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Direct dial 0115 914 8481
Email memberservices@rushliffe.gov.uk

Our reference:
Your reference:
Date: 30 May 2014

To all Members of the Council

Dear Councillor

A meeting of the CABINET will be held on Tuesday 10 June 2014 at 7.00 pm in the Council Chamber, Civic Centre, Pavilion Road, West Bridgford to consider the following items of business.

Yours sincerely

Executive Manager Operations and Corporate Governance

AGENDA

1. Apologies for absence.
2. Declarations of Interest.
3. Minutes of the Meeting held on Tuesday 13 May 2014 (previously circulated).

Key Decisions

4. None

Non Key Decisions

5. Community Governance Review of Shelford and Newton:
Recommendation of Member Group

The report of the Executive Manager - Operations and Corporate Governance is attached (pages 1 - 13).

Budget and Policy Framework Items

None

Matters referred from Scrutiny

None

Membership

Chairman: Councillor J N Clarke

Vice-Chairman: Councillor J A Cranswick

Councillors R L Butler, J E Fearon, N C Lawrence, D J Mason, S J Robinson

Meeting Room Guidance

Fire Alarm Evacuation: in the event of an alarm sounding please evacuate the building using the nearest fire exit, normally through the Council Chamber. You should assemble in the Nottingham Forest car park adjacent to the main gates.

Toilets are located opposite Committee Room 2.

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**MINUTES
OF THE MEETING OF THE
CABINET
TUESDAY 13 MAY 2014**

Held at 7.00pm in the Council Chamber, Civic Centre, Pavilion Road, West
Bridgford

PRESENT:

Councillors J N Clarke (Chairman), D G Bell, J A Cranswick, J E Fearon,
N C Lawrence and D J Mason

ALSO IN ATTENDANCE:

Councillors A MacInnes and G R Mallender

OFFICERS PRESENT:

S Cairns	Protection and Safety Manager
A Graham	Chief Executive
P Linfield	Service Manager – Finance and Commercial
K Marriott	Executive Manager - Transformation
V Nightingale	Senior member support Officer
S Pearson	Project Officer
P Steed	Executive Manager – Finance and Commercial
D Swaine	Executive Manager - Operations and Corporate Governance

APOLOGIES FOR ABSENCE:

There were no apologies for absence

Prior to the meeting beginning the Chairman informed Cabinet that the agenda would be re-ordered in order that Cabinet could consider items 4 and 5 later on the agenda.

55. Declarations of Interest

There were none declared.

56. Minutes

The minutes of the meeting held on Tuesday 11 March 2014 were approved as a correct record and signed by the Chairman.

57. Mobile Homes Act 2013 - Changes to the Licensing of Mobile Home Sites

Councillor Mason presented a report which outlined the changes to the licensing of mobile home sites following the introduction of the Mobile Homes Act 2013. She stated that the original Caravan Sites and Control of Development Act 1960 had been updated in order to give greater protection to residents. The new Act introduced important changes for the buying, selling and gifting of a park home and the review process for pitch fees. The Act also gave additional powers to local authorities to ensure there is compliance with the site licences. She explained that the Government had recognised that this would mean that local authorities incurred additional costs and had made

provision for councils to recuperate their costs; she emphasised that councils could not make a profit. Within the Act there were three options for calculating the fees and Rushcliffe were opting to charge an annual fee on a per pitch basis as this was felt to be transparent and fair. It was also proposed to review these fees after the first year to ensure that they remain fair and that the Council was covering its costs without making a profit. She explained that the site owner could pass on this charge to the residents. The Council was proposing to exempt sites of three caravans or less and sites for the owner and their family which are not run for financial gain.

She informed Members that there had been a consultation process regarding the Policy Statement with a well attended event held at the Civic Centre. At this event there had been representatives from all seven sites in the Borough and the views of both site owners and residents had been taken into account. Concerns had been raised regarding empty properties and it had been agreed that there would not be a charge if there was only a base.

With regards to the Policy she believed that this was a fair and transparent policy that would enable the Council to protect site residents. In conclusion she explained that this Policy would be reviewed every five years.

Councillor Bell noted that certain sites did not fall within the definition of a relevant protected site and therefore were not subject to any charges. He queried if there were any such sites within the Borough. The Protection and Safety Manager stated that the only sites that could fall under this category were small sites and would therefore be exempt.

RESOLVED that Cabinet

- a) Approve the new Mobile Homes Act 2013 Policy Statement (attached as appendix A of the report);
- b) Endorse the option to calculate annual fees on a per pitch basis, and
- c) Approve the proposal to exempt certain sites from the annual fee charge.

58. Development of the Arena Site

Councillor Clarke presented a report which updated Cabinet on the proposals to implement the Council's Leisure Strategy and the potential opportunity to relocate the Council's administrative hub to The Arena site. He reminded Members that Cabinet had received updates on the Leisure Strategy on 15 October 2013, 14 January and 11 March 2014. It was acknowledged that the site owners of Rushcliffe Leisure Centre had alternative plans for the site and that the Council wanted to rationalise its provision in the West Bridgford area.

Councillor Clarke stated that Cabinet had set up a Member Group to consider the proposed implementation of the Strategy and the possibility of relocating the offices from the Civic Centre. He stated that the Group had met on three occasions and had had lengthy discussions on the proposals. He explained that the Member Group had considered the original proposals and then requested further options to be produced. He stressed that the Working Group

had spent many hours discussing the options, following all the work the officers had undertaken. It had not been just a rubber-stamping exercise, but alternatives and different ideas had been introduced in drawing up the final proposals for approval by Cabinet. As Chairman of the cross party Member Group Councillor Clarke thanked the Members involved and the officers for their hard work. The Group had taken into account the needs and requirements of all the different types of sport in order that they could be accommodated within the building. He referred to appendix 2 of the report that listed the proposed specification in detail. With reference to the Indoor Bowls facility he asked for the words 'possibility of slight' to be removed as the Member Group had agreed that there would be a 4 lane bowling arena including additional space to outside lanes. This was agreed by other members of the Cabinet.

He informed Cabinet that the Group had considered different sports at each meeting to ensure that there was a measured and focussed approach taken. In respect of swimming the Group had proposed a 6 lane 25 metre main pool with a separate learner/family pool. This would allow both pools to be kept at optimum temperatures. The existing sports hall had been retained and there would be a large gym area. The Group had discussed the provision of squash courts and as the usage/demand was increasing had proposed three squash courts with moveable walls, which then made the space available to be used for other activities.

With regards to Indoor Bowls the Group had had long debates over the design, its value for money and the finances available. Three concepts had been considered, no bowls, 4 lanes or 6 lanes. The Group had opted for 4 lanes with a greater ceiling height to allow for alternative activities when not used for bowling. He reminded Members that the Group had requested additional space on the outer rinks.

Councillor Clarke stated that other facilities included a café, linked to the swimming spectator area, snooker tables and a multi function room. It had been agreed that there would not be a licensed bar. He said that the Group believed that this would be a fabulous new facility.

In respect of the new office accommodation he stated that there was no dedicated Council Chamber, however the space allocated would be designed with maximum flexibility in order that the space could be used for small meetings and large conferences. It was recognised that the Civic Centre was now too large for the Council and that within the leisure build there was the opportunity to build a modern, fit for purpose office space.

With regards to finances Councillor Clarke stated that the original budget within the Leisure Strategy had been £10m. This new facility had been costed at £13.2m, however with some valued engineering it was anticipated that the cost would be £11.6m. He requested that recommendation d) should read

“Identifies an overall capital allocation *target cost of £11.6m* for the Arena development based upon the costs and opportunities identified at paragraphs 38 and 40 of the report.”

Councillor Clarke advised that whilst the Working Group and Cabinet were establishing the principle of the main structure and which facilities were provided, there was still further discussion to be had on design detail relating to fixtures/fittings and the type of equipment to be provided within the facilities. Cabinet were informed that consultation would commence with user groups and customers of the leisure centres on the design proposals. He said that it was important that the people's views were taken into account, especially the many clubs that used the centres. He felt that, similar to the Council's budget consultation exercise, a focus group should be invited to discuss the proposals further as it was imperative that the Council provided the facilities people wanted to use. He stated that he had already contacted the Indoor Bowls Club to arrange a meeting. He recognised that officers were negotiating with Rushcliffe School regarding the community use of the school's facility but he felt that they also needed to be included in the discussion regarding the surrender of the leisure centre and therefore recommendation b)ii should read

"Nottinghamshire County Council *and Rushcliffe School* on arrangements for the surrender of the Council's use of the current Rushcliffe Leisure Centre"

The Chief Executive gave a short presentation regarding the designs for the building. He explained that there would be additional space built onto the front and side of the present building, with the pool area at the front. He displayed the initial design concept and stated that these were not the final designs and would be amended. From the Member Group's discussions work was being undertaken to develop viable options to create connectivity from the sports hall into the bowls area, thus allowing the space to be used for other events. He stated that it was envisaged that there would be a design day to allow groups to see the proposals and to discuss their needs. Other groups would be consulted to ensure that the needs of families, older people and the disabled were taken into account. Also the Council would be discussing the proposals with Parkwood Leisure. Workshops would also be arranged for Members to discuss the office/civic element of the design.

Councillor Cranswick acknowledged the amount of work that had been undertaken to produce the design specifications. He stated that this was a project that the Council should be proud of, however, it had to be recognised that the Council could only provide what it could afford. This project would provide an up to date, light and airy leisure centre and improved working conditions for the staff; whilst also releasing the Civic Centre for the Council to use/dispose of in the future.

Councillor Fearon agreed that a lot of work had been undertaken so far. The school's decision that it did not want a leisure centre on its site had accelerated the Council's programme to rationalise its leisure portfolio. It was important that when the new centre was open that the bowling usage was considered and marketed, especially as the build time would have an impact on the current membership. He welcomed the fact that the additional space on the outer lanes had been taken into account.

Councillor Mason supported the previous comments and welcomed the fact that there would still be community use of the facilities at the school.

Councillor Lawrence also supported the comments made. He stated that it was important to recognise the financial pressures that local authorities faced.

In conclusion Councillor Clarke thanked all Members and officers for their input. He reiterated that the future of the Civic Centre would be considered by Cabinet in the future.

RESOLVED that Cabinet:

- a) Adopts the specification outlined at Appendix 2 of the report as its preferred configuration for the Arena redevelopment and in so doing authorises the Chief Executive to continue to progress the delivery programme including taking the necessary steps to:
 - i. Produce final design proposals based upon this configuration.
 - ii. Submit such designs for planning approval.
 - iii. Appoint the main and specialist contractors required for the redevelopment of the Arena

- b) Requests the Chief Executive to continue negotiations with:
 - i. Rushcliffe School on arrangements to enable the continued community use of indoor and outdoor facilities as identified at paragraph 26 of the report.
 - ii. Nottinghamshire County Council and Rushcliffe School on arrangements for the surrender of the Council's use of the current Rushcliffe Leisure Centre.
 - iii. Parkwood Community Leisure on the interim arrangements for leisure in West Bridgford during the rebuild programme and management arrangements, including management fees, for the new centre at the Arena site.

- c) Confirms its intention to relocate its administrative hub to the Arena development and requests that the Chief Executive continues to develop proposals for the future use of the Civic Centre site and that further reports be provided to Cabinet enabling a decision to be made on the options for the future use of the site.

- d) Identifies an overall capital allocation target cost of £11.6m for the Arena development based upon the costs and opportunities identified at paragraphs 38 and 40 of the report.

- e) Notes the approach to financing outlined in the Financial Implications section of the report and agrees the proposed allocation of £3.5m from reserves and the future use of the New Homes Bonus to fund internal borrowing costs over a ten year time frame.

59. Local Authorities (Executive Arrangements) Meetings and Access to Information) (England) Regulations 2012

RESOLVED that the public be excluded from the meeting for consideration of the following item of business pursuant to the above Regulations on the

grounds that it is likely that exempt information be disclosed as defined in paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972.

60. **Potential Options for Disposal of Land and Property**

Councillor Cranswick presented a report regarding the future use of three of the Council's assets. He explained that the options contained within the report were in accordance with the Council's Acquisition and Disposal Policy.

RESOLVED that Cabinet agree that Park Lodge, Rushcliffe Lodge (17 Trent Boulevard) and 15 Boundary Road are declared surplus to the Council's requirements, in accordance with the Council's Acquisition and Disposal Policy, and are disposed of at market value.

The meeting closed at 8.00 pm.

CHAIRMAN



Cabinet

10 June 2014

**Community Governance Review of Shelford and
Newton: Recommendation of Member Group**

5

Report of the Executive Manager - Operations and Corporate Governance

Cabinet Portfolio Holder - Councillor J A Cranswick

1. Summary

- 1.1 This report sets out the recommendation of the Community Governance Review Member Group, which met on 7 May 2014 to consider responses to the second stage of consultation, undertaken as part of the Community Governance Review of Shelford and Newton.

2. Recommendation

Cabinet is asked to consider the recommendations of the Community Governance Review Member Group and refer them to Council for approval. The Member Group's recommendations are set out at points one to four below;

1. To establish separate parish councils for Shelford and Newton.
2. To name these parishes Shelford and Newton respectively.
3. There should be five parish councillors for Shelford and nine parish councillors for Newton and the parishes should not be warded.
4. The boundaries of the new parishes should be as shown on the map contained within **Appendix 3** of the report.

3. Reasons for Recommendation

- 3.1. In June 2013, a petition was received by the Council asking for separate parish councils to be established for the villages of Shelford and Newton. Currently the two villages, and the surrounding area, are served by one parish council. The petition contained 347 signatures from people indicating they were electors of Shelford and Newton Parish. At that time Shelford and Newton Parish had 624 local electors (based on the 1 April 2013 Electoral Register). For a petition of this type to be valid it must be signed by 250 local electors in an area with between 500 and 2,499 local electors. After checking the petition it was established that it contained 298 valid signatures equating to 47.8% of the electorate. Consequently, the petition was determined as valid for the purposes of the Community Governance Review.
- 3.2. Under the Local Government and Public Involvement in Health Act 2007, the Council must carry out a Community Governance Review on receipt of a valid petition requesting the establishment of a parish council. The review for Shelford and Newton commenced on 30 September 2013 following approval of the terms of reference by Council. The review has been conducted in line with the provisions within Part 4 of the Local Government and Public

Involvement in Health Act 2007. A copy of the terms of reference for the review as agreed by Council on 20 June 2013 are available on the Council's website at

<http://www.rushcliffe.gov.uk/media/rushcliffe/media/documents/pdf/newsandpr omotions/TOR%20Shelford%20and%20Newton.pdf>

4. Supporting Information

4.1. The initial consultation period ran from 30 September 2013 until 29 November 2013 with a leaflet and questionnaire being sent to 435 households within the existing Shelford and Newton parish area. Subsequently there were a total of 197 responses, giving a response rate of 31.6%. The 197 responses represented 145 of the 435 households. Of the 197 individual responses; 180 respondents answered YES to the question 'would you like to see separate parish councils created for Shelford and Newton' and 17 respondents answered NO to the question. On the basis of the consultation results, the Member Group recommended that separate parish councils for Shelford and Newton should be created. They also recommended:

- the prospective names of the parishes
- the number of parish councillors
- that the parishes should not be warded
- the boundaries for the parish areas.

4.2. These recommendations were endorsed by Cabinet at its meeting on February 11 2014.

4.3. A second period of consultation was then undertaken between 17 February and 11 April 2014. This consultation sought views on the Member Group's recommendations with a leaflet and questionnaire again being sent to 435 households across the existing parish area. The results of this second round of consultation are attached as **Appendix 1**. Comments received as part of the consultation response, are attached as **Appendix 2**.

4.4. The Member Group then considered the findings from the second round of consultation. They recognised that 31.6% of the electorate had responded to the first stage of consultation and although the response to the second stage was smaller at 21.0% a high proportion of those that had responded (98.5%) were in favour of separate parish councils They considered that this still indicated that there was sufficient support for the establishment of separate parish councils.

4.5. As part of its deliberations the Member Group also reaffirmed its original recommendations that;

- the parishes should be named Shelford and Newton respectively.
- the number of parish councillors should be five for Shelford and nine for Newton.
- the parishes should not be warded.
- the boundaries of the new parishes should be as shown on the map in the consultation leaflet

4.5 In making these recommendation, the Member Group also gave regard to whether separate parish councils would be reflective of the identities and interests of the communities in the area and if they would support and enhance effective and convenient local governance. Subsequently the Member Group agreed its recommendations to Cabinet as set out within the report.

5. Risk and Uncertainties

5.1. Failure to deliver the community governance review within the required timescale is a risk that has been managed through effective delivery of the review process. The two rounds of consultation across the existing parish area have enabled the Member Group to give consideration to the responses provided in order to appraise and assess the communities' views. Furthermore when determining their recommendations the Member Group gave due regard to the Government's guidance for undertaking reviews particularly, whether separate parish councils would be reflective of the identities and interests of the communities in the area and also if they would support and enhance effective and convenient local governance

6. Implications

6.1. Finance

6.1.1. It is recognised that there are potential additional costs associated with the establishment of a parish council. The level and detail of these costs are something that would be determined by the parish council at the time a decision was made on its establishment. It will be the responsibility of the parish council to determine the nature and level of its costs which will be linked to its activities and the level of support required to deliver these e.g. associated salaries and premises.

6.1.2. As indicated part of the costs would be dependent on the transfer of any assets or services from the Borough Council to the parish council. At this point it is difficult to reconcile the potential impact of separate parish councils on any parish precept. This is because it is not clear what separate parish councils would be responsible for. Therefore the potential value of a precept is not clear at this time.

6.1.3. If separate parish councils were to be established the Borough Council is responsible for ensuring that budgets are prepared and agreed for the parish councils to administer once they are elected. As such it is likely that the Borough Council would have to arrange and adopt the initial parish precepts on behalf of the new parishes at an appropriate time.

6.2. Legal

6.2.1. There are no immediate legal implications arising from this report. However following Council's consideration of the issue it will be necessary to determine the requirements of the Reorganisation Order which will be required to be drawn up should Council ratify the proposal.

6.3. Corporate Priorities

6.3.1. Undertaking and delivering the community governance review process is consistent with the Council's corporate priority 'Maintaining and enhancing our residents quality of life' as it will enable the Council to determine if revised arrangements are necessary to provide effective and convenient local governance.

6.4. Other Implications

6.4.1. In relation to equality the delivery of recommendations as a consequence of a Community Governance Review can assist in increasing democratic representation. It can also help to ensure parish areas are aligned to Borough wards supporting the aspiration of equality of representation for the electorate.

For more information contact:	D Swaine Executive Manager - Operations and Corporate Governance 0115 914 8343 email dswaine@rushcliffe.gov.uk
Background papers Available for Inspection:	Cabinet Report 10 September 2013 Council 26 September 2013 - Community Governance Review – Shelford and Newton Cabinet Report 11 February 2014 Stage 2 Consultation questionnaire responses
List of appendices (if any):	<ol style="list-style-type: none">1. Results of Stage 2 of consultation2. Comments from Stage 2 of consultation3. Leaflet / questionnaire – Stage 2 consultation

Summary of Consultation undertaken on the Community Governance Review of Shelford and Newton

Stage Two Consultation

1. Stage two consultation leaflets were sent to over 400 households in the area. All returned survey responses have been analysed. A copy of the consultation leaflet has been included for information as **Appendix 3**.

Stage Two Consultation Responses

2. The consultation period ran from 17 February until 11 April 2014 and a total of 133 responses were received. However, one response was received after the closing date for the consultation, and another was received within the valid timeframe but with no name and address, and was therefore deemed invalid. This gives a valid total of 131 responses, and hence a response rate of 21.0% of the electorate in the Shelford and Newton Parish (131 of the 624 electors). Where the response sheet was returned as 'Mr and Mrs', these have been recorded as separate responses.
3. The 131 responses represented 90 of the 400 households who received a leaflet. These were spread across the whole of Shelford and Newton parish.
4. Of the 131 valid individual responses:
 - 129 respondents **agreed** with the Council's draft recommendation to set up separate parish councils for Shelford and Newton.
 - 2 respondents **disagreed** with the Council's draft recommendation to set up separate parish councils for Shelford and Newton.
 - 129 respondents **agreed** with the Council's draft recommendation to name the new parishes Shelford and Newton respectively.
 - 2 respondents **disagreed** with the Council's draft recommendation to name the new parishes Shelford and Newton respectively.
 - 117 respondents **agreed** with the Council's draft recommendation to have five parish councillors for Shelford and nine parish councillors for Newton.
 - 13 respondents **disagreed** with the Council's draft recommendation to have five parish councillors for Shelford and nine parish councillors for Newton.

- 1 person **skipped** this question.
- 112 respondents **agreed** with the Council's draft recommendation not to ward the new parishes.
- 10 respondents **disagreed** with the Council's draft recommendation not to ward the new parishes.
- 9 people **skipped** this question.
- 129 respondents **agreed** with the Council's draft recommendation to accept the new parish boundaries as per the questionnaire leaflet.
- 2 respondents **disagreed** with the Council's draft recommendation accept the new parish boundaries as per the questionnaire leaflet.

Breakdown of responses as a percentage of all responses:

Recommendation	Agree	% of responses	Disagree	% of responses
to set up separate parish councils for Shelford and Newton	129	98.5%	2	1.5%
to name the new parishes Shelford and Newton respectively	129	98.5%	2	1.5%
to have five parish councillors for Shelford and nine parish councillors for Newton	117	89.3%	13	9.9%
not to ward the new parishes	112	85.5%	10	7.6%
to accept the new parish boundaries as per the map within the questionnaire leaflet	129	98.5%	2	1.5%

5. There were potentially 624 residents of Shelford and Newton who could have responded to the leaflet delivered to each household. The response rate equates to the following:

Breakdown of responses as a percentage of electorate:

Recommendation	Agree	% of electorate	Disagree	% of electorate
to set up separate parish councils for Shelford and Newton	129	20.7%	2	0.3%
to name the new parishes Shelford and Newton respectively	129	20.7%	2	0.3%
to have five parish councillors for Shelford and nine parish councillors for Newton	117	18.8%	13	2.1%
not to ward the new parishes	112	17.9%	10	1.6%
to accept the new parish boundaries as per the questionnaire leaflet	129	20.7%	2	0.3%

Consultation Comments

6. Of the 131 responses, a total of 20 respondents made written comments, some of whom gave more than one comment. A full list of comments provided by the respondents is set out in **Appendix 2**.

Appendix 2

Transcript of Comments Received from Respondents

1	I live in newton and feel 9 councillors is excessive 4 sounds about right also the cost per week from your chart will be critical for continued support of the suggestion ie it should be no more costly and cheaper if possible
2	At the moment we have a parish council. Experience means I very much doubt you will find enough councillors
3	Since Newton has grown (and will continue to expand) to more than twice the size of Shelford, it would seem the obvious next step to have two parish councils
4	Since Newton has grown (and will continue to expand) to more than twice the size of Shelford, it would seem the obvious next step to have two parish councils
5	Great idea and definitely the right thing to do, given the potential expansion of the RAF Newton site
6	As per our individual comments, we feel the proposed separation would be best for both Shelford and Newton, as they are two very different parishes and, as such, have very different needs and ideas to be addressed in order to keep Shelford as the 'village' it should be and allow Newton to grow.
7	As per our individual comments, we feel the proposed separation would be best for both Shelford and Newton, as they are two very different parishes and, as such, have very different needs and ideas to be addressed in order to keep Shelford as the 'village' it should be and allow Newton to grow.
8	I think an explanation of what WARDED meant would have helped !!
9	We pay too much Council Tax. Not in favour to pay more
10	Newton will continue to grow and should be warded. Hickling and Willoughby are approximately the same size as Newton, but the annual precept is a fraction of ours £41.68. Why?
11	The name Newton Parish is acceptable. The correct way forward for increasing developments of homes and populus. Should create balanced views

12	re q3 What are numbers based on - no.of population or dwellings? re q4 What does this mean? What are effects? re q5 The map is out of date - no.of houses is not correct. I am not against dividing up the parish, however I am doubtful if it will work... 1. where would the Newton parish meet? 2. where were the responses NOT from? Is it because there are so many new homes/people on Newton Park? 3. why are we paying so much? Newton appears to receive very little
13	Don't know what no.4 means
14	Don't know what no.4 means
15	1. Why is the annual precept for Shelford @ £41.68 with only 209 residents, and others such as Barton in Fabis (215) on £ 27.94? 2. Why do you include a question about warding without an explanation?
16	At first 7 councillors (for Newton) should be enough until more houses are built
17	5 councillors is not enough for Shelford as 2 to 3 are always off sick or on holiday. 7 only for Newton would be ideal, and the same number for Shelford
18	Not sure what no.4 means
19	For Shelford 5 councillors could be too low and at times could be impractical. Due to illness/holidays etc there is a possibility that it would be difficult to get a quorum. For Newton 7 would be the right number for now but when the next phase of building is complete then 9 would a good number
20	Too many councillors for Newton. Same number as Shelford should be ample.

Copy of leaflet and questionnaire for Stage 2 of consultation

What is a parish council?

Parish councils are the most local level of elected local government which represent the interests of their community and are funded through an additional charge added to council tax bills; this is called a 'precept'.

Many town and parish councils are involved in local matters such as planning, licensing, managing town and village centres, and providing community halls.

Will it cost me anymore than I pay now?

The amount of charge is something that each parish council has to decide for itself and it depends on what services and facilities it provides. Parish councils can also apply for grants and loans.

The following table provides examples of parish precepts within the Rushcliffe Borough Council area and also gives the size of the electorate. The charge shown is for the annual charge for Band D properties and is in addition to the Council Tax.

Shelford and Newton Parish residents are currently charged the amount shown in the table below.

Parish	Parish size (electorate)	Annual precept	Weekly precept
Shelford	209	£41.68	£0.80
Newton	430	£41.68	£0.80
Barton in Fabis	215	£27.94	£0.54
Kingston Upon Soar	226	£33.69	£0.65
Upper Broughton	241	£63.33	£1.22
Wysall	291	£41.73	£0.80
Flintham	471	£48.54	£0.93
Hickling	424	£28.06	£0.54
Willoughby	446	£25.14	£0.48
Langer cum Barnstone	770	£123.81	£2.38

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17 February 2014

To all households in Shelford and Newton Parish

Dear Resident

How Shelford and Newton will be governed in the future...

In September 2013 we wrote to tell you that Rushcliffe Borough Council had received a petition from residents asking for the cessation of the existing parish council, and for separate parish councils to be formed for each of the two villages. By law the Council has to carry out a review of how decisions are made in the area by doing what is called a 'Community Governance Review'.

Part of this process was to ask local people whether they would like to see separate parish councils set up in Shelford and in Newton. The consultation closed on 23 November 2013.

I am now writing to let you know:

- What you told us
- What the Borough Council is doing with the results
- How you can have your say on the next stage in the process.

More details about the review and the consultation are available on the Council's website: www.rushcliffe.gov.uk/shelfordandnewton.

Yours sincerely



Daniel Swaine
**Executive Manager - Operations and Corporate Governance
 (Monitoring Officer)**

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Do you want separate parish councils in Shelford and Newton?

What you told us

Residents in the parish of Shelford and Newton were asked if they would like to see two separate parish councils created – one for Shelford and one for Newton. Over 400 leaflets were delivered to households, businesses and community groups in the area. Information was also on the Council's website, in Rushcliffe Reports and the Nottingham Post.

- **31.6% of residents responded to the consultation**
- **28.8% of residents said 'yes' they would like to see separate parish councils in Shelford and in Newton**
- **2.7% of residents said 'no' they would not like to see separate parish councils**
- **68.4% residents did not respond to the consultation.**

What is the Council doing with the results?

The Council has considered all of the responses and comments. The Council's view is that the large majority of the electorate who voted would like to see separate parish councils. A response to the consultation of 31.6% demonstrates support for this. Therefore it is recommending that **separate parish councils should be set up**. We are also recommending that:

- The new parishes should be named Shelford and Newton respectively;
- Shelford Parish Council should have **five** councillors and Newton Parish Council should have **nine** councillors;
- The parishes should not be warded;
- The boundaries of the parishes should be as per the enclosed map.

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What happens now ...

The next part of the review is to ask if you agree with the Borough Council's recommendation to set up separate parish councils in Shelford and in Newton.

Should the two parishes simply be called Shelford Parish, and Newton Parish? We want your opinion.

Finally, the Borough Council needs to determine, should separate parish councils be established (from the elections to be held in May 2015), how many parish councillors should be elected for each council. The recommendation has been made by taking into account comparisons with other local parish councils, and by using national guidance.

How do I have my say?

By completing the accompanying form and returning it in the prepaid envelope. Every person over 18 can have a view. Please use additional sheets if you need to.

Alternatively you can

- Respond online at: www.rushcliffe.gov.uk/shelfordandnewton
- Send an email response to: consultation@rushcliffe.gov.uk
- Submit written comments to the Democratic Services Manager, Rushcliffe Borough Council, Civic Centre, Pavilion Road, West Bridgford, Nottingham, NG2 5FE.

Even if you signed the petition and/or replied to the first round of consultation it is important that you tell us what you think now.

Please note that the CLOSING DATE for comments is 11 April 2014. Any comments received after that date may not be considered. The responses to the consultation will be considered by the Council and a final decision will be made in June 2014.

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No.	
Date	
Initials	

office use only

Have Your Say...

As we can only consider the views of people who are affected by this proposal, please include your name, address and postcode in any response.

Full Name _____

Address _____

Postcode _____

Rushcliffe Borough Council has recommended that separate parish councils be set up for Shelford and for Newton.

Do you agree with this recommendation?

Yes No

Do you agree with the new parishes being named Shelford and Newton respectively?

Yes No

Do you agree with the number of parish councillors being five for Shelford and nine for Newton?

Yes No

Do you agree that the separate parishes should not be warded?

Yes No

Do you agree with the proposed boundaries (see map overleaf)?

Yes No

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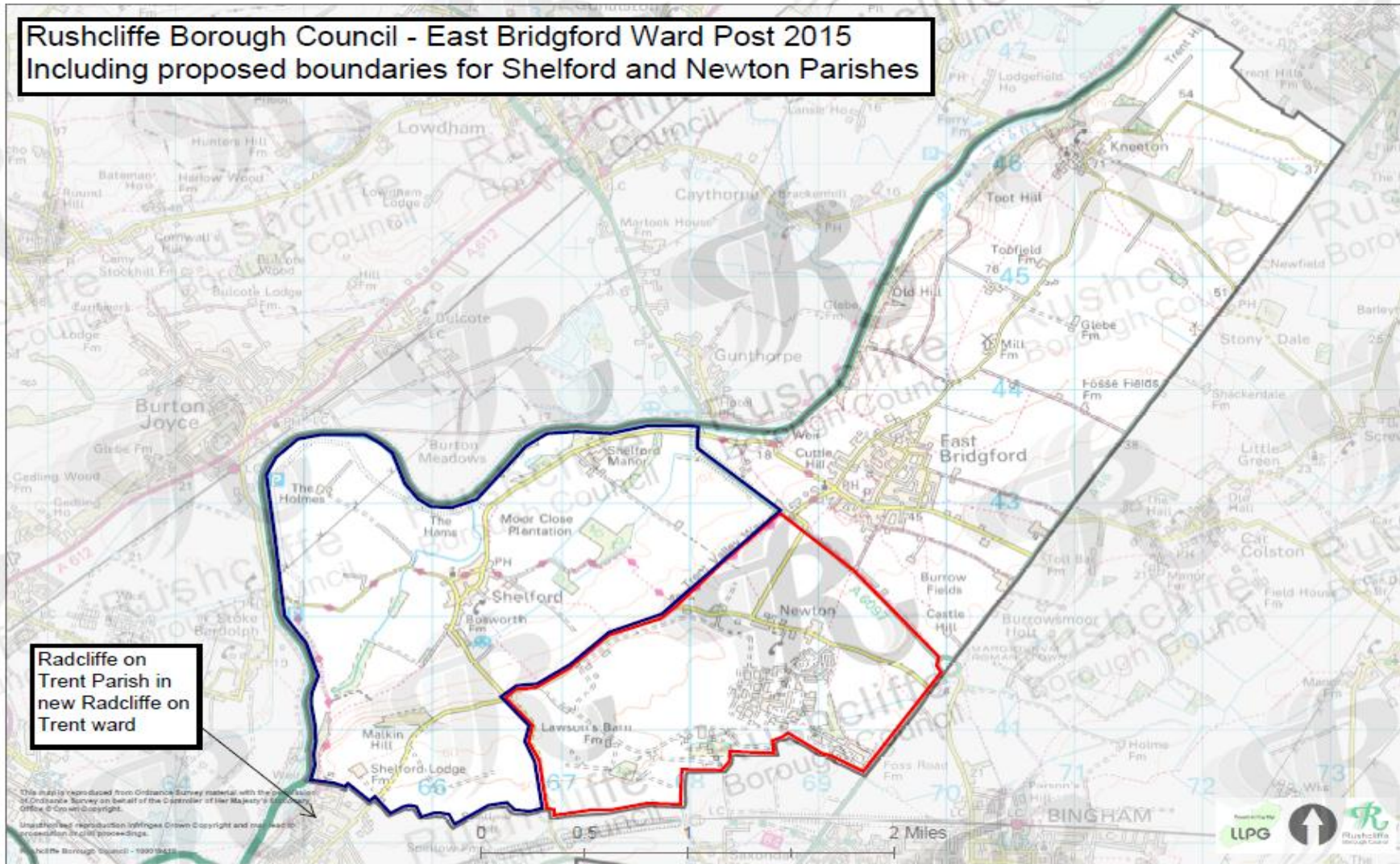
Please provide any comments on this proposal, or any alternative parish names you would like to be considered by Rushcliffe Borough Council. Please note all responses will be available for public inspection.

Please include additional responses from other members of your household on a separate sheet of paper and return in the same envelope. Please ensure their names and addresses are included.

All responses MUST be received by the Council by no later than 11 April 2014. Any comments received after that date may not be considered.

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**Rushcliffe Borough Council - East Bridgford Ward Post 2015
Including proposed boundaries for Shelford and Newton Parishes**



Radcliffe on
Trent Parish in
new Radcliffe on
Trent ward