

# Public Document Pack

Mid Devon District Council

## Electoral Review Committee

Monday, 6 June 2022 at 6.00 pm  
Phoenix Chamber

**PLEASE NOTE:** - this meeting will take place at Phoenix House and members of the Public and Press are encouraged to attend via Zoom wherever possible. The Protocol for Hybrid Meetings explains how this will work. Please do not attend Phoenix House without contacting the committee clerk in advance, in order that numbers of people can be appropriately managed in physical meeting rooms.

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## Membership

Cllr R J Chesterton

Cllr S J Clist

Cllr Mrs F J Colthorpe

Cllr D R Coren

Cllr R M Deed

Cllr C J Eginton

Cllr R Evans

Cllr Mrs E J Lloyd

Cllr R F Radford

Cllr L D Taylor

Cllr B G J Warren

Cllr J Wright

# AGENDA

*Members are reminded of the need to make declarations of interest prior to any discussion which may take place*

- 1      **Election of Chairman**  
To elect a Chairman for the municipal year 2022/23.
- 2      **Election of Vice Chairman**  
To elect a Vice Chairman for the municipal year 2022/23.
- 3      **Apologies**  
To receive any apologies for absence.
- 4      **Public Question Time**  
To receive any questions relating to items on the agenda from members of the public and replies thereto.  
  
Note: A maximum of 30 minutes is allowed for this item.
- 5      **Declarations of Interest under the Code of Conduct**  
To record any interest on agenda matters.
- 6      **Minutes of the Previous Meeting** (Pages 3 - 6)  
To consider whether to approve the minutes as a correct record of the previous meeting.
- 7      **Community Governance Review** (Pages 7 - 18)  
To consider a report enabling Members to reach a decision in respect of any recommended proposals for consideration for the 2<sup>nd</sup> Consultation Stage.

**Stephen Walford**  
Chief Executive  
Wednesday, 25 May 2022

## Covid-19 and meetings

From 7 May 2021, the law requires all councils to hold formal meetings in person. The Council will enable all people to continue to participate in meetings via Zoom.

Please read the new meeting protocol which is available here: [REVISEDMeetingProtocolupdateMay2022.docx.pdf \(middevon.gov.uk\)](#)

If you want to ask a question or speak, email your full name to [Committee@middevon.gov.uk](mailto:Committee@middevon.gov.uk) by no later than 4pm on the day before the

meeting. This will ensure that your name is on the list to speak and will help us ensure that you are not missed – as you can imagine, it is easier to see and manage public speaking when everyone is physically present in the same room. Notification in this way will ensure the meeting runs as smoothly as possible.

If you would like a copy of the Agenda in another format (for example in large print) please contact Sally Gabriel on:

E-Mail: [sgabriel@middevon.gov.uk](mailto:sgabriel@middevon.gov.uk)

Public Wi-Fi is available in all meeting rooms.

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## MID DEVON DISTRICT COUNCIL

**MINUTES** of a **MEETING** of the **ELECTORAL REVIEW COMMITTEE** held on 9 November 2021 at 6.00 pm

### **Present Councillors**

R J Chesterton, S J Clist, Mrs F J Colthorpe,  
D R Coren, Mrs E J Lloyd, R F Radford,  
Mrs E J Slade, L D Taylor, A Wilce,  
Mrs N Woollatt and J Wright

### **Apologies Councillor(s)**

C J Eginton

### **Also Present Officer(s):**

Jill May (Director of Business Improvement and Operations), Karen Trickey (District Solicitor and Monitoring Officer), Jackie Stoneman (Electoral Services Manager), James Stevens (Consultant) and Sally Gabriel (Member Services Manager)

#### **1 ELECTION OF A CHAIRMAN**

**RESOLVED** that Cllr Mrs F J Colthorpe be elected Chairman of the Committee.

#### **2 ELECTION OF A VICE CHAIRMAN**

**RESOLVED** that Cllr L D Taylor be elected Vice Chairman of the Committee.

#### **3 APOLOGIES**

Apologies were received from Cllr C J Eginton.

#### **4 PUBLIC QUESTION TIME**

There were no members of the public present.

#### **5 TERMS OF REFERENCE**

The Committee had before it a \* report considering the Terms of Reference (ToR) which set out both an overview of those matters that could be considered in carrying out a Community Governance Review, and the scope of the review that the Electoral Review Committee would be recommending to the Council.

The consultant outlined the contents of the report by way of presentation informing the meeting that in order to finalise the Terms of Reference, the Council would need to decide which elements of the community governance review that they wished to

include in any review, the main parameters of the review and the scope of such a review. He explained what the review could include:

- 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 council and parish warding); and,
- grouping parishes under a common parish council or de-grouping parishes.

A community governance review was required to take into account:

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

It was suggested that the review should consider:

- a) The existing electoral arrangements and boundaries of all parishes
- b) Parish warding – whether the parish should be divided into wards for the purpose of electing councillors. This would include considering the number of boundaries of any such wards, the number of councillors to be elected for any such ward and the name of any such ward.

Consideration was given to the fact that district ward boundaries had moved (following the boundary review) and that these had impacted on parish boundaries

The Committee then considered the timetable for the review as outlined in the report:

Action	Timetable	Outline of Action
Start Date	15 December 2021	Council publishes the terms of reference in accordance with full Council decision on 15 December 2021
Consultation	Two-month period starting with publication of terms of reference	Council invites representations from interested parties on the application
Draft proposals are prepared	March to June 2022	Draft proposals to be considered by the Electoral Review Committee
Draft proposals are published	By 31 July 2022	Council publishes draft proposals
Consultation	Two-month period starting with publication of draft proposals	Council invites representations from interested parties on the draft proposals
Final recommendations are prepared	September to December 2022	Results of consultation considered by the Electoral Review Committee, who shall recommend the extent

		to which the Council will give effect to the recommendations
Order made	By 28 February 2023	Council makes and publishes the community governance order
Order takes effect	March 2023	Dependant on the outcome and recommendations

Discussion took place regarding:

- The consultation process that was proposed and whether such a consultation could be amalgamated with other consultations taking place at the same time.
- A request by the committee to consider the consultation pack prior to publication
- The list of consultees and whether to add others including those below and/or to ensure consistency in terms of the groups which should be consulted:
  - Citizens Advice
  - Blackdown Hills AONB
  - National Farmers Union
  - Young Farmers Clubs
  - Upper Culm Community Land Trust
  - Blackdown Hills Parish Network
  - Crediton Foodbank
  - The Heart of Devon Community Energy Group
  - Doctors surgeries
  - Community and Business Groups to include foodbank groups and churches
  - Gypsy and Travellers Liaison Groups
  - All schools and pre-school and not just some

It was therefore:

**RECOMMENDED** to Council that: the Terms of Reference be approved and published in respect of the commencement of a Community Governance Review process.

(Proposed by the Chairman)

Note: \*Report previously circulated, copy attached to minutes.

(The meeting ended at 7.04 pm)

**CHAIRMAN**

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## **ELECTORAL REVIEW COMMITTEE 6 JUNE 2022 COMMUNITY GOVERNANCE REVIEW 2022**

**Cabinet Member(s):** Leader of the Council, Bob Deed  
**Responsible Officer:** Jill May, Returning Officer / Director of Business Improvement and Operations

**Reason for Report:** To enable Members to reach a decision in respect of any recommended proposals for consideration for the second consultation stage.

**Recommendation:** That the Electoral Review Committee recommends to full Council that it undertakes a public consultation on the review of parish boundaries as proposed in Appendices 1a and 1b of the Report.

**Financial Implications:** £45k has been set aside in the budget to undertake this review.

**Budget and Policy Framework:** None directly arising from this report.

**Legal Implications:** Section 81 of the Local Government and Public Involvement in Health Act 2007 provides that it is for the Council to decide the terms of reference of any community governance review.

**Risk Assessment:** Local democracy and representation is impeded.

**Equality Impact Assessment:** No equality issues have been highlighted in this report.

**Relationship to Corporate Plan:** A community governance review supports and facilitates local democracy and local representation.

**Impact on Climate Change:** No climate change issues have been highlighted in this report.

### **1.0 Introduction/Background**

- 1.1 The Electoral Review of Mid Devon Parish Councils (CGR 2022) commenced on 15 December 2021, with the first stage of the consultation period, which concluded on 28 February 2022. In total, 77 'submissions' were received during that period. The Electoral Review Committee (ERC) received all the submissions and a corresponding spreadsheet in advance of the meetings, which were considered at two 'informal' meetings on 5 and 16 May 2022.
- 1.2 Members were also advised that under the Local Democracy, Economic Development and Construction Act 2009, the Local Government Boundary Commission has already decided to effect changes in respect of Crediton, Cullompton and Tiverton Town Councils. As a consequence, the current CGR does not include those areas.
- 1.3 Following on from the informal consideration of the responses a number of proposals are raised in this report which will need to be formally considered

by the Committee at its meeting on 6 June 2022. These have been set out in the attached summaries – Appendices 1(a) and 1(b).

## **2.0 Review of Number of Parish Councillors**

- 2.1 Part of the CGR involves a review of the number of parish councillors for each parish and parish ward (where applicable). The attached Table sets out the details of the existing numbers – Appendix 2.

## **3.0 The Next Steps**

- 3.1 The ERC is invited to consider the proposed changes and make its recommendation to full Council which will meet on 6 July 2022, in preparation for publishing its proposals for the next public consultation stage.

**Contact for more Information:** Jill May, Director of Business Improvement and Operations (jmay@middevon.gov.uk)

**List of Background Papers:** Consultation responses

**List of Appendices:** Summary of discussions on submissions received – Appendix 1(a) & 1(b); and Existing number of parish councillors – Appendix 2

## Electoral Review Committee – Informal Meeting Notes 5 May 2022 – Appendix 1(a)

Parish	Spreadsheet Number	Submission Number	Notes	Actions
Bradninch Rural and Town	1/2	74/60	Move one of the rural seats into the town. Whether the area of Stockwell fitted better within Silverton Ward. Issue of Parliamentary Boundary running through this area.	NO CHANGE apart from the number of councillors *
Cadbury	6	9	Issues discussed with regard to North Silverton sitting in Cadbury and Village Ward in Silverton	NO CHANGE
Burlescombe	10	51	Parish Council request status quo – further information was provided (outside the consultation) with regard to issues with the Parish Council. Agreed to wait for 2 <sup>nd</sup> consultation to see if further submissions are made.	NO CHANGE
Morebath	18	44	Whether to merge with Bampton TC – no formal response received from the TC	NO CHANGE RC to seek an opinion from Bampton TC
Oakford	19	56	Very active Parish Council	NO CHANGE
Stoodleigh	20/21	16/36	A361 splitting some of the Parish – need to be careful not to move anything into Templeton (due to Boundary	FURTHER CONSIDERATION TO BE GIVEN TO BOUNDARIES

Parish	Spreadsheet Number	Submission Number	Notes	Actions
			Commission decision to put Templeton into Tiverton Westexe). East of village of Stoodleigh – that is part of Washfield	
Washfield	24	57	No changes proposed	CONSIDER AS ABOVE
Kentisbeare	41	46	Dulford Home Farm to Broad Road (Hunters Lodge) currently in East Devon Lower Kingsford – new road	NO CHANGE – cannot poach from East Devon
Morchard Bishop	57	75	Same representation as 42/63 – residents want to stay in Morchard Bishop – but considered Sandford request. Emlett want to stay in Woolfardisworthy – status quo considered	NO CHANGE – maybe Cllr Mrs Squires can help?
Puddington	58	2		NO CHANGE
Sandford	61	39	Possible reduction in councillors*	*Consultant to check number of electors
Shobrooke	62	25	Wish to remain the same	NO CHANGE Cllr Mrs Squires may have a view
Clayhidon	101	8		NO CHANGE
Coldridge	108	4	Content	NO CHANGE
Copplestone	109	73	Possible increase in councillors*	*Decision to be made separately – consider whether the parish has required elections in the past 2 elections
Thelbridge	117	26	The issue of Nomansland being split between 2 wards –	NO CHANGE

Parish	Spreadsheet Number	Submission Number	Notes	Actions
			but this will change at the next election	
Cheriton Bishop	118	5	Request to move boundary to the east – but that area is in Teignbridge	NO CHANGE
	119	24A	Property at The Orchard, Forder – difficult boundary – could move to Hittisleigh	FURTHER CONSIDERATION
Hittisleigh	132	33	Counter offer to move properties	REVIEW HITTISLEIGH AGAIN
Newton St Cyres	134	6		NO CHANGE

Consideration was given as to whether there was a need to widen the scope of the review - specifically to consider the requests from Yeoford and other requests with regard to Burlescombe and Morebath (merging parish councils).

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## Electoral Review Committee – Informal Meeting Notes 16 May 2022 – Appendix 1(b)

District/Parish	Notes	Actions
Halberton/Willand Uffculme	<p>It was noted that Halberton Parish Council were reluctant to accept any serious changes to the boundaries although it did agree that Lucombe Park would be better serviced by Uffculme.</p> <p>The Uffculme submission had focussed on the ‘bulge’ east of the M5 (from J27 down to the boundary of Willand) as those electors would have to go up to J27 or through Willand to get to Halberton.</p> <p>Considerations was given to S106 funding from development and where that funding was used.</p> <p>Members considered the natural boundaries which could be used to identify a change in the boundaries of the 3 parishes:</p> <ul style="list-style-type: none"> <li>• Whether the M5 was the natural boundary</li> <li>• Whether the watercourse to the side of the motorway was appropriate</li> <li>• Whether the roundabout and the old A38 could be used, with Hitchcocks going to Uffculme and the lane to the west of Hitchcocks, around Selgars Mill could split Uffculme and Willand then up B3181 to Leonards Moor Cross taking in Mount Stephen Farm.</li> <li>• Whether Bridwell Avenue could be used as a boundary</li> <li>• Whether Muxbeare Lane could be used as a boundary between Halberton and Willand</li> </ul>	<p>AGREED that 3 options be put to the formal meeting:</p> <ul style="list-style-type: none"> <li>- The status quo</li> <li>- Cllr Radford’s offer of Lucombe Park to Uffculme – the boundary up to Bridwell Avenue to Mount Stephen up the B3181 turn right to Leonards Moor and re-joining the boundary here.</li> <li>- The suggestions within the Uffculme/Willand submissions</li> </ul>

District/Parish	Notes	Actions
	<ul style="list-style-type: none"> <li>It was suggested that Halberton Parish may accept a boundary from Old Bridwell, up the old A38 to Leonards Moor (triangle between the motorway - South of Braddons and along to Bridwell).</li> </ul> <p>It was suggested that by slicing up the boundaries and by taking in J27 (part of which was in Canonsleigh) could end up with a parish isolated</p>	
Crediton Hamlets	<p>It was noted that Crediton Hamlets did not want any change to the boundary. Submissions had been received with regard to the creation of a Yeoford Parish (this would mean a change to the terms of reference of the committee with regard to creating new parishes).</p> <p>The Ward Member suggested that the request to form an additional parish council had come from new residents to the area – no plans had been submitted which identified a boundary</p> <p>Westernlea could not be moved as that was part of Crediton Town.</p> <p>Hookway was not big enough to be a separate parish.</p>	NO CHANGE at the current time – this could be considered further at the second stage consultation.



Members then revisited some of the changes suggested at the 5 May meeting

Parish	Notes
Morchard Bishop	Cllr Mrs Squires had been asked to provide some clarification
Sandford	The number of electors had been checked and would be set out in the formal report
Shobrooke	Cllr Mrs Squires had been asked to provide some clarification
Copplestone	Information had been requested with regard to the number of candidates who had stood at previous elections – 7 in 2019 and 5 in 2015 – none of these elections had been contested. It was suggested that people are waiting to be candidates for 2023 and that the number should be increased to 9
Bampton	Cllr Chesterton to speak to Bampton TC and Morebath PC
Hittisleigh	Crediton Hamlets had agreed to give away 6/7 properties to Hittisleigh Cheriton Bishop had agreed to give away 2 properties to Hittisleigh All were within the Yeo district ward.



Parish Council	Number of cllrs	candidates 2019	candidates 2015	Electors (2025)	Proposed No. Cllrs
Bampton	9	11	12	1599	
Bickleigh	5	0	5	208	
Bow	9	7	9	1083	
Bradninch (Rural Ward)	2	1	1	123	
Bradninch (Town Ward)	10	6	10	1591	
Burlescombe	9	1	4	791	
Chawleigh	9	5	8	559	
Cheriton Bishop	8	7	9	641	
Cheriton Fitzpaine	9	8	7	787	
Clayhanger	5	3	3	111	
Clayhidon	7	6	8	411	
Coldridge	7	8	7	305	
Colebrooke	9	7	7	353	
Copplestone	7	7	5	1045	
Crediton Hamlets (Hookway Ward)	4	3	3	191	
Crediton Hamlets (Yeoford Ward)	5	5	4	975	
Cruwys Morchard	8	7	6	423	
Culmstock	10	6	4	766	
Down St Mary	7	5	6	300	
Halberton	11	6	6	1462	
Hemyock	10	11	12	1820	
Hittisleigh	7	6	7	109	
Hockworthy	5	4	4	163	
Holcombe Rogus	9	8	9	426	
Huntsham	5	3	4	128	

Kentisbeare	10	11	10	792	
Lapford	10	12	8	892	
Morchard Bishop	11	11	10	915	
Morebath	7	3	10	274	
Newton St Cyres	9	7	6	778	
Nymet Rowland	5	5	5	98	
Oakford	8	13	7	333	
Poughill	5	3	3	168	
Puddington	5	3	0	175	
Sampford Peverell	9	4	4	1210	
Sandford	12	9	9	1405	
Shobrooke	9	7	5	466	
Silverton (North Ward)	2	0	0	99	
Silverton (Village Ward)	9	7	9	1612	
Stoodleigh	7	6	8	258	
Templeton	5	3	3	125	
Thelbridge	7	7	7	292	
Thorverton	10	11	12	826	
Uffculme (Ashill Ward)	2	2	2	435	
Uffculme (Village Ward)	11	9	8	1986	
Uplowman	7	6	7	289	
Washfield	7	5	5	318	
Washford Pyne	5	5	5	96	
Wembworthy	7	4	3	225	
Willand	11	10	6	2839	
Zeal Monachorum	7	6	5	354	