

DEMOCRACY AND GENERAL PURPOSES COMMITTEE MEETING

Date: Wednesday 21 June 2023
Time: 6.30 pm
Venue: Town Hall, High Street, Maidstone

Membership:

Councillors Bartlett, Cooper (Chairman), English, Jeffery, Munford (Vice-Chairman), Perry, Rose, M Thompson and Webb

The Chairman will assume that all Members will read the reports before attending the meeting. Officers are asked to assume the same when introducing reports.

<u>AGENDA</u>	<u>Page No.</u>
1. Apologies for Absence	
2. Notification of Substitute Members	
3. Urgent Items	
4. Notification of Visiting Members	
5. Disclosures by Members and Officers	
6. Disclosures of Lobbying	
7. To consider whether any items should be taken in private because of the possible disclosure of exempt information.	
8. Minutes of the Meeting Held on 29 March 2023	1 - 4
9. Minutes of the Meeting Held on 23 May 2023	5
10. Presentation of Petitions (if any)	
11. Question and Answer Session for Members of the Public	
12. Questions from Members to the Chairman (if any)	
13. Committee Work Programme	
14. Allington Millennium Green Trust	6 - 9
15. Amendment to the Constitution	10 - 15
16. Member Training 2023/4 - Discussion Paper	16 - 21

Issued on Tuesday 13 June 2023

Continued Over/:



Alison Broom, Chief Executive

INFORMATION FOR THE PUBLIC

In order to ask a question at this meeting, please call **01622 602899** or email committee@maidstone.gov.uk by 5 p.m. one clear working day before the meeting (i.e. by 5 p.m. on Monday 19 June 2023). You will need to provide the full text in writing.

If your question is accepted, you will be provided with instructions as to how you can access the meeting.

In order to make a statement in relation to an item on the agenda, please call **01622 602899** or email committee@maidstone.gov.uk by 5 p.m. one clear working day before the meeting (i.e. by 5 p.m. on Monday 19 June 2023). You will need to tell us which agenda item you wish to speak on.

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MAIDSTONE BOROUGH COUNCIL

DEMOCRACY AND GENERAL PURPOSES COMMITTEE

MINUTES OF THE MEETING HELD ON WEDNESDAY 29 MARCH 2023

Committee Members:	Councillor Cooper (Chairman), and Councillors Cooper, Joy, Bartlett, Mrs Blackmore, English, Perry, and Rose
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56. APOLOGIES FOR ABSENCE

Apologies for absence were received from:

- Councillor Cook
- Councillor Webb

57. NOTIFICATION OF SUBSTITUTE MEMBERS

There were no Substitute Members.

58. URGENT ITEMS

There were no urgent items.

59. NOTIFICATION OF VISITING MEMBERS

There were no Visiting Members.

It was noted that Councillor Derek Butler was present as a Visiting Member but did not register to speak.

60. DISCLOSURES BY MEMBERS AND OFFICERS

There were no disclosures by Members or Officers.

61. DISCLOSURES OF LOBBYING

Councillor Cooper stated that he had been lobbied on item number 15. Review of the Constitution.

Councillor English stated that he had been lobbied on item numbers 15 and 13. Review of the Constitution and Outside Body Appointment.

Councillor Blackmore stated that she had been lobbied on item 15. Review of the Constitution.

62. TO CONSIDER WHETHER ANY ITEMS SHOULD BE TAKEN IN PRIVATE BECAUSE OF THE POSSIBLE DISCLOSURE OF EXEMPT INFORMATION.

RESOLVED: That all items be taken in public as proposed.

63. MINUTES OF THE MEETING HELD ON 21 NOVEMBER 2022

RESOLVED: That the Minutes of the meeting held on the 21 November 2022 be approved as a correct record and signed.

64. PRESENTATION OF PETITIONS (IF ANY)

There were no petitions.

65. QUESTION AND ANSWER SESSION FOR MEMBERS OF THE PUBLIC

There were no questions from members of the public.

66. QUESTIONS FROM MEMBERS TO THE CHAIRMAN (IF ANY)

There were no questions from Members to the Chairman.

67. COMMITTEE WORK PROGRAMME

RESOLVED: That the Committee Work Programme be noted.

68. OUTSIDE BODY APPOINTMENT - ROCHESTER BRIDGE TRUST

The Democratic and Electoral Services Manager updated the Committee on the Outside Body Appointment – Rochester Bridge Trust; stating that the Trust had contacted the Council to request renewal of the appointment. The Democratic and Electoral Services Manager also stated that councillors had been consulted and none had asked to be considered.

RESOLVED: That Derek Butler's appointment to the Rochester Bridge Trust as the Council's representative Trustee be renewed.

69. MEMBERS ALLOWANCES REVIEW 2023 - IRP COMMUNITY REPRESENTATIVE APPOINTMENT

The Democratic and Electoral Services Manager introduced the report and explained that following the implementation of the new Governance arrangements and associated remuneration scheme Members allowances needed to be renewed. A panel needed to be appointed and the constitution required the Community Representative to be appointed by Council on the recommendation of the Committee.

RESOLVED: That Council be recommended to appoint Derek Butler as the Community representative on the Independent Remuneration Panel for the Members' Allowances Review 2023.

70. REVIEW OF THE CONSTITUTION

The Director of Strategy, Insight and Governance introduced the report and started off by thanking the working group for their tireless efforts going through the Constitution in detail. Democratic Services had created a list of things that were not working as well as they could be. The working group considered these each in turn and made appropriate changes.

The Chairman personally thanked all participants in the working group for their work and contributions towards the Review of the constitution. The Committee also noted that they felt the working group did an excellent job and that it represented an acceptable position to be in.

RESOLVED:

1. That the work programme for 2023/24 a review of the governance arrangements considering the reduction of Members in 2024
2. That the changes recommended to Council and proposed to the Constitution at Appendix B, be approved.
3. That the Monitoring Officer and Director of Strategy, Insight and Governance be delegated to make changes to the constitution to ensure the amendments are consistent and correct any errors, in consultation with the Chairman of Democracy and General Purposes Committee, prior to submission to Council.

71. COMMUNITY GOVERNANCE REVIEW (PARISHES) - TIMETABLE AMENDMENT

The Democratic Services and Electoral Manager introduced the report and stated that with this being a significant review, there was not the required time and resources to go through it at the level required under the current timetable.

The Committee noted that time and attention was needed to ensure that the Community Governance Review was done to an acceptable level.

RESOLVED: That the amendment to the timetable set out at 2.1 in the report be agreed.

72. MEMBERS' ACCESS TO INFORMATION PROCEDURE RULES, ANNUAL REVIEW

The Director of Strategy, Insight and Governance introduced the report on the annual Review of Members access to information. The Director of Strategy, Insight and Governance noted that there had been a shift in the way reports were presented and that Part II items were now produced as appendices. This was done to ensure that more work was discussed in the public domain.

RESOLVED: That the annual review of Members' Access to Information be noted.

DURATION OF MEETING

6.30 p.m. to 6.52 p.m.

MAIDSTONE BOROUGH COUNCIL

DEMOCRACY AND GENERAL PURPOSES COMMITTEE

MINUTES OF THE MEETING HELD ON TUESDAY 23 MAY 2023

Present:

Committee Members:	Councillor Cooper (Chairman) and Councillors Bartlett, Cleator, English, Fort, Jeffery, Munford, Perry, M Thompson
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1. APOLOGIES FOR ABSENCE

It was noted that apologies for absence had been received from Councillors Rose and Webb.

2. NOTIFICATION OF SUBSTITUTE MEMBERS

The following Substitute Members were noted:

Councillor Cleator for Councillor Rose
Councillor Fort for Councillor Webb

3. ELECTION OF CHAIRMAN

RESOLVED: That Councillor Cooper be elected as Chairman of the Committee for the Municipal Year 2023/24.

4. ELECTION OF VICE-CHAIRMAN

RESOLVED: That Councillor Munford be elected as Vice-Chairman of the Committee for the Municipal Year 2023/24.

5. DURATION OF MEETING

6.40 p.m. to 6.43 p.m.

Agenda Item 14

Democracy and General Purposes Committee

21 June 2023

Allington Millennium Green Limited

Final Decision-Maker	Democracy and General Purposes Committee
Lead Head of Service	Angela Woodhouse, Director of Strategy, Insight and Governance
Lead Officer and Report Author	Ryan O'Connell, Democratic and Electoral Services Manager
Classification	Public
Wards affected	Bridge Ward

Executive Summary

To make an Outside Body appointment to the Allington Millennium Green Trust

Purpose of Report

Decision

This report makes the following recommendations to this Committee:

1. That the Committee considers any Bridge Ward Member applications for the position as a Director of Allington Millennium Green Limited and appoints to the vacancy; or
2. Should applications from Bridge Ward Members not be received the Committee consider any other applications that may have been received and appoints to the vacancy.

Timetable

Meeting	Date
Democracy and General Purposes Committee	21 June 2023

Allington Millennium Green Limited

1. CROSS-CUTTING ISSUES AND IMPLICATIONS

Issue	Implications	Sign-off
Impact on Corporate Priorities	<p>The four Strategic Plan objectives are:</p> <ul style="list-style-type: none"> • Embracing Growth and Enabling Infrastructure • Safe, Clean and Green • Homes and Communities • A Thriving Place <p>No direct impact.</p>	Democratic and Electoral Services Manager
Cross Cutting Objectives	<p>The four cross-cutting objectives are:</p> <ul style="list-style-type: none"> • Heritage is Respected • Health Inequalities are Addressed and Reduced • Deprivation and Social Mobility is Improved • Biodiversity and Environmental Sustainability is respected <p>No direct impact.</p>	Democratic and Electoral Services Manager
Risk Management	<p>Risks relating to Members becoming a Trustee have been discussed with the outside body. The outside body have confirmed that the position is as a Director of a Corporate Trustee and the risks to the Member are therefore limited.</p>	Democratic and Electoral Services Manager
Financial	None	Democratic and Electoral Services Manager
Staffing	None	Democratic and Electoral Services Manager
Legal	<p>The appointment is carried out in accordance with the Council's constitution and allocation of outside bodies to Democracy and General</p>	Democratic and Electoral

	Purposes Committee	Services Manager
Privacy and Data Protection	None	Democratic and Electoral Services Manager
Equalities	None	Democratic and Electoral Services Manager
Public Health	None	Democratic and Electoral Services Manager
Crime and Disorder	None	Democratic and Electoral Services Manager
Procurement	None	Democratic and Electoral Services Manager
Biodiversity and Climate Change	None	Democratic and Electoral Services Manager

2. INTRODUCTION AND BACKGROUND

- 2.1 The Allington Millennium Green Trust has a vacancy as a Director of Allington Millenium Green Limited which is the sole corporate Trustee of the Allington Millennium Green Trust. We have been contacted with a proposal for the Council to appoint a nominee to this role.
- 2.2 As the Allington Millennium Green Trust outside body is allocated under the Democracy and General Purposes Committee in the constitution and that is restricted to Bridge Ward Members, that is the approach outlined in this report.
- 2.3 The vacancy will be advertised to the Bridge Ward Members initially to see if there is interest, and if interest is expressed the relevant nomination information will be provided to the committee.

3. AVAILABLE OPTIONS

- 3.1 To make an appointment of Director to Allington Millenium Green Limited as requested by the body. Any nominations will be made available at the

meeting, and preference will be given to Bridge Ward Members in the first instance.

- 3.2 To not make an appointment of Director to Allington Millennium Green Limited, but this would not support a local outside body who have made the direct request for a Council appointee.
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4. PREFERRED OPTION AND REASONS FOR RECOMMENDATIONS

To make an appointment as outlined in 3.1 above.

5. RISK

- 5.1 Covered in the risk section of the table.

6. CONSULTATION RESULTS AND PREVIOUS COMMITTEE FEEDBACK

- 6.1 N/A
-

7. NEXT STEPS: COMMUNICATION AND IMPLEMENTATION OF THE DECISION

- 7.1 Once appointed Allington Millennium Green Limited will be informed of the nomination.
-

8. REPORT APPENDICES

None

9. BACKGROUND PAPERS

None

Agenda Item 15

DEMOCRACY & GENERAL PURPOSES COMMITTEE

21 June 2023

Amendment to the Constitution

Final Decision-Maker	Council
Lead Director	Angela Woodhouse, Director of Strategy, Insight and Governance
Lead Officer and Report Author	Russell Fitzpatrick, Monitoring Officer and Angela Woodhouse, Director of Strategy, Insight and Governance
Classification	Public
Wards affected	All

Executive Summary

This report outlines a proposed amendment to the constitution to introduce a procedure for the removal of the Leader. The report also contains a list of minor amendments made by the Monitoring Officer for noting.

Purpose of Report

Decision

This report makes the following recommendations to this Committee: That:

1. Council be recommended to approve the amendment to part A2, 7.2 The Leader as set out in Option 1 of this report; and
2. The use of the Monitoring Officer's delegation to amend the Constitution attached at Appendix 1 to the report be noted.

Timetable

Meeting	Date
Democracy and General Purposes Committee	21 June 2023
Council	16 July 2023

Amendment to the Constitution

1. CROSS-CUTTING ISSUES AND IMPLICATIONS

Issue	Implications	Sign-off
Impact on Corporate Priorities	<p>The four Strategic Plan objectives are:</p> <ul style="list-style-type: none"> • Embracing Growth and Enabling Infrastructure • Safe, Clean and Green • Homes and Communities • A Thriving Place <p>We do not expect the recommendations will by themselves materially affect achievement of corporate priorities. However, the Constitution provides a framework for both the Council and the Public to reference in ensuring that decisions are made appropriately, which will support the overall achievement of corporate priorities.</p>	Director of Strategy, Insight and Governance
Cross Cutting Objectives	<p>The four cross-cutting objectives are:</p> <ul style="list-style-type: none"> • Heritage is Respected • Health Inequalities are Addressed and Reduced • Deprivation and Social Mobility is Improved • Biodiversity and Environmental Sustainability is respected <p>We do not expect the recommendations to materially affect the achievement of cross-cutting objectives. However, the Constitution provides a framework for both the Council and the Public to reference in ensuring that decisions are made appropriately, which will support the overall achievement of corporate priorities</p>	Director of Strategy, Insight and Governance
Risk Management	See Section 5 of the report.	Director of Strategy, Insight and Governance

Financial	The proposals set out in the recommendation are all within already approved budgetary headings and so need no new funding for implementation.	Director of Strategy, Insight and Governance
Staffing	There are no staffing implications	Director of Strategy, Insight and Governance
Legal	The Local Government Act 2000 requires each Local Authority to have a Constitution which should be kept up to date. Aside from the specific legislative requirements, the document should also include 'such other information as the authority considers appropriate' (LGA 2000, Section 9P(1))	Legal Team
Privacy and Data Protection	The recommendations do not impact personal information (as defined in UK GDPR and Data Protection Act 2018) the Council processes.	Director of Strategy, Insight and Governance
Equalities	The recommendations do not propose a change in service therefore will not require an equalities impact assessment	Director of Strategy, Insight and Governance
Public Health	We recognise that the recommendations will not negatively impact on population health or that of individuals.	Public Health Officer
Crime and Disorder	No implications	Director of Strategy, Insight and Governance
Procurement	No implications	Director of Strategy, Insight and Governance
Biodiversity and Climate Change	There are no implications on biodiversity and climate change.	Biodiversity and Climate Change Officer

2. INTRODUCTION AND BACKGROUND

- 2.1 Democracy and General Purposes have responsibility to regularly review the constitution in conjunction with the Monitoring Officer and recommend proposed changes, where significant to the Council
- 2.2 It has come to Officer and Member attention during the preparations for the Annual Meeting that the constitution whilst meeting the legal requirements for the removal of the Leader does not contain a specific provision to enable the removal of the Leader should Councillors wish to pursue this. The Local Government Act 2000 states that:

9IA - Executive arrangements by a local authority which provide for a leader and cabinet executive (England) must include provision for the council to remove the executive leader by resolution.

Following a discussion with the Chairman of Democracy and General Purposes, the report sets out an amendment to put in place a specific provision for the removal of the Leader setting out that this should be a motion on notice, signed by at least two Members.

- 2.3 As this report relates to the Constitution, the use of the Monitoring Officers' delegation since the last meeting of the Committee has been included at Appendix 1 for noting. These changes are minor consequential changes following the Committee's review of the constitution in the last municipal year. For example, replacing the term 'Executive' with 'Cabinet'.

3. AVAILABLE OPTIONS

- 3.1 Option 1 - Amend the constitution to insert the additional wording in bold and italics at the end of 7.2 in Part A2.

Part A2

7.2. The Leader

7.2.1. The Leader will be a Member elected to the position of Leader by the Council.

7.2.2. The Leader will hold office until:

- (a) They resign from office; or
- (b) They are no longer a Member; or
- (c) The earlier of: -
 - (i) The fourth Annual Meeting following their election, or
 - (ii) The Annual Meeting following Whole Council Elections

save that the Leader may be removed from Office at an earlier date by resolution of the Council, ***pursuant to a notice of Motion signed by at least two members of the council. Notice of the proposed motion must be given in writing to the proper Officer at least six clear working days prior to the meeting.***

The motion shall take precedence over other items of business

- 3.2 Option 2 - The committee could choose to retain the present wording and make no amendment this is not recommended as the constitution does not contain clear provision for the removal of the Leader.
- 3.3 Option 3 - Recommend different wording to Council to set out how the provision may be enacted.
-

4. PREFERRED OPTION AND REASONS FOR RECOMMENDATIONS

- 4.1 Option 1 as outlined in para 3.1 of the report
-

5. RISK

- 5.1 The risks associated with this proposal, including the risks if the Council does not act as recommended, have been considered in line with the Council's Risk Management Framework. The purpose of the change is to add clarity to the process and ensure there is a clear process in place for the removal of the Leader.
-

6. CONSULTATION RESULTS AND PREVIOUS COMMITTEE FEEDBACK

- 6.1 The Chairman of Democracy and General Purposes has been consulted on the proposed change.
-

7. NEXT STEPS: COMMUNICATION AND IMPLEMENTATION OF THE DECISION

- 7.1 If the Committee agrees to recommend the change to Part A2 this will be presented to Council for decision on 19 July 2023. If approved the Constitution will be updated and republished online.
-

8. REPORT APPENDICES

The following documents are to be published with this report and form part of the report:

- Appendix 1: Use of the Monitoring Officer's delegation
-

9. BACKGROUND PAPERS

None

Minor Amendments to the Constitution for Noting

4.1	<u>Across document</u> (where applicable) To implement change in terms where previously missed.	18/05/23	Monitoring Officer Report to be presented to D&GP in June 2023.
4.2	<u>Guide to the Constitution</u> <u>Across document</u> (where applicable – formatting changes) <u>B3 Appendix,</u> Executive Functions <u>B4 Appendix,</u> PAC Default Schemes <u>Annex:</u> Management Structure	05/06/23	Monitoring Officer. Report to be presented to D&GP in June 2023.

Agenda Item 16

DEMOCRACY AND GENERAL PURPOSES COMMITTEE

21 June 2023

Member Training 2022/23 Discussion Paper

Final Decision-Maker	Democracy and General Purposes Committee
Lead Director	Angela Woodhouse, Director of Strategy, Insight and Governance
Lead Officer and Report Author	Angela Woodhouse, Director of Strategy, Insight and Governance
Classification	Public
Wards affected	N/A

Executive Summary

This report provides a summary of Member training and briefings for 2022/23 and the proposed training activities for 2023/24 for discussion and input from this Committee.

Purpose of Report

Decision

This report makes the following recommendations to this Committee:

1. To note the approach to Member training for 2023/24 and agree any additional training to be included in the programme.

Timetable

Meeting	Date
Democracy and General Purposes Committee	21 June 2023

Member Training 2022/23 Discussion Paper

1. CROSS-CUTTING ISSUES AND IMPLICATIONS

Issue	Implications	Sign-off
Impact on Corporate Priorities	<p>The four Strategic Plan objectives are:</p> <ul style="list-style-type: none"> • Embracing Growth and Enabling Infrastructure • Safe, Clean and Green • Homes and Communities • A Thriving Place <p>We do not expect the recommendations will by themselves materially affect achievement of corporate priorities. However, they will support the Council’s overall achievement of its aims as set out in the body of the report.</p>	Director of Strategy, Insight and Governance
Cross Cutting Objectives	<p>The four cross-cutting objectives are:</p> <ul style="list-style-type: none"> • Heritage is Respected • Health Inequalities are Addressed and Reduced • Deprivation and Social Mobility is Improved • Biodiversity and Environmental Sustainability is respected <p>The training and briefing sessions will support the achievement of the cross-cutting objectives.</p>	Director of Strategy, Insight and Governance
Risk Management	Already covered in the risk section	Director of Strategy, Insight and Governance
Financial	The proposals set out in the recommendation are all within already approved £9k Member Training budget and so need no new funding for implementation.	Section 151 Officer & Finance Team

Staffing	We will deliver the recommendations with our current staffing.	
Legal	There are no legal implications. However, under Section 3 of the Local Government Act 1999 (as amended) the Council as a best value authority has a statutory duty to secure continuous improvement in the way in which its functions are exercised having regard to a combination of economy, efficiency and effectiveness. The Learning and Development Charter and this report assist in demonstrating best value and compliance with the statutory duty.	Russell Fitzpatrick (MKLS)
Privacy and Data Protection	There are no privacy and data protection implications.	Policy and Information Team
Equalities	No implications	Policy & Information Manager
Public Health	No implications	Public Health Officer
Crime and Disorder	No implications	Director of Strategy, Insight and Governance
Procurement	Any training requiring procured will follow procurement and financial procedure rules.	Director of Strategy, Insight and Governance
Biodiversity and Climate Change	Training for Members on biodiversity and climate change has been included as part of the programme.	Biodiversity and Climate Change Manager

2. INTRODUCTION AND BACKGROUND

2.1 The Council has in place a Member Development Charter agreed by the Democracy Committee in September 2018.

2.2 The Charter sets out the following criteria for Member Development:

- There is a clear commitment to councillor development and support
- The council has a strategic approach to councillor learning and development
- Learning and development is effective in building capacity

Training and Briefings for Members in 2022/23

2.3 20 training and briefing sessions were held for Members in 2022/23, two sessions were held for Members on Overview and Scrutiny to support Councillors taking on the scrutiny role following the change to the Council's governance arrangements. Briefings on the new model were also held prior to its introduction. Training and briefing sessions were held face to face and/or online depending on the topic.

2.4 Planning and Licensing Committees set their own training programme that members must complete to participate on the committees. Eight sessions were held to deliver planning training as agreed and identified by the Planning Committee. Two Licensing Committee training sessions were held for members of the Committee.

2.5 A number of briefing sessions were held covering topics including:

- The Local Government Boundary Review
- Audit Governance and Standards briefing on the statement of accounts
- The Cost of Living Crisis
- Waste Collection
- Prevent Radicalism
- Councillors as Trustees
- Charing Training
- Town Centre Strategy walk for Ward Members

3. AVAILABLE OPTIONS

3.1 For 2023/24 training has already been organised as follows:

- Induction for new Councillors
- Briefing on the new Overview and Scrutiny function and work programme

- Support for the Executive Lead Members based on their portfolios through external training, conferences and internal briefings
- The Nolan Principles
- Questioning Skills
- Preparing for a four yearly term of office and all out elections
- Carbon literacy training

Planning and Licensing Training will be organised by those committees respectively.

- 3.2 Several briefings will be scheduled by topic throughout the year as we have previously with input from the Executive and Corporate Leadership Team to ensure Members remained informed of Council activity and Strategic Issues.

4. PREFERRED OPTION AND REASONS FOR RECOMMENDATIONS

- 4.1 In line with the Member Development Charter, Members are asked to put forward suggestions for training.
- 4.2 In previous years training has been held on:
- Constitution and procedure rules for meetings
 - Code of conduct and interests
 - Chairing skills
 - social media and media training
 - Member rights
- 4.3 The Committee is asked to identify any additional training they would like to be included in this year's programme.

5. RISK

- 5.1 Training and development of Members will strengthen the council's governance arrangements and mitigate risk through ensuring effective decision making.

6. CONSULTATION RESULTS AND PREVIOUS COMMITTEE FEEDBACK

- 6.1 Licensing and Planning Committees will be approving their own training programmes as regulatory Committees. The purpose of this report is for Democracy and General Purposes Committee to identify any training they believe would be beneficial for Members.

7. NEXT STEPS: COMMUNICATION AND IMPLEMENTATION OF THE DECISION

- 7.1 Training as set out in section 3 has already taken place or will commence following this meeting. New suggestions put forward and agreed by this

Committee will be included in the programme. If the suggestions prove to require expenditure beyond the Member Training Budget a report will be brought back to this Committee to prioritise training. In previous years the budget has been underspent.

8. REPORT APPENDICES

None

9. BACKGROUND PAPERS

None

Agenda Item 17

Democracy and General Purposes Committee

21 June 2023

Community Governance Review (Parishes) – Stage 2 Consultation

Final Decision-Maker	Democracy and General Purposes Committee
Lead Head of Service	Angela Woodhouse, Director of Strategy, Insight and Governance
Lead Officer and Report Author	Ryan O’Connell, Democratic and Electoral Services Manager
Classification	Public
Wards affected	All

Executive Summary

This report seeks agreement from the Committee to the proposals to be included in the Stage 2 consultation (specific proposals) of the Community Governance Review. The Stage 1 consultation was a general consultation and the results of that consultation, along with identified parish boundary proposals, have been assessed and a recommended list of proposals are presented to the Committee for consideration and approval.

Purpose of Report

Decision

This report makes the following recommendations to this Committee:

1. That the list of proposals set out at Appendix A be considered, amended as appropriate, and then approved;
2. That the two tier approach to consultation as set out in Appendix B, be approved; and
3. The work and provisional indication on Parish size changes set out in Appendix C, be noted.

Timetable

Meeting	Date
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Democracy and General Purposes Committee	21 June 2023
Democracy and General Purposes Committee	13 September 2023
Council	27 September 2023

Community Governance Review (Parishes) – Stage 2 Consultation

1. CROSS-CUTTING ISSUES AND IMPLICATIONS

Issue	Implications	Sign-off
Impact on Corporate Priorities	<p>The four Strategic Plan objectives are:</p> <ul style="list-style-type: none"> • Embracing Growth and Enabling Infrastructure • Safe, Clean and Green • Homes and Communities • A Thriving Place <p>Having appropriate boundaries in place will impact on all Strategic Objectives indirectly by ensuring fair representation of community identities and allowing convenient and effective local government.</p>	Democratic and Electoral Services Manager
Cross Cutting Objectives	<p>The four cross-cutting objectives are:</p> <ul style="list-style-type: none"> • Heritage is Respected • Health Inequalities are Addressed and Reduced • Deprivation and Social Mobility is Improved • Biodiversity and Environmental Sustainability is respected <p>Having appropriate boundaries in place will impact on all Strategic Objectives indirectly by ensuring fair representation of community identities and allowing convenient and effective local government.</p>	Democratic and Electoral Services Manager
Risk Management	Already covered in the risk section.	Democratic and Electoral Services Manager
Financial	The proposals set out in the recommendation will be covered via internal staffing resource or are within already approved budgetary headings and need no new funding for	Democratic and Electoral Services Manager

	implementation. However, if a significant cost arises outside of agreed budgetary headings it would need to be authorised in the usual way.	
Staffing	Additional staffing was put into electoral services for 2023 in order to support in delivering significant changes to the service arising from the Elections Act 2022, conducting the CGR and the implementation of the outcomes of multiple boundary reviews (LGBR, CGR and Parliamentary Boundary Review) ahead of the May 2024 elections and switch to Whole Council Elections.	Democratic and Electoral Services Manager
Legal	<p>The review is being conducted by the Council in accordance with Part 4, Chapter 3 of the Local Government and Public Involvement in Health Act 2007. The Council is required to have regard to the Guidance on Community Governance Reviews issued by the Secretary of State for Levelling Up, Housing and Communities and the Local Government Boundary Commission for England. This guidance has been considered in the Terms of Reference, the timetable, consultations, and is referred to throughout this report.</p> <p>The consultation will be carried out in accordance with the Council’s policy on consultations and will meet the Gunning or Sedley principles. According to those principles a consultation is only legitimate when:</p> <ol style="list-style-type: none"> 1. proposals are still at a formative stage; i.e., a final decision has not yet been made, or predetermined, by the decision makers 2. there is sufficient information to give ‘intelligent consideration’; i.e. the information provided must relate to the consultation and must be available, accessible, and easily interpretable for consultees to provide an informed response. 3. there is adequate time for consideration and response 4. ‘conscientious consideration’ must be given to the consultation responses before a decision is made. Decision-makers should be able to provide evidence that they took consultation responses into account. 	Russell Fitzpatrick (MKLS)

Privacy and Data Protection	No impacts.	Policy and Information Team
Equalities	The consultation will be conducted to take the council's equalities principles and requirements into account.	Democratic and Electoral Services Manager
Public Health	No impacts	Democratic and Electoral Services Manager
Crime and Disorder	No impacts	Democratic and Electoral Services Manager
Procurement	No impacts	Democratic and Electoral Services Manager
Biodiversity and Climate Change	No impacts	Biodiversity and Climate Change Officer

2. INTRODUCTION AND BACKGROUND

Actions so Far

- 2.1 The Council commenced its Community Governance Review in October 2022 when it published its Terms of Reference as agreed by Council. Shortly afterwards Stage 1 consultation was carried out from November 2022 until January 2023. The consultation asked all communities, individuals and parishes in Maidstone to come forward with matters to be dealt with through the review in accordance with the Terms of Reference.
- 2.2 In March 2023 this committee agreed to amend the timetable set out in the Terms of Reference to allow for the May 2023 elections taking place, with the proposals for Stage 2 consultation, consulting on specific proposals, to come forward to this meeting for consideration.
- 2.3 In the intervening period Officers assessed the responses to the Stage 1 consultation, and, using the terms of reference and criteria of the Local Government and Public Involvement in Health Act 2007 (the "**2007 Act**") and Guidance issued by the Local Government Boundary Commission for England on Community Governance Reviews, identified a number of proposals in addition to the Stage 1 consultation. Some of those issues arose in both.

- 2.4 The officer working group then pulled together proposals to address the issues identified, and in some cases have had to modify responses due to technical requirements (i.e. ensuring sufficient electors are in an area to allow it to be a polling district/warded).
- 2.5 Those proposals were discussed at a Democracy and General Purposes workshop on 8 June 2023. The resulting recommended proposals and questions for the Stage 2 consultation are attached at Appendix A.

Next Stages

- 2.6 The Stage 2 consultation will be conducted, using the overarching approach identified in Appendix B, from the end of June 2023 to the beginning of August 2023. At the end of August 2023 a workshop will be held with Democracy and General Purposes Committee members to work on the boundary proposals with officers. Depending on which proposals are agreed for Stage 2 consultation and the responses received, there will also be open sessions held with relevant Ward Members on proposals in their areas. A briefing for all Members is also under consideration.
- 2.7 A report containing preferred proposals and the outcome of the review will then be presented to the Committee on 13 September 2023. Following that outcome, the Council will decide whether to adopt the findings of the review on 27 September 2023.
- 2.8 If necessary, relevant orders would then be made, which will take effect for April 2024 ahead of May 2024 elections. But other options, such as delaying implementation or considering changes for future reviews, would also be available.
- 2.9 It may also be that some of those outcomes require formal requests to the Local Government Boundary Commission for England to request changes to the parish warding arrangements they have put in place.

Highlighted Changes

- 2.10 A number of changes proposed in Appendix A are minor proposals that adjust boundaries around a small number properties to reflect either growth, identity of communities or where a change to the borough ward boundary enables a small change that was technically prevented from occurring before.
- 2.11 However, there are two more significant proposals:
- i. Loose – Proposal 7a (Appendix A); and
 - ii. Boxley – Proposal 3c (Appendix A)

Furthermore, the proposals set out below provide further context resulting from the Stage 1 responses.

Significant Proposals

2.12 Boxley Parish (Boxley Downs and Grove Green and Vinters Park Ward) – Proposal 3c (Appendix A)

This proposal did not arise from the Stage 1 consultation but has been identified due to the change in Borough Ward boundaries combined with the significant growth and change in Grove Green over decades. Grove Green is considered to be distinct from the rural part of Northern Boxley Parish having become increasingly urban.

2.13 The proposal is to take forward a question to Stage 2 consultation as to whether Grove Green should be unparished or become a separate Parish. The area would be defined by drawing the boundary of Boxley Parish where the new ward boundary will be, along the M20 and ascertaining whether sufficient community support exists for a Parish Council south of that boundary in the Grove Green area. Boxley Parish Council would remain with a smaller boundary area covering the area around Boxley itself.

2.14 This proposal would determine the nature of treatment of adjoining proposals for the area around Orchard Drive (proposal 3a) and Thurnham (proposal 9a). It is therefore recommended that this is taken to Stage 2 consultation and residents, particularly in Grove Green, are encouraged to respond to the specific proposal with a targeted consultation.

2.15 Loose – North Loose Status - Proposal 7a (Appendix A)

The following response to the Stage 1 Consultation was received.

“Following the creation of the New Loose and Linton Ward, the NLRA feels that for the future continuity and benefit of existing and future residents, consideration should be given to extending the current boundary of Loose Parish northwards to the boundary of Loose and Linton Ward. This area would include the shopping parade at The Wheatsheaf junction. This would not impact on Linton Parish area.”

2.16 The officer assessment of the area also identified North Loose as a potential area of change. North Loose is a recognised planning area with its own Neighbourhood Plan and the North Loose Residents Association are an active residents’ association. There has been a significant amount of growth to the South of North Loose and the current boundary cuts through some roads and neighbouring properties.

2.17 Unlike some other parts of the Borough with an urban and rural split, ‘Loose’, as an area, is also identifiable as a region of Maidstone. When travelling southward along the A229 there is a distinctive split at ‘the Wheatsheaf junction’ when one would be considered to be in Loose.

2.18 Whilst it is recognised that the more rural Loose valley element, which is currently parished, is different from the northern urban Loose the two are linked and the growth around the boundary further supports this. It is therefore recommended that the question of whether to parish North Loose is taken to Stage 2 consultation and residents, particularly in North Loose,

are encouraged to respond to the specific proposal with a targeted consultation.

Selected Other Proposals

2.19 Boughton Monchelsea – Consider Changes to North Eastern Boundary - Proposal 2a (Appendix A)

2.20 The Northern boundary of Boughton Monchelsea Parish runs over the boundary of the new Park Wood and Mangravet Borough Ward. In addition the current Park Wood ward is an area with the largest electoral growth and discrepancy identified as part of the Borough boundary review.

2.21 For context the area in question is also covered by the Boughton Monchelsea Neighbourhood Plan. The result of officer's considerations on the area is that due to the new development being built along Sutton Road the area would benefit from having the Eastern parish boundary near to Langley Park brought in line with the estate. This would then mean that the Parish Boundary would not overlap through the future development.

2.22 Other changes have also been considered in relation to the Park Wood Industrial Estate to the West of Langley Park and whether to align it to the new Ward Boundary. This is driven by the fact that the main access to that Industrial Park derives from the north and Sutton Road. Officers looked at this following feedback from the workshop but when the boundaries are drawn they create an odd boundary area. Given that the area is an industrial park with minimal community elements, changing this boundary would leave an odd shape and connection through to Langley Park whilst impacting on the Neighbourhood Plan area. Without strong enough arguments, changing this boundary has therefore not been included in Appendix A.

2.23 Boughton Monchelsea – Extend Boughton Monchelsea to the West/North West - Proposal 2b (Appendix A)

Boughton Monchelsea provided a submission to the Stage 1 consultation that covered the area to the West of the Parish with Loose Parish. Evidence was provided of community support for the proposal, with a further extension North Eastwards through 'Campfield'. The justification for this change is the proposed future development of the site and ensuring it is captured by a single parish boundary.

2.24 Loose Parish Council originally objected to this proposal, but later removed the objection. The proposal is therefore recommended to go to Stage 2 consultation to get specific feedback on the proposal.

2.25 Barming Parish Council Stage 1 Response and Proposal 1a (Appendix A)

Barming Parish's response to the Stage 1 consultation has been taken forward. This has, however, been adjusted to reflect the technical requirement of having enough electors in all potential polling districts by following the new Barming Heath and Teston Ward boundary.

2.26 Thurnham Parish Council Stage 1 Response and Proposal 9a (Appendix A) –

Thurnham Parish Council, as part of their Stage 1 response, raise concerns with the warding of the parish and that the parish is now split across two wards. They request that the Borough Council use its powers under a Community Governance Review (through the 2007 Act) to:

'...exercise their discretion and to re-align the electoral arrangements as before with Thurnham solely within Boxley Downs Ward.'

Unfortunately, this is a misunderstanding of the discretion available to the Council in carrying out a Community Governance Review. In fact, the Council cannot change Borough Ward boundaries, and cannot undo what the Local Government Boundary Commission for England has put in place. However, the proposal from officers (Proposal 9a) whilst it is not what was requested by Thurnham Parish Council does recognise the same issue Thurnham Parish Council have raised and addresses it by unparishing that area through realigning the Parish boundary.

2.27 The consultation response from Thurnham Parish Council also states:

'There is a blurring of the urban/rural to the detriment of the rural community.'

It is that impact on community cohesion that the proposal would seek to address and by including it in the Stage 2 consultation views and comments on the specific proposal, including those of the parish, will be available for consideration.

2.28 Tovil Parish Council Response and Proposal 10a (Appendix A)

Petition to abolish the Parish Council. A petition with 87 signatures was received in response to the Stage 1 consultation. This is not recommended to be taken forward as a proposal (only a minor boundary change is recommended to Tovil parish along Courtenay Road).

2.29 The Local Government Boundary Commission for England Guidance on Community Governance Reviews is clear that abolishing a parish council is not something to be done lightly:

1. Paragraph 75. - *As part of a community governance review a principal council should consider whether a recommendation made by petitioners will undermine community cohesion in any part of its area.*
2. Paragraph 120. - *Exceptionally, there may be circumstances where abolition may be the most appropriate way forward. Under the 2007 Act provisions, the principal council would need to consider local opinion, including that of parish councillors and local electors. It would need to find evidence that the abolition of a parish council was justified, and that there was clear and sustained local support for such action. A factor taken into account by the Government in deciding abolition cases, was that local support for abolition needed*

to have been demonstrated over at least a period equivalent to two terms of office of the parish councillors (i.e. eight years), and that such support was sufficiently informed. This means a properly constituted parish council should have had an opportunity to exercise its functions so that local people can judge its ability to contribute to local quality of life.

2.30 Accordingly, a petition of 87 signatures is not considered to be sufficient to take the proposal to abolish the Parish Council forward.

Parish Size Considerations

2.31 Appendix C sets out an analysis on Council size. It was clear from the consultation responses at Stage 1 that Parish Councils did not feel that sizes were an issue. The analysis was carried out using the National Association of Local Councils circular on parish size.

2.32 Having completed the analysis there are minor variations from the circular but nothing significant.

2.33 It is also the case that two smaller parishes have below the recommended 7 parish councillors (at the minimum size set in law of 5). Given the difficulties in parish councils finding councillors, and the feedback from the consultation it is not recommended to vary parish council sizes.

2.34 However, individual parishes impacted by a boundary change would have their sizes reviewed and amended as part of that change.

3. AVAILABLE OPTIONS

3.1 Option 1 – That the Committee considers the Appendices and approves them. When considering Appendix A the Committee could add, remove or amend proposals as it decides is appropriate and approves it for Stage 2 consultation.

- Additions would need to be based on either a response to the Stage 1 consultation (see Background Papers), or the identification of a community governance issue.
- Removals should be on the basis of determining that the proposal does not address a community governance issue, or that it is unsuitable based on the available evidence.
- Amendments would need to be clear on the extent of the change requested, i.e. identifying the specific boundary change required for the proposal to be acceptable for Stage 2 consultation.

3.2 Option 2 – That the Committee considers Appendix A and does not approve a final list, determining that no options arising from the Stage 1 consultation or assessment should go forward to Stage 2 consultation.

This is not recommended as a number of changes have arisen, or been identified through Stage 1, that the Council should be addressing in carrying out its review in accordance with the Guidance and the 2007 Act.

4. PREFERRED OPTION AND REASONS FOR RECOMMENDATIONS

- 4.1 Option 1 is the preferred option. The outcomes from work on the Stage 1 responses and officer analysis of current boundaries is presented at Appendix A. This list and the proposals on it have also been the subject of a workshop for Democracy and General Purposes Committee members to ensure member involvement in the proposals being presented to the Committee.
- 4.2 However, the Guidance on Community Governance Reviews is clear that there is a significant element of judgement in determining against 2007 Act criteria and it is for the Committee to make the determination on what should be included in the Stage 2 consultation.
- 4.3 The consultation approach set out at Appendix B is two tiered to both catch as many comments as possible, as well as targeting specific areas to understand levels of community support for proposals.
-

5. RISK

- 5.1 The Community Governance Review is being conducted in accordance with the Local Government and Public Involvement in Health Act 2007 and guidance issued by the Local Government Boundary Commission for England. It is also being conducted in accordance with the Council's agreed Terms of Reference.
- 5.2 The risk to the Council is that the findings of the review and, if agreed, their implementation, are challenged for a fault in the process. It is therefore important the Committee are satisfied that the process outlined is sufficient to mitigate that risk given that the Act and Guidance are not prescriptive in what needs to be conducted.
- 5.3 This report sets out the process being followed and proposed consultation to ensure that the decisions being taken are sound.

6. CONSULTATION RESULTS AND PREVIOUS COMMITTEE FEEDBACK

- 6.1 The Council set the terms of reference in September 2022 and published them in October 2022.
- 6.2 Stage 1 Consultation asking for review areas to be identified ran from November 2022 to January 2023.
- 6.3 Ongoing dialogue has been held between officers and a number of parishes, individuals and community groups in response to their Stage 1 submissions.

6.4 A workshop was held with the Democracy and General Purposes Committee members on 8 June 2023.

6.5 This report is setting out which proposals to consult on for Stage 2.

7. NEXT STEPS: COMMUNICATION AND IMPLEMENTATION OF THE DECISION

7.1 If agreed, the proposals outlined in Appendix A will form the Stage 2 consultation timetabled to start on 23 June 2023 and run for 6 weeks.

7.2 The results of that consultation will be considered in full by officers, Members and the Democracy and general Purposes Committee with proposals being retained, amended, or dropped as appropriate.

7.3 Full Council will then consider the outcome of the review and decide whether to implement its findings.

8. REPORT APPENDICES

- Appendix A: Stage 2 Consultation Proposals
 - Appendix B: Consultation Approach
 - Appendix C: Parish Council Size Analysis
-

9. BACKGROUND PAPERS

- Stage 1 Consultation Response Summary

COMMUNITY GOVERNANCE REVIEW – STAGE 2 CONSULTATION PROPOSALS

1. BARMING

1a. Extend Boundary East

Recommendation: Agree boundary in Map 1a for Stage 2 Consultation.

See Map 1a.

2. BOUGHTON MONCHELSEA

2a. North/North Eastern Boundary of Boughton Monchelsea Parish

Recommendation: Agree boundary in Map 2a for Stage 2 Consultation.

See Map 2a.

2b. Extend Boughton Monchelsea to the West/North West

Recommendation: Agree boundary in Map 2b for Stage 2 Consultation.

See Map 2b.

3. BOXLEY

3a. Bring Orchard Drive into line with surrounding area

Recommendation: Agree Map 3a for Stage 2 Consultation, with the intention of aligning Orchard Drive with the Grove Green Area dependent on other potential changes.

See Map 3a.

3b. Make Lombardy Drive, Bargrove etc. consistent with area

Recommendation: Agree Map 3b for Stage 2 Consultation.

See Map 3b.

3c. Consider Grove Green element of Boxley parish

Recommendation: Agree Maps 3c and 3d for Stage 2 consultation supported by targeted consultation with the Parish and the community to ascertain whether to unparish, Parish separately, or retain current arrangements.

See Map **3d** (Map 3c is for context).

4. CHART SUTTON

4a. Chart Hill Road Boundary

Recommendation: Agree boundary in Map 4a for Stage 2 Consultation.

See Map 4a.

5. COXHEATH/EAST FARLEIGH

5a. Fairhurst Drive, Coxheath to East Farleigh

Recommendation: Agree boundary in Map 5a for Stage 2 Consultation.

See Map 5a.

6. DOWNSWOOD

6a. Beams and Uptons

Recommendation: Agree boundary in Map 6a for Stage 2 Consultation.

See Map 6a.

7. LOOSE

7a. North Loose Status

Recommendation: Agree boundary in Map 7a, showing North Loose (unparished) joining Loose Parish Council for Stage 2 Consultation. Support with targeted consultation with the Parish and the community to ascertain whether to Parish the area.

See Map 7a

8. OTHAM

8a. Tichfield Rd Status

Recommendation: Agree boundary in Map 8a for Stage 2 Consultation.

See Map 8a

9. THURNHAM

9a. South West Thurnham Status

Recommendation: Agree boundary in Map 9a for Stage 2 Consultation, support with a targeted consultation with the Parish and the community.

See Map 9a

10. TOVIL

10a. Tovil Petition – Remove Tovil Parish Council

Recommendation: Do not take the proposal forwards for the reasons outlined in the report.

10b. Amend Parish Boundary on Coombe Farm Estate

Recommendation: Agree boundary in Map 10b for Stage 2 Consultation.

See Map 10b

OTHER PROPOSALS IDENTIFIED THROUGH THE STAGE 1 CONSULTATION

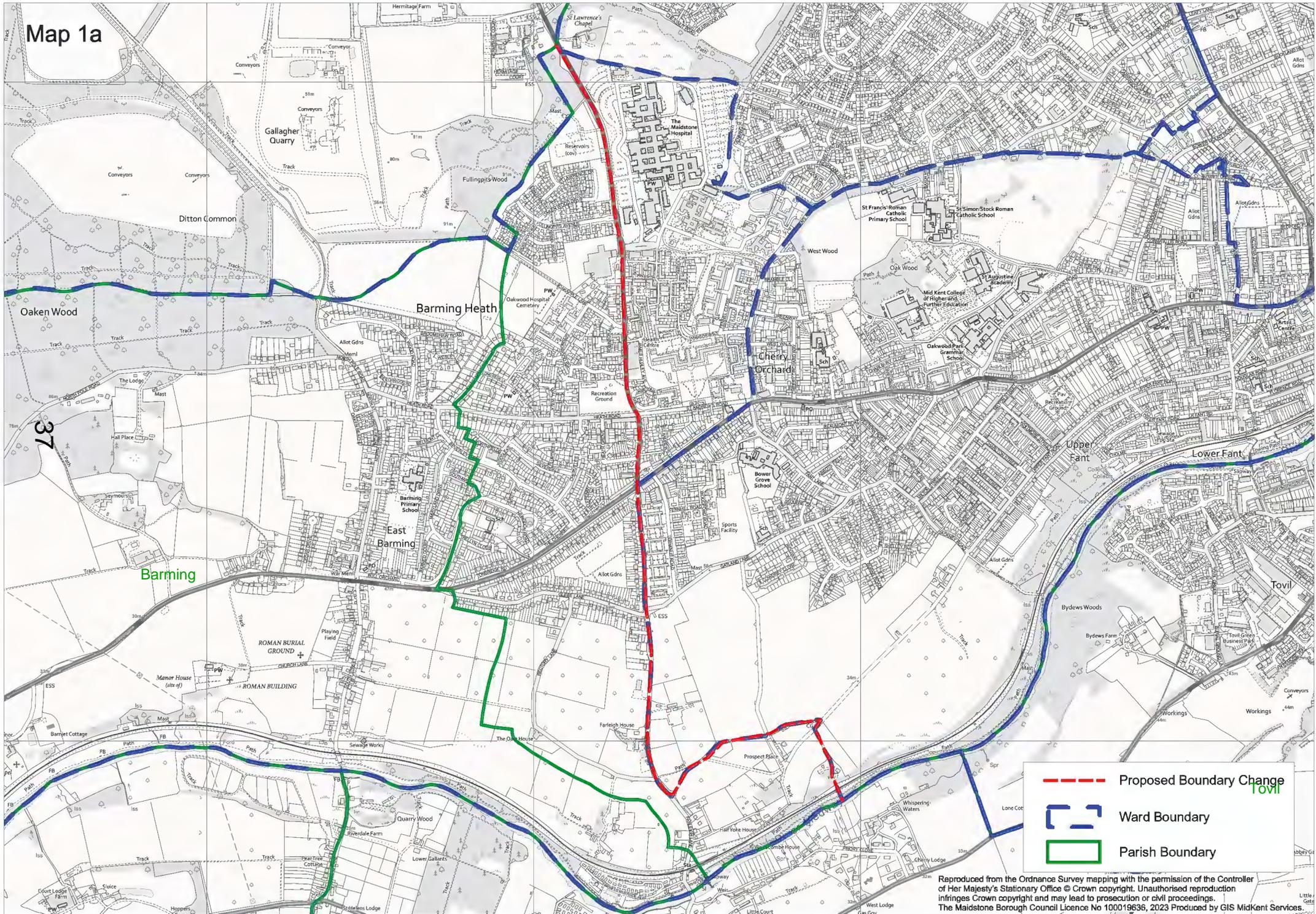
- a) Allington – to be parished, along ecclesiastical parish boundaries – this is not recommended to be taken forward into second stage consultation as no evidence was provided of community support, the ecclesiastical parish boundaries are not a basis for Community Governance boundaries and Allington is a dense urban area with no specific reason for being parished.
- b) Bearsted Parish Council – suggestions received that Bearsted Parish Council should be abolished. No support was identified for the proposals, and the rationale given focuses on current issues on the parish council rather than any of the relevant objectives of the review.
- c) Maidstone Town Council – a suggestion of forming a Town Council came forward, but no community support was identified for such a significant proposal.

Recommendation: Do not take these proposals forward to Stage 2 consultation.

NOTE ON MAPS

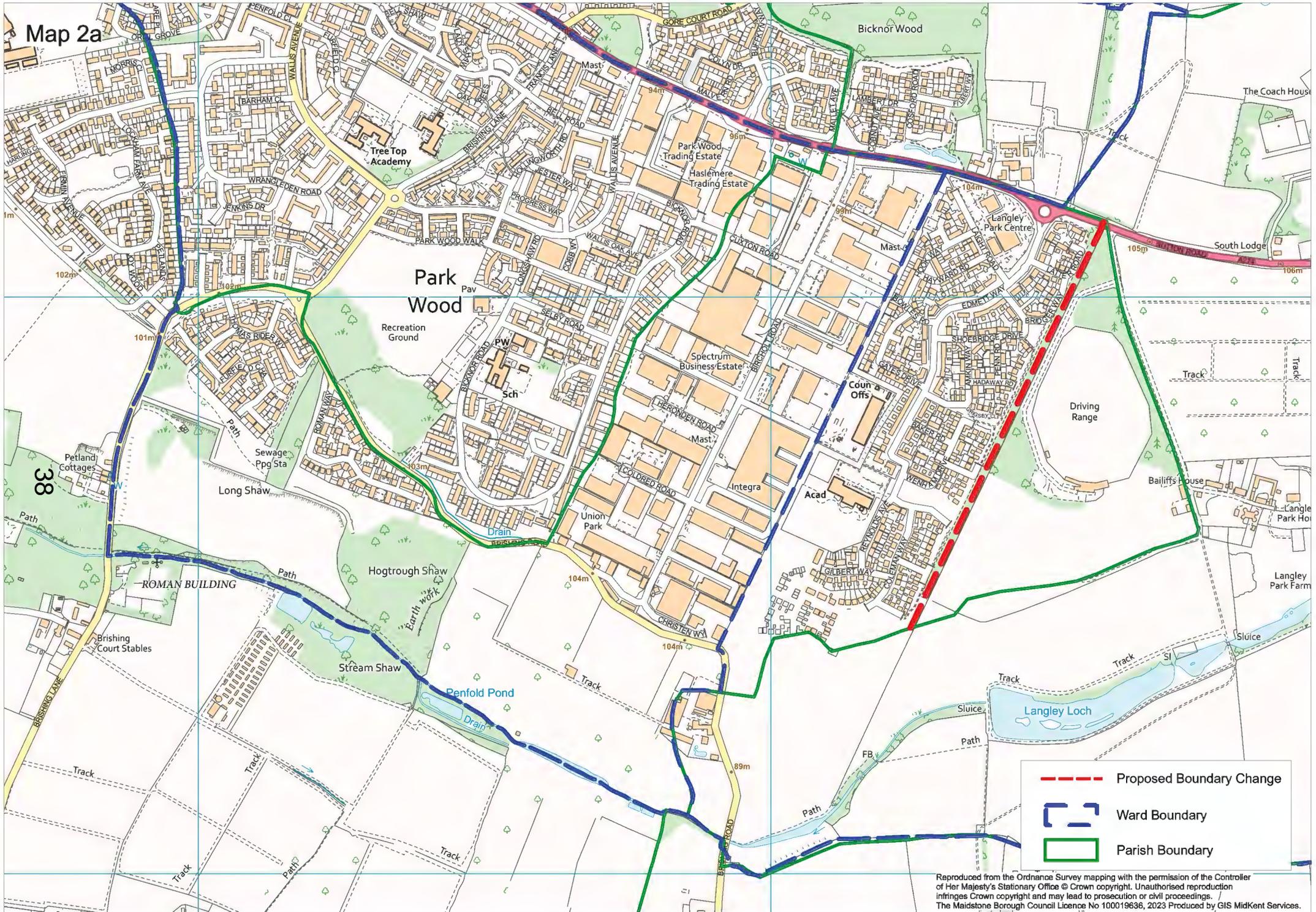
Consultation may present Maps differently. Colours for boundaries and changes have been chosen to maximise clarity. Colour choices have no other significance.

Map 1a



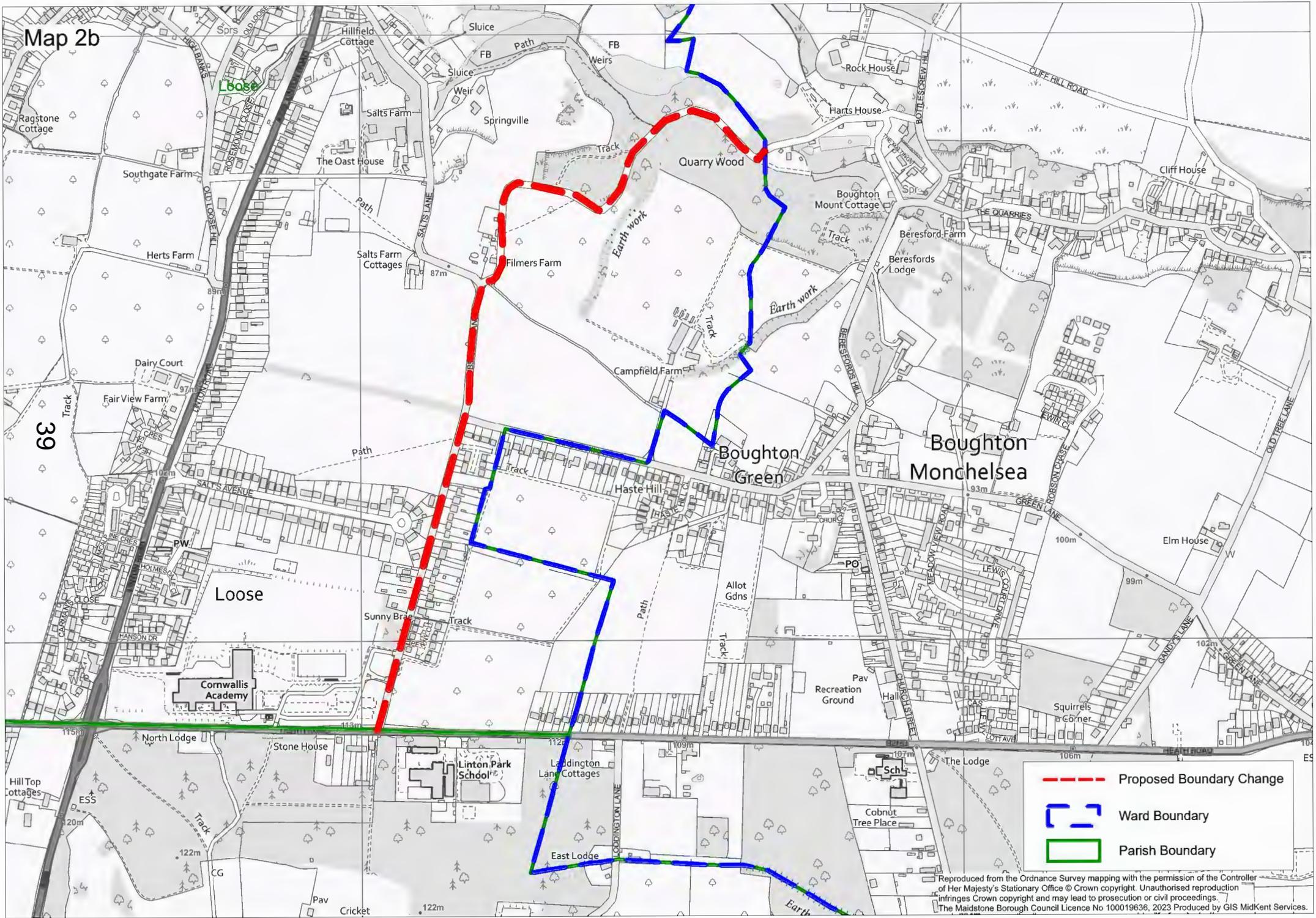
Proposed Boundary Change
Ward Boundary
Parish Boundary

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Map 2b

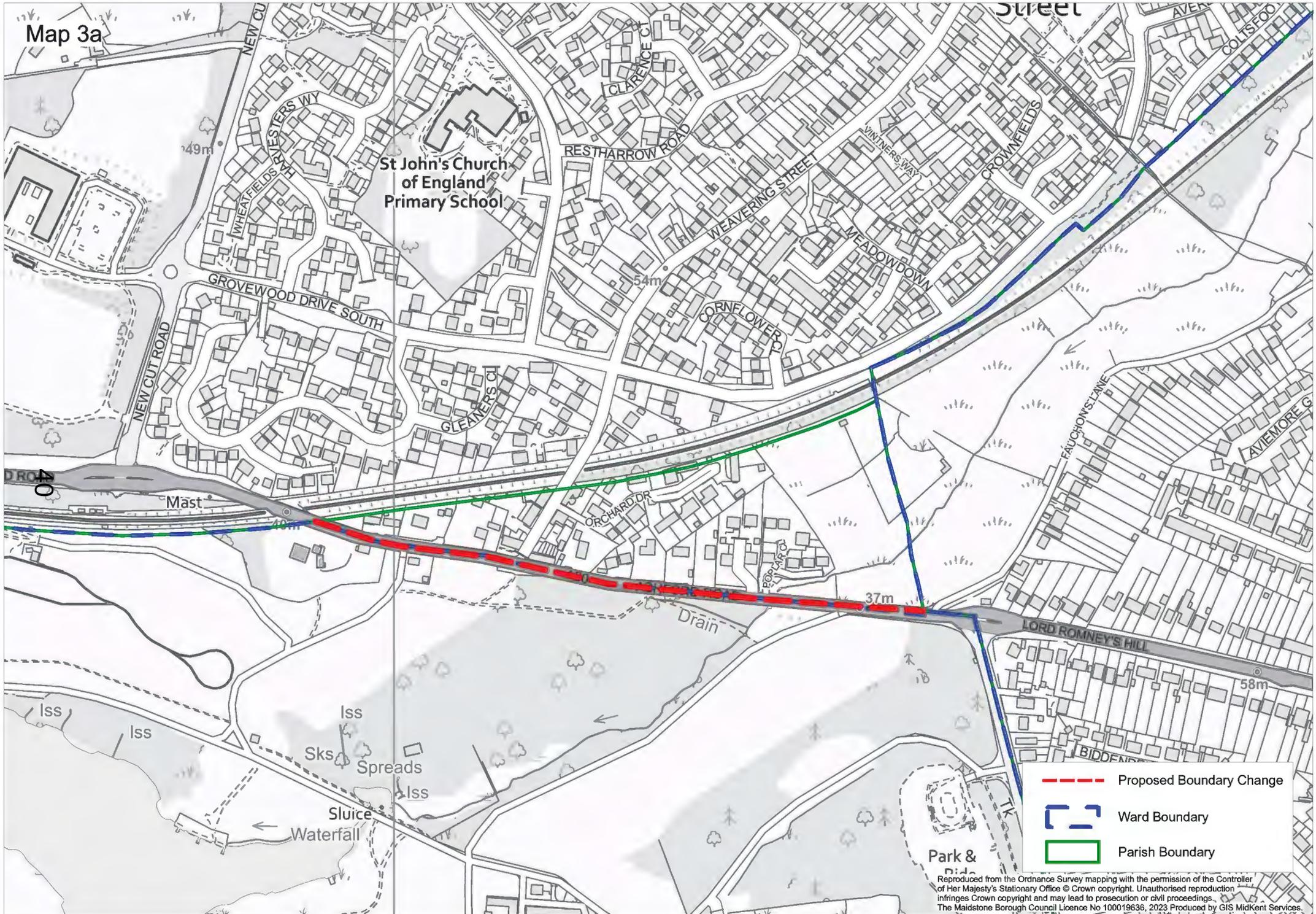


39

-  Proposed Boundary Change
-  Ward Boundary
-  Parish Boundary

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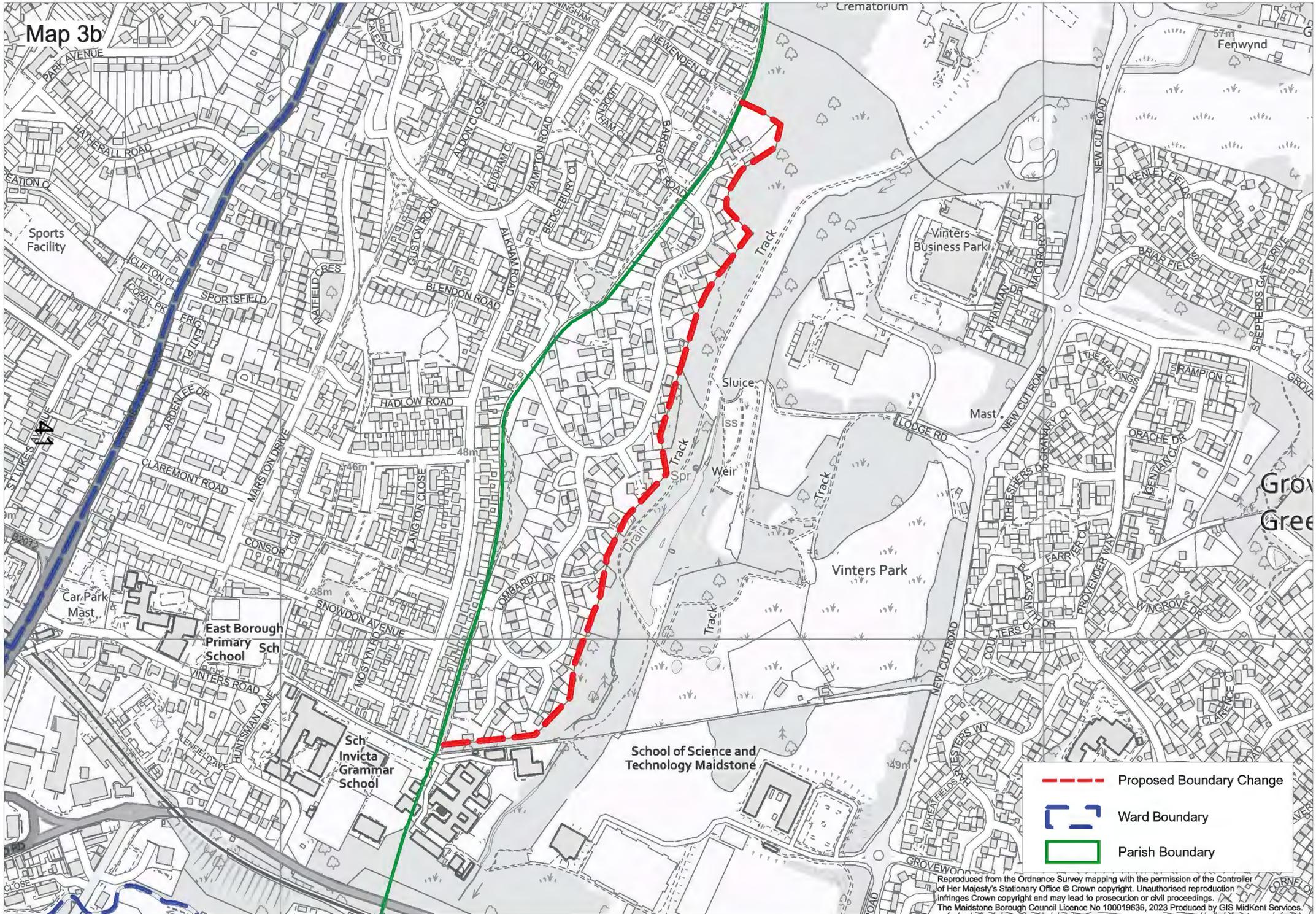
Map 3a



- Proposed Boundary Change
- Ward Boundary
- Parish Boundary

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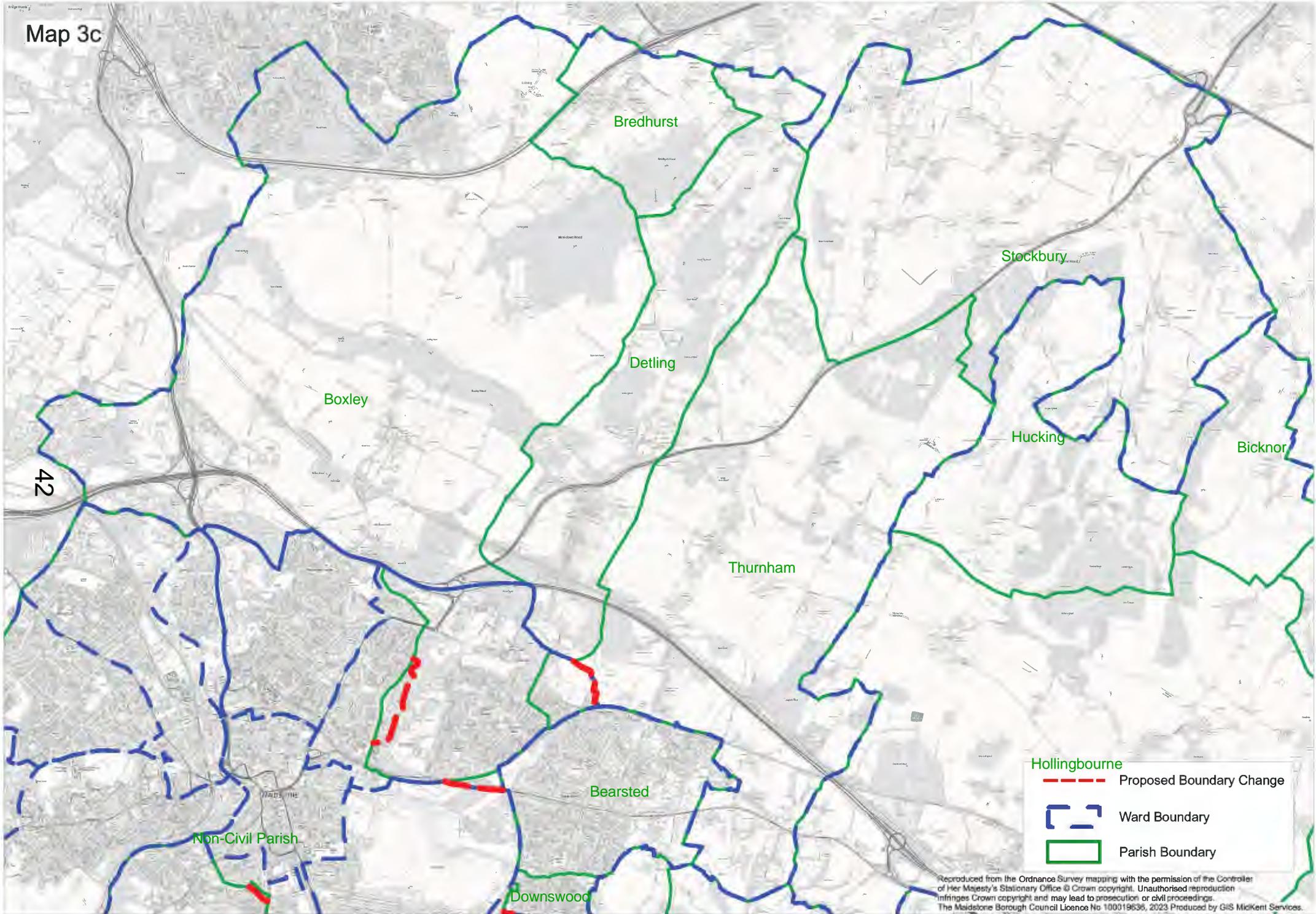
Map 3b



- Proposed Boundary Change
- Ward Boundary
- Parish Boundary

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Map 3c

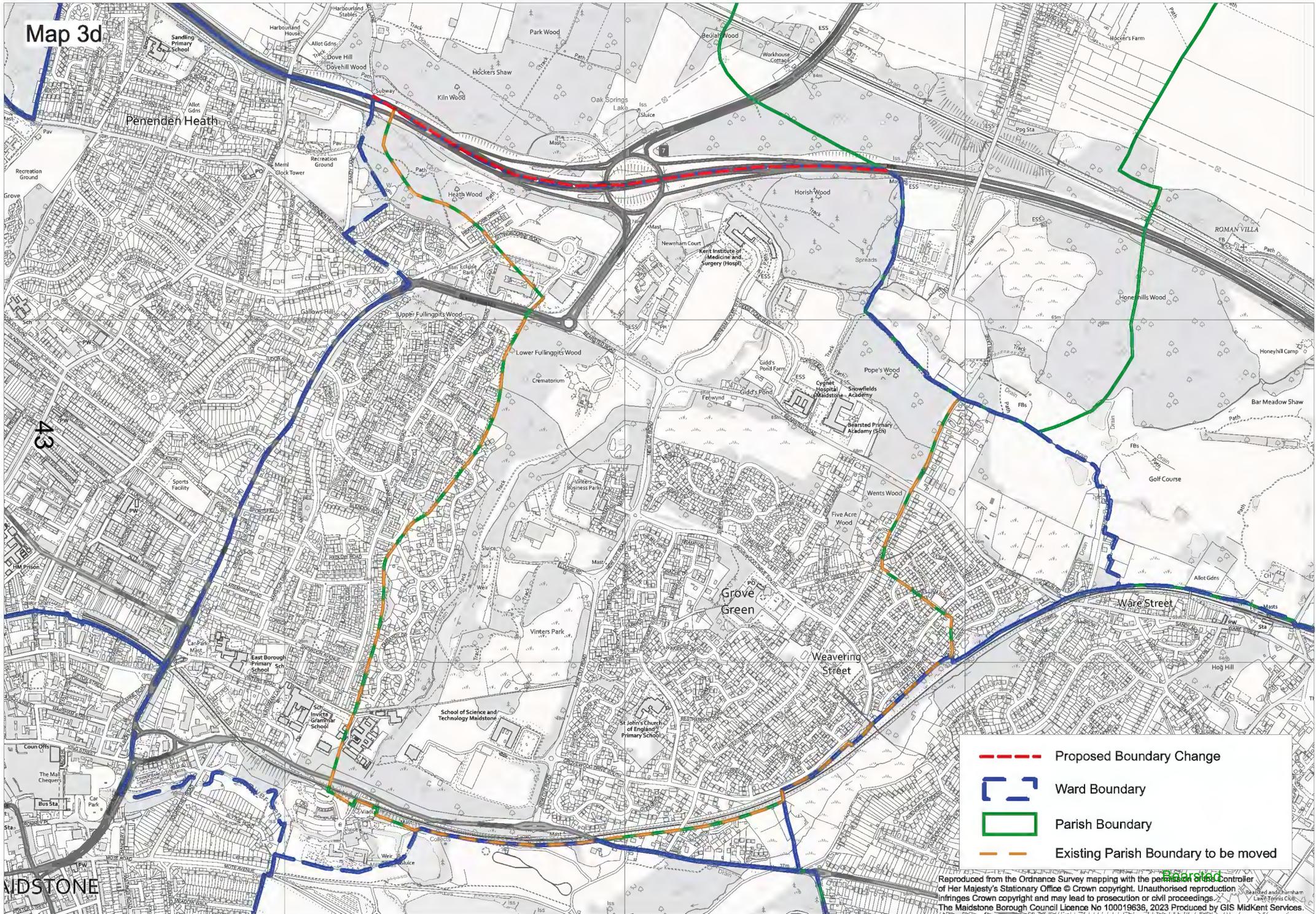


Hollingbourne

- Proposed Boundary Change
- Ward Boundary
- Parish Boundary

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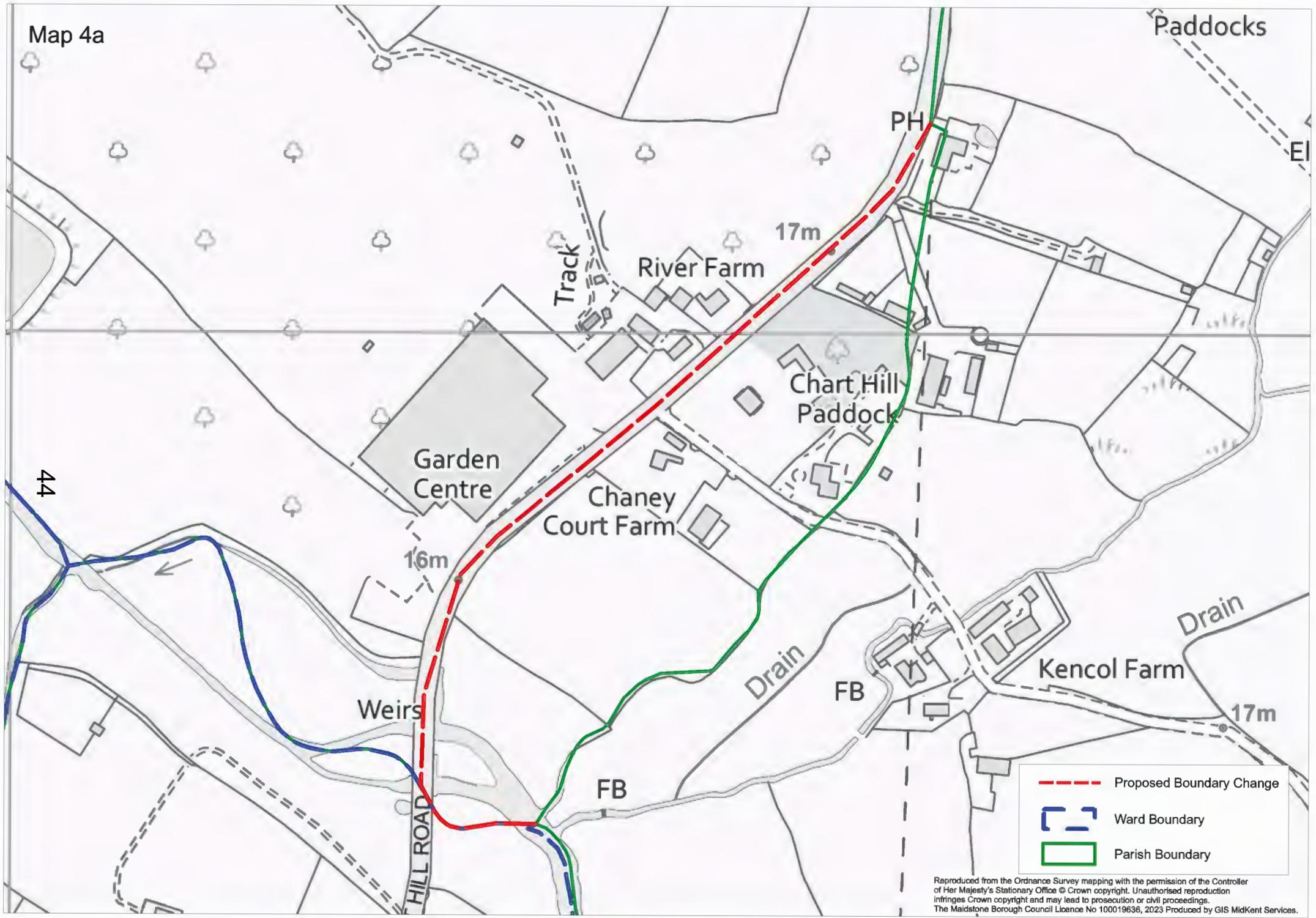
Map 3d



-  Proposed Boundary Change
-  Ward Boundary
-  Parish Boundary
-  Existing Parish Boundary to be moved

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Map 4a



--- Proposed Boundary Change

- - - Ward Boundary

— Parish Boundary

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Map 5a

Parlmerston House
ESS

Regent House

PLEASANT VALLEY LANE

114m
seshoe Farm

ADBERT DR

FAIRHURST DR

DEAN STREET

ESS

--- Proposed Boundary Change

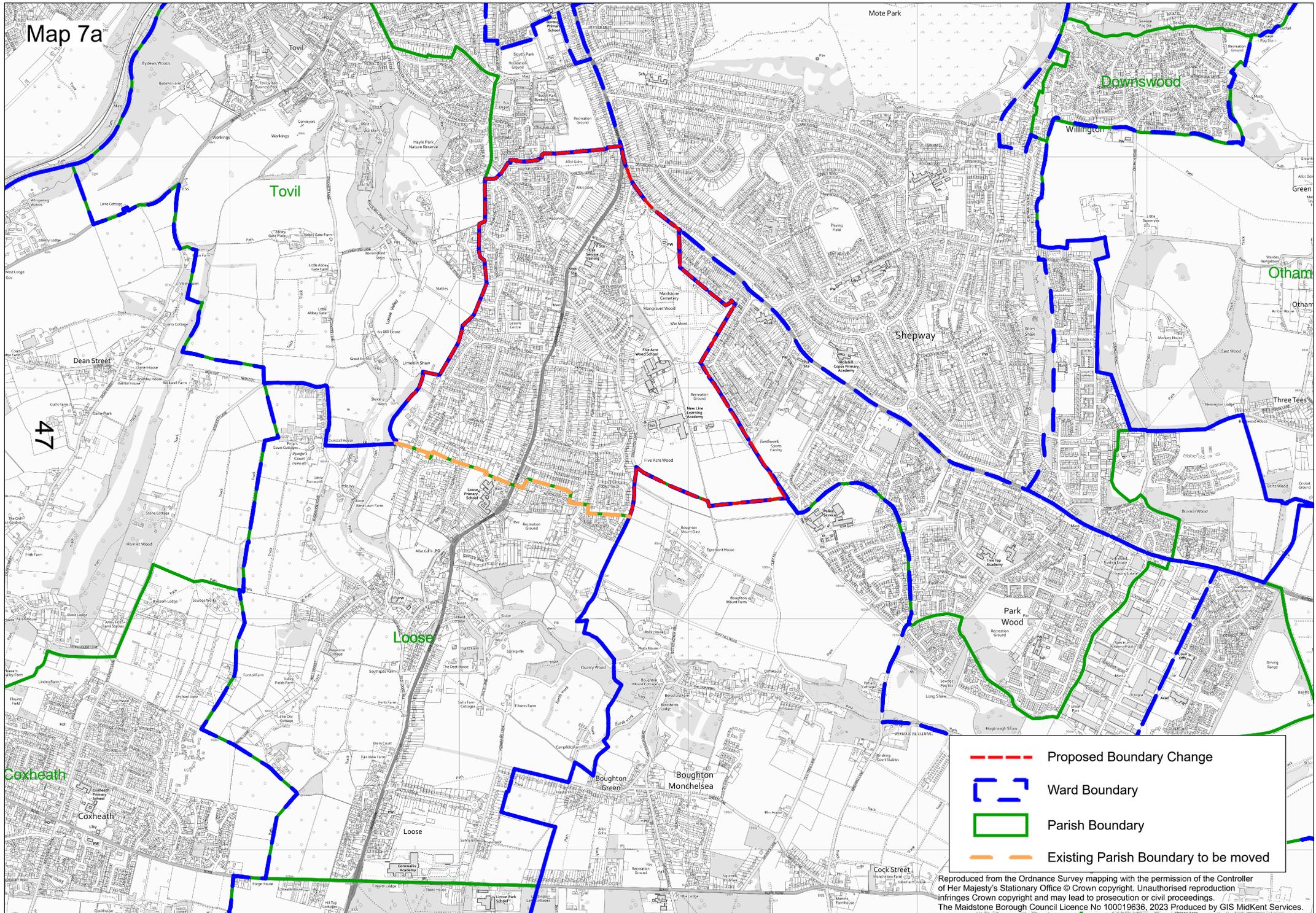
▭ Ward Boundary

▭ Parish Boundary

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Map 6a

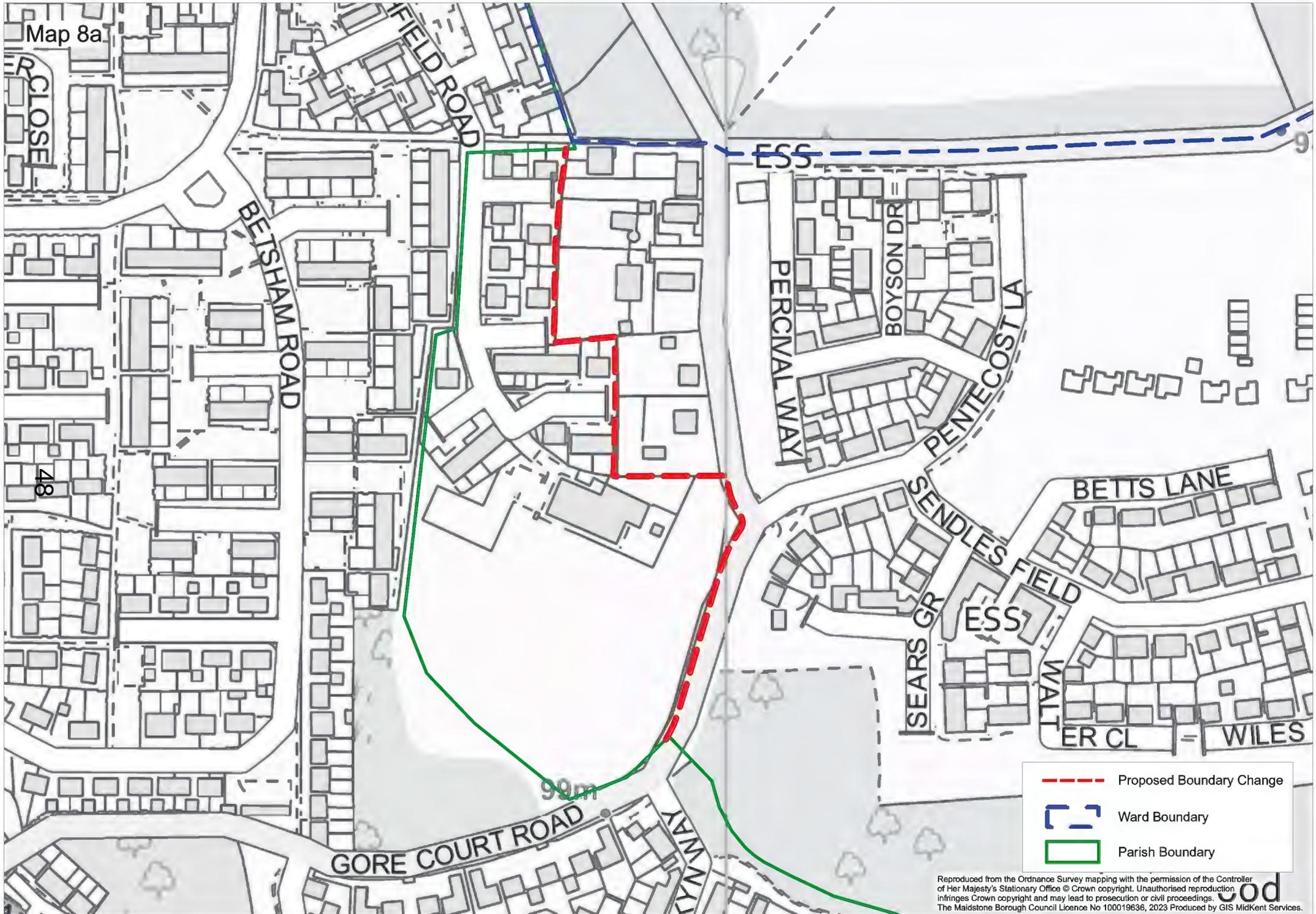




	Proposed Boundary Change
	Ward Boundary
	Parish Boundary
	Existing Parish Boundary to be moved

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Map 8a



- Proposed Boundary Change
- Ward Boundary
- Parish Boundary

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Map 9a

Monkdown Wood

Detling

Thurnham

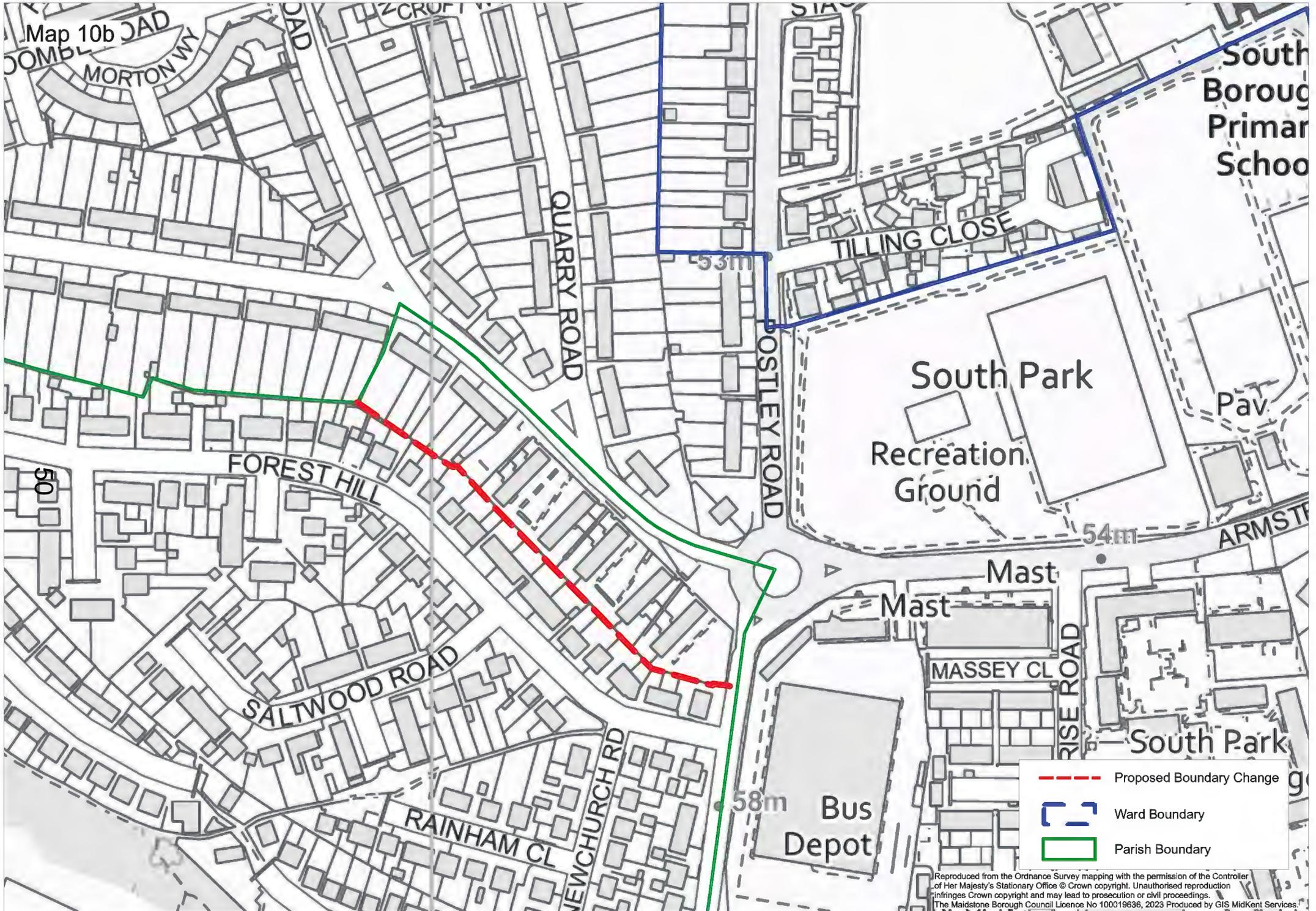
Bearsted

Downswood

49

-  Proposed Boundary Change
-  Ward Boundary
-  Parish Boundary

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Community Governance Review Consultation Statement
Democracy and General Purposes Committee

Consultation will open on: 23 June 2023

Close on: 6 August 2023

The consultation will consist of two main elements

1. Overarching consultation – open to all to comment on specific proposals and questions put forward. Consultation portal on website will differentiate between specific proposals and allow comments to be submitted on all, any or none of them. Parish Councils will be able to contact officers to discuss any of the proposals.
2. Targeted consultation – where areas are impacted by significant or open proposals, particularly where community identity is an important factor in the change proposed, then a leaflet drop will be conducted to direct people to the consultation portal for the specific proposal. Parish Councils will be contacted to see whether they want to have a specific meeting regarding the proposal.

An overview of the Consultation detail will be given at the meeting.

APPENDIX C

2023	Cllrs	Electorate*
Bearsted	15	6511
Broomfield & Kingswood	9	1303
Collier Street	7	678
Detling	7	679
Downswood	9	1673
Harrietsham	11	2617
Langley	9	1042
Leeds	7	606
Lenham (North Ward)	9	2191
Lenham (South Ward)	4	755
Loose	13	2042
Nettlestead	7	688
Otham	9	949
Staplehurst	15	5346
Sutton Valence	9	1377
Thurnham	9	996
Tovil	11	3201
Yalding	9	2045

2024	Cllrs	Electorate*
Barming	9	1443
Boughton Malherbe	5	419
Boughton Monchelsea North	4	2039
Boughton Monchelsea South	11	1551
Boxley North	6	2833
Boxley South	7	3446
Boxley South East	1	709
Boxley Woodlands	1	315
Bredhurst	7	354
Chart Sutton	7	695
Coxheath	13	3929
East Farleigh	9	1151
Headcorn	13	3445
Hollingbourne	8	818
Hunton	7	530
Linton	7	478
Marden	11	3796
Stockbury	7	584
Teston	7	550
Ulcombe	7	694
West Farleigh	7	419

2022	Cllrs	Electorate*
East Sutton	5	223

Community Governance Review - Parish Council Sizes

*Electoralates as at August 2022

Colour codings based on NALC Circular 1126. Same or minor variations are in green, larger deviations are in yellow, significant deviations would be in red (there are none). Bold means there are proposals to consider before final size can be calculated.

LGBCE guidance states there is no set formula for calculating Parish Sizes, and recommends a case by case basis, but does reference the NALC circular 1126.