

Community Governance Review – Progress report

1. Purpose of Report

- 1.1. The purpose of the report is to update councillors with progress on the Community Governance Review (CGR), with special reference to consultations now in hand, and to prepare the ground for a full report at the next meeting of Council on 24 November 2015.

2. Background

- 2.1. A Community Governance Review is a review of the whole or part of the Council's area to consider one or more of the following:-
 - Creating, merging, altering or abolishing parishes
 - The naming of parishes and styles of new parishes
 - The electoral arrangements of parishes (including the number of councillors to be elected to the council and parish warding)
 - Grouping or de-grouping parishes
- 2.2. The Council has appointed a Working Group to carry out this Review and to make recommendations to the Council in due course. The Working Group comprises a representative from each group of the Council (with a substitute permitted to attend). Individual members of the Working Party have been mindful of their position as local members in some cases, and have received advice and guidance in that respect from the Council's Monitoring Officer.
- 2.3. The Review has to ensure that the community governance arrangements within the areas under review reflect the identities and interests of the communities concerned and are effective and convenient to local people
- 2.4. A number of schemes are currently out to consultation by one of two methods, in each case with a Frequently Asked Questions help sheet, and supported in each case by the council's website at <http://www.wiltshire.gov.uk/council/communitygovernancereview2015.htm>
 - 2.4.1. By individual letters to the residents and relevant town or parish councils. A copy was also sent to all local Wiltshire Councillors in the wider area affected. Both they and the parish or town council also received a property list.

- 2.4.2. By arranging public meetings to discuss the proposals. Again, this has been communicated to the parish or town councils and local Wiltshire Councillors, with the same supporting information.
- 2.5. A list of schemes currently out to consultation is appended at A, and a list of dates for public meetings is appended at B
- 2.6. In February 2015, Council resolved to discontinue further work on some schemes for which there no longer a local appetite to proceed. These are appended at D for information only.

3. Main Considerations for the Council

- 3.1. The terms of reference for the Working Party provided that it would identify relevant consultees and determine the most appropriate and effective methods of communication. The terms of reference provided that any representations received as result of the consultation process would be considered by the Working Party and be taken into account in formulation recommendations to the Council.
- 3.2. Members should be aware that there are proposals (set out in Appendix C) which the CGR Working Party considered did not demonstrate sufficient community identity or local administrative factors to be put out for consultation. Those schemes are not currently out for consultation. However as the final decisions on the CGR rest with the Council, this is an opportunity for members to review that list and to express any views to the CGR Working Party.
- 3.3. When parish and town councils were advised of the consultation proposals, they were also notified of the schemes which are shown in Appendix C. There is still every opportunity for councils to add comments to the consultations to draw attention to these or other areas if they wish.
- 3.4. There are currently two schemes on which it may be difficult to make a decision by November and these are not currently ready to be scheduled for residents' consultation letters or public meetings. These are:
 - 3.4.1. The Chippenham area, where all councils agreed that the re-consultation on the Development Plan Document should be completed before further detailed discussions on a possible boundary review took place
 - 3.4.2. Tisbury and West Tisbury. There is a long standing request for either a boundary change or, lately, some form of merger. The councils were asked to firm up any thoughts by January 2015. In the event, these were given to the Council during the summer of 2015, and further discussion and clarification meetings may well be required.
- 3.5. For information, the Local Government Boundary Committee for England (LGBCE) has contacted the council recently about the

possibility of undertaking a review of unitary divisions. It is too early to say whether, or when, any review may be commenced, but the council's electorate figures indicate that some form of review may be required within the next few years.

- 3.6. A Frequently Asked Questions (FAQ) sheet was included with letters and is available on the website and at Appendix E. Whilst individual council tax is not a matter specifically to take into account to influence a review, this is clearly of potential interest to electors, and a clear reference has been made to it on the FAQ.

4. Safeguarding Implications

- 4.1. There are no safeguarding impacts arising from this report

5. Equalities Impact of the Proposal

- 5.1. There are no equalities impacts arising from this report

6. Risk Assessment

- 6.1. There are no significant risks arising from this report

7. Financial Implications

- 7.1. There are no financial implications arising from this report

8. Legal Implications

- 8.1. There are no legal implications arising from this report. This Review is being carried out by the Council under the powers in Part 4 of the Local Government and Public Involvement in Health Act 2007. It also has regard to the Guidance on Community Governance Reviews published by the DCLG.

9. Public Health Impact of the Proposals

- 9.1. There are no public health impacts arising from this report.

10. Environmental Impact of the Proposals

- 10.1. There are no environmental impacts arising from this report.

11. Recommendation

- 11.1. The Council is recommended to note progress with the CGR so far, and to endorse the steps taken by the Working Party to date, with a further report to be presented to the November meeting of Council.**

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Background Papers

None

Appendices

- A. Appendix A - Community Governance Proposals for consultation.
- B. A list of dates for public meetings
- C. Schemes (appended) considered by the CGR Working Party to have insufficient community identity or local administrative factors to be put out for consultation
- D. Schemes discontinued by Council on 25 February 2015. (For information only)
- E. CGR FAQ sheet for information

Community Governance Proposals for consultation.

**Area A1, A2 and B7- Salisbury and Surrounding Parishes
CONSULTATION BY PUBLIC MEETING**

1. Properties within Britford Triangle

Summary of proposal

To move the triangle of housing at the A354 Coombe Road / Old Blandford Road junction, but not the open countryside, from Britford in to Salisbury.

2 and 3. Properties within Hampton Park (part) – two options.

Please note that suggestions were received for the Bishopdown Farm area from Laverstock and Ford Parish Council and Salisbury City Council, through which their common boundary passes. The two schemes seek to move most Bishopdown Farm properties into one parish or the other, hence the current consultation on the two proposals.

Summary of proposals

Salisbury's scheme is to move the properties at Hampton Park in to Salisbury and is shown in the green hatched area on Map 3.

Laverstock and Ford's scheme is to move properties at Hampton Park in to Laverstock and Ford and is shown in the green hatched area on Map 2.

4. Properties within Halfpenny Road Estate

Summary of proposal

To extend the Salisbury City boundary to between the edge of the Harnham trading estate and Halfpenny Road. (Map – "Area A1, A2 and B7 Salisbury and surrounding parishes Map 4" refers)

5. Properties near Skew Road/Wilton Road Junction

Summary of proposal

To move the parish boundary between Salisbury and Quidhampton so that Tower Farm Cottages at the Skew Road / Wilton Road junction (currently in Salisbury parish) become part of Quidhampton parish.

6. The Avenue and Fugglestone Red Area

Summary of proposal

To transfer an area of land between The Avenue and the Fugglestone Red site from Salisbury to Wilton.

7. New cemetery land - The Avenue and A360 Area

Summary of proposal

To transfer an area of land near The Avenue and A360 to Salisbury from South Newton for the new cemetery. There do not appear to be any residential properties affected by this proposal,

Area A3 and A4 - Trowbridge and Surrounding Parishes
CONSULTATION BY PUBLIC MEETING

18. Properties within Area 3c Halfway Close and Brook (Hilperton proposal part)

At Paxcroft Mead, the present boundary between Hilperton and Trowbridge passes through residential estates, following a line approximately 250m to 300m south of the A361 road between the Hilperton roundabout and the roundabout on the A361/ Ashton Road junction.

Trowbridge Town Council and Hilperton Parish Council have both suggested schemes to rationalise the boundary in this area. The precise mapping and property lists of the area on which the Council will be consulting are still being prepared and will follow shortly. These proposals are being presented to you by the CGR Working Party completely neutrally for your feedback, and will be the subject of a public meeting.

19. and 20. Properties within Area 3a Wyke Road (Trowbridge Parish) (TTC Area 3a)

This scheme is confined to the Wyke Road area. At the junction of Wyke Road with Horse Road and Canal Road, the part of Wyke Road which is south of that junction is partly in Hilperton and partly in Trowbridge. The properties on the eastern side are in Hilperton, and those on the western side are in Trowbridge

The Council is seeking views on moving the boundary between Trowbridge and Hilperton so that both sides of Wyke Road are in the same parish. Both options (i.e. moving Hilperton properties to Trowbridge, or Trowbridge properties to Hilperton) are presented neutrally for the views of residents and others.

21. Properties within Shore Place (TTC Area 1)

Trowbridge Town Council have suggested an amendment to the boundary of Trowbridge with Wingfield in the area of Shore Place, Kingsley Place and Chepston Place.

The properties are currently in Wingfield, but other properties in the same roads are in the parish of Trowbridge.

26. Old Farm (TTC Area 4a) (West Ashton to Trowbridge)

This concerns an area of developed land and adjacent floodplain at Old Farm, off the West Ashton Road, currently in West Ashton Parish. The proposal is for the parish boundary to be moved so that this area becomes part of Trowbridge and involves just over 100 properties.

Area A6 B6 Devizes area

CONSULTATION BY PUBLIC MEETING

32. and 33. Properties within Roundway and Devizes parishes

During the course of boundary discussions, the councils of Devizes and Roundway expressed an interest in exploring the merging of their areas and Councils.

The Council's CGR Working Party has not had the opportunity to discuss this possible merger, or to form a view on it. Unitary Council boundaries do not fall within the remit of this Community Governance Review, being a matter reserved to the Local Government Boundary Commission for England (LGBCE).

In addition to the proposals set out below, there may be other implications arising from detailed discussions in this area, and one further scheme

34. Bishops Cannings and Roundway 1 (Le Marchant Area)

The Council is consulting on a suggestion to move the triangle of land currently in Roundway from Franklyn Road to Windsor Drive in to Bishops Cannings.

Secondly, a request has been received to consider a review of parish warding in Bishops Cannings. It remains unclear at this stage how far any proposal to merge Devizes and Roundway might affect this proposal. However, the internal parish wards at Bishops Cannings are currently unbalanced, due to residential growth over recent years.

35. Bishops Cannings to Roundway (Broadway House southwards)

A request was made to consider moving the parish boundary between Bishops Cannings and Roundway, so that land to the south of Brickley Lane / Broadway House becomes part of Roundway parish.

A7 Calne area

CONSULTATION BY LETTER

Previous comments from the Calne Town council suggested there is no pressing need to alter the boundaries, other than if there are significant differences between the existing boundaries and the proposed settlement boundary.

There are only four small areas where the proposed settlement boundary crosses in to the parish of Calne Without, and these are:

- 34. Sandpit Road area – no residential properties affected
- 35. Wenhill Heights area – no residential properties affected
- 36. John Bentley school area – no residential properties affected

- 37. The Knowle, Stockley Lane Area – this affects six properties on Stockley Lane, and the proposal is that those properties should become part of Calne parish, rather than Calne Without parish.

Area A8 - Corsham and Box
CONSULTATION BY PUBLIC MEETING

40. And 41. Properties within Rudloe excluding Wadswick area
(Corsham Town Council proposal)

The Council is now seeking consultation on two options:

The Corsham revised proposal map which excludes Wadswick (40). Under this option, some properties which are currently in Box would transfer to Corsham parish.

The proposals from Box Parish Council (41). Under this option, some properties which are currently in Corsham parish would transfer to Box.

42. Properties within Land to the east of the A350 main road

To transfer the land inside the A350 bypass between the A4 roundabout and the boundary with Lacock parish, near where the A350 crosses the B4528 road. This land is currently in Corsham and, if the proposal is approved, it would become part of Chippenham.

Area A9 - Melksham and Melksham Without
CONSULTATION BY PUBLIC MEETING

43. Properties within Melksham Without (Snarlton Lane, Thyme Road area)

The Council is consulting on two options for the general Melksham area. The first option is for a large scale merger of the parishes of Melksham and Melksham Without, and this has been handled separately (44 and 45).

There are four smaller schemes in the second option, and Individual letters are now being sent in respect of these four schemes (43, 46, 47 and 48), including this one south of Snarlton Lane. Please note that despite being a “smaller” scheme than a full merger, this still involves approximately 733 properties.

This is a proposal to move the boundary between Melksham and Melksham Without so that approximately 733 relatively newly built properties become part of Melksham. Currently they are situated outside the Town boundaries and are part of Melksham Without.

44. and 45 (two references, but one scheme). Whole parish

The fact finding meetings last year resulted in the CGR Working Party now wishing to consult on two options for the general Melksham area. The first option is for a large scale merger of the parishes of Melksham and Melksham Without.

46. Redraw north west boundary to align with the A365 and Dunch Lane junction

This is a proposal to align part of the north western boundary of Melksham with Melksham Without, so that it is aligned with the A365 road and Dunch Lane in the area of their junction.

No residential properties appear to be affected by this proposal.

47. Southern boundary with Seend, Locking Close and the canal - Giles Wood

This is a proposal to move part of the boundary with Seend in a southerly direction to meet the Kennet and Avon canal. This would mean that the path between Locking Close and the canal would become part of the Melksham Without parish.

No residential properties appear to be affected by this proposal.

48. Land between Berryfield Lane and the River Avon – LCP

This is a proposal to rationalise the boundary of land common to both parishes (LCP) using the river as the proposed boundary line. This would involve the small area of land between Berryfield Lane and the River Avon being transferred from Broughton Gifford Parish Council to Melksham Without Parish Council.

No residential properties appear to be affected by this proposal.

Area B1- Lyneham and Clyffe Pypard
CONSULTATION BY LETTER

49. Properties within Preston excluding Thickthorn Area

Subject to Proposal 50 being approved, this is a proposal that properties at Preston (currently in Lyneham) should also become part of the parish of Clyffe Pypard.

50. Properties within Thickthorn Area

This is a proposal that the boundary between the parishes of Lyneham and Clyffe Pypard should be moved so that properties at Thickthorn become part of Clyffe Pypard, rather than Lyneham.

Area B2- Bishopstrow
CONSULTATION BY LETTER

51. Properties within Sutton Veny (A36 area)

It was proposed that a more logical line for part of the southern boundary of Bishopstrow parish would be the line of the A36 Warminster to Salisbury road

52. Properties within Barrow House Area

The parish boundary between Bishopstrow and Warminster leaves a few properties around Barrow House (south of the River Wylye) in the parish of Warminster. A proposal put forward to the CGR Working Party suggests that there is more affinity of these properties with Bishopstrow than Warminster, and the suggestion is that the boundary line should be moved slightly northwards to follow the line of the river.

Area B3- Nomansland (Redlynch and Landford)

CONSULTATION BY LETTER

53. Properties within Nomansland Proposal Only 1

Nomansland is currently in the parish of Redlynch, but there is a proposal that it has more affinity with the neighbouring parish of Landford than it has with the rest of the parish of Redlynch and the boundary should be moved.

54. Properties within Hamptworth only Proposal

If the option to move Nomansland in to Landford is approved, there is a second proposal to consider also moving Hamptworth and its environs in to Landford as well.

Appendix B.

Proposed list of dates for public meetings

Description	Proposed Dates	Time
CGR Update meeting	15 Sept 2015	12.30pm – 1.30pm Dyson Room
Full Council Meeting	29 Sept 2015	Council Chamber
Follow up/ Briefing for public meetings	8 October 2015	9.30am – 11.30am Caen Room
Public meeting dates (to be finalised)	12 October 2015	6pm – 9pm Ceres Hall Devizes Corn Exchange (Devizes)
	13 October 2015	6pm – 9pm County Hall – Atrium (Trowbridge)
	14 October 2015	6pm – 9pm Brunel Room Springfield Campus (Corsham)
	15 October 2015	6pm – 9pm Auditorium Salisbury City Hall (Salisbury)
	16 October 2015	6pm – 9pm TBC
	19 October 2015	6pm – 9pm TBC
	20 October 2015	6pm – 9pm TBC
	21 October 2015	6pm – 9pm TBC
	22 October 2015	6pm – 9pm TBC
		Melksham area – date and venue to be confirmed
Full Council Meeting	24 November 2015	Council Chamber

Appendix C.

Schemes considered by the CGR Working Party, but not being to be put out for consultation

** indicates other than those areas included in Appendix A

Area A1, A2 and B7- Salisbury and Surrounding Parishes

	<u>Scheme</u>	<u>Current parish</u>	<u>To parish</u>
8	Woodford	Woodford	Salisbury
9	Durnford	Durnford	Salisbury
10	Clarendon Park	Clarendon Park	Salisbury
11	South Newton	South Newton	Salisbury
12	Britford **	Britford	Salisbury
13	Laverstock and Ford **	Laverstock and Ford	Salisbury
14	Netherhampton **	Netherhampton	Salisbury
15	Quidhampton **	Quidhampton	Salisbury
16	South Newton **	South Newton	Salisbury
17	Wilton **	Wilton	Salisbury

Area A3 and A4 - Trowbridge and Surrounding Parishes

	<u>Scheme</u>	<u>Current parish</u>	<u>To parish</u>
24	Lady Down Farm (TTC Area 2) (Holt to Trowbridge)	Holt	Trowbridge
25	Hilperton Gap South (TTC Area 3b) (Hilperton to Trowbridge)	Hilperton	Trowbridge
27	West Ashton Road Employment Land (TTC Area 4b) (West Ashton to Trowbridge)	West Ashton	Trowbridge
28	Ashton Park Urban Extension(TTC Area 4c) (Southwick to Trowbridge)	Southwick	Trowbridge
29	Area 4d - White Horse Business Park(TTC Area 1) (North Bradley to Trowbridge)	North Bradley	Trowbridge

Area B2 - Bishopstrow			
	<u>Scheme</u>	<u>Current parish</u>	<u>To parish</u>
None	Grange Lane and Home Farm area	Warminster	Bishopstrow

Appendix D.

Schemes discontinued by Council on 25 February 2015.

Many of the original schemes contained in the Terms of Reference were either long standing casual requests for information, or were schemes for which there is no longer any local support. The Council supported the Working Party's recommendation that there should be no further action on the following schemes:

Ref	Area
B5	Durrington (although the army re-basing may result in a review of the area in due course)
C1	Compton Chamberlayne
C2	Horningsham and the Deverills
C3	All areas - potential for amalgamation of parishes
C4	Sutton Mandeville
C5	Grafton
C6	Idmiston
C7	Gt Somerford
C8	Urchfont

FREQUENTLY ASKED QUESTIONS

What is a Community Governance Review (CGR)?

These reviews were previously called Parish Reviews and they are usually undertaken every 10-15 years to make sure that the boundaries and electoral arrangements of parishes within an area are working well.

A CGR must:-

- Reflect the identities and interests of the communities in that area; and
- be effective and convenient.

Consequently, a CGR must take into account:-

- the impact of community governance arrangements on community cohesion; and
- the size, population and boundaries of a local community or parish.

Therefore any changes made by a CGR must improve communities and local democracy in the parish or parishes concerned.

Why is the Council doing this now?

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

Some information on this Review refers to parish or town wards – what are these?

Some large parishes are divided into smaller sections, called wards, and these can reflect the character of a parish. For instance, if a parish contains two villages, with quite separate identities, then the parish might be split into two separate wards, with separate parish councillors for each ward.

How many councillors can a Parish Council have?

There must not be fewer than five councillors on a parish council but there is no maximum number given. Ideally, the number of members on a parish council should reflect the size of the parish overall.

Will my post code change?

No, Royal Mail has a separate process for setting postcodes, which do not correlate with parish boundaries.

Does changing a parish boundary make any difference to the likelihood of development occurring on the edge of 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. In simple terms, if a proposal for development comes forward the parish within which that development sits has no direct relevance to the decision whether to grant planning permission or not.

Will this affect my council tax bill?

Possibly. Most parish councils levy what is known as a precept to cover their costs. Typically the contribution toward your parish council is around 5% of the council tax you pay. There are variations between parish precepts so it is likely that this element of your council could change if your property moves into a different parish.

The 2014/15 and 2015/16 Council Tax band D charge and precept for all parishes can be seen at:

<http://www.wiltshire.gov.uk/counciltaxhousingandbenefits/counciltax/ctaxhowmuch/counciltaxbanddandpreceptallparishes.htm>

It is not possible to say what the 2016/17 charges will be, and nor is it possible to predict the effect of the Community Governance proposals on these parish precepts.

Will I have to get official documents like my driving licence changed if my property moves from one parish to another?

No. The key elements of your address for official purposes are your house name/number, street and postcode. There are many examples already of where a postal address records a property in a different town/parish than the one in which it is actually situated.

If my property moves from one parish to another, do I need to change my passport details?

No. Your passport does not contain your address, therefore there is no requirement to update the details.

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

Where can I read more about Community Governance Reviews and how they operate?

The Department for Communities and Local Government and the Local Government Boundary Commission have produced guidance on how to conduct reviews and what they should cover.

This can be seen at: <https://www.gov.uk/government/publications/community-governance-reviews-guidance>