acres was transferred to the Stenson Fields parish, a reduction of 11.9% land area.

Stenson Fields parish currently covers 168.1 acres and would, if the areas of requested transfer proceeded, rise by 350.6 acres to 518.7 acres, a land area gain of 308.6%.

Where, as a result of an alteration to parish boundaries, a property moves from one parish to another, this may well have an impact on the overall level of Council Tax payable by the occupants of that property, as the amount of precept levied by different parish councils may vary, in addition to the charges levied by Derbyshire County Council, South Derbyshire District Council, the Police & Crime Commissioner for Derbyshire and Derbyshire Fire & Rescue Authority.

In the event that any final recommendation leads to the re-alignment of parish boundaries, it is likely to result in a precept adjustment to those properties already subject to a Council Tax precept and for those properties currently in the unparished area with no precept, to become subject to a Council Tax precept with effect from April 2017.

**Whether an unparished area should be constituted as a parish and have a parish council (or other body) created.**

The District Council will take account of the nature of the area subject to the Community Governance Review to determine whether the creation of a Parish Council for the area, rather than moving the boundaries of existing Parishes, would reflect the identities and interests of the community.

In considering whether to revise the existing parish boundaries, consideration needs to be given to the names of the parishes, whether there should be a new parish council and whether any new parish should be styled using one of the alternative names referred to in the Terms of Reference document agreed by, and distributed after, Council on 30<sup>th</sup> June 2016 and referred to below in summary.

In relation to any future parish council in the area under Review, the electoral arrangements for that parish council must be the subject of a recommendation through the Review. It should be noted that in relation to Twyford & Stenson, the only unparished area subject to this Review, the population is currently 969, estimated to increase to 972 if the proposed boundary changes proceed, to 1,811 if they do not. Section 94 of the 2007 Act applies to these recommendations, in that it places principal councils under a duty to recommend that a parish should have a council in parishes which have 1,000 electors or more.

**What the name and style of any newly constituted parish should be?**

With regard to the names of Parish Wards, the District Council will endeavour to reflect existing local or historic place names and will give a strong presumption in favour of names proposed by local interested parties. The District Council would wish to avoid composite names other than in exceptional circumstances where the demands of history, local connections or the preservation of local ties make a pressing case for the retention of distinctive traditional names.

Parishes may have alternative styles to 'parish'. The alternative styles are 'community', 'neighbourhood' or 'village'. The use of the term 'parish' in this document does not preclude one of the alternative styles being adopted. The Council feels that the names of the existing parish councils takes into account the distinctive areas well known as Barrow upon Trent and Stenson Fields and that these names should be retained. However, given the proposed revised parish boundaries, consideration has to be given to any proposed name changes. Additionally, for any new parish council formed, a name would need to be determined.

Existing Parish Councils in the District use the style of 'parish council'. The alternative styles of 'village', 'neighbourhood' or 'community' council were introduced

in the Local Government and Public Involvement in Health Act 2007 and are therefore relatively new. It is felt that using one of these alternative styles in the establishment of any new parish council at this time would potentially lead to confusion of the status of the new council, which should be avoided.

**Whether the number of parish councillors on an existing parish council should be changed?**

The government has advised that “it is an important democratic principle that each person’s vote should be of equal weight so far as possible, having regard to other legitimate competing factors, when it comes to the election of Councillors.” By law, each Parish Council must have at least five Councillors and there is no specified maximum. As guidance, the National Association of Local Councils (NALC) suggest the minimum number of Councillors for any Town / Parish should be 7 and the maximum 25.

The former Aston Business School published the following indicative table for representation on Parish Councils:

<b>Electorate</b>	<b>Parish Councillor Allocation</b>
Less than 500	5-8
501 – 2,500	6-12
2,501 – 10,000	9-16
10,001 – 20,000	13-27
Greater than 20,000	13-31

By law, the District Council must take the following factors into consideration when determining the number of Councillors to be elected for a Parish Council:

- The number of local government electors for the area.
- Any change in that number which is likely to occur in the period of five years beginning with the day when the Review starts.

Each area will be considered on its own merits, acknowledging its population, geography and the pattern of communities. In addition, a parish council’s budget and planned or actual level of service provision may be important factors in reaching conclusions as to the optimum number of Parish Councillors in any individual case.

For Stenson Fields in particular, if the boundary changes proceed, the current population of 4,162 is estimated to rise to 5,652 by 2021. Stenson Fields Parish Council currently has 11 Parish Councillor positions.

**Whether or not, as a result of the Review, the area of any other existing neighbouring parish should be retained, merged, altered or abolished?**

South Derbyshire District Council wishes to ensure that electors should be able to identify clearly with the parish council area in which they are resident because it considers that this sense of identity and community lends strength and legitimacy to the parish structure, creates a common interest in local affairs, encourages participation in elections to the parish council, leads to representative and

accountable government, engenders local leadership and generates a strong, inclusive community with a sense of civic values, responsibility and pride.

The District Council considers that parishes should reflect distinctive and recognisable communities of interest with their own sense of identity and that the feelings of the local community and the wishes of local inhabitants be primary considerations in this Community Governance Review. The District Council wishes to balance carefully the consideration of changes that have happened over time, or are likely to occur in the near future, through population shifts or additional development, for example, and that may have led to a different community identity with historic traditions in its area.

The District Council also notes the government guidance that community cohesion should be taken into account in any Review, as well as that it “expects to see a trend in the creation, rather than the abolition, of parishes.” The Council considers that parish boundaries should, wherever possible, be easily identifiable. These barriers will be either natural or man-made features such as parks, railways, major roads – those barriers that oblige the residents of an affected area to have little in common with the remainder of the parish council are to which they may have been allotted. Therefore, in undertaking a Community Governance Review of the areas concerned, the Council must consider whether to retain Barrow upon Trent, Twyford & Stenson and Stenson Fields as three distinct areas, albeit with re-defined boundaries as proposed or to revise those areas by, for example, incorporating the unparished area of Twyford & Stenson in its entirety into either the parish of Barrow upon Trent or Stenson Fields.

### **Whether a parish council should be warded or whether existing parish wards should be altered to reflect changes in the local community?**

Parish warding is the division of the Parish Council area into appropriately sized wards for the purpose of electing Parish Councillors. Any Community Governance Review must examine the number and boundaries of Parish Wards, their names and the number of Councillors to be elected to each ward. In determining warding arrangements regard will be given to community ties in the area. In considering whether or not a Parish Council area should be divided into wards, the legislation requires that consideration be given to:

- a) Whether the number, or distribution, of the local government electors for the Parish Council would make a single election of councillors impractical or inconvenient; and
- b) Whether it is desirable that any area or areas of the Parish Council should be separately represented on the council.

There is a need to consider not only the size of the electorate in the area, but also the distribution of communities within it. Pursuant to government guidance, ‘the warding of parishes in largely rural areas that are based predominantly on a single centrally located village may not be justified. Conversely, warding may be appropriate where the parish encompasses a number of villages with separate identities, a village with a large rural hinterland or where, on the edges of towns, there has been some urban overspill into the parish.’ Warding arrangements should



be clearly and readily understood by and should have relevance for the electorate in the Parish Council area.

The Council will be mindful of all this guidance. Each case will be considered on its merits and on the basis of information and evidence provided during the course of the Review. Any Parish Ward proposals should have merit in themselves. Not only should they meet the two tests laid down in the Act, as given at a) and b) above, they should also be in the interests of effective and convenient local government. They should also not be wasteful of a Parish Council's resources.

The Council does not consider that this proposal necessitates splitting the existing parish into wards or that the single election of councillors for the parish council would be impracticable or inconvenient. Nor does the Council consider that any areas of the existing parish councils should be separately represented on the Council.

### **Whether the name of a parish council should be changed?**

In relation to any existing parish, the Review must come to a conclusion whether an area should be altered or retained and whether the name of the parish should be changed. The Review must also make a recommendation on the future of the current Parish Council. The Council feels that the names of the existing parish councils takes into account the distinctive areas well known as Barrow upon Trent and Stenson Fields and that these names should be retained

### **Whether existing parish councils should be grouped?**

Section 91 of the 2007 Act provides for a Community Governance Review to recommend the grouping or degrouping of parishes by principal councils. In some cases it may be preferable to group together parishes so as to allow a common parish council to be formed. Such proposals are worth considering and may avoid the need for substantive changes to parish boundaries or the creation of new parishes. However, in the circumstances subject to this Review, the Council considers a grouping option inappropriate as it would result in an artificially large unit under a single parish council.

**COMMUNITY GOVERNANCE REVIEW: – BARROW UPON TRENT, TWYFORD & STENSON AND STENSON FIELDS - STAGE TWO CONSULTATION RESPONSES**

Key: L = letter; E= e-mail

Date rec'd	No.	Title	First Name / Initial	Surname	Address	Comment	In favour	Against	Unknown	Code
09.11.16	1	Mr	A G	Eley OBE AE MRCGP	6 Beaumont Close Barrow on Trent Derby DE73 7HQ	<p>I am a long-term resident of the village of Barrow on Trent and I am responding to the call for consultation regarding the community governance review of the parish. Barrow on Trent is fortunate in having a Parish Council which reflects the feeling of the local residents. The Parish Council have been proposing to transfer the land in question to Stenson Fields Parish over a number of years. Changes within the parish over the last 20 years have resulted in the parish becoming isolated from the north-eastern portion of the parish. This followed directly from the construction of the A50 road which cut across the parish and isolated the portion of the land which is contiguous to the parishes of Stenson Fields and the City of Derby.</p> <p>Adoption of South Derbyshire District Council Local Plan Part 1 means that this land will be developed over the next 20 years as residential accommodation comprising some 2000 units. This would place an unreasonable change on the character of the Parish of Barrow on Trent which currently has a population of only some 500 souls. The new residential accommodation will be contiguous to both Stenson Fields and the City of Derby and will have no connection with the parish of Barrow on Trent and will be physically separated from the remainder of the parish by both the A50 road and the Trent and Mersey Canal. The proposed new development is separated by road from the built environment of the village of Barrow on Trent by a distance of 1.5 kilometres. It will also look for its services towards the existing centre established within the Sinfin District Centre</p> <p>These proposals have been discussed repeatedly at Parish Council meetings in Barrow on Trent and the Parish Council have established a clear view that they wish the land indicated on map <a href="http://www.south-derbys.gov.uk/Images/Area%20map_tcm21-281679.pdf">http://www.south-derbys.gov.uk/Images/Area%20map_tcm21-281679.pdf</a> to be transferred from the Parish of Barrow on Trent to the Parish of Stenson Fields. It is also my understanding from attending Parish Council meetings that both the Parish Councils of Barrow on Trent and Stenson Fields support this proposal.</p> <p>I fully support the proposal for the Parish of Barrow upon Trent to divest around 153.5 acres of land in the north-west area, with Stenson Fields to incorporate this into its area.</p>	Y			E
10.11.16	2	Mrs	Diana V	Eley			Y			E
11.11.16	3	Mr	David	Riley	Not provided – e-mail	<p>I believe that as part of the original planning permission for the new estate, which has been built in the last couple of years, to the West of Stenson Road social amenities were to be constructed within the site to ensure that there was no increased pressure on the already stretched facilities available locally.</p> <p>So far there is NO evidence that this provision has been catered for and I wondered if you could advise me when (or if) the builders were going to be told to comply with the original</p>			Y	E

Date rec'd	No.	Title	First Name / Initial	Surname	Address	Comment	In favour	Against	Unknown	Code
						plans. If this estate is to become officially part of Stenson Fields the situation needs to be addressed and dealt with - or do planning permissions mean nothing these days!				
12.11.16	4		Deepak	Kaushal	Not provided – e-mail	First of all just want to let you know that I have received a letter from you on 8th November 2016. Also I would like to put forward a complaint against building houses on Wragely Way, Stenson Fields, Derby. There is lots of houses already built on Stenson road call Newtown. Because of these new houses there is lots of traffic already on roads around Stenson Fields which create high risk of accident & long waiting on traffic lights. Building more houses around this area will make it worse for local community and schools. So my humble request to you please stop this construction orders for the safety of Stenson fields community.			Y	E
13.11.16	5	Mrs	Clare	Vintner	Not provided – e-mail	Unfortunately, we cannot support the request to move the Barrow upon Trent Parish Boundary.		Y		E
	6	Mr	Andrew	Vintner		We are concerned that once permission is granted a further move south would be requested when more housing stock is required. This would put Arleston at risk. Arleston is very much part of Barrow on Trent and we have received no assurances that this would not be the case in the future. The map you have presented is not very clear and we would ask you to post a clearer map on your website, with key roads and areas marked. Otherwise we do not believe this to be an effective consultation.		Y		E
18.11.16	7	Mr	Richard	Lisewski	1 Tavistock Close Stenson Fields Derby DE24 3LN	I support the proposed changes to Parish Council Boundaries.	Y			E
19.11.16	8	Mrs	Anne	Heathcote	7 Chapel Lane Barrow upon Trent Derby DE73 7HE	I entirely support the proposal of the Barrow upon Trent and Stenson Fields Parish Councils to change the boundaries of the two parishes as described in the initial request of 2015 and the latest map in the second consultation letter of 7th November 2016.	Y			E
01.12.16	9		Ruth	Croft	5 Fernello Close Barrow Upon Trent Derby DE73 7GP	I support the request by Barrow Upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7 November 2016.	Y			E
03.12.16	10	Mr	Andrew	Heathcote	8 Chapel Lane Barrow-on-Trent Derby DE73 7HE	I fully support the proposal from the Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter and map dated 7th November 2016.	Y			E
04.12.16	11		Stephanie M	Powell	12 Hall Park Barrow upon Trent Derby DE73 7HD.	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			E
	12		Barry E	Powell		I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			E

Date rec'd	No.	Title	First Name / Initial	Surname	Address	Comment	In favour	Against	Unknown	Code
04.12.16	13		Julie	Heathcote	8 Chapel Lane Barrow-on-Trent Derby DE73 7HE	I fully support the proposal from the Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter and map dated 7th November 2016.	Y			E
05.12.16	14		Donna	Holt	3 Brookfield Barrow upon Trent Derby DE73 7HG	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	15		Chris	Holt			Y			L
05.12.16	16		C A	Bradfield	28 Twyford Road Barrow upon Trent Derby DE73 7HA	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
05.12.16	17			No name printed	29 Twyford Road Barrow upon Trent Derby DE73 7HA	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
06.12.16	18	Mrs	Jennette Lisa	Harvey-Toon	Hollie Barn 1 Fir Tree Drive Barrow upon Trent Derby DE73 7GF	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	19			No name printed			Y			L
06.12.16	20	Mr	A	Palmer	The Barns Fields Farm Twyford Road Barrow upon Trent Derby DE73 7HJ	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
06.12.16	21		M A	Weeks	58 Twyford Road Barrow upon Trent Derby DE73 7HA	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	22		Name not printed	Weeks			Y			L
06.12.16	23	Mr	Mark	Limbert	Not provided – e-mail	I fully support the proposal for the Parish of Barrow upon Trent to divest around 153.5 acres of land in the north-west area, with Stenson Fields to incorporate this into its area.	Y			E
07.12.16	24	Mr	William David	Jackson	12 Manor Court Flats Church Lane Barrow-upon-Trent Derby DE73 7HR	I support the request by Barrow-upon-Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015 and as described in the Community Governance Review letter dated 7th November 2016.	Y			E
	25	Mrs	Mary	Jackson			Y			E
07.12.16	26		L	Cuomo	19 Brookfield Barrow upon Trent Derby DE73 7HG	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
07.12.16	27		Susan	Boddy	St Wilfrids 16 Church Lane Barrow upon Trent Derby DE73 7HB	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	28			No name printed			Y			L

Date rec'd	No.	Title	First Name / Initial	Surname	Address	Comment	In favour	Against	Unknown	Code
07.12.16	29		Not printed	Busfield	20 Church Lane Barrow upon Trent Derby DE73 7HB	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
07.12.16	30	Mr	M W	Butler	29 Hall Park Barrow upon Trent Derby DE73 7HD	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	31		Not printed	Butler			Y			L
	32		Alex	Not printed			Y			L
07.12.16	33	Mrs	Jayne	Edmunds	The Hayloft Arleston Lane Arleston Barrow upon Trent DE73 7HN	I support the proposed parish boundary changes.	Y			E
07.12.16	34		Judy	Smith	Not provided – e-mail	Please accept my support for the request by Barrow upon Trent Parish Council to yourselves for the change of their parish boundary, as proposed in February 2015 and as described in the Community Governance Review letter map dated 07 November 2016.	Y			E
08.12.16	35		John	Limben	16 Brookfield Barrow upon Trent Derby DE73 7HG	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
08.12.16	36		John	Widdas	4 Church Lane Barrow upon Trent Derby DE73 7HB	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
08.12.16	37			No name printed	The Pinfold 10 Church Lane Barrow upon Trent Derby DE73 7HB	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	38		J A	Foster			Y			L
08.12.16	39		E A	Edwards	4 Club Lane Barrow upon Trent Derby DE73 7HP	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	40		J	Edwards			Y			L
08.12.16	41		L	Lodge	8 Hall Park Barrow upon Trent Derby DE73 7HD	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	42		Initials not printed	Lodge			Y			L
08.12.16	43			No names printed	20 Hall Park Barrow upon Trent Derby DE73 7HD	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	44						Y			L
	45						Y			L
08.12.16	46		Paul	Alcock	33 Hall Park Barrow upon Trent Derby DE73 7HD	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	47		W	Alcock			Y			L

Date rec'd	No.	Title	First Name / Initial	Surname	Address	Comment	In favour	Against	Unknown	Code
08.12.16	48		S	Goodwin	17 Manor Court Church Lane Barrow upon Trent Derby DE73 7HR	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
08.12.16	49	Mrs	Dianne	Bacon	30 Twyford Road Barrow upon Trent Derby DE73 7HA	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	50	Mr	Philip	Bacon	30 Twyford Road Barrow upon Trent Derby DE73 7HA	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
08.12.16	51			No name printed	60 Twyford Road Barrow upon Trent Derby DE73 7HA	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
09.12.16	52		L J	Archer	4 Fernello Close Barrow Upon Trent Derby DE73 7GP	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	53		A	Archer	4 Fernello Close Barrow Upon Trent Derby DE73 7GP	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
09.12.16	54	Mrs	M.M	Limbert	16 Brookfield Barrow Upon Trent Derby DE73 7HG	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
09.12.16	55		Claire	McQuilton	27, Church Lane Barrow Upon Trent Derby DE73 7HB	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	56		Gordon	McQuilton	27, Church Lane Barrow Upon Trent Derby DE73 7HB	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
12.12.16	57			No names printed	Parsonage House Barrow Upon Trent Derby DE73 7HA	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	58				Parsonage House Barrow Upon Trent Derby DE73 7HA	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
12.12.16	59		J A	Paling	45 Manor House, Church Lane Barrow Upon Trent Derby DE73 7HB	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
12.12.16	60	Mr	D	Paling	43 Manor House, Church Lane Barrow Upon Trent Derby DE73 7HB	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
12.12.16	61			No name printed	The Old School House 32A Twyford Road Barrow Upon Trent Derby DE73 7HA	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
12.12.16	62		S L	Davies	56 Twyford Road Barrow Upon Trent Derby DE73 7HA	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	63		R L	Davies	56 Twyford Road Barrow Upon Trent Derby DE73 7HA	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
13.12.16	64		Louise	Brown	21 Hall Park Barrow Upon Trent Derby DE73 7HD	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	65		Ian	Brown	21 Hall Park Barrow Upon Trent Derby DE73 7HD	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	66		Matthew	Brown	21 Hall Park Barrow Upon Trent Derby DE73 7HD	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L



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16.12.16	67			No name printed	20 Brookfield Barrow upon Trent Derby DE73 7HG	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
19.12.16	68		R A	Harding	14 Hall Park Barrow upon Trent Derby DE73 7HD	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	69			No name printed	Derby DE73 7HD	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
20.12.16	70			No names printed	Fir Tree Farm Barrow upon Trent Derby DE 73 7GF	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	71					I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	72					I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
02.01.17	73	Mr	Tom	Surga	Not provided – e-mail	Could it please be noted that with regard to the area of transfer from Barrow upon Trent Parish to Stenson Fields Parish we are in agreement with the proposed changes.	Y			E
	74	Mrs	Linda	Surga			Y			E
03.01.17	75		Mary Rose	Mills	10 Manor Court Barrow upon Trent Derby DE73 7HR	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
05.01.17	76		G R	Heathcote	20 Twyford Road Barrow upon Trent Derby DE73 7HA	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
08.01.17	77		Chris	Lawson	The Croft, Ferry Lane, Twyford, Derby DE73 7HJ	We refer to the recent correspondence relating to the above, in which draft proposals outline a transfer of an area of land between the railway in the West and existing suburban development of Stenson Fields North of the A50, from Twyford & Stenson (unparished) to Stenson Fields Parish. As residents of Twyford, we strongly support this proposal in order to protect the current rural balance of the village and surrounding area. We would also support the proposal to transfer the area outlined in the consultation to the East of the above, from Barrow on Trent Parish to Stenson Fields Parish for the same reasons.	Y			E
	78		Andrea	Dennis			Y			E
08.01.17	79	Mrs	Nina	Stone	3 Walnut Close Barrow upon Trent Derbyshire DE73 7JL	I strongly support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			E
	80	Mr	David	Stone			Y			E
09.01.17	81	Ms	Linda	Atkin-Ball	2 Fir Tree Drive Barrow Upon Trent DE73 7GF	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	82	Ms	Lauren	Atkin-Wright			Y			L
	83	Mr	Jason	Ball			Y			L
09.01.17	84			No names printed	3 Fir Tree Drive Barrow Upon Trent DE73 7GF	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	85					I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L



Date rec'd	No.	Title	First Name / Initial	Surname	Address	Comment	In favour	Against	Unknown	Code
09.01.17	86	Miss	Julie	Collett	Limetree Cottage 8 The Nook Barrow Upon Trent Derby DE73 7NA	I write to support the request by our Parish Council in Barrow Upon Trent to the South Derbyshire District Council, for the change of the parish boundary as proposed in February 2015 and detailed and described in the Community Review letter and map dated November 2016	Y			E
10.01.17	87		C	Bennett	64 Twyford Road Barrow upon Trent Derby DE73 7HA	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	88		J	Bennett			Y			L
	89		M E A	Bennett			Y			L
11.01.17	90		Graham V	Lomas	2 Walnut Close Barrow upon Trent Derbyshire DE73 7JL	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			E
	91		Jane E	Lomas			Y			E
12.01.17	92		K M	Webberley	4 Walnut Close Barrow upon Trent Derby DE73 7JL	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	93		G C	Webberley			Y			L
12.01.17	94	Mrs	Helen	Connaughton	17 Brookfield Barrow upon Trent Derby DE73 7HG	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	95	Mr	James	Connaughton			Y			L
12.01.17	96		J B	Howard	7 Beaumont Close Barrow upon Trent Derby DE73 7HQ	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	97		Initials not printed	Howard			Y			L
13.01.17	98		W M	Draper	13 Manor Court Barrow upon Trent Derby DE73 7HR	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
13.01.17	99		V L	Cameron	18 Manor Court Flats Church Lane Barrow upon Trent Derby DE73 7HR	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
13.01.17	100		Helena	Mellush	3 Beaumont Close Barrow upon Trent Derby DE73 7HQ	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	101		Anthony	Mellush			Y			L
13.01.17	102		Margaret	Bacon	3 Chapel Lane Barrow upon Trent Derby DE73 7HE	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	103		David	Bacon			Y			L
13.01.17	104		D M	Wibberley	35 Church Lane Barrow upon Trent Derby DE73 7HB	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
13.01.17	105		G V	Scott	45 Twyford Road Barrow upon Trent Derby DE73 7HA	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	106	Mrs	P A	Scott			Y			L

Date rec'd	No.	Title	First Name / Initial	Surname	Address	Comment	In favour	Against	Unknown	Code
13.01.17	107		David	Thomas	1 Walnut Close Barrow upon Trent Derby DE73 7JL	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	108		Jennifer	Ashworth			Y			L
	109		Rob	Thomas			Y			L
13.01.17	110		J	Cooper	87 Swarkestone Road Barrow upon Trent Derby DE73 7HF	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	111		P J	Cooper			Y			L
	112		G	Cooper			Y			L
	113		A	Cooper			Y			L
13.01.17	114		Jill	Scarfe	39 Church Lane Barrow upon Trent Derby DE73 7HB	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	115		Ronald G M	Scarfe			Y			L
13.01.17	116		E R	Sharp	25 Hall Park Barrow upon Trent Derby DE73 7HD	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	117		N M	Sharp			Y			L
13.01.17	118	Mrs	S	Vitalis	5 Manor Court Church Lane Barrow upon Trent Derby DE73 7HR	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	119			Name not printed			Y			L
13.01.17	120		H L	Davies	Ivy House 8 Church Lane Barrow upon Trent Derby DE73 7HB	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
13.01.17	121		R A	Hague	23 Hall Park Barrow upon Trent Derby DE73 7HD	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
13.01.17	122			Names not printed	Trent House Church Lane Barrow upon Trent Derby DE73 7HB	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	123						Y			L
13.01.17	124		K	Wilshaw	9 Manor Court Flats Church Lane Barrow upon Trent Derby DE73 7HR	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	125		M	Wilshaw			Y			L
13.01.17	126		Megan	Simpson	24 Hall Park Barrow upon Trent Derby DE73 7HD	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	127		Julian	Simpson			Y			L
	128		A J	Simpson			Y			L

Date rec'd	No.	Title	First Name / Initial	Surname	Address	Comment	In favour	Against	Unknown	Code
13.01.17	129		Peter	Hargreaves	32 Twyford Road Barrow upon Trent	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	130		Initials not printed	Hargreaves	Derby DE73 7HA		Y			L
13.01.17	131		A	Wright	83 Swarkestone Road Barrow upon Trent	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	132		B	Wright	Derby DE73 7HF		Y			L
13.01.17	133	Mr	M	Sharp	37 Twyford Road Barrow upon Trent	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	134	Mrs	B	Sharp	Derby DE73 7HA		Y			L
13.01.17	135		R	Cheshire	2 Twyford Road Barrow upon Trent	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
13.01.17	136		L W	Powell	22 Brookfield Barrow upon Trent	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	137		P M	Powell	Derby DE73 7HG		Y			L
13.01.17	138			Names not printed	12 Brookfield Barrow upon Trent	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	139				Derby		Y			L
	140				DE73 7HG		Y			L
13.01.17	141			Names not printed	17 Hall Park Barrow upon Trent	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	142				Derby DE73 7HD		Y			L
13.01.17	143		P	Perkins	The Cottage Swarkestone Road	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	144		I R T	Perkins	Barrow upon Trent Derby DE73 7HF		Y			L
13.01.17	145		J	Freeman	27 Hall Park Barrow upon Trent	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	146		M A	Freeman	Derby DE73 7HD		Y			L
13.01.17	147		Trudy	Seed	15 Hall Park Barrow upon Trent	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
13.01.17	148	Mrs	E A	Jennings	6 Manor Court Church Lane Barrow upon Trent	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
13.01.17	149		S	Hodges	2 Chapel Lane Barrow upon Trent	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L

Date rec'd	No.	Title	First Name / Initial	Surname	Address	Comment	In favour	Against	Unknown	Code
13.01.17	150		Vicky	Miller	8 Manor Court Flats Church Lane Barrow upon Trent Derby DE73 7HR	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	151		John	Miller			Y			L
13.01.17	152		B M	Hateley	Manor Croft Swarkestone Road Barrow upon Trent Derby DE73 7HF	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	153		D	Hateley			Y			L
	154		S J	Hateley			Y			L
13.01.17	155		D J	Wild	69 Swarkestone Road Barrow upon Trent Derby DE73 7HF	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	156		S R	Wild			Y			L
13.01.17	157		F G	Greene	49 Church Lane Barrow upon Trent Derby DE73 7HB	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	158		J R	Greene			Y			L
13.01.17	159			Name not printed	19 Hall Park Barrow upon Trent Derby DE73 7HD	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
13.01.17	160		F N	Hill	4 Beaumont Close Barrow upon Trent Derby DE73 7HQ	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	161		M E	Hill			Y			L
13.01.17	162			Name not printed	77 Swarkestone Road Barrow upon Trent Derby DE73 7HF	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
13.01.17	163		G M	Lane	79 Swarkestone Road Barrow upon Trent Derby DE73 7HF	I support the request by Barrow upon Trent Parish Council to SDDC for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	164			Name not printed			Y			L
13.01.17	165	Mr	J	Harm	4 Twyford Road Barrow upon Trent Derby DE73 7HA	Please note I give my support to the proposal to change the boundary as proposed by Barrow on Trent and Stenson Fields parish councils.	Y			L
13.01.17	166		Mary	Dyer	5 Club Lane Barrow upon Trent Derby DE73 7HP	I write in support of the request by Barrow upon Trent Parish Council for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance Review letter map dated 7th November 2016.	Y			L
	167		John	Dyer			Y			L
14.01.17	168		Simon	Phippard	Walnut Farmhouse 38 Twyford Road Barrow upon Trent Derby DE73 7HA	I refer to my message of 31 August 2016 (below) and write to say that given a further consultation is taking place, I still support the proposal for the Parish of Barrow upon Trent for the change of our parish boundary, as proposed in February 2015, and as described in the Community Governance review letter map dated 7 November 2016. This would mean the divestment of around 153.5 acres of land in the north-west area to Stenson Fields, to incorporate that land into its area. I should be grateful if my view is taken into account.	Y			E

						<p>I have owned a house in Barrow upon Trent for nearly ten years and particularly enjoy the atmosphere and character of the village as it is. I have seen the papers relating to the Community Governance Review and wish to note that I support the proposed transfers and changes to the parish boundaries.</p>				
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Key: L = letter; E= e-mail

## Guidance on community governance reviews



The  
Local Government  
Boundary Commission  
for England

## Guidance on community governance reviews

March 2010

Department for Communities and Local Government  
Local Government Boundary Commission for England



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## Foreword

This document comprises guidance issued by the Secretary of State and the Local Government Boundary Commission for England under section 100 of the Local Government and Public Involvement and Health Act 2007 (the 2007 Act) on undertaking, and giving effect to recommendations made in, community governance reviews and on making recommendations about electoral arrangements respectively.

The Implementation Plan for the Local Government white paper, *Strong and Prosperous Communities*<sup>1</sup> (the 2006 white paper), sets out Communities and Local Government's future approach to guidance. It proposes that guidance must be short, clear and practical, and that an open and inclusive approach to its preparation should be followed, involving the range of stakeholders who will be affected by or have an interest in it.

This guidance follows that approach. It is an updated version of guidance originally published in 2008 prepared by a partnership of Communities and Local Government and the Electoral Commission with stakeholders including DEFRA, the Local Government Association, County Councils Network, London Councils, the National Association of Local Councils, and the Society of Local Council Clerks. It aims to be clear and practical but also to encourage innovative and flexible local action. The main change to the guidance has been to reflect the establishment of the Local Government Boundary Commission for England, which is responsible for the boundary-related functions previously exercised by the Electoral Commission and the Boundary Committee for England.

A model community governance reorganisation order is available on the Department's website.<sup>2</sup>

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<sup>1</sup> *Strong and Prosperous Communities*, the Local Government white paper, The Stationery Office, October 2006(Cm 6969).

<sup>2</sup> <http://www.communities.gov.uk/publications/localgovernment/modelreorganisationorder>

## Section 1: Introduction

### The Local Government and Public Involvement in Health Act 2007 and community governance reviews

1. Chapter 3 of Part 4 of the 2007 Act devolves the power to take decisions about matters such as the creation of parishes and their electoral arrangements to local government and local communities in England.
2. The Secretary of State therefore has no involvement in the taking of decisions about recommendations made in community governance reviews and the Local Government Boundary Commission for England's (LGBCE) involvement is limited to giving effect to consequential recommendations for related alterations to the electoral areas of principal councils.
3. From 13 February 2008, district councils, unitary county councils and London borough councils ('principal councils') have had responsibility for undertaking community governance reviews and have been able to decide whether to give effect to recommendations made in those reviews. In making that decision, they will need to take account of the views of local people.
4. Principal councils are required, by section 100(4) of the 2007 Act, to have regard to this guidance which is issued by the Secretary of State, under section 100(1) and (3), and the LGBCE under section 100(2).
5. This guidance is not an authoritative interpretation of the law (as that is ultimately a matter for the courts) and it remains the responsibility of principal councils to ensure that any actions taken by them comply with the relevant legislation. They should seek their own legal advice where appropriate.

#### Aim of this guidance

6. This guidance is intended to provide assistance to principal councils on:
  - a) undertaking community governance reviews
  - b) the making of recommendations for electoral arrangements for parish councils and the making of consequential recommendations to the LGBCE for related alterations to the boundaries of electoral areas of principal councils; and

- c) giving effect to recommendations made in community governance reviews

## Issues covered in this guidance

7. The guidance supports and helps to implement key aspects of the 2006 white paper. The 2007 Act requires that local people are consulted during a community governance review, that representations received in connection with the review are taken into account and that steps are taken to notify them of the outcomes of such reviews including any decisions.
8. The matters covered by the guidance include:
  - a) duties and procedures in undertaking community governance reviews (Chapter 2), including on community governance petitions; the document gives guidance on a valid petition, and for the requirement for petitions to meet specific numerical or percentage thresholds signed by local electors
  - b) making and implementing decisions on community governance (Chapter 3): the 2007 Act places a duty on principal authorities to have regard to the need to secure that any community governance for the area under review reflects the identities and interests of the local community in that area, and that it is effective and convenient; relevant considerations which influence judgements against these two principal criteria include the impact on community cohesion, and the size, population and boundaries of the proposed area
  - c) other forms of community governance not involving parishes (Chapter 4) for example, residents' associations, community forums, tenant management organisations, area committees
  - d) considerations on whether parish meetings and parish councils would be most appropriate, and electoral arrangements (Chapter 5)
  - e) consequential recommendations for related alterations to ward and division boundaries (Chapter 6)

## Statutory provisions

9. In addition to the 2007 Act, legislation relating to parishes can also be found in the Local Government Act 1972 (in particular, provision about parish meetings and councils, the constitution of a parish meeting, the constitution and powers of parish councils and about parish councillors) and the Local Democracy, Economic Development and Construction Act 2009. [Page 18 of 18](#) and recommendations about,



electoral areas by the LGBCE), as well as in other enactments.

### Structure of guidance

10. This document is published jointly and is divided into two parts. Chapters 2 to 4 deal with those matters which the Secretary of State may issue guidance on and the issues raised in Chapters 5 and 6 are those on which the LGBCE may issue guidance. Having conducted a community governance review, unless in certain circumstances there are no implications for electoral arrangements, principal councils will need to consider both parts of this guidance together.

### Further information

11. Further information about electoral arrangements for parishes and any related alterations to district or London borough wards, or county divisions should be sought from the LGBCE's website [www.lgbce.org.uk](http://www.lgbce.org.uk)

## Section 2: Undertaking community governance reviews

### Why undertake a community governance review?

12. Community governance reviews provide the opportunity for principal councils to review and make changes to community governance within their areas. It can be helpful to undertake community governance reviews in circumstances such as where there have been changes in population, or in reaction to specific or local new issues. The Government has made clear in the 2006 white paper and in the 2007 Act its commitment to parish councils. It recognises the role such councils can play in terms of community empowerment at the local level. The 2007 Act provisions are intended to improve the development and coordination of support for citizens and community groups so that they can make the best use of empowerment opportunities.
13. The 2007 Act is intended to streamline the process of taking decisions about giving effect to recommendations made in a community governance review, such as recommendations for the creation of new parishes and the establishment of parish councils, and about other matters such as making changes to parish boundaries and electoral arrangements. By devolving the powers to take these decisions from central government to local government, the 2007 Act is intended to simplify the decision-making process and make it more local.
14. Parish and town councils are the most local tier of government in England. There are currently about 10,000 parishes in England – around 8,900 of which have councils served by approximately 70,000 councillors. There is a large variation in size of parishes in England from those with a handful of electors to those with over 40,000 electors.
15. In many cases making changes to the boundaries of existing parishes, rather than creating an entirely new parish, will be sufficient to ensure that community governance arrangements to continue to reflect local identities and facilitate effective and convenient local government. For example, over time communities may expand with new housing developments. This can often lead to existing parish boundaries becoming anomalous as new houses are built across the boundaries resulting in people being in different parishes from their neighbours. In such circumstances, the council should consider undertaking a community governance review, the terms of reference

of which should include consideration of the boundaries of existing parishes.

16. A community governance review offers an opportunity to put in place strong, clearly defined boundaries, tied to firm ground features, and remove the many anomalous parish boundaries that exist in England. Reviews also offer the chance to principal councils to consider the future of what may have become redundant or moribund parishes, often the result of an insufficient number of local electors within the area who are willing to serve on a parish council. Some of these issues are considered elsewhere in this guidance (see Chapter 3 about parish councils and parish meetings and Chapter 4 regarding grouping parishes and dissolving parish councils and abolishing parishes).
17. Since new boundaries may be used to provide the building blocks for district and London borough ward and/or county division boundaries in future electoral reviews of district, London borough, unitary and county councils, it is important that principal councils seek to address parish boundary anomalies when they arise. Principal councils should therefore consider carefully changes to parish boundaries as these can have consequential effects on the boundaries for other tiers of local government.
18. Community governance reviews may also be triggered by local people presenting public petitions to the principal council. This is explained in more detail in paragraphs 39 to 43 on public petitions to trigger community governance reviews.

### Terms of reference for community governance reviews

19. The 2007 Act allows principal councils to determine the terms of reference under which a community governance review is to be undertaken. It requires the terms of reference to specify the area under review and the principal council to publish the terms of reference. If any modifications are made to the terms of reference, these must also be published.
20. Terms of reference will need to be drawn up or modified where a valid community governance petition has been received by the principal council. Local people will be able to influence the terms of reference when petitioning (see paragraphs 24 and 39 to 43 for more information).
21. As the 2007 Act devolves power from central to local government and to local communities, it is inappropriate to prescribe a “one size fits

all” approach to terms of reference for community governance reviews applied by principal councils. However, the Government expects terms of reference to set out clearly the matters on which a community governance review is to focus. The local knowledge and experience of communities in their area which principal councils possess will help to frame suitable terms of reference. The terms should be appropriate to local people and their circumstances and reflect the specific needs of their communities.

22. In areas for which there is both a district council and a county council, district councils are required under section 79 of the 2007 Act to notify the county council of their intention to undertake a review and of their terms of reference. County councils play a strategic role in the provision of local services, and they can offer an additional dimension to any proposal to conduct a review, particularly as the terms of reference are being formulated. The bodies which the principal council must consult under section 93 of the 2007 Act include other local authorities which have an interest in the review. Such local authorities would include any county council for the area concerned. In such circumstances the district council should seek the views of the county council at an early stage.
23. Local people may have already expressed views about what form of community governance they would like for their area, and principal councils should tailor their terms of reference to reflect those views on a range of local issues. Ultimately, the recommendations made in a community governance review ought to bring about improved community engagement, better local democracy and result in more effective and convenient delivery of local services.

### Timing of community governance reviews

24. A principal council is under a duty to carry out a community governance review if it receives a valid community governance petition for the whole or part of the council’s area. However, the duty to conduct a review does not apply if:
  - a) the principal council has concluded a community governance review within the last two years which in its opinion covered the whole or a significant part of the area of the petition or
  - b) the council is currently conducting a review of the whole, or a significant part of the area to which the petition relates
25. Where a review has been conducted within the last two years the principal council still has the power to undertake another review if it so wishes. Where a review is ongoing the council can choose to

modify the terms of reference of the ongoing review to include the matters within the petition, or to conduct a second review.

26. Otherwise, the 2007 Act provides for a principal council to conduct a community governance review at any time. Principal councils will want to keep their community governance arrangements under review, and they should ensure that they consider on a regular basis whether a review is needed. A review may need to be carried out, for example, following a major change in the population of a community or as noted earlier in this chapter (see paragraph 15) to re-draw boundaries which have become anomalous, for example following new housing developments being built across existing boundaries. Principal councils should exercise their discretion, but it would be good practice for a principal council to consider conducting a review every 10-15 years – except in the case of areas with very low populations when less frequent reviews may be adequate.
27. In the interests of effective governance, the principal council should consider the benefits of undertaking a review of the whole of its area in one go, rather than carrying out small scale reviews in a piecemeal fashion of two or three areas. However, it is recognised that a full-scale review will not always be warranted, particularly where a review of the whole area or a significant part of the principal council's area has been carried out within the last few years. Occasionally, it may be appropriate to carry out a smaller review, for example, to adjust minor parish boundary anomalies.
28. Principal councils should use their knowledge and awareness of local issues when deciding whether to undertake a review. However, principal councils should avoid starting a community governance review if a review of district, London borough or county council electoral arrangements is being, or is about to be, undertaken. Ideally, community governance reviews should be undertaken well in advance of such electoral reviews, so that the LGBCE in its review of local authority electoral arrangements can take into account any parish boundary changes that are made. The LGBCE can provide advice on its programme of electoral reviews.
29. Where the LGBCE bases its new district or London borough ward boundaries on parish boundaries the Parliamentary Boundary Commission will then use these boundaries to determine parliamentary constituency boundaries (parliamentary constituencies use district and London borough wards as their building blocks). This illustrates the importance of keeping parish boundaries under review and ensuring they accurately reflect local communities.
30. Reorganisation of community governance orders (explained further in [Page 101 of 180](#))

this chapter under implementation) creating new parishes, abolishing parishes or altering their area can be made at any time following a review. However for administrative and financial purposes (such as setting up the parish council and arranging its first precept), the order should take effect on the 1 April following the date on which it is made. Electoral arrangements for a new or existing parish council will come into force at the first elections to the parish council following the reorganisation order. However, orders should be made sufficiently far in advance to allow preparations for the conduct of those elections to be made. In relation to a new parish council, the principal council may wish to consider whether, during the period between 1 April and the first elections to the parish council, it should make interim arrangements for the parish to be represented by councillors who sit on the principal council.

31. Parish council elections should normally take place every four years at the same time as the elections for the district or London borough ward or, in areas outside of London which have no district council, the county division in which a parish, or part of a parish, is situated. However, where a new parish is to be created, it may be necessary to alter the date of the next parish election, particularly if the next elections to the ward or division are not scheduled to take place for some time. To achieve this, section 98 of the 2007 Act allows principal councils to modify or exclude the application of sections 16(3) and 90 of the Local Government Act 1972, so that the first election to the new parish council is held in an earlier year. This results in councillors serving either a shortened or lengthened first term to allow the parish council's electoral cycle to return to that of the unitary, district or London borough ward at the next election.

### Undertaking community governance reviews

32. Section 93 of the 2007 Act allows principal councils to decide how to undertake a community governance review, provided that they comply with the duties in that Act which apply to councils undertaking reviews.
33. Principal councils will need to consult local people and take account of any representations received in connection with the review. When undertaking the review they must have regard to the need to secure that community governance reflects the identities and interests of the community in the area under review, and the need to secure that community governance in that area is effective and convenient. Further information on making recommendations is in Chapter 3.
34. Under the 2007 Act principal councils are required to consult both

those local government electors in the area under review, and others (including a local authority such as a county council) which appears to the principal council to have an interest in the review. In the case of a community governance review where a parish council already exists, as a local authority, it too should be consulted. Other bodies might include local businesses, local public and voluntary organisations - such as schools or health bodies. The principal council must take into account any representations it receives as part of a community governance review.

35. Principal councils must consider the wider picture of community governance in carrying out their reviews. In some areas there may be well established forms of community governance such as local residents' associations, or community forums which local people have set up and which help make a distinct contribution to the community. Some principal councils may also have set up area committees which perform a specific role in the local community.
36. In undertaking a review, section 93(5) requires principal councils to take these bodies into account. Potentially, as representatives of their community, these bodies may be considered as foundations for or stages towards the creation of democratically elected parishes (further information about other non-parish forms of community governance can be found in Chapter 4).
37. Principal councils are required to complete the review, including consequential recommendations to the LGBCE for related alterations to the boundaries of principal area wards and/or divisions, within 12 months of the start of the community governance review. The review begins when the council publishes terms of reference of the review and concludes when the council publishes the recommendations made in the review<sup>3</sup>. The Government stated in the 2006 white paper that they wanted the process for undertaking community governance (formerly parish reviews) to be simplified and speeded up. Given that there is no longer the need to make recommendations to Central Government prior to implementing any review recommendations, the 2007 Act makes it easier for principal councils to reach decisions on community governance reviews. Whilst a community governance review will depend on a number of factors, such as the number of boundary changes, the Government believes it should be feasible to accomplish reviews within 12 months from the start.
38. Principal councils will need to build into their planning process for

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<sup>3</sup> See section 102(3) of the 2007 Act for the interpretation of 'begin' and 'conclude' in relation to a review.



reviews reasonable periods for consultation with local electors and other stakeholders, for the consideration of evidence presented to them in representations, as well as for decision-making (see Chapter 3 on making and implementing recommendations made in community governance reviews). Implementation of reviews by Order and the requirement for the principal council to publicise the outcome of a community governance review are covered in paragraphs 98 to 103.

## Public petitions to trigger community governance reviews

39. In recent years, the Government has been keen to encourage more community engagement. The 2006 white paper confirmed this development further stressing the intention to build on the existing parish structure improving capacity to deliver better services, and to represent the community's interests.
40. Under the 2007 Act, local electors throughout England can petition their principal council for a community governance review to be undertaken. The petition must set out at least one recommendation that the petitioners want the review to consider making. These recommendations can be about a variety of matters including:
- the creation of a parish
  - the name of a parish
  - the establishment of a separate parish council for an existing parish
  - the alteration of boundaries of existing parishes
  - the abolition of a parish
  - the dissolution of a parish council
  - changes to the electoral arrangements of a parish council
  - whether a parish should be grouped under a common parish council or de-grouped
  - a strong, inclusive community and voluntary sector
  - a sense of civic values, responsibility and pride; and
  - a sense of place – a place with a 'positive' feeling for people and local distinctiveness
  - reflective of the identities and interests of the community in that area and
  - effective and convenient
  - the impact of community governance arrangements on community cohesion; and

- the size, population and boundaries of a local community or parish
  - people from different backgrounds having similar life opportunities
  - people knowing their rights and responsibilities
41. For a petition to be valid it must meet certain conditions. The first of these conditions is that a petition must be signed by the requisite number of local electors. It is recommended that petitioners aim to collect the requisite number of signatures based on the most recently published electoral register. It should be against this register that the petition thresholds (set out below) will be assessed. The three thresholds are:
- a) for an area with less than 500 local electors, the petition must be signed by at least 50% of them
  - b) for an area with between 500 and 2,500 local electors, the petition must be signed by at least 250 of them
  - c) for an area with more than 2,500 local electors, the petition must be signed by at least 10% of them
42. These thresholds have been chosen to ensure that the minimum number of signatures to be obtained is neither so high that it will be impossible in most cases to collect that number nor so low as to allow a very small minority of electors to trigger a review. So, in areas with higher populations the threshold is not so high as to prevent a genuine desire for a review not being realised. Equally, in areas with smaller numbers of electors, this means that a handful of electors cannot initiate a review against the wishes of the majority of their fellow electors. The thresholds therefore help to ensure that the local democratic process is properly maintained.
43. The petition should define the area to which the review relates, whether on a map or otherwise, and refer to identifiable fixed boundaries. Where a proposed boundary is near an individual property, the petition must make clear on which side of the boundary the property lies. The petition must specify one or more proposed recommendations for review.
44. Where a petition recommends the establishment of a town or parish council or parish meeting (see paragraph 88) in an area which does not currently exist as a parish, the petition is to be treated as including a recommendation for a parish to be created even if it does not expressly make such a recommendation<sup>4</sup>

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<sup>4</sup> See Section 80 (8) of the 2007 Act

## Section 3: Making and implementing recommendations made in community governance reviews

45. As stated in the 2006 white paper parish councils are an established and valued form of neighbourhood democracy and management. They are not only important in rural areas but increasingly have a role to play in urban areas. We propose to build on the existing parish structure, so as to improve its capacity to deliver better services and represent the community's interests.

### Context of parishes in the wider community

46. Communities and Local Government is working to help people and local agencies create cohesive, attractive and economically vibrant local communities, building on the Government's Sustainable Communities' strategy.
47. An important aspect to approaching sustainable communities is allowing local people a say in the way their neighbourhoods are managed. One of the characteristics of a sustainable community is the desire for a community to be well run with effective and inclusive participation, representation and leadership. This means:
- a) representative, accountable governance systems which both facilitate strategic, visionary leadership and enable inclusive, active and effective participation by individuals and organisations; and
  - b) effective engagement with the community at neighbourhood level including capacity building to develop the community's skills, knowledge and confidence
48. Central to the concept of sustainable communities is community cohesion. The impact of community governance on cohesion is an issue to be taken into account when taking decisions about community governance arrangements, and this is discussed further below.

### Defining a parish

49. Parish and town councils vary enormously in size, activities and circumstances, representing populations ranging from less than 100 (small rural hamlets) to up to 70,000 (large shire towns – Weston-Super-Mare Town Council being the largest). The majority of them are small; around 80% represent populations of less than 2,500. Small parishes with no parish council can be grouped with

neighbouring parishes under a common parish council (see paragraphs 112 to 115).

50. Parish councils continue to have two main roles: community representation and local administration. For both purposes it is desirable that a parish should reflect a distinctive and recognisable community of place, with its own sense of identity. The views of local communities and inhabitants are of central importance.
51. The identification of a community is not a precise or rigid matter. The pattern of daily life in each of the existing communities, the local centres for education and child care, shopping, community activities, worship, leisure pursuits, transport facilities and means of communication generally will have an influence. However, the focus of people's day-to-day activities may not be reflected in their feeling of community identity. For instance, historic loyalty may be to a town but the local community of interest and social focus may lie within a part of the town with its own separate identity.

### Criteria for undertaking a community governance review

52. Section 93 of the 2007 Act requires principal councils to ensure that community governance within the area under review will be:
  - reflective of the identities and interests of the community in that area and
  - effective and convenient
53. When considering the criteria identified in the 2007 Act, principal councils should take into account a number of influential factors, including:
  - the impact of community governance arrangements on community cohesion and
  - the size, population and boundaries of a local community or parish
54. In considering this guidance, the impact on community cohesion is linked specifically to the identities and interests of local communities. Size, population and boundaries are linked to both but perhaps more specifically to community governance being effective and convenient.

### The identities and interests of local communities

55. Parish councils have an important role to play in the development of their local communities. Local communities range in size, as well as in a variety of other ways. Communities and Local Government is

working to help people and local agencies create cohesive, attractive and economically vibrant local communities. The aim for communities across the country is for them to be capable of fulfilling their own potential and overcoming their own difficulties, including community conflict, extremism, deprivation and disadvantage. Communities need to be empowered to respond to challenging economic, social, and cultural trends, and to demographic change.

56. Parish councils can contribute to the creation of successful communities by influencing the quality of planning and design of public spaces and the built environment, as well as improving the management and maintenance of such amenities. Neighbourhood renewal is an important factor to improve the quality of life for those living in the most disadvantaged areas. Parish councils can be well placed to judge what is needed to build cohesion. Other factors such as social exclusion and deprivation may be specific issues in certain areas, and respect is fundamental to the functioning of all places and communities. The Government remains committed to civil renewal, and empowering citizens to work with public bodies, including parish councils, to influence public decisions.
57. 'Place' matters in considering community governance and is a factor in deciding whether or not to set up a parish. Communities and Local Government's vision is of prosperous and cohesive communities which offer a safe, healthy and sustainable environment. One aspect of that is strong and accountable local government and leadership. Parish councils can perform a central role in community leadership. Depending on the issue, sometimes they will want to take the lead locally, while at other times they may act as an important stakeholder or in partnership with others. In either case, parish councils will want to work effectively with partners to undertake the role of 'place-shaping', and be responsive to the challenges and opportunities of their area in a co-ordinated way.
58. It is clear that how people perceive where they live - their neighbourhoods - is significant in considering the identities and interests of local communities and depends on a range of circumstances, often best defined by local residents. Some of the factors which help define neighbourhoods are: the geography of an area, the make-up of the local community, sense of identity, and whether people live in a rural, suburban, or urban area.
59. Parishes in many cases may be able to meet the concept of neighbourhoods in an area. Parishes should reflect distinctive and recognisable communities of interest, with their own sense of identity. Like neighbourhoods, the feeling of local community and the wishes

of local inhabitants are the primary considerations.

60. Today, there may well be a variety of different communities of interest within a parish; for example, representing age, gender, ethnicity, faith or life-style groups. There are other communities with say specific interests in schools, hospitals or in leisure pursuits. Any number of communities of interest may flourish in a parish but they do not necessarily centre on a specific area or help to define it.
61. Building a sense of local identity may make an important contribution to cohesion where a local area is facing challenges arising from rapid demographic change. In considering the criteria, community governance reviews need to home in on communities as offering a sense of place and of local identity for all residents.

### Effective and convenient local government

62. The Government believes that the effectiveness and convenience of local government is best understood in the context of a local authority's ability to deliver quality services economically and efficiently, and give users of services a democratic voice in the decisions that affect them.
63. Local communities should have access to good quality local services, ideally in one place. A parish council may be well placed to do this. With local parish and town councils in mind, effective and convenient local government essentially means that such councils should be viable in terms of providing at least some local services, and if they are to be convenient they need to be easy to reach and accessible to local people.
64. In responding to the requirement for effective and convenient local government, some parish councils are keen, and have the capacity to take on more in the provision of services. However, it is recognised that not all are in position to do so. The 2007 Act provides a power of well-being to those parish councils who want to take on more, giving them additional powers to enable them to promote the social, economic and environmental well being of their areas. Nevertheless, certain conditions must be met by individual parish councils before this power is extended to them.
65. Wider initiatives such as the Quality Parish Scheme and charters agreed between parish councils and principal councils also help to give a greater understanding of securing effective and convenient local government. In such cases, parish and town councils which are well managed and good at representing local views will be in a better

position to work closely with partner authorities to take more responsibility for shaping their area's development and running its services.

## Factors for consideration

66. When reviewing community governance arrangements, principal councils may wish to take into account a number of factors, to help inform their judgement against the statutory criteria.

### *The impact on community cohesion of community governance arrangements*

67. Setting up parishes and parish councils clearly offers the opportunity to strengthen community engagement and participation, and generate a positive impact on community cohesion. In conducting community governance reviews (whether initiated by itself or triggered by a valid petition), the principal council should consider the impact on community cohesion when deciding whether or not to set up a parish council.
68. Britain is a more diverse society – ethnically, religiously and culturally – than ever before. Today's challenge is how best to draw on the benefits that migration and diversity bring while addressing the potential problems and risks to cohesion. Community cohesion is about recognising the impact of change and responding to it. This is a fundamental part of the place-shaping agenda and puts local authorities at the heart of community building.
69. In its response to the recommendations of the Commission on Integration and Cohesion the Government has defined community cohesion as what must happen in all communities to enable different groups of people to get on well together. A key contributor to community cohesion is integration which is what must happen to enable new residents and existing residents to adjust to one another.
70. The Government's vision of an integrated and cohesive community is based on three foundations:
- people trusting one another and trusting local institutions to act fairly
71. And three key ways of living together:
- a shared future vision and sense of belonging
  - a focus on what new and existing communities have in common, alongside a recognition of the value of diversity
  - strong and positive relationships between people from different backgrounds



72. The Commission on Integration and Cohesion's report, *Our Shared Future*, is clear that communities have expert knowledge about their own circumstances and that actions at the local level contribute to achieving integration and cohesion, with local authorities well placed to identify any pressures. The Commission reports that policy makers and practitioners see civic participation as a key way of building integration and cohesion – from ensuring people have a stake in the community, to facilitating mixing and engendering a common sense of purpose through shared activities. The 2006 white paper's proposals for stronger local leadership, greater resident participation in decisions and an enhanced role for community groups contribute to promoting cohesion.
73. Community cohesion is about local communities where people should feel they have a stake in the society, and in the local area where they live by having the opportunity to influence decisions affecting their lives. This may include what type of community governance arrangements they want in their local area.
74. The 2007 Act requires principal councils to have regard to the need to secure that community governance reflects the identity and interests of local communities; the impact on community cohesion is linked strongly to it. Cohesion issues are connected to the way people perceive how their local community is composed and what it represents, and the creation of parishes and parish councils may contribute to improving community cohesion. Community governance arrangements should reflect, and be sufficiently representative of, people living across the whole community and not just a discrete cross-section or small part of it. It would be difficult to think of a situation in which a principal council could make a decision to create a parish and a parish council which reflects community identities and interests in the area and at the same time threatens community cohesion. Principal councils should be able to decline to set up such community governance arrangements where they judged that to do so would not be in the interests of either the local community or surrounding communities, and where the effect would be likely to damage community cohesion.
75. As part of a community governance review a principal council should consider whether a recommendation made by petitioners will undermine community cohesion in any part of its area.
76. Challenges to community cohesion are often very local in nature and because of their knowledge of local communities, local authorities are in a good position to assess these challenges. As for the other considerations set out in this guidance, principal councils will wish to

reach a balanced judgement in taking community cohesion into account in community governance arrangements.

*Size, population and boundaries of a local community or parish*

77. Size, population and boundaries of a local community or parish are linked to aspects of both principal criteria as identified in the 2007 Act, but perhaps more specifically to community governance being effective and convenient. Often it is factors such as the size, population and boundaries which influence whether or not it is going to be viable to create a parish council. Parishes must fall within the boundaries of a single principal council's area.
78. The Local Government Commission for England in its 1993 Report *Renewing Local Government in the English Shires* makes the point that there is a long history of attempts to identify ideal minimum and maximum sizes for local authorities. Instead its preference was for authorities to be based on natural communities and reflecting people's expressed choices. This is even truer today, particularly at the most local level of government. Nevertheless, the size of communities and parishes remains difficult to define.
79. Parish councils in England currently vary greatly in size from those with a handful of electors with some representing hamlets of around 50 people to those in towns with well over 40,000 electors. Geography and natural boundaries; population size; and to an extent 'council size' (the term used by the LGBCE to describe the number of councillors who are elected to a local authority) may influence how small or large a parish council can be.
80. The general rule should be that the parish is based on an area which reflects community identity and interest and which is of a size which is viable as an administrative unit of local government. This is generally because of the representative nature of parish councils and the need for them to reflect closely the identity of their communities. It is desirable that any recommendations should be for parishes or groups of parishes with a population of a sufficient size to adequately represent their communities and to justify the establishment of a parish council in each. Nevertheless as previously noted, it is recognised that there are enormous variations in the size of parishes, although most parishes are below 12,000 in population.
81. A parish council should be in a position to provide some basic services and many larger parishes will be able to offer much more to their local communities. However, it would not be practical or desirable to set a rigid limit for the size of a parish whether it is in a

rural or urban area, although higher population figures are generally more likely to occur in urban areas. Equally, a parish could be based on a small but discrete housing estate rather than on the town within which the estate lies.

82. There may be cases where larger parishes would best suit the needs of the area. These might include places where the division of a cohesive area, such as a Charter Trustee town (see paragraphs 133 to 134), would not reflect the sense of community that needs to lie behind all parishes; or places where there were no recognisable smaller communities.
83. As far as boundaries between parishes are concerned, these should reflect the “no-man’s land” between communities represented by areas of low population or barriers such as rivers, roads or railways. They need to be, and be likely to remain, easily identifiable. For instance, factors to consider include parks and recreation grounds which sometimes provide natural breaks between communities but they can equally act as focal points. A single community would be unlikely to straddle a river where there are no crossing points, or a large area of moor land or marshland. Another example might be where a community appeared to be divided by a motorway (unless connected by walkways at each end). Whatever boundaries are selected they need to be, and be likely to remain, easily identifiable.
84. In many cases a boundary change between existing parishes, or parishes and unparished areas, rather than the creation of an entirely new parish, will be sufficient to ensure that parish arrangements reflect local identities and facilitate effective and convenient local government. For example, over time, communities may expand with new housing developments. This can often lead to existing parish boundaries becoming anomalous as new houses are built across them resulting in people being in different parishes from their neighbours.
85. A review of parish boundaries is an opportunity to put in place strong boundaries, tied to firm ground detail, and remove anomalous parish boundaries. Since the new boundaries are likely to be used to provide the building blocks for district ward, London borough ward, county division and parliamentary constituency boundaries in future reviews for such councils, it is important that principal councils seek to address parish boundary issues at regular intervals.

## Parish meetings and parish councils

- 86.** Under the Local Government Act 1972 all parishes, whether or not they have a parish council, must have a parish meeting. In many parishes the requirement to have a parish meeting takes the form of at least one annual meeting, or more often several meetings during each year, organised (where one exists) by the parish council or if not by the parish meeting itself. The parish meeting of a parish consists of the local government electors for the parish, and as such local electors are invited to attend these meetings. Parish meetings have a number of functions, powers and rights of notification and consultation. The trustees of a parish meeting hold property and act on its behalf. Depending on the number of local government electors in the parish, there are different rules about whether or not a parish council must be created for the parish, or whether it is discretionary.
- 87.** Where principal councils are creating new parishes, the 2007 Act requires them to make recommendations about whether or not a new parish should be constituted in their area. New parishes can be constituted in a number of different ways, including by creating a parish in an area that is not currently parished, amalgamating two or more parishes and separating part of a parish, with or without aggregating it with parts of other parishes.
- 88.** Section 94 of the 2007 Act applies in relation to these recommendations. It places principal councils under a duty to recommend that a parish should have a council in parishes which have 1000 electors or more. In parishes with 151 to 999 electors the principal council may recommend the creation of either a parish council or a parish meeting. In parishes with 150 or fewer electors principal councils are unable to recommend that a parish council should be created and therefore only a parish meeting can be created. The aim of these thresholds is to extend the more direct participatory form of governance provided by parish meetings to a larger numbers of electors. Equally, the thresholds help to ensure that both the population of a new parish for which a council is to be established is of sufficient size to justify its establishment and also that local people are adequately represented.
- 89.** One of the reasons for these differing thresholds is that the Government recognises the difficulty which sometimes exists in small parishes, in particular, in managing to get sufficient numbers to stand for election to the parish council. However, the thresholds identified above do not apply to existing parish councils. If the community governance review concludes that the existence of the parish council reflects community identities and provides effective and convenient

local government, despite the small number of electors, then it can recommend that the parish council should continue in existence. So, where an existing parish of 150 or less electors already has a parish council with the minimum number of five parish councillors it can continue to have a parish council.

90. If a principal council chooses to establish a parish council, or if an existing parish whose boundaries are being changed has a parish council, the principal authority must consult on, and put in place the necessary electoral arrangements for that parish. (See Chapter 5 Electoral Arrangements.)

### Recommendations and decisions on the outcome of community governance reviews

91. Community governance reviews will make recommendations on those matters they have considered, as defined by the terms of reference set at the start of the review.
92. A principal council must make recommendations as to:
  - a) whether a new parish or any new parishes should be constituted
  - b) whether existing parishes should or should not be abolished or whether the area of existing parishes should be altered or
  - c) what the electoral arrangements for new or existing parishes, which are to have parish councils, should be
93. It may also make recommendations about:
  - a) the grouping or degrouping of parishes
  - b) adding parishes to an existing group of parishes or
  - c) making related alterations to the boundaries of a principal councils' electoral areas
94. In deciding what recommendations to make the principal council must have regard to the need to secure that community governance reflects the identities and interests of the community in that area and is effective and convenient. The 2007 Act provides that it must also take into account any other arrangements (apart from those relating to parishes and their institutions) that have already been made, or that could be made, for the purposes of community representation or community engagement.
95. The recommendations must take account of any representations received and should be supported by evidence which demonstrates

that the recommended community governance arrangements would meet the criteria set out in the 2007 Act. Where a principal council has conducted a review following the receipt of a petition, it will remain open to the council to make a recommendation which is different to the recommendation the petitioners wished the review to make. This will particularly be the case where the recommendation is not in the interests of the wider local community, such as where giving effect to it would be likely to damage community relations by dividing communities along ethnic, religious or cultural lines.

96. In making its recommendations, the review should consider the information it has received in the form of expressions of local opinion on the matters considered by the review, representations made by local people and other interested persons, and also use its own knowledge of the local area. It may be that much of this information can be gained through the consultation which the council will have held with local people and also the council's wider engagement with local people on other matters. In taking this evidence into account and judging the criteria in the 2007 Act against it, a principal council may reasonably conclude that a recommendation set out in a petition should not be made. For example, a recommendation to abolish or establish a parish council, may negatively impact on community cohesion, either within the proposed parish area, or in the wider community within which it would be located, and therefore should not be made.
97. The aim of the 2007 Act is to open up a wider choice of governance to communities at the most local level. However, the Government considers that there is sufficient flexibility for principal councils not to feel 'forced' to recommend that the matters included in every petition must be implemented.
98. Under the 2007 Act the principal council must both publish its recommendations and ensure that those who may have an interest are informed of them. In taking a decision as to whether or not to give effect to a recommendation, the principal council must have regard to the statutory criteria (see paragraph 51). After taking a decision on the extent to which the council will give effect to the recommendations made in a community governance review, the council must publish its decision and its reasons for taking that decision. It must also take sufficient steps to ensure that persons who may be interested in the review are informed of the decision and the reasons for it. Who should be informed will depend on local circumstances. Publicising the outcome of reviews is dealt with in the next section on implementation.



*Implementation of community governance reviews by order*

99. There are a number of steps that a principal council must take to publicise the outcome of any review it has conducted, and to provide information about that outcome to the bodies it must notify following any reorganisation order it makes to implement the review. Community governance reviews should be conducted transparently so that local people and other local stakeholders who may have an interest are made aware of the outcome of the decisions taken on them and the reasons behind these decisions.
100. If the council implements the recommendations made in its review, there are other steps it is required to undertake. These include depositing copies of the reorganisation order<sup>5</sup> which the principal council will need to draw up to give effect to its decisions. Besides depositing at its main office a copy of the reorganisation order, it should also deposit a map showing the effects of the order in detail which should be available for inspection by the public at all reasonable times (i.e. during normal working hours). The 2007 Act also requires the council to make available a document setting out the reasons for the decisions it has taken (including where it has decided to make no change following a community governance review) and to publicise these reasons.
101. The principal council must publicise how the council has given effect to the review, and that the order and map are available for public inspection as set above. Other means of publicity it may wish to consider are through publication on the council's website, in local newspapers, on notice boards in public places, and in local libraries, town halls or other local offices. In addition, after a principal council has made a reorganisation order, as soon as practicable, it must inform the following organisations that the order has been made:
- a) the Secretary of State for Communities and Local Government
  - b) the LGBCE
  - c) the Office of National Statistics
  - d) the Director General of the Ordnance Survey
  - e) any other principal council (e.g. a county council) whose area the order relates to

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<sup>5</sup> A copy of a model reorganisation order with different examples of recommendations can be viewed on the Communities and Local Government website. It may help principal councils to draw up reorganisation orders which could be adapted to their own needs and circumstances. Principal councils are not obliged to follow this example. It is offered on an advisory basis and principal councils will want to seek their own legal advice that any orders they produce meet the necessary legal requirements.



- 102.** The Audit Commission has statutory responsibility for appointing external auditors to all local councils in England. For the purposes of its audit appointment functions the Commission needs to be aware of changes emerging from community governance reviews. Therefore, principal councils should inform the Audit Commission of any reorganisation orders made to implement the recommendations of community governance reviews.
- 103.** Section 97 of the 2007 Act provides for regulations to make incidental, consequential, transitional or supplementary provision for the purposes of, or in consequence of, reorganisation orders. Two sets of regulations have been made under the 2007 Act, which apply to reorganisation orders - both came into force on 8 April 2008. The first of these, the Local Government (Parishes and Parish Councils) (England) Regulations 2008 No.625 make provisions in relation to matters such as the distribution of property and the rights and liabilities of parish councils affected by a reorganisation order. The second set, the Local Government Finance (New Parishes) Regulations 2008 No.626 deal with the setting of precepts for new parishes.
- 104.** Section 99 of the 2007 Act provides for public bodies affected by reorganisation following a community governance review to make agreements about incidental matters and what those agreements may provide for. So as to ensure that a reorganisation order has effect subject to the terms of any such agreement, principal councils should make provision for this in the reorganisation order. An example provision has been included in the model reorganisation order which can be found on the Communities and Local Government website (see footnote 2).

### Maps of parish changes and mapping conventions

- 105.** To assist those who will have an interest in any recommendations made by the principal council when conducting a community governance review and to accompany the reorganisation order, clear high quality maps should be produced to a standard equivalent to using Ordnance Survey large scale data as a base. Maps can be graphically presented at a reduced scale for convenience but preferably no smaller than 1:10,000 scale. Each recommendation and order should be depicted on a map or maps. The mapping should clearly show the existing parish ward, parish, district or London borough boundaries and all proposed parish ward and parish boundaries in the area(s) affected, or given effect to in a reorganisation order.

106. It can be useful to include some positional information to identify the location of the area(s) in relation to the complete area of the principal council. A colour key can be included to clearly identify each boundary type. Where there are only proposed changes to an existing parish boundary alignment it can be helpful to show in translucent colour any areas to be transferred from one parish to another. This indicates clearly the extent of the proposed change. It can also be beneficial to add unique references to all areas of transfer to create a cross reference to the re-organisation order document. Applying a reference to each order map should also be considered so that a link is created with the re-organisation order.

## Section 4: Other aspects of community governance reviews

### Parish names and alternative styles for parishes

- 107.** Prior to the 2007 Act, a parish could be given the status of a town under section 245 of the Local Government Act 1972. “Town” status continues to be available to a parish. In addition, the 2007 Act inserted sections 12A and 12B into the 1972 Act to offer a further choice of alternative styles for a parish: community, neighbourhood and village. However, for as long as the parish has an alternative style, it will not also be able to have the status of a town and vice versa.
- 108.** The ‘name’ of a parish refers to the geographical name of the area concerned and can be changed independent of a review by a principal council at the request of a parish council or parish meeting (where there is no parish council)<sup>6</sup>. A change in the status or ‘style’ of a parish allows for that area to be known as a town, community, neighbourhood or village, rather than as a parish. The status or style of the parish will be reflected in the name of any council of the parish, the parish meeting, any parish trustees, and the chairman or vice-chairman of the parish meeting or of any parish council. So, for example, the council of a parish which uses the style ‘village’ will be known as the ‘village council’ and its councillors as the ‘village councillors’, etc.
- 109.** References in legislation to a ‘parish’ should be taken to include a parish which has an alternative style, as is the case in relation to a parish which has the status of a town. The same applies in relation to references in legislation to a ‘parish meeting’, ‘parish council’, ‘parish councillor’, ‘parish trustees’, etc in connection with a parish which has an alternative style.
- 110.** The Government recognises that in long established parishes, particularly in rural areas, local people may wish to retain the name of their parish and the existing style of their parish councils, - although others may prefer “village” or another style. Following a community governance review, in areas previously unparished where a new parish is being created, people living there may wish for the style of their parish council to reflect the local community in a different way and may prefer one of the alternative styles. This may well be the case for those living in urban areas. Local authorities will wish to take

account of these preferences in deciding the name of the parish and the chosen style.

111. Where the review relates to a new parish, it is for the principal council, in the first instance, to make recommendations as to the geographical name of the new parish, and as to whether or not it should have one of the alternative styles. So far as existing parishes under review by principal councils are concerned, the review must make recommendations as to whether the geographical name of the parish should be changed, but it may not make any recommendations for the parish about alternative style. It will be for the parish council or parish meeting to resolve whether the parish should have one of the alternative styles.
112. In relation to a group of parishes, provision about alternative styles for the group may be made by the principal council in a reorganisation order that forms that group, adds a parish to an existing group or de-groups a parish or group. A grouping containing a mixture of styles is not permitted under section 11A(4) of the Local Government Act 1972. Where an individual parish is removed from a group through a de-grouping order the parish must retain the style it had when it was part of the group until such time as the parish council or meeting resolves to adopt an alternative style. Provision about alternative styles in relation to groups will normally be made independently of a community governance review.

### Grouping or degrouping parishes

113. Section 91 of the 2007 Act provides for a community governance review to recommend the grouping or degrouping of parishes by principal councils. As mentioned in chapter 3, (paragraph 87) unless they already exist as functioning parish councils smaller new parishes of less than 150 electors will be unable to establish their own parish council under the 2007 Act.
114. In some cases, it may be preferable to group together parishes so as to allow a common parish council to be formed. Degrouping may offer the reverse possibilities perhaps where local communities have expanded. Such proposals are worth considering and may avoid the need for substantive changes to parish boundaries, the creation of new parishes or the abolition of very small parishes where, despite their size, they still reflect community identity. Grouping or degrouping needs to be compatible with the retention of community interests. It would be inappropriate for it to be used to build artificially large units under single parish councils.
115. Section 91 also requires a review to consider the electoral arrangements

of a grouped parish council or of a parish council established after a parish is de-grouped. Each parish in a group must return at least one councillor.

- 116.** When making a recommendation to group or de-group parishes, the principal council may make a request to the LGBCE to make a related alteration to the boundaries of district or London borough wards or county divisions. For example, if a principal council decided to add an additional parish to a group, because of their shared community identities, it may wish to recommend that all of the parishes in the group be included in the same district ward (see Chapter 6 for more details).

### Abolishing parishes, and dissolving parish councils

- 117.** While the Government expects to see a trend in the creation, rather than the abolition, of parishes, there are circumstances where the principal council may conclude that the provision of effective and convenient local government and/or the reflection of community identity and interests may be best met, for example, by the abolition of a number of small parishes and the creation of a larger parish covering the same area. If, following a review, a principal council believes that this would provide the most appropriate community governance arrangements, then it will wish to make this recommendation; the same procedures apply to any recommendation to abolish a parish and/or parish council as to other recommendations (see paragraphs 90 -97). Regulations<sup>7</sup> provide for the transfer of property, rights and liabilities of a parish council to the new successor parish council, or where none is proposed to the principal council itself.
- 118.** Section 88 of the 2007 Act provides for a community governance review to recommend the alteration of the area of, or the abolition of, an existing parish as a result of a review. The area of abolished parishes does not have to be redistributed to other parishes, an area can become unparished. However, it is the Government's view that it would be undesirable to see existing parishes abolished with the area becoming unparished with no community governance arrangements in place.
- 119.** The abolition of parishes should not be undertaken unless clearly justified. Any decision a principal council may make on whether to abolish a parish should not be taken lightly. Under the previous parish review legislation, the Local Government and Rating Act 1997 , the

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<sup>7</sup> The Local Government (Parishes and Parish Councils) (England) Regulations 2008 No.625.

Secretary of State considered very carefully recommendations made by principal councils for the abolition of any parish (without replacement) given that to abolish parish areas removes a tier of local government. Between 1997 and 2008, the Government rarely received proposals to abolish parish councils, it received only four cases seeking abolition and of these only one was approved for abolition by the Secretary of State.

120. Exceptionally, there may be circumstances where abolition may be the most appropriate way forward. Under the 2007 Act provisions, the principal council would need to consider local opinion, including that of parish councillors and local electors. It would need to find evidence that the abolition of a parish council was justified, and that there was clear and sustained local support for such action. A factor taken into account by the Government in deciding abolition cases, was that local support for abolition needed to have been demonstrated over at least a period equivalent to two terms of office of the parish councillors (i.e. eight years), and that such support was sufficiently informed. This means a properly constituted parish council should have had an opportunity to exercise its functions so that local people can judge its ability to contribute to local quality of life.
121. Where a community governance review is considering abolishing a parish council we would expect the review to consider what arrangements will be in place to engage with the communities in those areas once the parish is abolished. These arrangements might be an alternative forum run by or for the local community, or perhaps a residents' association. It is doubtful however, that abolition of a parish and its council could ever be justified as the most appropriate action in response to a particular contentious issue in the area or decision of the parish council.
122. In future, principal councils will wish to consider the sort of principles identified above in arriving at their decisions on whether or not to abolish a parish council. In doing so, they will be aware that decisions about community governance arrangements, including decisions for the abolition of a parish council, may attract a challenge by way of judicial review.
123. The 2006 white paper underlined the Government's commitment to parish councils as an established and valued form of neighbourhood democracy with an important role to play in both rural, and increasingly urban, areas.
124. Section 10 of the Local Government Act 1972 makes provision for the dissolution of parish councils in parishes with very low populations,

but not for the de-parishing of the area. Recommendations for the dissolution of a parish council which is not in this position are undesirable, unless associated either with boundary changes which amalgamate parishes or divide a parish or with plans for a parish to be grouped with others under a common parish council (see paragraphs 112 to 115). Recommendations for changing a parish area (or part of a parish area) into an unparished area are also undesirable unless that area is amalgamated with an existing unparished urban area.

## Rural areas

- 125.** About 90% of the geographical area of England is covered by a parish, and this is mostly in rural or semi-rural areas. So, most populated rural areas already have a structure of local government that includes parishes and many of these have been in existence for hundreds of years. It is desirable that any changes do not upset historic traditions but do reflect changes that have happened over time, such as population shift or additional development, which may have led to a different community identity.
- 126.** The focus of community feeling will differ from place to place and between different types of settlement. A scatter of hamlets may have a feeling of community within each hamlet, meriting a separate parish for each one, or amongst a number of hamlets, for which one parish covering all may be appropriate. Where a number of hamlets surround a village a parish could be based on the village and its environs, provided that the sense of individual identity is not lost.
- 127.** In rural areas, the Government wants to encourage the involvement of local people in developing their community and having a part to play in shaping the decisions that affect them. A parish can be a useful and democratic means of achieving this.

## London

- 128.** The London Government Act 1963 abolished parishes existing at the time within London. When the boundaries for Greater London were established, they were adjusted to allow the surrounding shire counties to keep parishes that were in the fringe areas. Since then, London has been the only part of England not to have parishes or parish councils.
- 129.** The Government's view is that Londoners should have the same rights as the rest of the country. The 2007 Act corrects this anomaly to allow London boroughs the possibility to exercise the same community governance powers as other principal councils including



being able to set up parishes and parish councils. Similarly, local electors in London boroughs are, as elsewhere in England, able to petition for a community governance review.

130. In London, there is the same possibility to choose a style for a parish perhaps to reflect better the local urban area like “community” or “neighbourhood”. Whilst some parts of London are populated by people who may be more transient or mobile than elsewhere, there are equally areas of the capital where there are stable populations who may wish to see the creation of a parish council for their local area.

#### *Other urban areas*

131. There are parts of rural or semi-rural England which are unparished, but the opportunities for establishing new parishes are increasingly to be found in urban and suburban areas. It is possible that identifying the community upon which a parish might be based may be more difficult to discern in some urban areas. A “community” perhaps already represented by a voluntary organisation or a community endeavour, such as a Neighbourhood Watch area or a residents’ association, may indicate a suitable area on which to base proposals for a new or altered parish, (see paragraphs 135 -145).
132. Much of the information described in Chapter 3 on the identities and interests of local communities is applicable to urban areas. There are parishes in parts of some large cities or unitary authorities, as well as a number of parishes in the metropolitan boroughs of the larger conurbations. Some of these parishes have been created under the Local Government and Rating Act 1997 Act, but in most metropolitan boroughs these are on the more sparsely populated peripheries (the originals having been transferred, as part of former rural districts, to the metropolitan counties in 1974).
133. The lower population limits and grouping mentioned above are more relevant to rural areas than to urban areas, although both are applicable in law. The general rule is that the parish is based on an area which reflects community identity and interest and which is viable as an administrative unit. In urban areas this may mean, for example, that a parish should be based on a housing estate rather than on the town within which the estate lies. The larger the town, the greater will be the scope for identification of distinct communities within it.

## Charter trustee areas

- 134.** Charter trustees were established following the local government reorganisations in the early 1970s and 1990s to preserve the historic identity of former boroughs or cities, most with relatively large populations. To this end, charter trustees have the power to carry out ceremonial functions. They were not intended to act as administrative units. Proposals to create a parish or parish council covering all or part of a charter trustee area need to be judged in particular against the following considerations:
- a) the effect on the historic cohesiveness of the area
  - b) what are the other community interests in the area? Is there a demonstrable sense of community identity encompassing the charter trustee area? Are there smaller areas within it which have a demonstrable community identity and which would be viable as administrative units?
- 135.** These issues need to be taken into account in those areas with certain cities or boroughs which will be affected by any consequent reorganisation from the structural and boundary changes in the 2007 Act.

## Other (non-parish) forms of community governance

- 136.** In conducting a community governance review, principal councils must consider other forms of community governance as alternatives or stages towards establishing parish councils. Section 93(5) of the 2007 Act states that *“In deciding what recommendations to make [in the community governance review] the principal council must take into account any other arrangements... that have already been made or that could be made for the purposes of community representation or community engagement in respect of the area under review”*. The following paragraphs consider other types of viable community representation which may be more appropriate to some areas than parish councils, or may provide stages building towards the creation of a parish council. There is sometimes evidence locally of an existing community governance infrastructure and of good practice which are successfully creating opportunities for engagement, empowerment and co-ordination in local communities.
- 137.** However, what sets parish councils apart from other kinds of governance is the fact they are a democratically elected tier of local government, independent of other council tiers and budgets, and possess specific powers. This is an important distinction to make. Parish councils are the foundation stones for other levels of local government in England. Their directly elected parish councillors

represent local communities in a way that other bodies, however worthy, cannot since such organisations do not have representatives directly elected to those bodies.

- 138.** The 2006 white paper recommended that local communities should be able to take more responsibilities for local issues affecting their area. Key to this approach is community empowerment, and the ability of various existing organisations themselves to see through specific projects to tackle local issues. Structures such as local residents' associations, community or neighbourhood forums and area committees have an important role to play in local community governance.
- 139.** At the neighbourhood level, there are various initiatives in existence, which through being representative and accountable can effectively empower local people. They have varying degrees of power and influence, and commensurate levels of transparency and accountability.

#### *Area committees*

- 140.** Area committees are part of the structure of some principal councils (e.g. district, unitary and London borough), where they choose to have them. Area committees are a key initiative for enabling local government to fulfil community governance roles and also to deliver government policy on issues affecting social inclusion in local communities. Principal councils also provide resources for area committees, and their councillors are commonly integral to their constitution. Area committees can cover large areas and exist to advise or make decisions on specific responsibilities that can include parks, off-street parking, public toilets, street cleaning, abandoned vehicles and planning applications amongst others. Also, more widely, they contribute to shaping council services and improving local service provision.

#### *Neighbourhood management*

- 141.** Neighbourhood management programmes are similarly set up by principal councils and may be led by one of a number of bodies. The expansion of neighbourhood management was promoted in the 2006 White Paper as a tool to enable local authorities to deliver more responsive services through their empowerment of citizens and communities. Their purpose is to create the opportunity for residents to work with local agencies, usually facilitated by a neighbourhood manager, to improve services at the neighbourhood level.

- 142.** Neighbourhood management arrangements aim to improve ‘quality of life’ through implementation of (rather than advising or making decisions on) better management of local environment, increasing community safety, improving housing stock, working with young people, and encouraging employment opportunities, supported strategically by relevant stakeholders and Local Strategic Partnerships. They tend to cover smaller populations than area committees. The 2006 white paper recommends that take up of neighbourhood management should be encouraged and that Government should work with local authorities pioneering the approach, to raise the profile of achievements and promote adoption elsewhere.

*Tenant management organisations*

- 143.** The 2006 white paper makes a series of proposals that facilitate the empowerment of residents through tenant management organisations (TMOs). Tenant management organisations are established by the local housing authority; they usually function on urban housing estates and can take responsibility for housing services (such as collecting rents and service charges and organising repairs and maintenance) from the local housing authority under the Housing (Right to Manage) (England) Regulations 2008. The 2006 white paper promoted the role of TMOs and recommended simplifying and extending their scope; enabling them to take on additional services and undertake further representation of residents within neighbourhoods. A TMO is an independent legal body and usually elects a tenant-led management committee to the organisation; they can also enter into a legal management agreement with landlords.

*Area/community forums*

- 144.** Area or community forums (including civic forums) can be set up by the principal council, or created by local residents to act as a mechanism to give communities a say on principal council matters or local issues. Sometimes forums are set up to comment on a specific project or initiative that will impact upon the local area, and so may be time-limited. They increase participation and consultation, aiming to influence decision making, rather than having powers to implement services. They vary in size, purpose and impact, but membership usually consists of people working or living in a specific area. Some forums also include ward councillors, and representatives from the council and relevant stakeholders can attend meetings.

*Residents' and tenants' associations*

- 145.** Residents' and tenants' associations enable local people to participate in local issues affecting their neighbourhood or housing estate, including the upkeep of the local environment, crime, sometimes dealing with anti-social behaviour matters, or on some estates, housing management. They can be set up by any group of people living in the same area and can choose who members will be; how they will be represented and what they want to achieve. In the case of tenants' and residents' associations on estates, they may be established with direct support from the principal council, as a mechanism for communicating with the tenants and residents on its estates. To engage effectively with other organisations, residents' and tenants' associations must be able to show that they are accountable and represent the views of the whole community, rather than narrow self interests of just a few local people.

*Community associations*

- 146.** Community associations offer a particular and widespread democratic model for local residents and local community-based organisations in a defined neighbourhood to work together for the benefit of that neighbourhood. They can use a model constitution registered with the Charity Commission. The principal council may also be represented on the association's committee. They usually manage a community centre as a base for their activities. Membership is open to everyone resident in the area.

## Section 5: Electoral arrangements

### Introduction

**147.** The purpose of a review undertaken by a principal council, or a petition from the electorate, is likely primarily to concern the administrative boundaries of a new or existing parish. As discussed earlier (Chapter 2), this might be in the light of growth from within an existing parish or a locally identified need for a new form of community governance. However, in addition to these primary concerns, principal authorities will also need to consider the governance of new or altered parishes. The principal council must have regard to the need for community governance within the area under review to reflect the identities and interests of the community in that area, and to ensure that the governance is effective and convenient. Further information on electoral arrangements is available from the LGBCE's website [www.LGBCE.org.uk](http://www.LGBCE.org.uk)

### What are electoral arrangements?

- 148.** Electoral arrangements in relation to an existing or proposed parish council are defined in the 2007 Act and are explained in detail below:
- a) ordinary year of election – the year in which ordinary elections of parish councillors are to be held
  - b) council size – the number of councillors to be elected to the council, or (in the case of a common council) the number of councillors to be elected to the council by local electors in each parish
  - c) parish warding – whether the parish should be divided into wards for the purpose of electing councillors. This includes considering the number and boundaries of any such wards, the number of councillors to be elected for any such ward and the name of any such ward

### Ordinary year of election

**149.** Ordinary parish elections are held once every four years with all councillors being elected at the same time. The standard parish electoral cycle is for elections in 2011, 2015 and every four years after 2015, but parish elections may be held in other years so that they can coincide with elections in associated district or London borough wards or county divisions and share costs. For example, all London borough ward elections take place in 2010, 2014 and so on. We would therefore expect parish elections in London to take place in these years.

- 150.** New or revised parish electoral arrangements come into force at ordinary parish elections, rather than parish by-elections, so they usually have to wait until the next scheduled parish elections. They can come into force sooner only if the terms of office of sitting parish councillors are cut so that earlier parish elections may be held for terms of office which depend on whether the parish is to return to its normal year of election.
- 151.** For example, a parish that had elections in 2007 could wait until its next scheduled elections in 2011 for new parish wards to come into force. Alternatively, the new parish wards could have come into force at elections in 2009 if the terms of office of the councillors elected in 2007 were cut to two years. If the elections in 2009 were for two-year terms of office then the parish council could return to its normal electoral cycle in 2011.
- 152.** Alternatively, if new or revised parish electoral arrangements are to be implemented in the third year of sitting councillors' term of office, provision can be made to cut short the term of office of existing councillors to three years. Elections could then take place with all councillors serving a five-year term of office, enabling the parish to return to its normal year of election.

### Council size

- 153.** Council size is the term used to describe the number of councillors to be elected to the whole council. The 1972 Act, as amended, specifies that each parish council must have at least five councillors; there is no maximum number. There are no rules relating to the allocation of those councillors between parish wards but each parish ward, and each parish grouped under a common parish council, must have at least one parish councillor.
- 154.** In practice, there is a wide variation of council size between parish councils. That variation appears to be influenced by population. Research by the Aston Business School Parish and Town Councils in England (HMSO, 1992), found that the typical parish council representing less than 500 people had between five and eight councillors; those between 501 and 2,500 had six to 12 councillors; and those between 2,501 and 10,000 had nine to 16 councillors. Most parish councils with a population of between 10,001 and 20,000 had between 13 and 27 councillors, while almost all councils representing a population of over 20,000 had between 13 and 31 councillors.
- 155.** The LGBCE has no reason to believe that this pattern of council size to population has altered significantly since the research was



conducted. Although not an exact match, it broadly reflects the council size range set out in the National Association of Local Councils Circular 1126; the Circular suggested that the minimum number of councillors for any parish should be seven and the maximum 25.

- 156.** In considering the issue of council size, the LGBCE is of the view that each area should be considered on its own merits, having regard to its population, geography and the pattern of communities. Nevertheless, having regard to the current powers of parish councils, it should consider the broad pattern of existing council sizes. This pattern appears to have stood the test of time and, in the absence of evidence to the contrary, to have provided for effective and convenient local government.
- 157.** Principal councils should also bear in mind that the conduct of parish council business does not usually require a large body of councillors. In addition, historically many parish councils, particularly smaller ones, have found difficulty in attracting sufficient candidates to stand for election. This has led to uncontested elections and/or a need to co-opt members in order to fill vacancies. However, a parish council's budget and planned or actual level of service provision may also be important factors in reaching conclusions on council size.

## Parish warding

- 158.** Parish warding should be considered as part of a community governance review. Parish warding is the division of a parish into wards for the purpose of electing councillors. This includes the number and boundaries of any wards, the number of councillors to be elected for any ward and the names of wards.
- 159.** In considering whether or not a parish should be divided into wards, the 2007 Act requires that consideration be given to whether:
- a) the number, or distribution of the local government electors for the parish would make a single election of councillors impracticable or inconvenient; and
  - b) it is desirable that any area or areas of the parish should be separately represented
- 160.** Accordingly, principal councils should consider not only the size of the electorate in the area but also the distribution of communities within it. The warding of parishes in largely rural areas that are based predominantly on a single centrally-located village may not be justified. Conversely, warding may be appropriate where the parish

encompasses a number of villages with separate identities, a village with a large rural hinterland or where, on the edges of towns, there has been some urban overspill into the parish. However, each case should be considered on its merits, and on the basis of the information and evidence provided during the course of the review.

- 161.** There is likely to be a stronger case for the warding of urban parishes, unless they have particularly low electorates or are based on a particular locality. In urban areas community identity tends to focus on a locality, whether this be a housing estate, a shopping centre or community facilities. Each locality is likely to have its own sense of identity. Again, principal councils should consider each case on its merits having regard to information and evidence generated during the review. (See also under Chapter 3, paragraphs 54 to 60).

*The number and boundaries of parish wards*

- 162.** In reaching conclusions on the boundaries between parish wards the principal council should take account of community identity and interests in the area, and consider whether any particular ties or linkages might be broken by the drawing of particular ward boundaries. Principal councils should seek views on such matters during the course of a review. They will, however, be mindful that proposals which are intended to reflect community identity and local linkages should be justified in terms of sound and demonstrable evidence of those identities and linkages.
- 163.** The principal council should also consider the desirability of parish warding in circumstances where the parish is divided by district or London borough ward and/or county division boundaries. It should be mindful of the provisions of Schedule 2 (electoral change in England: considerations on review) to the Local Democracy, Economic Development and Construction Act 2009 in relation to reviews of district or London borough and county council electoral arrangements. These provide that when the LGBCE is making changes to principal council electoral arrangements, no unwarded parish should be divided by a district or London borough ward or county division boundary, and that no parish ward should be split by such a boundary. While these provisions do not apply to reviews of parish electoral arrangements, the LGBCE believes that, in the interests of effective and convenient local government, they are relevant considerations for principal councils to take into account when undertaking community governance reviews. For example, if a principal council chooses to establish a new parish in an area which is covered by two or more district or London borough wards or county division boundaries it may also wish to consider the merit of putting

parish warding in place to reflect that ward and/or division.

- 164.** When considering parish ward boundaries principal councils should ensure they consider the desirability of fixing boundaries which are, and will remain, easily identifiable, as well as taking into account any local ties which will be broken by the fixing of any particular boundaries.

*The number of councillors to be elected for parish wards*

- 165.** If a principal council decides that a parish should be warded, it should give consideration to the levels of representation between each ward. That is to say, the number of councillors to be elected from each ward and the number of electors they represent.
- 166.** It is an important democratic principle that each person's vote should be of equal weight so far as possible, having regard to other legitimate competing factors, when it comes to the election of councillors. There is no provision in legislation that each parish councillor should represent, as nearly as may be, the same number of electors. However, the LGBCE believes it is not in the interests of effective and convenient local government, either for voters or councillors, to have significant differences in levels of representation between different parish wards. Such variations could make it difficult, in workload terms, for councillors to adequately represent the interests of residents. There is also a risk that where one or more wards of a parish are over-represented by councillors, the residents of those wards (and their councillors) could be perceived as having more influence than others on the council.
- 167.** The LGBCE offers no specific guidelines for what might constitute significant differences in levels of representation; each case will need to be considered on its merits. Principal councils should be mindful that, for the most part, parish wards are likely to be significantly smaller than district or London borough wards. As a consequence, imbalances expressed in percentage terms may be misleading, disguising the fact that high variations between the number of electors per councillor could be caused by only a few dozen electors.
- 168.** Where a community governance review recommends that two or more parishes should be grouped under a common parish council, then the principal council must take into account the same considerations when considering the number of councillors to be elected by each parish within the group.

*Names of parish wards*

- 169.** In considering the names of parish wards, the principal council should give some thought to existing local or historic places so that, where appropriate, these are reflected and there should be a presumption in favour of ward names proposed by local interested parties.

**Electorate forecasts**

- 170.** When considering the electoral arrangements for a parish, whether it is warded or not, the principal council must also consider any change in the number or distribution of the electors which is likely to occur in the period of five years beginning with the day when the review starts. The most recent electoral register should be used to gain an accurate figure for the existing electorate. Planning assumptions and likely growth within the area, based on planning permissions granted, local plans or, where they are in place, local development frameworks should be used to project an accurate five year electorate forecast. This ensures that the review does not simply reflect a single moment but takes account of expected population movements in the short- to medium-term.
- 171.** Electorate forecasts should be made available to all interested parties as early as possible in the review process, ideally before the formal commencement of the review so that they are available to all who may wish to make representations.

**Consent/protected electoral arrangements**

- 172.** If, as part of a community governance review, a principal council wishes to alter the electoral arrangements for a parish whose existing electoral arrangements were put in place within the previous five years by an order made either by the Secretary of State, the Electoral Commission, or the LGBCE, the consent of the LGBCE is required. This includes proposals to change the names of parish wards.
- 173.** The principal council must write to the LGBCE detailing its proposal and requesting consent. The LGBCE will consider the request and will seek to ensure that the proposals do not conflict with the original recommendations of the electoral review, and that they are fair and reasonable.
- 174.** Where a request for consent is made to the LGBCE, it will expect to receive evidence that the principal council has consulted with electors in the relevant parish(es) as part of the community governance review and will wish to receive details of the outcome of that review.
- 175.** For changes to the number or boundaries of parish wards, the

principal council will also need to provide the LGBCE with an existing and five-year forecast of electors in the parish(es) affected. Five-year forecasts should be accurate from the day that the review began.

Both existing and forecast figures should be provided for the existing parish (and parish wards where relevant) and the proposed parish (and parish wards where relevant).

- 176.** If the LGBCE consents to the changes it will inform the principal council which can then implement the proposed changes by local order. No LGBCE order is required. Conversely, if the LGBCE declines to give consent, no local order may be made by the local authority until the five-year period has expired.

## Section 6: Consequential recommendations for related alterations to the boundaries of principal council's wards and/or divisions

177. As part of a community governance review, principal councils may wish to consider whether to request the LGBCE to make changes to the boundaries of district or London borough wards or county divisions to reflect the changes made at parish level.
178. There are three instances when a principal council may wish to consider related alterations to the boundaries of wards or divisions following:
- the creation, alteration or abolition of a parish
  - the establishment of new or altered parish ward boundaries
  - a grouping or de-grouping of parishes
179. In the interests of maintaining coterminosity between the boundaries of principal authority electoral areas and the boundaries of parishes and parish wards, principal councils may wish to consider as part of a community governance review whether to make consequential recommendations to the LGBCE for related alterations to the boundaries of any affected district or London borough wards and/or county divisions. The Commission may agree to make related alterations to ensure coterminosity between the new parish boundary and the related ward and/or division boundary. If so, the Commission will make an order to implement the related alterations. The Commission will not normally look to move ward or division boundaries onto new parish ward boundaries. However, it will consider each proposal on its merits.
180. In addition, when making a recommendation to group or de-group parishes, (see paragraph 108 to 111 for more details) the principal council may make a request to the LGBCE to make a related alteration of district or London borough ward or county division boundaries. For example, if a principal council decided to add an additional parish to a group it may wish to recommend that all of the parishes be included in the same district or London borough ward and/or county division. Recommendations for related alterations should be directly consequential upon changes made as part of a community governance review.
181. It will be for the LGBCE to decide, following the receipt of proposals, if

a related alteration should be made and when it should be implemented. Only the LGBCE can make an order implementing any alterations to the district or London borough ward or county division boundary. No order will be made to implement related alterations until the order changing the boundary of the relevant parish(es) or parish ward(s), or the order grouping or de-grouping parishes, has been made. Rather than make related alterations that would create detached wards or divisions or that would have a disproportionate impact on ward or division electoral equality, the LGBCE may decide to programme an electoral review of the principal council area.

- 182.** If, in liaison with the district or London borough council and/or the county council, the LGBCE decides to make related alterations to ward and/or division boundaries at a different time, it will consider whether there would be any adverse effects for local people in the holding of elections while the boundaries are not coterminous. However, changes to wards and divisions come into force at district or London borough and county ordinary elections in the electoral areas on either side of the electoral boundary change, so a period of non-coterminosity until the scheduled parish, district or London borough and county elections have taken place may be preferable to unscheduled elections. Unscheduled elections will be necessary to bring into force changes between adjacent parishes or wards whose scheduled elections never normally coincide.
- 183.** In two-tier areas, district councils are advised to seek the views of the county council in relation to related alterations to division boundaries.
- 184.** A principal council may decide that it does not wish to propose related alterations to ward or division boundaries. Where this results in boundaries no longer being coterminous, principal councils will need to be satisfied that the identities and interests of local communities are still reflected and that effective and convenient local government will be secured. Principal councils will also wish to consider the practical consequences, for example for polling district reviews, of having electors voting in parish council elections with one community but with a different community for district or London borough and/or county elections.
- 185.** Where proposals for related alterations are submitted to the LGBCE, it will expect to receive evidence that the principal council has consulted on them as part of a community governance review and the details of the outcome of that review. Principal councils may wish to undertake this consultation at the same time as they consult on proposals to alter the boundaries of parishes or establish new parishes. They must complete the community governance review,



including making any consequential recommendations to the LGBCE for related alterations, within a period of one year. Sufficient time should be given to the LGBCE to consider the proposals in advance of the election year in which the principal council proposes they be implemented.

186. The principal council will need to take into account the number of registered electors in any district or London borough ward or county division affected when the review starts, and a forecast of the number of electors expected to be in the areas within five years, and provide this information to the LGBCE. This information should be used to establish a total electorate figure for each district or London borough ward and/or county division affected by the recommendations, both for the current electorate and for expected electorate five years after the start of the review. These totals should also be provided to the LGBCE.
187. When submitting proposals to the LGBCE the principal council should illustrate the proposed changes on maps of a suitable scale, using different coloured lines and suitable keys to illustrate the required changes.
188. If the LGBCE decides not to implement the proposed related alterations, then the existing ward and/or division boundaries will remain in force. The LGBCE has no power to modify any recommendations submitted to it; it may only implement or reject the recommendations.
189. In most cases, related alterations to district or London borough ward and/or county division boundaries tend to be fairly minor in nature and simply tie the ward and/or division boundary to the affected parish boundary. However, if an authority has altered several parish and/or parish ward boundaries and proposes several related alterations to district or London borough ward and/or county division boundaries, the cumulative effect of these could affect electoral equality at district or London borough and/or county level. This could be particularly acute if a number of parishes were transferred between district or London borough wards or county divisions to reflect grouped parishes. In such circumstances, the LGBCE will wish to consider conducting an electoral review of the principal council area or an electoral review of a specified area within it. The timing of such reviews would be dependent on the LGBCE's review programme commitments.



ETWALL LEISURE CENTRE JOINT MANAGEMENT COMMITTEE

9<sup>th</sup> January 2017

**PRESENT:-**

**Representatives of South Derbyshire District Council**

Conservative Group

Councillor Mrs A Plenderleith (Vice-Chairman) and Councillor A Billings

Labour Group

Councillor D Shepherd

Officers

M Roseburgh (Cultural Services Manager), Mrs R Pabla and C Tyler  
(Democratic Services Officers)

**Representatives of Etwall John Port School**

Governing Body

C Sainsbury

Officer

G Golding

M Walker-Endsor

**Representatives of Active Nation**

J Dobson and S Tasker

EL/59 **APPOINTMENT OF CHAIRMAN**

Councillor Billings proposed that this matter be deferred due to the current situation relating to school governors.

**RESOLVED:-**

***That the Appointment of Chairman be deferred to a later meeting.***

EL/60 **APOLOGIES**

Apologies for absence from the Meeting were received from County Councillor Mrs K Lauro.

EL/61 **MINUTES**

The Open Minutes of the Meeting held on 26<sup>th</sup> September 2016 were noted, approved as a true record and signed by the Vice-Chairman.

EL/62 **DECLARATIONS OF INTEREST**

The Committee was informed that no declarations of interest had been received.

EL/63 **ACTIVE NATION PERFORMANCE REPORT – VERBAL REPORT**

J Dobson presented the quarterly review (October to December 2016) of Etwall Leisure Centre, making particular reference to the following items;

**Supporter Base**

- Total membership currently stands at 1,893, with the average length of stay currently at 9.5 months.
- Swim Scheme: Currently 1,400 children participating, with the Centre making use of Etwall Primary School's pool for Pre-School sessions.

**Good News Stories**

- Increased participation levels, year to date stand at 39,525.
- 300 children took part in the Multisport half term holiday camp.
- 50 children took part in the Soccer Stars half term holiday camp.
- The National Circuit Badminton tournament took place.
- CAP2 launched for swim lesson feedback with positive growth on swim lessons of 1,400 children.
- Active Nutrition package launched alongside current exercise packages.
- Works completed on the school changing room AHUS.
- Tennis courts have had new flood lights fitted and new posts and nets, all operational now.
- Net Promotor Score is 52
- Badminton summer camps undertaken.
- Social Media – Facebook, Twitter and Website increased local usage.
- Saturday Night Project: 60 children per weekend attending.
- New Active Nation website launched: 40,891 hits recorded
- Quest accreditation due 23<sup>rd</sup> and 24<sup>th</sup> January 2017.
- 3g pitch usage – 39,146 users YTD.
- Discovery weekends taking place for new supporters 14<sup>th</sup> and 15<sup>th</sup> January.
- GO TRI Events available in Etwall in February.
- Community Events.

**Etwall Leisure Centre Participation Figures**

Usage figures continued to show an increase, with 38,841 recorded for November 2016, compared to 32,982 last November.

G Golding queried why the figures relating to the usage of the pool seemed to have plateaued. J Dobson responded that this was largely due to block bookings for sessions.

The Vice-Chairman referred to concerns raised by members of the community with regards to access to the pool. J Dobson clarified that this matter was being addressed where weekend timeslots and alternative times in the weekday had been offered in order to cater for both school and community usage of the pool.

Councillor Shepherd referred to the swim scheme and queried the ongoing use of Etwall Primary School catering for preschool children. J Dobson explained that swimming lessons were being provided at the smaller pool at Etwall Primary School during lunchtimes and evenings in order to prepare preschool children for stage one, two and three swimming lessons at Etwall Leisure Centre.

Councillor Shepherd requested an update on the procurement of a cover for the swimming pool. J Dobson informed the Committee that quotes for the cost of the cover had been submitted to the Director of Planning and Community Services. The Cultural Services Manager advised that these were being reviewed against the maintenance budget.

**RESOLVED:-**

***The Committee considered and noted the points made in the presentation.***

C Sainsbury joined the Meeting at 5.15pm

EL/64 **INCOME & EXPENDITURE 2016/17 and PROPOSED BASE BUDGET 2017/18**

The Cultural Services Manager presented the report to Committee, providing an update on the Leisure Centre's financial position for the current financial year 2016/17 against the approved budget, together with the proposed estimates of income and expenditure for 2017/18.

The Committee was informed that the reduction in the Contract fee following the extension of the Contract with Active Nation would reduce running costs by approximately £30,000 per year. It was highlighted that the main pressures on the budget are the maintenance and utility costs as centre is ageing and usage is high.

It was noted that the reduction in the contribution from the County Council in 2017/18 had been reflected in the proposed budget. The Committee was advised that the full effect of the County Council's contribution would impact in 2018/19 when the contribution is scheduled to be withdrawn altogether.

The Vice-Chairman queried whether an asset register factoring in depreciation had been drafted. The Cultural Services Manager advised that the task had been commenced, but required finalisation. The Vice-Chairman requested this be addressed as this would be a useful tool. Councillor Billings queried the figure quoted repairs and maintenance. The Cultural Services Manager addressed this matter and suggested it may need updating to reflect the increased usage of the facility. Councillor Billings stated that the aforementioned register of assets would assist in this respect.

C Sainsbury requested clarification with regards to the lower contract fee agreed with Active Nation for 2017/18, and whether this lower rate would continue for the remainder of the contract. The Cultural Services Manager confirmed that the lower rate would remain in effect until 2024. C Sainsbury also sought clarification on the School's share of overall cost in 2018/19 once the County Council's contribution finished. The Cultural Services Manager confirmed that the contribution split would be 62% South Derbyshire District Council and 38% John Port School as per the original agreement.

**RESOLVED:-**

***That the projected out-turn for 2016/17 and the proposed estimates of income and expenditure for 2017/18 be approved.***

EL/65 **FUTURE MEETINGS**

The Committee discussed rescheduling the meeting from 5pm on Mondays to 5pm on Wednesdays.

**RESOLVED:-**

***That the Committee considered and agreed that meetings in the 2017/18 Committee Timetable would be held at 5pm on Wednesdays.***

The meeting terminated at 5:35pm.

COUNCILLOR MRS A PLENDERLEITH

VICE-CHAIRMAN

HOUSING AND COMMUNITY SERVICES COMMITTEE: SPECIAL - BUDGET

10<sup>th</sup> January 2017

**PRESENT:-**

**Conservative Group**

Councillor Hewlett (Chairman) and Councillors Mrs Coyle, Ford (substituting for Councillor Billings), Grant, Mrs Hall (substituting for Councillor Smith) and Muller

**Labour Group**

Councillors Rhind, Richards, Mrs Stuart and Taylor

**In attendance**

Councillors Atkin and Swann (Conservative Group)

HCS/67 **APOLOGIES**

Apologies for absence were received from Councillors Billings, Coe, Smith and Mrs Wyatt (Conservative Group)

HCS/68 **DECLARATIONS OF INTEREST**

The Committee was informed that no declarations of interest had been received.

HCS/69 **QUESTIONS FROM MEMBERS OF THE PUBLIC PURSUANT TO COUNCIL PROCEDURE RULE NO 10**

The Committee was informed that no questions from members of the public had been received.

HCS/70 **QUESTIONS FROM MEMBERS OF COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO 11**

The Committee was informed that no questions from Members of the Council had been received.

**MATTERS DELEGATED TO COMMITTEE**

HCS/71 **SERVICE BASE BUDGETS 2017/18**

The Director of Finance and Corporate Services presented the report to Committee, drawing attention to the savings identified in certain budgets and the risks associated with the use of some reserves, growth within the District and the Markets Service. The Director also confirmed that fee increases were being proposed for cemeteries and parks, with streamlining of the fees made for use of Swadlincote Town Hall.



Members raised queries relating to the use of Section 106 funds, any time limit restrictions on the use of reserve sums, the treatment of VAT in relation to travelling fairs and the policy regarding Festival of Leisure bookings. These issues were addressed by both the Director of Finance and Corporate Services and the Director of Community and Planning.

With regard to the level of grants to voluntary and community bodies, an amended proposal of maintaining the increase at 2% was not supported by Committee.

**RESOLVED:**

- 1.1 That the proposed revenue income and expenditure for 2017/18 for the Committee's Services as detailed in Appendix 1 to the Report were considered and referred to the Finance and Management Committee for approval.***
- 1.2 That the proposed fees and charges as detailed in Appendix 3 to the Report for 2017/18 were considered and approved.***
- 1.3 That grants to voluntary and community bodies be increased by 1% in 2017/18 subject to approval by the Finance and Management Committee.***

HCS/72 **LOCAL GOVERNMENT ACT 1972 (AS AMENDED BY THE LOCAL GOVERNMENT [ACCESS TO INFORMATION] ACT 1985)**

**RESOLVED:-**

***That, in accordance with Section 100(A)(4) of the Local Government Act 1972 (as amended), the press and public be excluded from the remainder of the Meeting as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraphs of Part 1 of the Schedule 12A of the Act indicated in brackets after each item.***

**TO RECEIVE QUESTIONS FROM MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO. 11**

***The Committee was informed that no questions had been received.***

The Meeting terminated at 6.30pm.

COUNCILLOR J HEWLETT

CHAIRMAN

FINANCE AND MANAGEMENT COMMITTEE: SPECIAL - BUDGET

12<sup>th</sup> January 2017

**PRESENT:-**

**Conservative Group**

Councillor Harrison (Chairman), Councillor Mrs Plenderleith (Vice-Chairman) and Councillors Atkin, Mrs Brown (substituting for Councillor Mrs Coe), Mrs Coyle, Hewlett, Watson and Wheeler

**Labour Group**

Councillors Rhind, Richards, Southerd and Wilkins

FM/105 **APOLOGIES**

Apologies were received from Councillor Mrs Coe (Conservative Group).

FM/106 **DECLARATIONS OF INTEREST**

The Chairman declared a personal and prejudicial interest in relation to Item 11 on the Agenda by virtue of being Chairman of the Melbourne Sporting Partnership.

FM/107 **QUESTIONS FROM MEMBERS OF THE PUBLIC PURSUANT TO COUNCIL PROCEDURE RULE NO 10**

The Committee was informed that no questions from members of the public had been received.

FM/108 **QUESTIONS BY MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO 11**

The Committee was informed that no questions from Members of the Council had been received.

FM/109 **REPORTS OF THE OVERVIEW AND SCRUTINY COMMITTEE**

There were no reports of the Overview & Scrutiny Committee to consider.

FM/110 **SERVICE BASE BUDGETS 2017/18**

The Director of Finance and Corporate Services presented the report to Committee, highlighting the Council's financial position, expenditure, additional costs, reductions, service provision, inflation, payments for concurrent functions to parish councils and risks. A summary of the main service areas together with the change in expenditure was highlighted in the report projecting additional expenditure of approximately £145,000 between 16/17 and the proposed figures for 17/18. It was reported that this was mainly due to incorporation of the pay award approved by the Committee for the next year 17/18 of 1% for staff, the [Page 147 of 180](#) negotiations of the pay and grading review approved last year, the loss of government contribution towards administration

of the Housing Benefits service and the inflation increase as per the contract with Northgate. It was noted that these factors had been included in the budget and any changes to service provision would be reported in a future Committee.

The Leader proposed that the level of increase in contributions to Parish Councils in 2017/18 for Concurrent Functions be 1% in line with that agreed for voluntary bodies by Housing and Community Services Committee and this was carried by the Committee.

**RESOLVED:**

***1.1 That the proposed revenue income and expenditure for 2017/18 for the Committee's Services, as detailed in Appendix 1 to the Report, be considered and included in the consolidated proposals for the General Fund.***

***1.2 That the proposed fees and charges as detailed in Appendix 3 for 2017/18 are considered and approved.***

***1.3 That a 1% increase in contributions to Parish Councils in 2017/18 for Concurrent Functions be approved.***

FM/111 **BUDGET REPORT 2017/18 INCORPORATING THE CONSOLIDATED BUDGET PROPOSALS AND MEDIUM TERM FINANCIAL PLAN TO 2022**

The Director of Finance and Corporate Services delivered the report to the Committee, clarifying the position entering the 2017/18 budget round, the updated General Fund position with the medium-term projections, identifying that action needs to be taken in order to alleviate the projected budget deficit of £800,000 in 2018/19. It was noted that the Council's Financial Settlement for 2017/18, along with those projected through to 2022, were less than initially anticipated, a reflection of the change in core funding, largely due to the reduction of the Revenue Support Grant and the New Homes Bonus being 'top-sliced' to fund adult social care.

It was reported that the government responded to the consultation on the New Homes Bonus by outlining their proposals to reduce legacy payments of the bonus from 6 to 4 years in 2018/19. The Director advised that there would be a transitional period for 2017/18 where this bonus would be for 5 years and then down to 4. The other main proposal confirmed by the government was to discount the first 0.4% of growth by considering it 'deadweight'. The Director clarified the principle of 'deadweight' related to the governments' view that an initial level of growth within any district would be inevitable. The original proposal was 0.25%, but citing levels of growth across the country and the requirement of funding for adult social care, the government confirmed that the first 0.4% of growth would be deemed 'deadweight' and therefore no longer qualify for the New Homes Bonus. The consultation also outlined proposals to introduce penalties for authorities where no Local Plan was in place meaning that new homes which were rejected at the application stage, but then overturned on appeal would receive no New Homes Bonus payment. In terms of total core funding, Committee were advised that the Council generated

£12.3m but is forecasted to decrease to £10.6m and reduce by 15% over the next five years.

The Director highlighted that growth within the District and subsequent cost pressures would affect income, not only council tax and new homes bonus, but also potentially impact the service base budget, for example, the provision of bins for new properties. The Director explained the recommendation to increase provision for growth and setting up a reserve, outside the general reserve, to specifically deal with the cost of growth would allow the Council to allocate and direct resources accordingly. The Director advised that the current expenditure would not be sustainable, that the cost of growth would need to be monitored and savings identified in order to address the £800,000 deficit.

The Chairman thanked officers for the comprehensive report and invited questions.

Councillor Southerd questioned whether the County Council had been approached to assist with bin provision. The Chief Executive and the Director responded that County had assisted in the past, but this was a unique circumstance relating to the closure of the Newhall and Bretby waste disposal facility.

Councillor Richards raised concerns regarding the potential loss of New Homes Bonus for planning applications rejected at Committee, but overturned on appeal.

**RESOLVED:**

- 1.1 That the estimates of revenue income and expenditure for 2017/18 for the General Fund as detailed in the report be approved.***
- 1.2 That a 1% increase in grants to voluntary bodies and payments to Parish Councils under concurrent functions be approved.***
- 1.3 That the Council Tax Base for 2017/18 of 31,647 (equivalent Band D) properties as detailed in Appendix 3 be approved.***
- 1.4 That a Council Tax Surplus of £500,000 is declared on the Collection Fund for 2016/17 and the Council's proportion of £55,000 be transferred to the General Fund in 2017/18.***
- 1.5 That a provisional increase of 1.95% in the rate of Council Tax for 2017/18 be noted and that the final rate be considered by the Committee at its meeting on 16th February 2017.***
- 1.6 That the updated 5-year financial projection on the General Fund to 2022, including associated assumptions and risks, as detailed in Appendix 1 to the Report, be approved.***
- 1.7 That the annual amount set-aside for Growth in the General Fund be increased from £100,000 to £200,000 per year from 2016/17.***

**1.8 That a new Earmarked Reserve be established to fund service pressures relating to Growth.**

**1.9 That any unused sums each year set-aside in the General Fund regarding Growth and other Contingencies be transferred to the Earmarked Reserve in 1.8 above.**

**1.10 That a strategy and action plan be drawn up to generate budget savings of £800,000 on the General Fund ahead of 2018/19.**

**1.11 That the decisions made in recommendations 1.1 to 1.10 be used as the basis for consultation with local residents, businesses, voluntary and community groups, etc. and are subject to review by the Overview and Scrutiny Committee.**

FM/112 **LOCAL GOVERNMENT ACT 1972 (AS AMENDED BY THE LOCAL GOVERNMENT [ACCESS TO INFORMATION] ACT 1985)**

**RESOLVED:-**

***That, in accordance with Section 100(A)(4) of the Local Government Act 1972 (as amended), the press and public be excluded from the remainder of the Meeting as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraphs of Part 1 of the Schedule 12A of the Act indicated in brackets after each item.***

**TO RECEIVE QUESTIONS FROM MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO. 11**

***The Committee was informed that no questions had been received.***

**CORPORATE SERVICES TRANSFER – TRANSITION UPDATE (Paragraphs 2 and 3)**

***Members approved the recommendations in the report.***

**ELECTORAL SERVICES – TEMPORARY POST (Paragraph 1)**

***Members approved the recommendations in the report.***

Councillor Harrison left the Meeting at 7.00pm

**MELBOURNE SPORTING PARTNERSHIP LOAN AGREEMENT (Paragraph 3)**

***Members approved the recommendations in the report.***

The meeting terminated at 7.05pm.

COUNCILLOR J HARRISON

CHAIRMAN

PLANNING COMMITTEE

17<sup>th</sup> January 2017

**PRESENT:-**

**Conservative Group**

Councillor Roberts (Chairman), Councillor Mrs Brown (Vice Chairman) and Councillors Atkin, Mrs Coe, Ford, Mrs Hall, Harrison, Stanton and Watson

**Labour Group**

Councillors Dr Pearson, Shepherd, Taylor (substituting for Councillor Southerd) and Tilley

**In Attendance**

Councillor Billings (Conservative Group)

PL/140 **APOLOGIES**

Apologies were received from Councillor Southerd (Labour Group).

PL/141 **DECLARATIONS OF INTEREST**

Councillor Roberts declared a prejudicial interest in Item 1.1 by virtue of being an acquaintance of the landowner.

PL/142 **QUESTIONS BY MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO.11**

The Committee was informed that no questions from Members of the Council had been received.

**MATTERS DELEGATED TO COMMITTEE**

PL/143 **REPORT OF THE DIRECTOR OF COMMUNITY AND PLANNING SERVICES**

The Director of Community and Planning Services submitted reports for consideration and determination by the Committee and presented oral reports to the Meeting to update them as necessary. Consideration was then given thereto and decisions were reached as indicated.

Councillor Roberts left the Chamber at 6.05pm, with Councillor Mrs Brown chairing the Meeting during his absence.



PL/144 **DEMOLITION OF EXISTING RESIDENTIAL PROPERTY (CHERRY COTTAGE) AND AGRICULTURAL BARN AND PROPOSED DEVELOPMENT FOR 385 RESIDENTIAL DWELLINGS (USE CLASS C3), FORMAL AND INFORMAL PUBLIC OPEN SPACES, STRUCTURAL LANDSCAPING, NEW ROADS, FOOTPATHS AND CYCLEWAYS, (2NO.) SITE ACCESSES AND ANCILLARY WORKS ON LAND AT SK2130 8875 SOUTH OF DERBY ROAD, HATTON, DERBY**

It was reported that members of the Committee had visited the site earlier in the day.

Mr Philip Reed (objector) attended the Meeting and addressed Members on this application.

The Principal Area Planning Officer informed the Committee of various updates relating to a letter of objection, consultation responses from East Staffordshire Borough Council, Derbyshire County Council, Derbyshire Wildlife Trust and the County Highways Authority, resulting in various amendments to the existing conditions, as well as a number of new conditions.

Members raised queries relating to the height of the proposed bridge, flood prevention measures, drainage and its impact on existing homes and neighbouring areas, the removal of permitted development rights, liaison between the developer and existing householders at the site, the Section 106 health provision, the source and delivery of materials required to raise the site levels, the proportion of affordable housing, land available for South Derbyshire District Council development, traffic management during the construction period and safety measures relating to the balancing ponds (including the commissioning of a safety audit). All issues were addressed by the Principal Area Planning Officer and the Planning Services Manager.

**RESOLVED:-**

- A. That authority be delegated to the Planning Services Manager, in conjunction with the Chairman, to secure the appropriate contributions for mitigation of the impact of the development under Section 106 of the Town and Country Planning Act 1990 (subject to compliance with the CIL Regulations 2010) and to resolve the outstanding boundary issues affecting the implementation of the link road.***
- B. That, subject to A. above and the revised conditions, planning permission be granted as recommended in the report of the Director of Community & Planning Services.***

Councillor Roberts returned to the Chamber at 7.05pm.

PL/145 **CHANGE OF USE OF PART OF AGRICULTURAL BUILDING FOR USE AS DOG BREEDING KENNELS AND INDOOR EXERCISE AREA AT POPLARS FARM, 11 DERBY ROAD, FOSTON, DERBY**

It was reported that members of the Committee had visited the site earlier in the day.

Miss Clare James (objector) attended the Meeting and addressed Members on this application.

Councillor Billings addressed the Committee as Ward Member for Hilton, referring to the planning history for the location and his concerns regarding noise and waste, as well as the feasibility of the condition relating to singular dog walking.

Other Members raised queries relating to the impact the previously agreed application for 385 dwellings nearby would have on the business, noise sources, assessment and containment / mitigation measures, waste treatment, external lighting and the enforceability of the condition regarding dog walking. These issues were addressed by the Principal Area Planning Officer, the Planning Services Manager and the Environmental Health Manager.

**RESOLVED:-**

***That planning permission be refused contrary to officer recommendation on the grounds that the noise controlling conditions were unenforceable and therefore the proposal was contrary to Policy SD1 of the Local Plan.***

***Abstention: Councillor Tilley***

PL/146 **OUTLINE APPLICATION (ALL MATTERS TO BE RESERVED) FOR THE RESIDENTIAL DEVELOPMENT OF UP TO 42 DWELLINGS INCLUDING PUBLIC OPEN SPACE, LANDSCAPING AND SUSTAINABLE DRAINAGE ON LAND AT SK4129 8075 MOOR LANE, ASTON ON TRENT, DERBY**

It was reported that members of the Committee had visited the site earlier in the day.

Mr Robin Bell (objector) and Dr Robert Wickham (applicant's agent) attended the Meeting and addressed Members on this application.

Councillor Atkin addressed the Committee as Ward Member for Aston on Trent, raising his concerns regarding surface water flooding, sewage, health, recreation and education provision in the immediate area, issues addressed by the Planning Services Manager.

Councillor Watson, another Ward Member for Aston on Trent, confirmed the location's designation in the adopted Local Plan Part 1 and commended the application, citing Aston's need for additional housing. The Vice Chairman recommended that the proposed open space be made an orchard, agreed by Committee.

**RESOLVED:-**

***A. That authority be delegated to the Planning Services Manager to conclude the Section 106 Agreement / Unilateral Undertaking in pursuit of the provisions and contributions as set out in the planning assessment.***

***B. That, subject to A. above and the additional condition regarding the incorporation of an orchard in the public open space area, planning permission be granted as recommended in the report of the Director of Community & Planning Services.***

PL/147 **PROPOSED PAVEMENT CAFE TO THE FRONT OF THE BUILDING CONSISTING OF FOUR TABLES AND EIGHT CHAIRS AT SIR NIGEL GRESLEY, MARKET STREET, SWADLINCOTE**

It was proposed that this matter be deferred for a site visit.

The registered speaker elected to return and speak when the application had been re-scheduled.

**RESOLVED:-**

***That the application be deferred to allow for a site visit to be conducted.***

Councillor Shepherd left the Meeting at 8.05pm.

PL/148 **THE ERECTION OF TWO DWELLINGS AT THE FORGE, BOGGY LANE, HEATHTOP, DERBY**

Mr Bryan Hall (objector) attended the Meeting and addressed Members on this application.

Councillor Billings addressed the Committee as Ward Member for Hilton, raising concerns regarding parking provision.

Given the potential for altering the character of the village by in-filling, it was suggested that a site visit was appropriate before a decision could be made.

**RESOLVED:-**

***That the application be deferred to allow for a site visit to be conducted.***

PL/149 **SUSPENSION OF STANDING ORDERS**

**RESOLVED:-**

***That Standing Orders be suspended and that the meeting of the Committee continue beyond 8.30pm.***

PL/150 **THE ERECTION OF A DETACHED DWELLING AT LAND TO THE REAR OF FIELDGATE HOUSE, MARLPIT LANE, SUTTON ON THE HILL, DERBY**

It was proposed that a site visit be undertaken.

Mr Rob Duckworth (applicant's agent) elected to speak at this Meeting and addressed Members on this application. Mr John Church (objector) opted to return and speak when the application had been re-scheduled.

**RESOLVED:-**

*That the application be deferred to allow for a site visit to be conducted.*

PL/151 **CHANGES TO THE FACADE OF THE BUILDING AT 1 THE DELPH CENTRE, MARKET STREET, SWADLINCOTE**

*That planning permission be granted as recommended in the report of the Director of Community & Planning Services.*

PL/152 **CHANGE OF ADVERTISING SIGNAGE FROM NEON TO BACKLIT LED AT 1 THE DELPH CENTRE, MARKET STREET, SWADLINCOTE**

**RESOLVED:-**

*That express consent be granted as recommended in the report of the Director of Community & Planning Services.*

PL/153 **THE VARIATION OF CONDITION 2 ATTACHED TO PLANNING APPLICATION 9/2015/1060 FOR MARQUEE TO BE USED AS AN EVENTS MARQUEE AT ROSLISTON FORESTRY CENTRE, BURTON ROAD, ROSLISTON, SWADLINCOTE**

**RESOLVED:-**

*That planning permission be granted as recommended in the report of the Director of Community & Planning Services.*

PL/154 **THE DEMOLITION OF PART OF EXISTING BUILDINGS TO FORM ACCOMMODATION FOR COUNCIL STREET SERVICES DEPOT AND CONSTRUCTION OF NEW RETAINING WALL AND SECURE FENCING AT UNITS 1 & 4B BOARDMAN INDUSTRIAL ESTATE, BOARDMAN ROAD, SWADLINCOTE**

**RESOLVED:-**

*That planning permission be granted pursuant to Regulation 3 as recommended in the report of the Director of Community & Planning Services.*

Councillor Billings left the Meeting at 8.30pm.

PL/155 **PLANNING AND OTHER APPEALS**

The Committee noted the planning appeal decisions in relation to the following applications:

9/2016/0461 Cheal Close, Shardlow, Derby, DE72 2DY  
9/2016/0559 Deep Dale Lane, Barrow upon Trent, Derby, DE73 7NH

PL/156 **PROPOSED TREE PRESERVATION ORDER 438 LAND AT THE DALES, ASKEW GROVE, REPTON**

**RESOLVED:-**

*That this tree preservation order be confirmed.*

PL/157 **PROPOSED TREE PRESERVATION ORDER 437 LAND AT BROOMHILLS LANE, REPTON**

**RESOLVED:-**

*That this tree preservation order be confirmed.*

PL/158 **LOCAL GOVERNMENT ACT 1972 (AS AMENDED BY THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985)**

**RESOLVED:-**

*That, in accordance with Section 100(A)(4) of the Local Government Act 1972 (as amended), the press and public be excluded from the remainder of the Meeting as it was likely, in view of the nature of the business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraphs of Part 1 of the Schedule 12A of the Act indicated in brackets after each item.*

**EXEMPT QUESTIONS BY MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE No 11.**

*The Committee was informed that no questions had been received.*

The meeting terminated at 8.35pm

COUNCILLOR A ROBERTS

CHAIRMAN

OVERVIEW AND SCRUTINY COMMITTEE

18<sup>th</sup> January 2017

**PRESENT:-**

**Conservative Group**

Councillor Mrs Farrington (Chairman), Councillor Swann (Vice-Chairman) and Councillors Billings and Mrs Coe

**Labour Group**

Councillor Dunn, Bambrick

**In attendance**

Councillor Atkin

OS/43 **APOLOGIES**

Apologies were received from Councillors Mrs Patten (Conservative Group), and Dr Pearson (Labour Group)

OS/44 **DECLARATIONS OF INTEREST ARISING FROM ITEMS ON AGENDA**

Councillor Dunn declared an interest in Item 6 by virtue of being Deputy Cabinet Member for Highways, Transport and Infrastructure at County Council.

OS/45 **QUESTIONS RECEIVED BY MEMBERS OF THE PUBLIC PURSUANT TO COUNCIL PROCEDURE RULE NO. 10**

The Committee were informed that no questions from members of the Public had been received.

OS/46 **QUESTIONS RECEIVED BY MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO. 11**

The Committee were informed that no questions from Members of the Council had been received.

OS/47 **CONSOLIDATED BUDGET REPORT 2017/18 AND MEDIUM TERM FINANCIAL PLAN**

The Director of Finance and Corporate Services delivered the report to the Committee, advising that it had been previously discussed and approved by Finance and Management Committee. The Director clarified the position entering the 2017/18 budget round, the updated General Fund position with the medium-term projection, and identified that action needed to be taken in

order to alleviate the projected budget deficit of £800,000 in 2018/19. The Committee were informed that the finance team were working with service areas to review spending and identify savings particularly focussing on the effect of growth.

It was noted that the Council's Financial Settlement for 2017/18, along with those projected through to 2022, were less than initially anticipated, a reflection of the change in core funding, largely due to the reduction of the Revenue Support Grant and the New Homes Bonus being 'top-sliced' to fund adult social care.

It was reported that the government responded to the consultation on the New Homes Bonus by outlining their proposals to reduce legacy payments of the bonus from 6 to 4 years in 2018/19. The Director advised that there would be a transitional period for 2017/18 where this bonus would be for 5 years and then down to 4. The other main proposal confirmed by the government was to discount the first 0.4% of growth by considering it 'deadweight'. The Director clarified the principle of 'deadweight' related to the governments' view that an initial level of growth within any district would be inevitable. The original proposal was 0.25%, but citing levels of growth across the country and the requirement of funding for adult social care, the government confirmed that the first 0.4% of growth would be deemed 'deadweight' and therefore no longer qualify for the New Homes Bonus. The consultation also outlined proposals to introduce penalties for authorities where no Local Plan was in place and that where new homes which were rejected at the application stage, but then overturned on appeal no New Homes Bonus payment would be made. In terms of total core funding, Committee were advised that the Council generated £12.3m but is forecasted to decrease to £10.6m or 15% over the next five years.

The Director highlighted that growth within the District and subsequent cost pressures would affect income, not only council tax and new homes bonus, but also potentially impact the service base budget, for example, the provision of refuse bins for new properties. The Director explained the recommendation to increase provision for growth and setting up a reserve, outside the general reserve, to specifically deal with the cost of growth would allow the Council to allocate and direct resources accordingly. The Director advised that the current expenditure would not be sustainable, that the cost of growth would need to be monitored and savings identified in order to address the £800,000 deficit.

Members sought clarification on the setting and distribution of business rates. The Director of Finance and Corporate Services explained that business rates are set by government nationally. Members were advised that a consultation



process regarding the distribution of business rates is ongoing, but currently 40% is retained by this Council, 50% is transferred to government, 9% to County Council and 1% to Fire Authority.

Councillor Atkin queried the Director of Housing and Environmental Services on funding for refuse bins for new properties. It was clarified that the bins are provided by the Council and funded through payment of council tax. It was also noted that growth within the district has placed added pressure on these resources. In this light, Councillor Swann welcomed the initiative to set up the growth reserve to assist with pressures on services.

**RESOLVED:-**

***The budget proposals approved by the Finance and Management Committee were noted.***

OS/48 **REVIEW OF THE COUNCIL'S RECYCLING AND BULKY WASTE COLLECTION SERVICES and REVIEW OF THE COUNCIL'S STREET SCENE SERVICES**

The Director of Housing and Environmental Services presented the report to Committee highlighting that the review of services had become crucial in order to deliver value and operate efficiently. Members were advised that services were reaching capacity, due to growth in the district. It was also noted that the move to the new Depot building would also potentially have an impact on this review.

Members raised concerns and sought clarification relating to the collection of waste at the side of bins, fly-tipping and the review of the recycling provision at Civic Amenity sites. The Director of Housing and Environmental Services advised Members that information on waste allowed at the side of bins would be provided in due course. With regards to the issue of fly-tipping, the Director responded that recent prosecutions had shown that fly-tipping had become a cross-border activity, identifying that issues in neighbouring districts with collection rates and capacity had a direct impact on fly-tipping in South Derbyshire. The Director clarified that the review of recycling provision at Civic Amenity sites would evaluate whether these sites are financially effective by assessing the cost of clearing dumped waste, the subsequent loss of recycling credit and the impact of waste going to landfill. Members suggested that identifying and addressing seasonal pressure points combined with educating residents through the provision of clear information on waste allowance would be of assistance.

**RESOLVED:-**

***Members noted the content of the report, and supported the proposed recommendations to the Environmental & Development Services Committee, and detailed at 3.1.1 to 3.1.6 within this report.***

OS/49 **COMMITTEE WORK PROGRAMME 2016-17**

The Director of Finance and Corporate Services provided an update on the renewal of the iPads that upon the transfer of Northgate Services to the Council, procurement of the agreed replacements can be initiated.

The Committee considered and made a recommendation.

**RESOLVED:-**

***That an Open Meeting with Burton and Derby hospitals be added to the work programme for 2016/17.***

OS/50 **LOCAL GOVERNMENT ACT 1972 AS AMENDED BY THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**

**RESOLVED:-**

***That, in accordance with Section 100(A)(4) of the Local Government Act 1972 (as amended), the press and public be excluded from the remainder of the Meeting as it would be likely, in view of the nature of the business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraphs of Part 1 of the Schedule 12A of the Act indicated in brackets after each item.***

**EXEMPT QUESTIONS FROM MEMBERS OF THE COUNCIL UNDER COUNCIL PROCEDURE RULE NO 11**

***The Committee were informed that no exempt questions from Members of the Council had been received.***

The Meeting terminated at 7.15pm.

COUNCILLOR FARRINGTON

CHAIRMAN

LICENSING AND APPEALS SUB-COMMITTEE

19<sup>th</sup> January 2017 at 10.00am

**PRESENT:-**

**Members of the Licensing and Appeals Sub-Committee**

Councillor Mrs Patten (Chairman), Councillor Muller (Conservative Group) and Councillor Richards (Labour Group)

**District Council Representatives**

A Kaur (Legal and Democratic Services Manager), S Collins (Senior Legal Officer attending as an observer), M Lomas (Licensing Officer), K Tucker (Trainee Licensing Officer) and C Tyler (Democratic Services Officer)

LAS/33 **APOLOGIES**

The Sub-Committee was informed that no apologies had been received

LAS/34 **DECLARATION OF INTEREST**

The Sub-Committee was informed that no declarations of interest had been received

**MATTERS DELEGATED TO SUB-COMMITTEE**

LAS/35 **LOCAL GOVERNMENT ACT 1972 AS AMENDED BY THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**

**RESOLVED:-**

*That, in accordance with Section 100(A)(4) of the Local Government Act 1972 (as amended), the press and public be excluded from the remainder of the Meeting as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraphs of Part 1 of the Schedule 12A of the Act indicated in brackets after each item.*

**REVIEW OF A PRIVATE HIRE DRIVER'S LICENCE (Paragraph 1)**

*The Sub-Committee considered an application for a Private Hire Driver's Licence, based on the evidence before them.*

**REVIEW OF A PRIVATE HIRE DRIVER'S LICENCE (Paragraph 1)**

*The Sub-Committee considered an application for a Private Hire Driver's Licence, based on the evidence before them.*

COUNCILLOR MRS J PATTEN

CHAIRMAN

HOUSING AND COMMUNITY SERVICES COMMITTEE

2<sup>nd</sup> February 2017

**PRESENT:-**

**Conservative Group**

Councillor Hewlett (Chairman), Councillor Smith (Vice-Chairman) and Councillors Billings, Coe, Mrs Coyle, Grant, Mrs Hall (substituting for Councillor Swann), Muller and Mrs Wyatt

**Labour Group**

Councillors Rhind, Shepherd (substituting for Councillor Richards), Mrs Stuart and Taylor

**In attendance**

Councillors Atkin, Mrs Coe, Murray and Swann (Conservative Group)

HCS/73 **APOLOGIES**

Apologies for absence were received from Councillor Richards (Labour Group).

HCS/74 **MINUTES**

The Open Minutes of the Meeting held on 24<sup>th</sup> November 2016 were noted and approved as a true record and signed by the Chairman.

HCS/75 **DECLARATIONS OF INTEREST**

Councillor Billings declared an interest in Item 12 Housing Revenue Account Budget, Financial Plan and proposed Rent 2017/18 by virtue of being a Member of the Overview and Scrutiny Committee, opting to leave the Chamber whilst that item was debated.

HCS/76 **QUESTIONS FROM MEMBERS OF THE PUBLIC PURSUANT TO COUNCIL PROCEDURE RULE NO 10**

The Committee was informed that no questions from members of the public had been received.

HCS/77 **QUESTIONS FROM MEMBERS OF COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO 11**

The Committee was informed that no questions from Members of the Council had been received.

HCS/78 **REPORTS OF THE OVERVIEW AND SCRUTINY COMMITTEE**

There were no Overview and Scrutiny reports to be submitted.

**MATTERS DELEGATED TO COMMITTEE****HCS/79 PRESENTATION OF ICON ATHLETES – SOUTH DERBYSHIRE TALENTED ATHLETES**

Hannah Peate, Sport & Health Partnership Manager, Laura Winter, Community Sport Activation Officer, along with Margaret Blount and Matt Halfpenny of Derbyshire Sport, introduced the South Derbyshire ICON Athletes:

<i>Hope Collard</i>	12	<i>Taekwondo</i>
<i>Gareth Griffiths</i>	17	<i>Hockey</i>
<i>Jessica Lear</i>	13	<i>Taekwondo</i>
<i>Matthew Lear</i>	16	<i>Taekwondo</i>
<i>Ross Orme</i>	18	<i>Canoeing</i>
<i>Katie Reilly</i>	11	<i>Badminton</i>
<i>Lewis Richardson</i>	15	<i>Taekwondo</i>
<i>Liam Richardson</i>	17	<i>Taekwondo</i>
<i>Lewis White</i>	16	<i>Swimming</i>
<i>Caitlin Williams</i>	13	<i>Gymnastics</i>

The Members commended the athletes on their achievements to date and the Chairman thanked them for attending the Meeting.

Councillor Murray left the Meeting at 6.20pm.

**HCS/80 HOUSEMARK CORE BENCHMARKING REPORT 2015/16**

The Director of Community and Planning Services presented the report to Committee.

The Chairman commended the results detailed in the report and the work undertaken by the Housing staff in achieving them.

**RESOLVED:-**

***Members noted the findings of the recent Housemark report into performance across Housing Services for 2015/16.***

**HCS/81 DERBYSHIRE SAFE PLACE SCHEME AND BREASTFEEDING WELCOME HERE AWARD SIGN UP**

The Health Partnership Manager presented the report to Committee.

Members queried how interested organisations / businesses access the schemes and welcomed the Council's involvement.

**RESOLVED:-**

***Members approved South Derbyshire District Council to sign up to both the Derbyshire Safe Place scheme and South Derbyshire's Breastfeeding Welcome Here Award Scheme.***

HCS/82 **ROSLISTON FORESTRY CENTRE – VISION STATEMENT 2016-26**

The Rosliston Forestry Centre Project Officer presented the report to Committee.

Councillor Taylor commended the report's contents regarding this valuable asset, recognising both the opportunities and challenges that lay ahead. The Councillor queried the proposed timetable and Member involvement in decision-making. The Director of Community and Planning outlined the role of the Executive in this process, Member representation on the Executive and confirmed that a further report would be submitted to a future Committee.

**RESOLVED:-**

***Members adopted the Rosliston Forestry Centre Vision 2016-2026 to enable the next stage of the change process of management of the Rosliston Forestry Centre in 2018, to be taken forward.***

HCS/83 **GRESLEY OLD HALL – COMMUNITY HUB**

The Director of Community and Planning Services presented the report to Committee.

Councillor Rhind praised the initiative regarding Gresley Old Hall and the positive impact it will have on the area, providing a blueprint for use elsewhere in the District.

**RESOLVED:-**

***Members approved the Council's involvement in the Gresley Old Hall Community Project and supported the application to the 'Communities Fund'.***

Councillors Billings and Mrs Coe left the Meeting at 6.45pm.

HCS/84 **HOUSING REVENUE ACCOUNT BUDGET, FINANCIAL PLAN and PROPOSED RENT 2017/18**

The Director of Finance and Corporate Services presented the report to Committee.

Councillor Rhind commented that whilst the Authority is obliged to be self-financing, it remains subject to Government policies that, whilst out of the Authority's control, can impact on its HRA.

**RESOLVED:-**

***1.1 That Council House Rents be reduced by 1% for Tenants with effect from 1st April 2017 in accordance with provisions contained in the Welfare Reform and Work Act 2016.***



**1.2 That the proposed estimates of income and expenditure for 2017/18, together with the 10-year Financial Plan for the Housing Revenue Account as detailed in Appendix 1, were considered and referred to the Finance and Management Committee for approval.**

**1.3 That the HRA is kept under review and measures identified to mitigate the financial risks detailed in the report and to maintain a sustainable financial position.**

HCS/85 **COMMITTEE WORK PROGRAMME**

**RESOLVED:-**

***Members considered and approved the updated work programme.***

HCS/86 **LOCAL GOVERNMENT ACT 1972 (AS AMENDED BY THE LOCAL GOVERNMENT [ACCESS TO INFORMATION] ACT 1985)**

**RESOLVED:-**

***That, in accordance with Section 100(A)(4) of the Local Government Act 1972 (as amended), the press and public be excluded from the remainder of the Meeting as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraphs of Part 1 of the Schedule 12A of the Act indicated in brackets after each item.***

**MINUTES**

***The Exempt Minutes of the Meeting held on 24<sup>th</sup> November 2016 were received.***

**TO RECEIVE QUESTIONS FROM MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO. 11**

***The Committee was informed that no questions had been received.***

The Meeting terminated at 6.55pm

COUNCILLOR J HEWLETT

CHAIRMAN

FINANCE AND MANAGEMENT COMMITTEE: SPECIAL - BUDGET

16<sup>th</sup> February 2017

**PRESENT:-**

**Conservative Group**

Councillor Harrison (Chairman), Councillor Mrs Plenderleith (Vice-Chairman) and Councillors Atkin, Mrs Coe, Mrs Coyle, Mrs Hall (substituting for Councillor Smith) Hewlett, Watson and Wheeler

**Labour Group**

Councillors Richards, Southerd, Taylor (substituting for Councillor Rhind) and Wilkins

**In Attendance**

Councillor Swann (Conservative Group)

FM/117 **APOLOGIES**

Apologies were received from Councillor Smith (Conservative Group) and Councillor Rhind (Labour Group).

FM/118 **MINUTES**

The Open Minutes of the Meeting held on 1<sup>st</sup> December 2016 and of the Audit Sub-Committee Meeting held on 14<sup>th</sup> December 2016 were taken as read, approved as a true record and signed by the Chairman.

FM/119 **DECLARATIONS OF INTEREST**

The Chairman declared a personal and prejudicial interest in relation to Item 13 on the Agenda by virtue of being Chairman of the Melbourne Sporting Partnership.

FM/120 **QUESTIONS FROM MEMBERS OF THE PUBLIC PURSUANT TO COUNCIL PROCEDURE RULE NO 10**

The Committee was informed that no questions from members of the public had been received.

FM/121 **QUESTIONS BY MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO 11**

The Committee was informed that no questions from Members of the Council had been received.

FM/122 **REPORTS OF THE OVERVIEW AND SCRUTINY COMMITTEE**

Councillor Swann, as Vice-Chairman of the Overview & Scrutiny Committee delivered a verbal update to the Committee, noting its review of the budgetary matters presented comprehensively by the Director of Finance and Corporate

Services. He reported that the Committee had carefully considered the budget reports and acknowledged the potential financial challenges facing the Council, but no matters of significance from an overview and scrutiny perspective were cited for further investigation.

Councillor Swann left the Meeting at 6.05pm

FM/123 **TREASURY MANAGEMENT STRATEGY AND PRUDENTIAL INDICATORS 2017/18**

The Director of Finance and Corporate Services presented the report to the Committee highlighting the Council's lending policy and counterparty list. It was reported that the lending list highlighted that most investment had been made with other local authorities and the Bank of England. Members were advised that the 'lending list' had changed over past twelve months where investments split between 'specified' (guaranteed financial return to the authority) and non-specified' (more risky but allowed), were explained. It was noted that due to credit ratings, that HSBC was the only named institution on the specified list. The Director advised Members that the 'lending list' is based on security and liquidity as a priority and then the best interest rate.

**RESOLVED:**

- 1.1 That the Treasury Management Strategy for 2017/18 be approved.***
- 1.2 That the Prudential Indicators and Limits for 2017/18 to 2021/22 as set out in Appendix 1 be approved.***
- 1.3 That the Investment Policy for 2017/18 including the associated counterparty (lending) list be approved.***

FM/124 **FINAL BUDGET PROPOSALS 2017/2018 and FINANCIAL PLAN to 2022**

The Director of Finance and Corporate Services presented the report updating Members on the position of the Council's final budget proposals for 2017/18 and medium term financial projections on its main revenue and capital accounts, these proposals will form the basis of setting the Council Tax for 2017/18 by Full Council on 1<sup>st</sup> March 2017. The Director updated Members that there was very little change to the proposed budgets and financial plan since that reported in January. The main potential change was that the valuation of the Derbyshire Pension fund had resulted in an increase of 1% in the council's contribution in order to address the underlying deficit. Members were advised that this extra cost would be offset by the earmarked reserve set aside to guard against this expected increase. It was noted that consultations through Area Forums had not raised any substantive issues relating to the final proposals or financial plan.

In relation to the Housing Revenue Fund, details and implications of the proposed reduction in rent level for 2017/18 were also outlined and Members were updated that Housing and Community Services Committee had approved the 1% reduction. The Director explained the main risks associated with the proposed financial plan for the HRA and in particular national rent policy after 2020. Otherwise, he confirmed that the 10-year plan was sustainable if the approved expenditure budgets were met.

The Director added that the provisional Financial Settlement had not been ratified by central government at this time, but advised that revisions would be unlikely.

The Chairman requested clarification on the impact of business rates and the New Homes Bonus. The Director explained that there is an element of risk related to the retention of business rates because the rate accounted is dependent on growth and sustainability/longevity of businesses. It was noted that the New Homes Bonus proposals had been ratified as per the previous Finance and Management Committee.

**RESOLVED:**

- 1.1 That a Council Tax increase of 1.95% for 2017/18 be recommended to Full Council on 1st March 2017.**
- 1.2 That estimated net General Fund Revenue Expenditure totalling £11,147,622 for 2016/17 (revised) and £11,456,426 for 2017/18 be recommended to Full Council on 1st March 2017.**
- 1.3 That the Medium-term Financial Plan to 2022 on the Council's General Fund Revenue Account as detailed in Appendix 1 be approved.**
- 1.4 That a strategy and action plan be drawn up to generate budget savings of £850,000 on the General Fund ahead of 2018/19.**
- 1.5 That the Financial Plan for the Housing Revenue Account (HRA) to 2027 as detailed in Appendix 2 be approved.**
- 1.6 That the 5-year capital investment and financing plan to 2022 as detailed in Appendix 3 be approved.**
- 1.7 That the Council's National Non-Domestic Rate Return (NNDR 1) for 2017/18, showing retained business rates (before the Tariff) of £9,413,649 for 2016/17 and £9,727,674 for 2017/18 be noted.**
- 1.10 That the report of the Council's Section 151 (Chief Finance) Officer under Section 25 of the Local Government Act 2003 be noted.**

FM/125 **COMMITTEE WORK PROGRAMME**

**RESOLVED:-**

**Members considered and approved the updated work programme.**

FM/126 **LOCAL GOVERNMENT ACT 1972 (AS AMENDED BY THE LOCAL GOVERNMENT [ACCESS TO INFORMATION] ACT 1985)**

**RESOLVED:-**

**That, in accordance with Section 100(A)(4) of the Local Government Act 1972 (as amended), the press and public be excluded from the remainder of the Meeting as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraphs of Part 1 of the Schedule 12A of the Act indicated in brackets after each item.**

**TO RECEIVE QUESTIONS FROM MEMBERS OF THE COUNCIL  
PURSUANT TO COUNCIL PROCEDURE RULE NO. 11**

*The Committee was informed that no questions had been received.*

**STAFFING AMENDMENTS – COMMUNITY AND PLANNING  
DIRECTORATE (Paragraph 1)**

*Members approved the recommendations in the report.*

Councillor Harrison left the Meeting at 6.25pm

**MELBOURNE SPORTING PARTNERSHIP LOAN AGREEMENT  
(Paragraph 3)**

*Members approved the recommendations in the report.*

The meeting terminated at 6.30pm.

COUNCILLOR J HARRISON

CHAIRMAN

OVERVIEW AND SCRUTINY COMMITTEE

8<sup>th</sup> February 2017

**PRESENT:-**

**Conservative Group**

Councillor Swann (Vice-Chairman) and Councillors Billings and Mrs Coe

OS/51 **APOLOGIES**

Apologies were received from Councillors Mrs Farrington, Mrs Patten (Conservative Group), Bambrick, Dunn and Dr Pearson (Labour Group)

The Vice-Chairman led the Committee in wishing Councillor Mrs Farrington well.

OS/52 **MINUTES**

The Open Minutes of the Meeting held on 7<sup>th</sup> December were taken as read, approved as a true record and signed by the Vice-Chairman.

OS/53 **DECLARATIONS OF INTEREST ARISING FROM ITEMS ON AGENDA**

The Committee were informed that no declarations of interest from Members of the Council had been received.

OS/54 **QUESTIONS RECEIVED BY MEMBERS OF THE PUBLIC PURSUANT TO COUNCIL PROCEDURE RULE NO. 10**

The Committee were informed that no questions from members of the Public had been received.

OS/55 **QUESTIONS RECEIVED BY MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO. 11**

The Committee were informed that no questions from Members of the Council had been received.

OS/56 **HOUSING REVENUE ACCOUNT BUDGET, FINANCIAL PLAN and PROPOSED RENT 2017/18**

The Director of Finance and Corporate Services presented the report updating Members on the position of the Council's final budget proposals for 2017/18 and medium term financial projections on its main revenue and capital

accounts, these proposals will form the basis of setting the Council Tax for 2017/18 by Full Council on 1<sup>st</sup> March 2017. In relation to the Housing Revenue Fund, details and implications of the proposed reduction in rent level for 2017/18 were also outlined and Members were updated that Housing and Community Services Committee had approved the 1% reduction. The Director explained the main risks associated with the proposed financial plan for the HRA and in particular national rent policy after 2020. Otherwise, he confirmed that the 10-year plan was sustainable if the approved expenditure budgets were met.

Members were updated that the valuation of the Derbyshire Pension fund had resulted in an increase of 1% in the council's contribution in order to address the underlying deficit.

**RESOLVED:-**

***The budget proposals for the Housing Revenue Account were noted***

OS/57 **MEMBERS' TRAINING PROGRAMME**

The Director of Planning and Community Services presented the report to the Committee providing Members with a draft programme of training. It was agreed that the Director would liaise with the Member Champions for Training as well as this Committee in order to identify and co-ordinate any further training areas.

**RESOLVED:-**

***That the Committee noted the content of the report.***

OS/58 **VOLUNTARY SECTOR**

The Director of Planning and Community Services sought guidance from Members in order to provide scope for the report. Members requested that the criteria of the report be expanded to provide a review of funding and support to all Voluntary and Community Sector Organisations.

OS/59 **COMMITTEE WORK PROGRAMME 2016-17**

The Committee considered and approved the updated work programme.

With regard to the proposed public meeting with Derby and Burton hospitals, it was proposed that this be deferred to allow for the return of the Chairman and for the details to be further discussed and agreed.

**RESOLVED:-**

***Members considered and agreed the proposed Committee Work Programme for 2016/17.***

OS/60 **LOCAL GOVERNMENT ACT 1972 AS AMENDED BY THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**

**RESOLVED:-**

***That, in accordance with Section 100(A)(4) of the Local Government Act 1972 (as amended), the press and public be excluded from the remainder of the Meeting as it would be likely, in view of the nature of the business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraphs of Part 1 of the Schedule 12A of the Act indicated in brackets after each item.***

**EXEMPT QUESTIONS FROM MEMBERS OF THE COUNCIL UNDER COUNCIL PROCEDURE RULE NO 11**

***The Committee were informed that no exempt questions from Members of the Council had been received.***

The Meeting terminated at 6.45pm.

COUNCILLOR SWANN

VICE-CHAIRMAN



PLANNING COMMITTEE

7<sup>th</sup> February 2017

**PRESENT:-**

**Conservative Group**

Councillor Roberts (Chairman), Councillor Mrs Brown (Vice Chairman) and Councillors Atkin, Mrs Coe, Ford, Mrs Hall, Harrison, Stanton and Watson

**Labour Group**

Councillors Dr Pearson, Shepherd, Southerd and Tilley

**In Attendance**

Councillors Billings and Mrs Coyle (Conservative Group)

PL/159 **APOLOGIES**

The Committee was informed that no apologies had been received.

PL/160 **MINUTES**

The Open Minutes of the Meetings held on 18<sup>th</sup> October 2016 (PL/83-PL/96), 8<sup>th</sup> November 2016 (PL/97-PL/112), 29<sup>th</sup> November 2016 (PL/115-PL/128) and 20<sup>th</sup> December 2016 (PL/129-PL/139) were taken as read, approved as a true record and signed by the Chairman.

PL/161 **DECLARATIONS OF INTEREST**

The Committee was informed that no declarations of interest had been received.

PL/162 **QUESTIONS BY MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO.11**

The Committee was informed that no questions from Members of the Council had been received.

**MATTERS DELEGATED TO COMMITTEE**

PL/163 **REPORT OF THE DIRECTOR OF COMMUNITY AND PLANNING SERVICES**

The Director of Community and Planning Services submitted reports for consideration and determination by the Committee and presented oral reports to the Meeting to update them as necessary. Consideration was then given thereto and decisions were reached as indicated.

PL/164 **OUTLINE APPLICATION WITH ACCESS FOR APPROVAL NOW AND ALL OTHER MATTERS RESERVED FOR FUTURE APPROVAL FOR RESIDENTIAL DEVELOPMENT COMPRISING OF UP TO 25 DWELLINGS, OPEN SPACE AND OTHER ASSOCIATED WORKS ON LAND AT SK3126 0097 MILTON ROAD, REPTON, DERBY**

It was reported that members of the Committee had visited the site earlier in the day.

Professor Carol Lloyd (objector) and Mr Steve Lewis-Roberts (applicant's agent) attended the Meeting and addressed Members on this application.

The Principal Area Planning Officer informed the Committee of two updates, referencing the Repton Neighbourhood Development Plan as emerging policy, as well as the Ministerial Statement.

Councillor Stanton addressed the Committee as Ward Member for Repton, referring to the visibility of the proposed development, the status of the emerging Neighbourhood Development Plan, the volume of development in the village and the revised village boundary, expressing his view that the Committee's determination on this application be deferred until the Local Plan Part 2 and Repton Neighbourhood Development Plan were both in place.

Other Members raised queries relating to the weight given to the Neighbourhood Development Plan, the revised village boundary, the potential for appeal if a decision was deferred, the location and number of dwellings within the development area, drainage, visual impact and the potential for future development. All issues were addressed by the Principal Area Planning Officer and Planning Services Manager.

**RESOLVED:-**

- A. That authority be delegated to the Planning Services Manager to conclude the Section 106 Agreement in pursuit of the provisions and contributions as set out in the report.**
- B. That, subject to A. above planning permission be granted as recommended in the report of the Director of Community & Planning Services and subject to the additional condition to monitor surface water control and the addition to the Section 106 to preclude development of land to the north of the public footpath.**

PL/165 **DEMOLITION OF EXISTING DWELLING (FORMER VICARAGE) AND THE ERECTION OF 2 NO DWELLINGS AT 11 TWYFORD ROAD, BARROW UPON TRENT, DERBY**

It was proposed that this application be deferred for a site visit.

The registered speaker opted to return when the matter was rescheduled.

**RESOLVED:-**

***That the application be deferred to allow for a site visit to be conducted.***

PL/166 **DEMOLITION OF EXISTING DWELLING (FORMER VICARAGE) AT 11 TWYFORD ROAD, BARROW UPON TRENT, DERBY**

It was proposed that this application be deferred for a site visit.

The registered speaker opted to return when the matter was rescheduled.

**RESOLVED:-**

***That the application be deferred to allow for a site visit to be conducted.***

PL/167 **THE DEMOLITION OF EXISTING BUNGALOW AND ERECTION OF A TWO STOREY DETACHED DWELLING AT 2 MAIN STREET, AMBASTON, DERBY**

Mr Colin Franklin (applicant) attended the Meeting and addressed Members on this application.

Councillor Mrs Coyle addressed the Committee as Ward Member for Aston on Trent, referring to the lack of objection to this development in the village, the mixed house styles, the position and landscaping of the proposed dwelling, expressing her view that it would enhance the village. Councillor Watson, another Ward Member for Aston on Trent, expressed surprise at the application's referral to Committee, but suggested that a condition be applied regarding the materials used.

Other Members welcomed the replacement of a near derelict building, but noted the departure from standing policy if the application was approved. However, it was felt that in this instance the development was not harmful to the location.

**RESOLVED:-**

***A. That planning permission be granted contrary to the recommendation in the report of the Director of Community & Planning Services on the grounds that Ambaston has no vernacular, a variety of styles, that the proposed development is proportionate to the size of the plot and as a whole is not harmful to its location.***

***B. That delegated authority be granted to the Planning Services Manager to negotiate the necessary conditions.***

Abstentions: Councillors Harrison, Roberts and Tilley.

Councillor Mrs Coyle left the Meeting at 7.05pm.

PL/168 **THE ERECTION OF A DETACHED DWELLING AT LAND TO THE REAR OF FIELDGATE HOUSE, MARLPIT LANE, SUTTON ON THE HILL, DERBY**

It was reported that members of the Committee had visited the site earlier in the day.

The Planning Services Manager informed Committee of the additional condition relating to the control of window glazing on the first floor overlooking the neighbouring gardens and read out the summary of the applicant's agent's speech as made at the previous Committee.

Mr John Church (objector) attended the Meeting and addressed Members on this application.

Councillor Billings addressed the Committee as Ward Member for Hilton, noting the current position between Local Plan Parts 1 and 2 in terms of the settlement's boundary definition, also referring to the size of the proposed development, it not being in character for the village, nor qualifying as infill, more a back-land development.

Other Members raised queries relating to the potential for over-development of the site, the lack of garden space, its overbearing nature and proximity to other dwellings, all issues addressed by the Planning Services Manager.

**RESOLVED:-**

***That planning permission be granted as recommended in the report of the Director of Community & Planning Services.***

PL/169 **THE ERECTION OF TWO DWELLINGS AT THE FORGE, BOGGY LANE, HEATHTOP, DERBY**

It was reported that members of the Committee had visited the site earlier in the day.

The Planning Services Manager read out the summary of the objector's speech as made at the previous Committee and informed Committee that in response to issues raised at the last Committee, the applicant had revised the plans to accommodate additional parking.

**RESOLVED:-**

***That planning permission be granted as recommended in the report of the Director of Community & Planning Services.***

Councillor Billings left the Meeting at 7.35pm.

PL/170 **PROPOSED PAVEMENT CAFE TO THE FRONT OF THE BUILDING CONSISTING OF FOUR TABLES AND EIGHT CHAIRS AT SIR NIGEL GRESLEY, MARKET STREET, SWADLINCOTE**

It was reported that members of the Committee had visited the site earlier in the day.

The Planning Services Manager accepted that, following the visit, the measurements quoted in the report were incorrect and appraised the Committee of the correct dimensions.

Councillor Tilley addressed the Committee as Ward Member for Swadlincote, noting the difficulties posed by the proposed seating on the corner by the conservatory and walkway, but that other outdoor seating was available.

Other Members noted the original aims of the Delph's redevelopment, particularly in relation to assisting access for all, regardless of their mobility restrictions, the potential for obstruction, boundary marking and public safety, all issues addressed by the Planning Services Manager.

**RESOLVED:-**

***That planning permission be refused contrary to the recommendation in the report of the Director of Community & Planning Services on the grounds of the application being injurious to safety of users of the highway contrary to LP1 Policy INF 2.***

PL/171 **THE FELLING OF TREES AND THE RELOCATION OF ONE TREE AT THE DIANA GARDEN, GROVE STREET, SWADLINCOTE**

**RESOLVED:-**

***That no objection to the works be offered, as recommended in the report of the Director of Community & Planning Services.***

PL/172 **CHANGE OF USE WITH REMOVAL OF CONCRETE SLABS AND REGRADING OF LEVELS TO CREATE VEHICLE PARKING AREA ALONG WITH ERECTION OF LIGHTING AT SABINES YARD, BELMONT STREET, SWADLINCOTE**

**RESOLVED:-**

***That planning permission under Regulation 3 be granted as recommended in the report of the Director of Community & Planning Services.***

PL/173 **THE ERECTION OF A SINGLE STOREY REAR EXTENSION AT 62 ARTHUR STREET, CASTLE GRESLEY, SWADLINCOTE**

**RESOLVED:-**

***That planning permission be granted as recommended in the report of the Director of Community & Planning Services.***

PL/174 **PLANNING AND OTHER APPEALS**

The Committee noted the planning appeal decisions in relation to the following applications:

9/2016/0151	Rose Valley, Newhall, Swadlincote, Derbyshire, DE11 0QN
9/2016/0463	Grange Farm Court, Linton, Derbyshire, DE12 6RP
9/2016/0464	Grange Farm Court, Linton, Derbyshire, DE12 6RP
9/2016/0568	Staker Lane, Mickleover, Derby, DE3 0DJ
9/2016/0691	Burton Road, Midway, Swadlincote, Derbyshire, DE11 0DW

PL/175 **LOCAL GOVERNMENT ACT 1972 (AS AMENDED BY THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985)**

**RESOLVED:-**

***That, in accordance with Section 100(A)(4) of the Local Government Act 1972 (as amended), the press and public be excluded from the remainder of the Meeting as it was likely, in view of the nature of the business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraphs of Part 1 of the Schedule 12A of the Act indicated in brackets after each item.***

**EXEMPT MINUTES**

***The Exempt Minutes of the meeting held on the 8<sup>th</sup> November 2016 (PL/113-PL/114) were taken as read, approved as a true record and signed by the Chairman.***

**EXEMPT QUESTIONS BY MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE No 11.**

***The Committee was informed that no questions had been received.***

The meeting terminated at 7.50pm.

COUNCILLOR A ROBERTS

CHAIRMAN