

Appendix Two

Rushcliffe Borough Council Community Governance Review of Barton in Fabis Terms of Reference

Introduction

Rushcliffe Borough Council is carrying out a Community Governance Review in Barton in Fabis 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 for the Guidance on Community Governance Reviews issued by the Secretary of State.

This guidance has been considered in drawing up these Terms of Reference.

Why are we carrying out a Community Governance Review in Barton in Fabis?

Rushcliffe Borough Council has received a valid petition asking the new Fairham development to be separated from the existing community in Barton in Fabis. The petition was signed by 90 people from Barton in Fabis. After checking of the petition, it was established that it contained 87 valid signatures and was presented to Council on 26 September 2024.

The petition was for the proposal to establish separate parish councils for Barton in Fabis and Fairham with the wording as set out below:

“This proposal is seeking to create a new Parish of Fairham so that the existing Parish Council can remain focussed on the interests of the Barton in Fabis population and the residents of Fairham will have their own representation”. It goes on to present six reasons why this is necessary and proposes new boundaries for both parishes.

What is a Community Governance Review?

A Community Governance Review is the process used to consider whether separate parish councils for Barton in Fabis and Fairham should be created. It will recommend to Council whether to separate the existing parish into two areas creating two separate parish councils. It will also specify the boundaries, name and style, and the electoral arrangements, including how many councillors and the election cycle.

The recommendations made in a Community Governance Review have two main objectives:

- to improve community engagement and better local democracy
- more effective and convenient delivery of local services.

The Review must ensure that community governance within the area under review reflects the identities and interests of the community in that area and is effective and

convenient. It must also take into account any existing arrangements such as community or residents associations or neighbourhood councils.

There are two stages to the Review: the first stage will gather opinions on whether separate parish councils should be established in Barton in Fabis and Fairham; the second stage will be the Council's recommendations on the way forward which the public will be able to comment on.

Who carries out the Review?

The Borough Council is responsible for conducting the Review. A decision on whether or not to establish separate parish councils in Barton in Fabis and Fairham will be taken by Rushcliffe Borough Councillors at Council in December 2025.

A full consultation process will form part of the Review to take full account of the views of local people.

How to submit your views

You can submit your views by writing to: Head of Corporate Services
Rushcliffe Borough Council
Rushcliffe Arena
Rugby Road
West Bridgford
Nottingham, NG5 7YG

A timetable for the Review

Action Timescale

Action	Timescale
Council agree Terms of Reference	December 2024
First meeting of the Task and Finish Group focusing on background information	Spring 2025
Stage one consultation on the proposal to create a parish council	Through Spring and Summer 2025
Second meeting of the Task and Finish Group to consider the outcome of the stage one consultation and develop draft proposals	Autumn 2025
Stage two consultation on the draft proposals of the Task and Finish Group	Autumn 2025
Third meeting of the Task and Finish Group to consider the outcome of the stage two consultation and draft recommendations	Early 2026
Council considers recommendations for final approval	March 2026
If required: Organisation of Community Governance Order	Summer 2026
If agreed: Establishment of new parish councils for Barton in Fabis and Fairham	May 2027

What area is being reviewed?

The area being reviewed is the area on which the petition was based. This is existing parish of Barton in Fabis as per the map provided as part of the petition submission.

As part of the Review, the Council has to provide the number of electors in the area. If the Council recommends that a parish council should be set up this information will be used to decide on the electoral arrangements, eg how many councillors on a parish council.

The Council has used the Register of Electors of 1 May 2024 in providing the existing electorate figures. These are:

	Current number of electors	Estimated electorate in 2030
Barton in Fabis	228	TBC

Will there be any additional cost to residents in establishing separate parish councils in Barton in Fabis and Fairham?

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 ongoing costs which will be linked to its activities and the level of support required to deliver these e.g. associated salaries, premises, and any assets that might be transferred to its possession.

As indicated, part of the costs would be dependent on the transfer of any assets or services from the Borough Council or any other organization to the parish council.

Precepts of similar sized parishes will be shared with the Member Working Group and can be found in the annual Budget Report which goes to March Council.

When will the Review begin?

The Review will begin in Spring 2025.

Appendix Three

Task and Finish Group Proposed Terms of Reference

Membership

Nine Members cross party and based on rules of proportionality as confirmed by the Monitoring Officer.

It is anticipated that the Group will meet three times: between Spring 2025 and early 2026.

Terms of Reference

The Task and Finish Group will:

- Consider the views of the Barton in Fabis community as put forward by the lead petitioner from Barton in Fabis Parish Council.
- Consider officer advice in drawing up the stage one consultation materials for the Barton in Fabis Community Governance Review consultation.
- Consider the submissions received in response to the stage one consultation for the Review.
- Develop a recommended way forward which will form the basis of the second stage of consultation with the Barton in Fabis community.
- Consider the responses of the second round of consultation for the Community Governance Review of Barton in Fabis.
- Make final recommendations to Council in March 2026.