

Minutes



Community Governance Review Committee 12th June 2018

Present:

| Councillors | Present | Councillors | Present |
|--------------|--------------------|--------------------------|-----------|
| J Abbott | Yes | Mrs J Pell | Yes |
| P Barlow | Yes | Mrs W Schmitt (Chairman) | Yes |
| Mrs J Beavis | Yes (until 8.07pm) | R van Dulken | Apologies |
| Mrs D Garrod | Yes (from 7.30pm) | Mrs S Wilson | Yes |
| Mrs J Money | Yes | | |

Councillor G Butland (until 8.00pm) and Councillor Mrs M Cunningham (until 8.10pm) were also in attendance.

1 **DECLARATIONS OF INTEREST**

INFORMATION: The following interests were declared:

Councillor J Abbott declared a non-pecuniary interest in Agenda Item 5 – ‘Community Governance Review Background’ as a Member of Rivenhall Parish Council, which had submitted representations regarding the review.

Councillor P Barlow declared a non-pecuniary interest in Agenda Item 5 – ‘Community Governance Review Background’ as a Member of Witham Town Council, which had submitted representations regarding the review.

Councillor Mrs J Money declared a non-pecuniary interest in Agenda Item 5 – ‘Community Governance Review Background’ as a Member of Witham Town Council, which had submitted representations regarding the review.

Councillor Mrs J Pell declared a non-pecuniary interest in Agenda Item 5 – ‘Community Governance Review Background’ and, in particular:-
the proposal relating to the development site at Oak Road, Halstead as a Member of Halstead Town Council;
the proposal relating to land East of Sudbury Road, Halstead as Vice-President of Halstead Cricket Club whose ground adjoined the site; as a member of her family lived in the vicinity; and as a Member of Halstead Town Council; and

the proposal to transfer Stones Farm, Tidings Hill, Halstead from Greenstead Green Parish to Halstead Town, as the occupiers of the property, who were in attendance at the meeting, were known to her; and as a Member of Halstead Town Council.

In accordance with the Code of Conduct, Councillors remained in the meeting and took part in the discussion when the Item/matters were considered.

2 **MINUTES**

DECISION: That the Minutes of the meeting of the Community Governance Review Committee held on 29th November 2017 be approved as a correct record and signed by the Chairman.

3 **QUESTION TIME**

INFORMATION: There were five oral statements made and a written representation read by the Democracy Manager about the following proposals. The statements were made/written representation read immediately prior to the consideration of the relevant proposal:-

Great Saling/Bardfield Saling
Great Notley
Braintree Green
South Witham, Hatfield Peverel (Wood End Farm, Witham) (written statement)
Forest Road, Witham/Rivenhall

Principally, these Minutes record decisions taken only and, where appropriate, the reasons for the decisions.

4 **COMMUNITY GOVERNANCE REVIEW - BACKGROUND**

INFORMATION: Consideration was given to a report on the Council's Community Governance Review.

It was reported that on 24th July 2017 the Council had adopted the Terms of Reference for the Community Governance Review. The first stage of the process had been initial public consultation on the proposals identified for inclusion within the review. This consultation had taken place from 1st August 2017 to 30th September 2017. Representations received during the initial consultation had been considered by the Community Governance Review Committee on 29th November 2017 and the Committee had submitted draft recommendations to the Council which had been approved on 11th December 2017.

The draft recommendations had been subject to a further period of public consultation between 1st January 2018 and 28th February 2018 and details of the 35 representations submitted were included within the report. Members of the Committee were requested to consider the representations and to make recommendations to the Council for publication within the Community Governance Review Final Recommendations.

It was reported that, if approved, the recommendations relating to South Witham, Hatfield Peverel (Wood End Farm, Witham); Rivenhall (Eastway Industrial Estate); Oak Road, Halstead; Land East of Sudbury Road, Halstead; and Stones Farm, Tidings Hill, Halstead would require changes to Parish boundaries. As these changes would have a direct impact on the Local Government Boundary Commission for England's (LGBCE) 2014 Principal Area Review recommendations which were protected for a period of five years, the LGBCE would be required to grant consent following a further consequential review.

Particular reference was made to the proposals for Braintree Green and the development site at Forest Road, Witham/Rivenhall and the review of Parliamentary Constituency boundaries which was currently being carried out by the Boundary Commission for England. The proposal for Braintree Green sought to include this area within the Parish boundary for Rayne. The proposal for Forest Road sought to include the development site within the Witham Town boundary. Whilst the Boundary Commission would not be publishing its decisions until later in the year, it was anticipated that Braintree Green would be retained within the Braintree Parliamentary Constituency, but that Rayne would become part of the Saffron Walden Parliamentary Constituency. Furthermore, it was anticipated that the Forest Road site would become part of the Braintree Parliamentary Constituency, whereas adjacent areas would fall within the proposed Witham and Maldon Parliamentary Constituency. In the circumstances, it was suggested that if the Council approved the proposals for Braintree Green and the development site at Forest Road, Witham/Rivenhall, the LGBCE should be requested to carry out consequential reviews of the Principal Area boundaries in order to maintain boundaries which were coterminous. Members of the Committee agreed that, in view of the Parliamentary boundary anomaly which would be created, their previous recommendation to support the inclusion of 'Braintree Green' within Rayne Parish boundary should be reversed.

In considering the proposal for Great Saling/Bardfield Saling, reference was made to a suggestion raised at Great Saling Parish Council's annual meeting that Warding arrangements be introduced to elect four Councillors to represent Great Saling and two Councillors to represent Bardfield Saling. Members of the Committee agreed that this suggestion should not be recommended for approval due to there being insufficient time to carry out proper consultation. However, it was suggested that the Parish Council/Parish Meeting should be advised to consider making a similar request for implementation in future.

In considering the proposal for Great Notley, it was reported that some road numbers quoted in the revised proposal were incorrect. The correct description of the proposal agreed at the last meeting of the Committee was:-

'Great Notley

That the boundary of Great Notley Parish Council be extended to include the currently unparished area of Braintree to the West of the Public Footpath/Public Right of Way from a point where it crosses Queenborough Lane through to the B1256 and bounded by the A120.

The unparished area to the East of the Public Footpath/Public Right of Way bounded by the B1256 to the North and London Road to the East to remain part of the unparished area of Braintree.'

The Committee's Final Recommendations would be submitted to full Council at its meeting on 23rd July 2018 for approval. Following this, consent would be sought from the LGBCE for the review of the areas reviewed by them within the previous five years; for consequential reviews of Parish boundaries; and for related alterations in order to maintain boundaries which were coterminous. A draft letter, which it was proposed should be sent to the LGBCE requesting consent was attached at Appendix 1 to the report. The content of the letter was amended at the meeting. Two Community Governance Orders would be prepared, one of which would require the consent of the LGBCE.

It was proposed that the recommended boundary changes should be established and implemented with effect from December 2018 and that new electoral arrangements would be implemented with effect from May 2019.

DECISION: To Recommend to Council:-

- (1) That the following be included in the Community Governance Review Final Recommendations:-

Great Saling/Bardfield Saling

To extend the Parish boundary of Great Saling to include the unparished area of Bardfield Saling

To increase the number of Parish Councillors from five to six

To rename the Parish Council to 'The Salings Parish Council'

Great Notley

That the boundary of Great Notley Parish Council be extended to include the currently unparished area of Braintree to the West of the Public Footpath/Public Right of Way from a point where it crosses Queenborough Lane through to the B1256 and bounded by the A120.

The unparished area to the East of the Public Footpath/Public Right of Way bounded by the B1256 to the North and London Road to the East to remain part of the unparished area of Braintree.

Braintree Green

That the area known locally as 'Braintree Green' is not included within Rayne Parish boundary

Witham - Renaming of Witham Town Wards

That the Ward names for Witham (West Ward), Witham (North Ward) and Witham (South Ward) are retained and there is no change to the Ward names.

South Witham, Hatfield Peverel (Wood End Farm, Witham)

That the Witham Town boundary be extended to include the development site at Wood End Farm, Witham, together with the buildings of Wood End Farm.

Forest Road, Witham/Rivenhall - Development Site

That the Witham Town boundary be extended to include the development site at Forest Road/Rivenhall, but that there is no further amendment to the boundary at this time.

Rivenhall (Eastway Industrial Estate)

That the Witham Town boundary be extended to include the Eastway Industrial Estate.

Oak Road, Halstead - Development Site

That the Halstead Town boundary be extended to include the development site South of Oak Road, Halstead.

Land East of Sudbury Road, Halstead

That the development land East of Sudbury Road, Halstead be included within an extended Halstead Town boundary with the boundary being Sudbury Road to the West, Star Stile to the North and the track to the East.

Kelvedon (increase in representation on the Council by one Councillor)

That, due to impending development, an increase in representation by one Councillor be supported.

Feering (removal of Warding arrangements)

That Warding arrangements be removed from Feering Parish Council.

Coggeshall (Merger of Wards and increase in representation to the new South/West Ward by one Councillor)

That the existing North and East Wards be merged and renamed North Ward (seven Councillors)

That the existing South and West Wards be merged and renamed South Ward (six Councillors)

That representation to the new South Ward be increased by one additional Councillor

That the new North Ward boundary be redefined to include all residential properties in Tilkey Road, Coggeshall.

Panfield (Extension of boundary to include Panfield Wood)

That Panfield Wood remains within the Parish of Rayne.

East of London Road, Braintree (Parish governance)

That any decision with regard to Parish governance be deferred until the new development is established.

Braintree (unparished) (establishment of a Braintree Town Council)

That the establishment of a Braintree Town Council is not supported.

Stones Farm, Tidings Hill, Halstead

That the property known as Stones Farm, Tidings Hill, Halstead be included in a revised Halstead Town boundary.

- (2) That representations be made to the Local Government Boundary Commission for England (LGBCE) for related consequential reviews and boundary amendments; Members noted the draft letter and suggested that the text relating to Witham North (Forest Road) and Witham Central (Eastway Industrial Estate) be amended to clarify the representations which had been made by the relevant Parish Council.

A final draft of the letter would be circulated to the Members of the Committee prior to its submission to the LGBCE.

REASON FOR DECISION: To confirm the Council's final Community Governance Review proposal for submission to the Local Government Boundary Commission for England.

At the close of the meeting, the Chairman thanked Members of the Committee, Officers and the public for their contributions to the Community Governance Review.

The meeting commenced at 7.15pm and closed at 8.50pm.

Councillor Mrs W Schmitt
(Chairman)