

## **COMMUNITY GOVERNANCE REVIEW**

### **1 Purpose**

- 1.1 To consider final recommendations for change to parishing arrangements.

### **2 Recommendation**

- 2.1 That the proposals for change as set out in Appendices 1, 2 and 3 be approved for consideration by Council.
- 2.2 That subject to recommendation 2.1, Council also be recommended to:
- (i) Authorise the Lead Legal and Monitoring Officer to make a reorganisation order under the Local Government and Public Involvement in Health Act 2007 to implement the outcome of the review.
  - (ii) Authorise the Democratic Manager to take any further action that may be necessary to complete the review and implement the new arrangements.

### **3 Supporting information**

- 3.1 Community Governance Reviews were introduced through the Local Government and Public Involvement in Health Act 2007 and are the successor to Parish Review that were carried out in the past.

The final approval of any changes is now a matter for the Council rather than central government. However, the Local Government Boundary Commission for England still have the final say on consequential alterations that may be proposed to District wards or County divisions.

- 3.2 A review can be undertaken in respect of the whole or part of the District to consider one or more of the following:
- Creating, merging, altering or abolishing parishes.
  - The naming of parishes and the style of new parishes.
  - The electoral arrangements for parishes (the ordinary year of election, council size – the number of councillors to be elected to the council and parish warding).
  - Grouping of parishes under a common parish council or de-grouping parishes.
- 3.3 The commencement of this review was approved by the General Purposes Committee on 9 April, 2018, with the terms of reference being to consider the following matters:
- (i) **Great Brickhill and Soulbury Parishes** – to consult with electors in relation to the current boundary between Great Brickhill and Soulbury Parishes which runs along Ivy Lane, to the south of Great Brickhill. This will include consulting with areas about whether they should be included within the Great Brickhill or Soulbury Parish. The affected properties are:
    - Clover Hill.
    - The Stables.
    - Alders Farm.
  - (ii) **Bierton with Broughton Parish** - to consult with electors in the Parish in relation to possible warding arrangements to take account of the Aylesbury East 'Kingsbrook' development.

- (iii) **All Parishes** – the number of Parish Councillors.
- (iv) **All Parishes** – any minor boundary alterations. While one representation was received from Wendover Parish Council during the initial consultation stage in relation to the hamlet of Dunsmore, which is divided between 2 Parish and 2 District Council areas. The Parish Council was informed that that wasn't within the scope of the CGR to make any recommendations that would affect a Principal Area Boundary. As such, no draft recommendations were made to be taken forward to draft recommendation stage of the CGR.

3.4 The draft recommendations for public consultation were approved for consultation at the Committee's meeting on 6 August 2018, which included a second option for the Bierton with Broughton Parish area "To create a new Parish covering the development at Kingsbrook, and the creation of a Parish meeting for Broughton Hamlet." The Electoral Services Manager sent a letter in late August to all residents of the new Kingsbrook estate and Broughton (Hamlet) informing them of the two options being consulted upon and which encouraged people to respond to it by 26 October 2018.

3.5 The following issues were raised during the draft consultation stage:

- (i) Great Brickhill and Soulbury Parish boundary – no responses were received relating to the draft recommendation. However, representations were received from 16 local residents who live in the Soulbury Parish area (Ramamere, Stockgrove and Bragenham) who were supportive of a more fundamental change to the boundary that would see all of Ramamere, Stockgrove and Bragenham move from the Soulbury Parish area to the Great Brickhill area. It is believed that these representations were submitted in response to a letter dated 7 October 2018 and sent by the Great Brickhill Parish Council to residents in these areas.

Unfortunately, the terms of reference for the Community Governance Review do not include an option for these 3 areas to move from Soulbury Parish to Great Brickhill Parish and, as such, they cannot be considered by this Community Governance Review. The local residents who responded to the consultation were emailed and informed of the position.

- (ii) Bierton with Broughton Parish area – 4 responses were received (including from the Parish Council and a local District Councillor for this Ward) who were supportive of creating new Wards of "Kingsbrook" and "Broughton Hamlet" within Bierton with Broughton Parish. The responses also indicated that a more appropriate split of Parish Councillors between the Bierton Ward and the Kingsbrook Ward would be 7:3, rather than the 6:4 split proposed in the draft recommendations.

One response was also received from a local Parish Councillor in favour of Broughton Hamlet becoming an independent parish and Parish Council at the earliest possible time. This response also stated that Broughton Hamlet residents as well as the current Bierton with Broughton Parish Council were fully supportive of this approach.

Subsequently, clarification was sought from the Parish Council who responded that Broughton was now somewhat separate from Bierton as it was divided by the Kingsbrook development and Bellingham Way. The Parish Council was supportive of Broughton with its request to establish its own Parish Council, however, felt that it should remain a Ward for the next 4

years and look to establish its own Parish Council in 2023 along with Kingsbrook at that time.

- (iii) Berryfields Parish Council – one response was received from the Parish Council requesting that the number of Councillors be reduced from 12 to 10. While the Parish Council has not carried out public consultation on this matter, it has been discussed and agreed at Parish Council meetings. The reasons given for wanting to reduce the number of Councillors include the importance for Berryfields to be able to take the General Power of Competence, and that 10 Councillors would be a more manageable and cohesive group that would be sufficiently large to create debate and reach consensus but small enough to be able to know one another and work together. The full response is attached as Appendix 3A to the Committee report.

As background, the current electorate for Berryfields is 3,807, which is in line with the projected population numbers forecast in the 2014 CGR. The Parish area is continuing to be built out and it is predicted that by 2023 the electorate will grow to 4,881. NALC guidance on the suggested number of parish councillors recommends that a council of 3,500-4,400 electors have 12 Councillors and a council of 4,400-5,400 have 13 Councillors.<sup>1</sup>

However, there is no legal requirement that the number of councillors should be proportionate to electorate size. Factors that should be considered include the broad pattern of existing council sizes, whether there have been difficulties in filling the existing parish council seats (based on recent local elections), and whether extensive co-options were required after ordinary elections and there is therefore a 'democratic surplus' of parish councillor seats.

Based on the above information and circumstances, the General Purposes Committee is asked to consider the request from the Berryfields Parish Council and make a recommendation to full Council on the appropriate number of Councillors that should represent this area.

- (iv) Mentmore and Pitstone Parish Councils – no responses were received on the draft recommendations. As such, the final recommendations for these 2 Parishes is in line with the draft recommendations, i.e. increase the number of Councillors who can serve on Mentmore Parish Council from 5 to 7, and to increase the number of Councillors who can serve on Pitstone Parish Council from 10 to 11.

3.6 As detailed at paragraph 3.3 (iv), in this instance there are no matters which need to be referred to the Local Government Boundary Commission for England.

3.7 The following appendices are attached:-

- (i) **Appendix 1 (Great Brickhill and Soulbury Parishes)** – to maintain the current boundary between Great Brickhill and Soulbury Parishes, as there appears to be no local consensus in relation to the proposal.

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<sup>1</sup> By way of comparison, and taken from the September 2018 Electoral Register, Aston Clinton Parish has 3,144 electors (11 Councillors), Coldharbour Parish has 3,381 electors (11 Councillors), Haddenham Parish has 4,001 electors (11 Councillors), Winslow Town area has 3,905 electors (12 Councillors) and Wendover Parish has 6,070 electors (13 Councillors).

(ii) **Appendix 2 (Bierton with Broughton Parish)** – to ward the Parish into 4 areas, agree the number of Councillors representing each of these Wards, and the names for the 2 new Wards.

(iii) **Appendix 3 – (Changes to the number of Councillors)** on Mentmore, Pitstone and Berryfields Parish Councils.

In each instance the appendix details:

- Representations received in response to the initial consultation.
- Representations received on the draft recommendations.
- A final recommendation for consideration along with reasons.

3.8 The Committee is now asked to approve the final recommendations for submission to Council, as detailed at paragraphs 2.1 and 2.2.

#### **4. Options considered**

4.1 The timing of reviews is a matter for the Council and the advantage of completing in 2018 means that any changes will be effective for the 2019 local elections.

#### **5. Reasons for Recommendations**

5.1 The Council is bound to have regard to the need for community governance within the areas under review to:

- Reflect the identities and interests of the community in that area; and
- Is effective and convenient.

The reasons for each of the final recommendations is set out in the appendices.

#### **6. Resource Implications**

6.1 There will not be any direct costs to the District Council in implementing the outcome of the review. Staff time will be taken up in preparing the reorganisation order.

6.2 The Electoral Services Manager and the Democratic Specialist will be the lead officers for the review. The timetable may need to be adjusted if officer input is needed following an announcement on modernising local government in Buckinghamshire but this should not disrupt the overall programme.

#### **7. Response to Key Aims**

7.1 The review will contribute to the objective of enabling our communities to be vibrant, engaged and safe. Parish and Town Councils play an important role in terms of community empowerment at the local level.

Contact Officer

Craig Saunders (01296) 585043

Background Documents

CLG and AEA guidance on the conduct of reviews  
Responses to initial consultation  
Responses to draft recommendations

## Community Governance Review

### Final recommendations – Great Brickhill and Soulbury Parishes

#### The issue for consideration

To consult with electors in relation to the current boundary between Great Brickhill and Soulbury Parishes which runs along Ivy Lane, to the south of Great Brickhill. This will include consulting with areas about whether they should be included within the Great Brickhill or Soulbury Parish. The affected properties are:

- Clover Hill
- The Stables
- Alders Farm

#### Representations received in response to the initial consultation (19 May 2018 to 20 July 2018)

6 representations were received in response to the initial consultation, 2 in support of the proposed boundary change and 2 objecting to the proposed change to the boundary (detailed in the map at Appendix 1A). A further two responses from residents of Stockgrove, supported a more fundamental change to the boundary so that the corridor of land to the A5 (including the 3 affected properties and Stockgrove Park) all move into Great Brickhill Parish. These proposals were outside the scope of the original review.

Note: AVDC, as the principal council, must have regard to the need to secure that any change reflects the identities and interests of the community in the area and is effective and convenient.

Name and address	Summary of response
Linda Scott, The Pool House, Stockgrove, Bucks LU7 0BB	To include Stockgrove within the Great Brickhill Parish area as did not feel they had any connection to Soulbury. Great Brickhill was geographically closer, more relevant and more accessible.
Anna J Adam, The Grove, Stockgrove, Leighton Buzzard LU7 0BB	To include Stockgrove within the Great Brickhill Parish area. Great Brickhill is geographically closer than Soulbury. The respondent identifies with events in Great Brickhill such as cricket club and the church.
Great Brickhill Parish Council	Supportive of the draft recommendation.
Soulbury Parish Council	Objected to the draft recommendation.
Mr & Mrs Monk, Alders Farm, Ivy Lane, Milton Keynes MK17 9AH	Objected to the draft recommendation. Feel strongly that they would do not wish to lose their status as residents of Soulbury village.
Mr Rance, Clover Hill House, Ivy Lane, Milton Keynes	Is content with the proposal. Feels he uses the facilities in Great Brickhill and is therefore more a part of that community.

The General Purposes Committee was informed on 6 August 2018 that Great Brickhill Parish Council supported the initial proposals, while Soulbury Parish Council area were opposed to them. Of the 3 affected properties on Ivy Lane, one property had supported the initial proposals, and one property was opposed to the initial proposals. As there was no local consensus in relation to this proposal, the recommendation taken forward to the draft

recommendation stage was that the current boundary between Great Brickhill and Soulbury Parishes should be maintained.

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### **Representations received in response to consultation on the draft recommendation (25 August 2018 to 26 October 2018)**

#### **1. To maintain the current boundary between Great Brickhill and Soulbury Parishes which runs along Ivy Lane, to the south of Great Brickhill.**

No responses were received relating to the above issue.

However, representations were received from 16 local residents who live in the Soulbury Parish area (Ramamere, Stockgrove and Bragenham) who were supportive of a more fundamental change to the boundary that would see all of Ramamere, Stockgrove and Bragenham move from the Soulbury Parish area to the Great Brickhill area. It is believed that these representations were submitted in response to a letter dated 7 October 2018 and sent by the Great Brickhill Parish Council to residents in these areas.

Unfortunately, the terms of reference for the Community Governance Review do not include an option for these 3 areas to move from Soulbury Parish to Great Brickhill Parish and, as such, they cannot be considered by this Community Governance Review. The local residents who responded to the consultation were emailed and informed of the position.

A representation was also received from a Soulbury Parish Councillor who stated that he was very concerned with the way that Great Brickhill Parish Council was handling this boundary change. He also enquired whether Soulbury residents would be invited to respond to the Great Brickhill Parish Council letter. Again, as the letter does not form part of the current Community Governance Review, this action has not been taken.

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### **Final Recommendation**

#### **1. That the current boundary between Great Brickhill and Soulbury Parishes should be maintained.**

NOTE: This would result in the 3 properties known as Clover Hill, The Stables and Alders remaining in the Soulbury Parish area:

The attached map (Appendix 1A) shows the current and proposed boundaries between the two Parishes that was shared with consultees during the initial and draft consultation periods.

**Reasons for final recommendation**

As there appears to be no local consensus in relation to this proposal it is recommended that the current boundary between Great Brickhill and Soulbury Parishes is maintained.

**Electoral Consequences**

None, if the current boundary is retained.

Both areas are currently contained within the Great Brickhill and Newton Longville District Ward, the Great Brickhill County Division and the Buckingham Parliamentary Constituency.

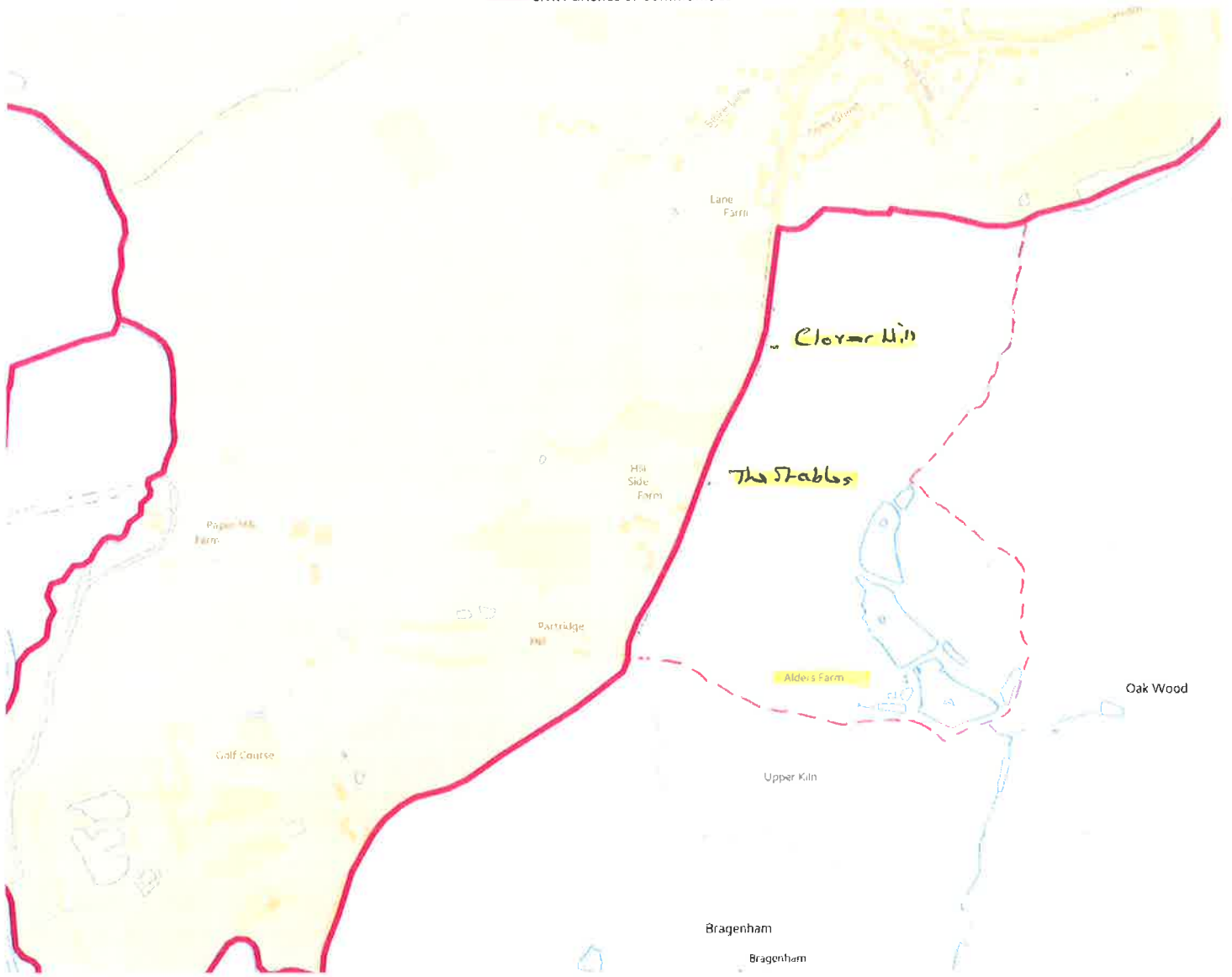


ELECTION MAPS

MAP 1

GREAT BRICKHILL CIVIL PARISH, BUCKINGHAMSHIRE COUNTY

Civil Parishes or Communities



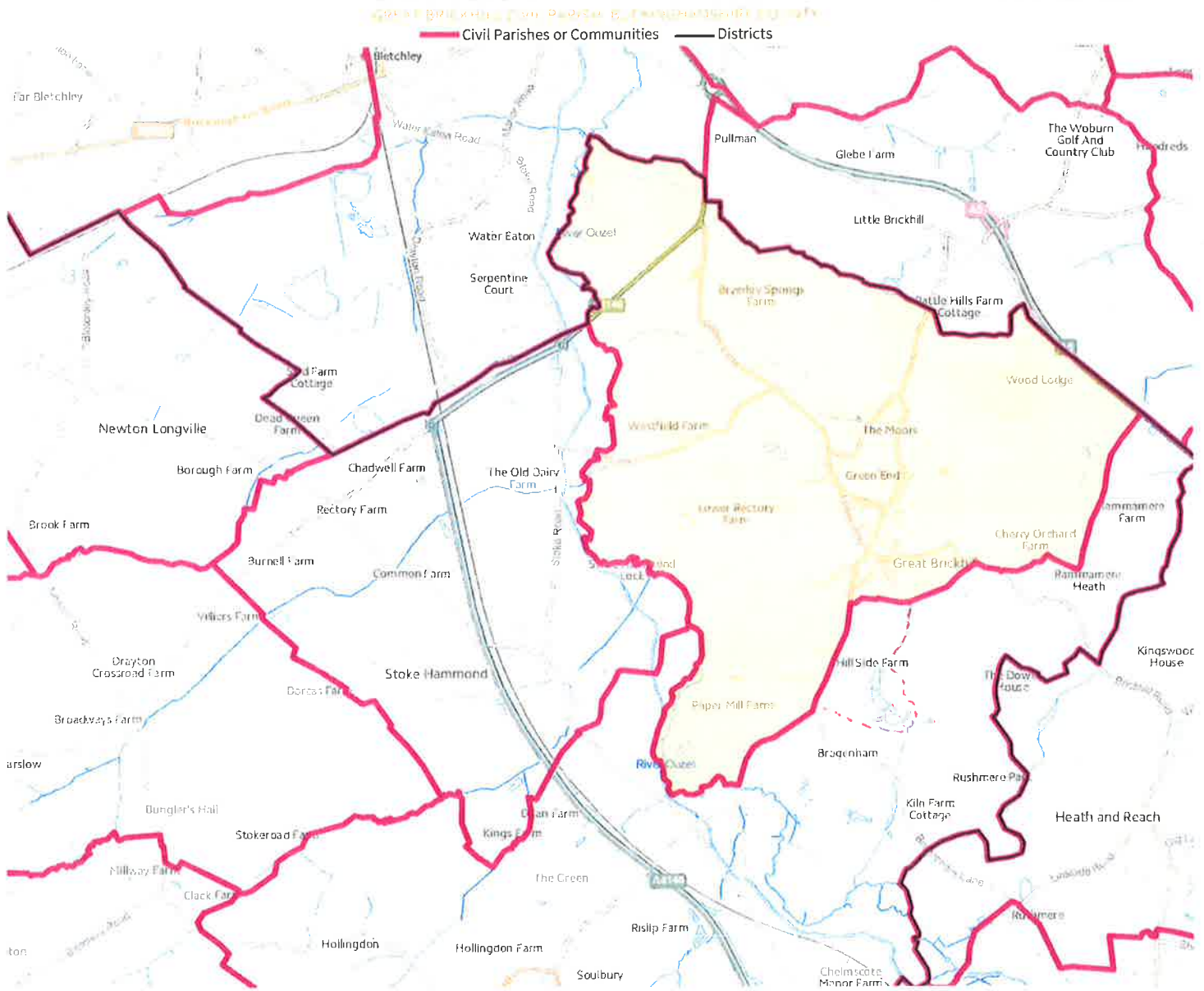
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ELECTION MAPS

MAR 2



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## Community Governance Review

### Final recommendations – Bierton with Broughton Parish

#### The issue for consideration

To consult with electors in the Parish in relation to possible warding arrangements to take account of the Aylesbury East 'Kingsbrook' development.

#### Representations received in response to the initial consultation (19 May 2018 to 20 July 2018)

Name and address	Summary of response												
Brian Robson 12 Great Lane Bierton HP22 5BX	To create a new Ward of "Kingsbrook" within the Bierton with Broughton Parish area, and for the Ward to have 2 Parish Councillors (additional to the existing 9 Councillors).												
Bierton with Broughton Parish Council	<p>To create 2 new Wards within the Bierton with Broughton Parish area (as per the attached map) to take account of the Aylesbury East 'Kingsbrook' development, that would take the number of Wards within the Parish to 4. If agreed, that the number of Councillors representing Bierton with Broughton Parish Council should be:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Ward name</th> <th style="text-align: left;">Number of Councillors</th> </tr> </thead> <tbody> <tr> <td>Bierton Ward</td> <td style="text-align: center;">7</td> </tr> <tr> <td>Kingsbrook Ward</td> <td style="text-align: center;">3</td> </tr> <tr> <td>Oldhams Meadow Ward (unchanged)</td> <td style="text-align: center;">1</td> </tr> <tr> <td>Broughton Hamlet Ward</td> <td style="text-align: center;">1</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: center;"><b>12</b></td> </tr> </tbody> </table>	Ward name	Number of Councillors	Bierton Ward	7	Kingsbrook Ward	3	Oldhams Meadow Ward (unchanged)	1	Broughton Hamlet Ward	1	<b>Total</b>	<b>12</b>
Ward name	Number of Councillors												
Bierton Ward	7												
Kingsbrook Ward	3												
Oldhams Meadow Ward (unchanged)	1												
Broughton Hamlet Ward	1												
<b>Total</b>	<b>12</b>												
Alan Sherwell 7 Barrie Close Aylesbury	To create a new Parish covering the development at Kingsbrook, Broughton and Broughton Crossing. If this is not possible, then Bierton should be warded												

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#### Representations received in response to consultation on the draft recommendations (25 August 2018 to 26 October 2018)

- (1) To create new Wards of "Kingsbrook" and "Broughton Hamlet" within Bierton with Broughton Parish, and to set the number of Parish Councillors for the new Bierton-with-Broughton Parish to 12 as follows:-

Ward name	Number of Councillors
Bierton Ward	6
Kingsbrook Ward	4
Oldhams Meadow Ward (unchanged)	1
Broughton Hamlet Ward	1
<b>Total</b>	<b>12</b>

OR

**(2) To create a new Parish covering the development at Kingsbrook, and the creation of a Parish Meeting for Broughton Hamlet.**

Name and address	Summary of response
Adam Colson, 7 Puddle End, Kingsbrook, Aylesbury HP22 7BP	Supportive of Option (1) – to create new Wards of “Kingsbrook” and “Broughton Hamlet” within Bierton with Broughton Parish.
Louisa Green, Marsworth Drive, Kingsbrook, Aylesbury HP22	<p>Supportive of Option (1) – to create new Wards of “Kingsbrook” and “Broughton Hamlet” within Bierton with Broughton Parish.</p> <p>(Feel that Kingsbrook isn’t currently being managed well. David Wilson Homes (DWH) and the management company do not seem to have the power to deal with everyday problems. Agrees that Option (1) would allow the character, infrastructure and local issues to develop more fully.</p> <p>Local issues that a Parish Council might be able to assist with include:</p> <ul style="list-style-type: none"> <li>• Fishermen parking in ‘Visitor Parking Only’ and blocking driveways.</li> <li>• DWH not labelling ‘Visitor Parking Only’ car spaces.</li> <li>• Maintaining the area around the Broughton lake.</li> <li>• Dog waste bins.</li> <li>• Protecting the nature park.</li> <li>• Over fishing the lake (reported to Environment Agency and Management agency).</li> <li>• Need for speed limit signs or children’s crossing warnings when schools, community centres and play parks are built.</li> </ul>
Councillor Julie Ward AVDC Local Member for Oakfield and Bierton Ward	<p>I understand that the PC would prefer the balance of Parish Councillors to be 3 at Kingsbrook and not 4, with the additional 1 being at Bierton, bringing the number to 7 there. I also understood this to be acceptable to the Kingsbrook representation when I spoke with them as they had anticipated a distribution of just 2 and 3 was their desired amount.</p> <p>I support this approach as it reflects more proportionately the geographical covering of the Parish. As Kingsbrook builds out I believe that it would become appropriate for it to become a Parish in its own right. I feel however, that while it is within Bierton with Broughton PC, 4 is a disproportionate number.</p>

	<p>I support the other distribution of Parish Councillors, but would like to see this change made. This approach also reflects the feeling of local residents I have consulted with on this matter.</p>
<p>Councillor Jack Batson, Bierton-with-Broughton Parish Council</p>	<p>I am writing to you to inform you of the position of the residents of Broughton Hamlet with regard to the forthcoming changes to the status of the Bierton with Broughton Parish Council.</p> <p>As you know I am currently a Councillor for this Parish, and have been for over 30 yrs.</p> <p>I recently called a Sunday meeting exclusively for the residents of Broughton Hamlet, and there was a very large attendance, the only folk who could not attend were either, disabled or away. The purpose of this meeting was to discuss the options for Broughton Hamlet going forward past the time that this hamlet would split from Bierton.</p> <p>I am pleased to inform you that there was a 100% vote in favour of Broughton Hamlet becoming an independent parish. I also informed Bierton with Broughton PC at our meeting, and again received unanimous support at the meeting from all the other Councillors. The residents of Broughton Hamlet recognise our historic close association with Bierton, and we as Broughton Hamlet voted to always support Bierton wherever we can in the future.</p> <p>We would like to implement this change at the earliest possible time, and we are greatly encouraged by the position that Central Government has taken in actively encouraging the formation of local Parish Councils by the people. The Government guidelines are very helpful.</p> <p>If you want, I am happy to conduct a petition of the residents, as you know, with a resident population the size of Broughton Hamlet, we need just 37.5% of the residents to be in favour of the setting up of our own Parish Council, and we easily exceed this.</p> <p>I propose to write to our MP, John Bercow, and our neighbouring MP David Liddington to seek their support for the establishment of our independent Parish, in line with Central Governments position.</p> <p>Please feel free to contact me at any time, we want to work with you, to be as helpful to you as we can, and I understand that in the words of N.A.L.C. "this is a journey not a race"</p>
<p>Bierton-with-Broughton Parish Council</p>	<p>Many apologies for a delayed response, we have had a change of Clerk and I have now taken over the role am slowly getting to grips with things.</p> <p>Councillor Brian Robson will be attending the meeting on 19 November to represent Bierton with Broughton PC.</p> <p>I can confirm that we would prefer Kingsbrook to become a ward of the Parish as per our original proposal rather than becoming a parish in its own right ahead of May 2019 elections.</p> <p>The parish council would prefer to see the following:  7 parish councillors for Bierton parish/village  1 parish Councillor for Oldhams Meadow ward  1 parish Councillor for Broughton Hamlet  3 parish councillors from a Kingsbrook ward</p>

	<p>The reasons for this are that there are currently only 300 houses occupied in Kingsbrook whereas there are some 6-700 in Bierton, which therefore needs much more representation than 6 councillors as per the proposal.</p> <p>It is my believe that Julie Ward agrees with this proposal and plans to speak at the meeting on 19th November.</p> <p>I trust this is enough information – if you require anything else then please do let me know.</p>
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**Final Recommendations (for General Purposes Committee – 19 November 2018)**

- 1. To create new Wards of “Kingsbrook” and “Broughton Hamlet” within Bierton with Broughton Parish to take account of the Aylesbury East ‘Kingsbrook’ development.**
- 2. To set the number of Parish Councillors for the new Bierton-with-Broughton Parish to 12 as follows:**

<b>Ward name</b>	<b>Number of Councillors</b>
Bierton Ward	7
Kingsbrook Ward	3
Oldhams Meadow Ward (unchanged)	1
Broughton Hamlet Ward	1
<b>Total</b>	<b>12</b>

The attached map (Appendix 2A) shows the proposed Ward boundaries for Bierton with Broughton Parish that was shared with consultees during the initial and draft recommendation periods.

**Reasons for Recommendations**

To respond to the considerable increase in the number of electors in the Bierton-with-Broughton area, resultant from the Aylesbury East ‘Kingsbrook’ development. Information on the current and projected electorates is detailed in the Electoral Consequences below.

**Electoral Consequences**

The current electorate for the area is 2,048 (September 2018 Electoral Register) although it is projected that this will increase to 3,750 electors by 2023, primarily due to an increase in

numbers in the Kingsbrook Ward. Based on these future occupancy levels and in line with current guidelines, the proposed number of councillors will be 12 (Bierton with Broughton Ward: 7, Kingsbrook Ward: 3, Broughton Hamlet: 1 and Oldhams Meadow: 1)

Ward	Current Electorate (September 2018)	Current number of Councillors	Projected Electorate (2023)	Proposed number of Councillors
Bierton with Broughton (Bierton, from 2019)	1,308	8	1,375	7
Kingsbrook	372	0	2,000*	3
Broughton Hamlet	43	0	50	1
Oldhams Meadow	325	1	325	1
<b>Total</b>	<b>2,048</b>	<b>9</b>	<b>3,750</b>	<b>12</b>

Bierton with Broughton Parish is wholly contained within the Oakfield and Bierton District Ward, but is split between the Aylesbury North and Aston Clinton & Bierton County Divisions and the Aylesbury and Buckingham Parliamentary Constituencies. The Oldhams Meadow Ward boundary reflects the current Parliamentary and County division boundary.

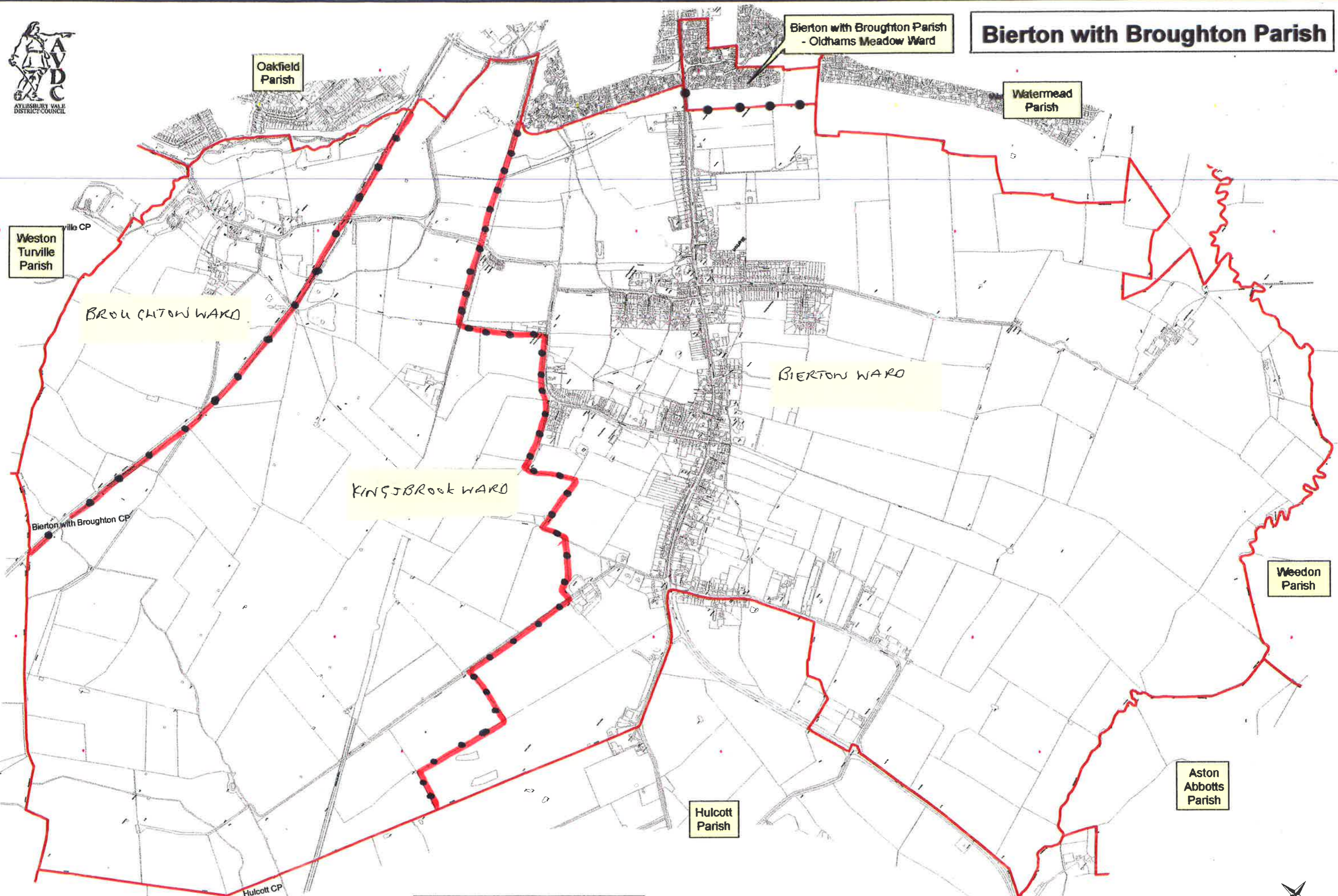
Over the last 2 years, the Boundary Commission for England has been looking at current constituencies and local government patterns in redrawing the map of Parliamentary Constituency boundaries in England. The final recommendations were presented to Government on 5 September 2018. While there is still uncertainty as to whether the recommendations will be accepted, if they are then all of Bierton with Broughton Parish would be contained within the Aylesbury Parliamentary Constituency.

Pursuant to a review of Polling Districts and Places being agreed, it is proposed that Kingsbrook and Broughton Hamlet Wards should vote in the Community Centre in the Oakfield Village (Phase 1) of Kingsbrook. There will be additional costs associated with the administration of separate Ward elections for Kingsbrook and Broughton Hamlet Wards. The Parish Council were aware of this prior to supporting proposals for separate Wards.

\*Based upon estimate by Tom Slater (Technical Manager at Barratt) of 400 units completed by June 2018 with a further 97 completed by June 2019 and 1200 (300 each subsequent year) by June 2023. The estimate also includes 42 properties at Circus Fields 2 which forms part of the proposed Kingsbrook Ward. A multiplier of 1.5 electors to property has been applied based on established electorates in Berryfields and Fairford Leys and a subsequent degree of rounding down based on lag in electors taking up residence in completed properties.



# Bierton with Broughton Parish



Oakfield Parish

Bierton with Broughton Parish - Oldhams Meadow Ward

Watermead Parish

Weston Turville Parish

BROUGHTON WARD

BIERTON WARD

KINGSBROOK WARD

Weedon Parish

Aston Abbots Parish

Hulcott Parish

Parish boundary

Parish Ward boundary

Further detail has been added to this Ordnance Survey Map from sources held by A.V.D.C. No guarantee can be given as to the accuracy of this information.

Located at: Z:\Engineers\Electoral Registration Maps\ Parish Boundary Updates\New Parish Boundaries maps.mxd

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Scale :- 1:12,000

## Community Governance Review

### Final recommendations – Parishes

#### The issue for consideration

To consider the level of Parish Council membership for all Parishes\* in Aylesbury Vale to ensure representation remains appropriate for the relevant community.

\* Note: Although submissions about the number of councillors or boundaries for Aylesbury Town, Buckingham Town, or Ivinghoe Parish were welcomed, the Local Government Boundary Commission reviewed these matters consequentially to the 2014 Electoral Review of Aylesbury Vale District Council. These areas were informed that if any proposed changes were brought forward, they would need the permission of the LGBCE, because they would take effect within 5 years of the 2014 review.

#### Representations received in response to initial consultation (19 May 2018 to 20 July 2018)

Name and Address	Summary of response
Mentmore Parish Council	<p>Wish to increase the number of Councillors who can serve on Mentmore Parish Council from 5 to 7</p> <p>(NOTE: The electorate is 319 and based on the recommendations / guidelines of the National Association of Local Councils, the Parish Council could have up to 7 Councillors).</p>
Pitstone Parish Council	<p>Wish to increase the number of Councillors who can serve on Pitstone Parish Council from 10 to 11</p> <p>(NOTE: The electorate is 2,461. Planned housing growth over the next 4 years is likely to increase the electorate by another 360 electors. Under recommendations / guidelines of the National Association of Local Councils, the Parish Council could have up to 11 Councillors).</p>
Berryfields Parish Council	<p>Wish to reduce the number of Councillors who can serve on Berryfields Parish Council from 12 to 10, as: The Council has struggled to attract a full complement of Councillors. In turn, this has impacted on the Parishes' ability to achieve the General Power of Competence, or NALC Quality Parish status.</p> <p>(NOTE: the current electorate is 3,807, which is in line with the projected population numbers forecast in the 2014 CGR. The Parish area is continuing to be built out and it is predicted that by 2023 the electorate will grow to 4,881.</p> <p>The guidelines that we have followed for CGRs (which are based on the recommendations of the National Association of Local Councils), specify that a Parish Council with an electorate of between 3,500-4,400 could have up to 12 councillors. This was the decision taken by Aylesbury Vale District Council in 2014 when</p>



	<p>an order was made to establish Berryfields Parish Council.</p> <p>Parishes with an electorate of between 4,400 – 5,400 could have up to 13 councillors.</p>
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**Representation received in response to the draft recommendations consultation 25 August 2018 to 26 October 2018)**

- 1. To increase the number of Councillors who can serve on Mentmore Parish Council from 5 to 7.**

No responses were received.

- 2. To increase the number of Councillors who can serve on Pitstone Parish Council from 10 to 11.**

No responses were received.

- 3. To maintain the number of Councillors who can serve on Berryfields Parish Council at 12.**

Name and Address	Summary of response
Mrs Sue Severn, Parish Clerk to Berryfields Parish Council	<p>Wish to reduce the number of Councillors who can serve on Berryfields Parish Council from 12 to 10.</p> <p>(Please see the attached Appendix 3A)</p>

**Final Recommendations**

- 1. To increase the number of Councillors who can serve on Mentmore Parish Council from 5 to 7.**
- 2. To increase the number of Councillors who can serve on Pitstone Parish Council from 10 to 11.**
- 3. To consider the request from Berryfields Parish Council to reduce the number of Councillors from 12 to 10, alongside the other information and circumstances detailed in the main report, and make a recommendation to full Council on the appropriate number of Councillors that should represent this area.**

(Note: it is proposed that the change to Councillor numbers will be effective from 2 May 2019, being the next ordinary day of election).

**Email response received from Parish Clerk to Berryfields Parish Council (23 October 2018)**

Apologies for the delay in responding, I have been on leave and also wanted to be sure that the current co-option process had been undertaken before responding formally.

I confirm that it is still the request of Berryfields Councillors that their number be reduced to ten. We have just completed co-option of two new councillors, who will be formally co-opted at November's council meeting, which will bring the council up to this strength for the first time in a considerable period.

Since formed, Berryfields has not has fallen below the full complement of councillors. The first council elected included one member who I found to be unqualified, and another who decided not to proceed, after election. Since then various members have been co-opted. Three moved away from Berryfields, and two resigned due to lack of time. There have, on two occasions, been more applicants, than advertised vacancies. Councillors have always considered all applications, based on the skill set and person specification published, and have met each candidate, asking questions and carefully evaluating their applications.

As already advised it is considered important that Berryfields is able to take the General Power of Competence. (A short explanation of the GPC is attached). Berryfields is already a large parish, with many residents and services required, many of which can be provided by a PC with GPC and / or organisations such as a Village Hall Trust. The majority of the management and administrative work of the parish council falls on the parish council's staff, the size of the parish and its population mostly affects the day to day management of the parish.

Most importantly the task of representing the parishioners, and making decisions, falls to its elected councillors.

Berryfields is a new parish, and the PC has made significant strides in helping to create community through its work along with schools, faith groups, associations such as scouts and groups such as WI etc., Parish Councillors represent different parts of the community, both demographic and geographic and the PC now consists of 10 members with differing views, skill sets and interests. The whole is a manageable, cohesive group, sufficiently large to create debate and reach consensus but small enough to be able to know one another and work together. Additional help can be drafted in from the community, as required, in working groups and volunteer committees.

We have conducted several rounds of co-option which have included provision of following information for prospective candidates (copies attached for your information):

1. Notice of Vacancy followed by Notice of Co-option once permission given.
2. Qualifications for becoming a Parish Councillor with person specification.

Every candidate is provided with this information and offered the opportunity to meet the chairman, vice chairman and clerk during the run-up to the PC meeting where co-option applications are considered.

Once co-opted, and having signed Acceptance of Office and provided Register of Members' Interests and formally agreed Code of Conduct new councillors are booked on to new Councillor course with BALC at earliest opportunity, given Local Councils Explained and the Good Councillor Guide and offered every assistance by the office and fellow councillors to start work and make a difference. Recent success has included two councillors co-opted in the last round of co-options in 2017 who are effective and leading members of working groups. Councillors have recently resolved to start having formal Committees, once office resource is available to help manage the parish work.

I am sure you will see from this that the parish councillors are capable, thoughtful and knowledgeable and that they have carefully considered the request to reduce their number to ten. The PC has not carried out public consultation, it has discussed, during public council meetings, the numbers needed, minuted the decision and hopes that during the next PC elections it will achieve a fully elected council.

If further information is needed, please let me know. As advised the chairman, Duncan Satterly is happy to attend a committee meeting if you wish to discuss the request with members. I will be in the office all day tomorrow if you would like to give me a call. Thank you for your assistance.

Kind regards,

Sue

Sue Severn CiLCA  
Parish Clerk  
Berryfields Parish Council