

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