

Minutes



Community Governance Review Committee 29th November 2017

Present:

Councillors	Present	Councillors	Present
J Abbott	Yes	Mrs J Pell	Yes
P Barlow	Apologies	Mrs W Schmitt (Chairman)	Yes
Mrs J Beavis	Yes	R van Dulken	Yes
Mrs D Garrod	Yes	Mrs S Wilson	Yes
Mrs J Money	Yes		

6 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, and as an Elected Member of Braintree District Council (Silver End and Crossing Ward) and Essex County Council (Witham Northern Division).

Councillor Mrs J Beavis declared a non-pecuniary interest in Agenda Item 5 – ‘Community Governance Review Background’ as an Elected Member of Essex County Council (Halstead Division).

Councillor Mrs J Pell declared a non-pecuniary interest in Agenda Item 5 – ‘Community Governance Review Background’ and, in particular, 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.

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

7 MINUTES

DECISION: That the Minutes of the meeting of the Community Governance Review Committee held on 12th July 2017 be approved as a correct record and signed by the Chairman.

8 **QUESTION TIME**

INFORMATION: There were seven statements made. Details of the people who spoke at the meeting are contained in the Appendix to these Minutes.

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

9 **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 and had agreed that the review process should be instigated. 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. A total of 99 representations had been submitted including a petition representing 152 households. In addition, four new proposals had been submitted for consideration. These were the extension of Rayne Parish boundary to include 'Braintree Green'; the removal of Ward arrangements for Feering; the extension of Halstead Town boundary to the North of Halstead to include a development site East of Sudbury Road; and the establishment of a Braintree Town Council. Details of the representations submitted during the consultation period were included within the report, together with an assessment of each proposal. Members were requested to consider the information and to make recommendations to Council for inclusion within the Community Governance Review Draft Recommendations. Members were reminded that in undertaking the review, the Council had the power to consider the most effective arrangements for community governance. Furthermore, in considering proposals the Council must have regard to the needs of communities.

It was noted that the review was confined to Parish boundaries and that any re-defining of boundaries must ensure that proposals balanced the built environment with the need to provide consistent voting arrangements for the electorate. It was not possible to change the boundary of the District, or the boundary of any District Council Ward, or County Council Division. Members were advised that all Parish and District Ward boundaries were coterminous with existing and proposed Parliamentary boundaries. However, changes to Parish boundaries could compromise the delivery of elections, or lead to confusion where electors could be designated to vote at separate Polling Stations for different types of elections.

Where new boundaries were to be established, the Department for Communities and Local Government guidance suggested that a Community Governance Review should provide the opportunity to 'put in place strong boundaries, tied to firm ground detail, and remove anomalous parish boundaries'. Traditionally, boundaries had been defined by, for example, the boundaries of public parks and designated open spaces, or using the centre line of roads.

Consideration was given to the following proposals which had been subject to public consultation, including the four new proposals submitted during the consultation period.

Great Saling/Bardfield Saling

Proposal:- 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

Proposal:- To extend the Parish boundary of Great Notley to include the currently unparished area of Braintree bounded by Queenborough Lane, the B1256 (by-pass)/A120 and London Road.

It was reported that the area for consideration had been subject to a number of previous proposals for inclusion within an extended Great Notley Parish boundary. On each occasion the proposals had been strongly resisted by residents of properties which pre-date the establishment of Great Notley. The unparished Braintree (Maylands) area consisted of three distinct areas, namely pre and post Great Notley development and 'Braintree Green'.

The options were:

To maintain existing boundaries

To extend Great Notley Parish to the A120/London Road

To redefine the Great Notley Parish boundary along the Public Footpath/Public Right of Way from a point where it crosses Queenborough Lane through to the A120

To consider Parish/Warding arrangements for 'Braintree Green'

Any proposals recommended by Members would be subject to further consultation in the next round of community engagement.

Braintree Green (new proposal)

Proposal:- To include the area known locally as 'Braintree Green' within Rayne Parish boundary.

It was reported that the proposal would result in the area being incorporated into Rayne Parish. However, District Council representation would remain within the Great Notley and Black Notley Ward. In addition, in accordance with proposed changes to Parliamentary constituency boundaries 'Braintree Green' would remain in the Braintree Parliamentary constituency, but Rayne would be within the Saffron Walden Parliamentary constituency.

Witham

Proposal:- To rename the Witham Town Wards as follows:
From Witham (West) to Witham (Spa)
From Witham (North) to Witham (Rickstones)
From Witham (South) to Witham (Maltings)

It was reported that Witham Town Council had subsequently withdrawn their request to rename the West, North and South Wards.

South Witham, Hatfield Peverel

Proposal:- To extend the Witham Town boundary to include the development site at Wood End Farm, Witham.

It was reported that the proposal would result in the area being incorporated into Witham Town. However, District Council representation would remain within the Hatfield Peverel and Terling Ward.

Forest Road Witham/Rivenhall - Development Site

Proposal:- To extend the Witham Town boundary to include the development site at Forest Road/Rivenhall.

It was reported that the development site would be included in the new Braintree Parliamentary constituency. In addition, the proposal would result in the area being incorporated into Witham Town. However, District Council representation would remain within the Silver End and Crossing Ward. Following the submission of the original proposal, Witham Town Council had subsequently requested that additional areas of land be included within the Witham Town boundary.

Rivenhall

Proposal:- To extend the Witham Town boundary to include the Eastway Industrial Estate.

It was reported that the area was an established industrial site with no current, or proposed residential development. The site would be included in the new Braintree Parliamentary constituency. It was reported also that the proposal would result in the area being incorporated into Witham Town. However, District Council representation would remain within the Silver End and Crossing Ward.

Oak Road, Halstead - Development Site

Proposal:- To extend the Halstead Town boundary to include the development site South of Oak Road, Halstead.

It was reported that the proposal would result in the area being incorporated into Halstead Town. However, District Council representation would remain within the Gosfield and Greenstead Green Ward.

Land East of Sudbury Road, Halstead (new proposal)

Proposal:- To include development land East of Sudbury Road, Halstead within an extended Halstead Town boundary.

It was reported that the proposal would result in the area being incorporated into Halstead Town. However, District Council representation would remain within the Gosfield and Greenstead Green Ward. Furthermore, it was reported that the development site was divided into two distinct areas. The residential area was contained within the existing Halstead Town boundary, but the proposed area of

public open space was situated entirely within Halstead Rural and Greenstead Green Parish. Members of the Committee were requested to consider if the area of open space should remain within the Parish, or be included in an extended Halstead Town Council boundary.

Kelvedon

Proposal:- That, due to impending development, an increase in representation on the Council by one Councillor be supported.

Feering (new proposal)

Proposal:- To remove Warding arrangements from Feering Parish Council.

Coggeshall

Proposal:- To merge the existing North and East Wards and rename (North Ward) (seven Councillors)
To merge the existing South and West Wards and rename (South Ward) (six Councillors)
To increase representation to the new South/West Ward (South Ward) by one additional Councillor

It was reported that a representation had been submitted which proposed that Nos. 3 and 5 Tilkey Road, Coggeshall should be included in the new North Ward. This would consolidate an anomalous boundary.

Panfield

Proposal:- To extend the Panfield Parish boundary to include an undeveloped rural area known as Panfield Wood.

This request proposed that an area of woodland known as Panfield Wood, which was currently within the Parish of Rayne, should instead be included in the Parish of Panfield. The woodland had no current, or proposed development potential.

East of London Road, Braintree

Proposal:- That any decision with regard to Parish Governance be deferred until the new development is established.

It was noted that Electoral representation arrangements for this area would be considered when the new community had established.

Braintree (unparished) (new proposal)

Proposal:- That a Braintree Town Council be established.

It was reported, that if this proposal was supported a full appraisal and review would be required outside the current Community Governance Review process.

DECISION: To **Recommend to Council** that the following be included in the Community Governance Review Draft Recommendations to be subject to public consultation between 1st January 2018 and 28th February 2018:-

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 A120 and bounded by the A120.

The unparished area to the East of the Public Footpath/Public Right of Way bounded by the A120 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' be 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.

REASON FOR DECISION: To support the continued development of the project for the forthcoming Community Governance Review.

The meeting commenced at 7.15pm and closed at 9.20pm.

Councillor Mrs W Schmitt
(Chairman)

APPENDIX

COMMUNITY GOVERNANCE REVIEW COMMITTEE

29TH NOVEMBER 2017

PUBLIC QUESTION TIME

Details of Questions Asked / Statements Made During Public Question Time

- 1 Statements Relating to Agenda Item 5 - Community Governance Review
Background
- (i) Statement by Councillor Mrs Diane Greenwood, for Great Saling Parish Council, c/o Mrs C Carlisle, Clerk to Great Saling Parish Council, Herkstead Green Bungalow, Cornish Hall End, Braintree (Great Saling/Bardfield Saling proposal) (Supporter)
 - (ii) Statement by Mr John Pike, 20 Greenway Gardens, Braintree (Great Notley proposal) (Objector)
 - (iii) Statement by Mr Graham Brine, 19 Queenborough Lane, Braintree (Great Notley proposal) (Objector)
 - (iv) Statement by Councillor Philip Heady, for Great Notley Parish Council, c/o Mrs S Walker, Clerk to Great Notley Parish Council, 7 Mallard Close, Great Notley (Great Notley proposal) (Supporter)
 - (v) Statement by Councillor Don Smith, for Rayne Parish Council, 11 Philips Close, Rayne (Braintree Green proposal) (Supporter)
 - (vi) Statement by Mr Jack Prime, 475 Rickstones Road, Rivenhall (Forest Road, Witham/Rivenhall proposal) (Objector)
 - (vii) Statement by Councillor Don Smith, for Rayne Parish Council, 11 Philips Close, Rayne (Panfield proposal) (Objector)