

SWT Special Full Council

Tuesday, 19th October, 2021,
6.15 pm

The logo for Somerset West and Taunton, featuring the text "Somerset West and Taunton" in white on a teal background with a white swoosh.

The John Meikle Room - The Deane
House

[SWT MEETING WEBCAST LINK](#)

Members: Hazel Prior-Sankey (Chair), Richard Lees (Vice-Chair), Ian Aldridge, Benet Allen, Lee Baker, Marcus Barr, Mark Blaker, Chris Booth, Paul Bolton, Sue Buller, Norman Cavill, Simon Coles, Dixie Darch, Hugh Davies, Dave Durdan, Kelly Durdan, Caroline Ellis, Habib Farbahi, Ed Firmin, Andrew Govier, Steve Griffiths, Roger Habgood, Andrew Hadley, Barrie Hall, John Hassall, Ross Henley, Marcia Hill, John Hunt, Dawn Johnson, Marcus Kravis, Sue Lees, Libby Lisgo, Mark Lithgow, Janet Lloyd, Dave Mansell, Andy Milne, Chris Morgan, Simon Nicholls, Craig Palmer, Derek Perry, Martin Peters, Andy Pritchard, Steven Pugsley, Mike Rigby, Francesca Smith, Federica Smith-Roberts, Vivienne Stock-Williams, Andrew Sully, Nick Thwaites, Anthony Trollope-Bellew, Ray Tully, Terry Venner, Sarah Wakefield, Danny Wedderkopp, Brenda Weston, Keith Wheatley, Loretta Whetlor and Gwil Wren

Agenda

1. Apologies

To receive any apologies for absence.

2. Declarations of Interest

To receive and note any declarations of disclosable pecuniary or prejudicial or personal interests in respect of any matters included on the agenda for consideration at this meeting.

(The personal interests of Councillors and Clerks of Somerset County Council, Town or Parish Councils and other Local Authorities will automatically be recorded in the minutes.)

3. Public Participation - To receive only in relation to the business for which the Extraordinary Meeting has been called any questions, statements or petitions from the public in accordance with Council Procedure Rules 14,15 and 16

The Chair to advise the Committee of any items on which members of the public have requested to speak and advise those members of the public present of the details of the Council's public participation scheme.

For those members of the public who have submitted any questions or statements, please note, a three minute time limit applies to each speaker and you will be asked to speak before Councillors debate the issue.

Temporary measures during the Coronavirus Pandemic

Due to the temporary legislation (within the Coronavirus Act 2020, which allowed for use of virtual meetings) coming to an end on 6 May 2021, the council's committee meetings will now take place in the office buildings within the John Meikle Meeting Room at the Deane House, Belvedere Road, Taunton. Unfortunately due to capacity requirements, the Chamber at West Somerset House is not able to be used at this current moment.

Following the Government guidance on measures to reduce the transmission of coronavirus (COVID-19), the council meeting rooms will have very limited capacity. With this in mind, we will only be allowing those members of the public who have registered to speak to attend the meetings in person in the office buildings, if they wish (we will still be offering to those members of the public that are not comfortable in attending, for their statements to be read out by a Governance and Democracy Case Manager). Please can we urge all members of the public who are only interested in listening to the debate to view our live webcasts from the safety of their own home to help prevent the transmission of coronavirus (COVID-19).

4. To receive any communications or announcements from the Chair of the Council

5. To receive any communications or announcements from the Leader of the Council

6. To receive only in relation to the business for which the Extraordinary Meeting has been called any questions from Councillors in accordance with Council Procedure Rule 13

7. Community Governance Review for the Unparished Area of Taunton

This matter is the responsibility of the Community Governance Review Working Group.

The purpose of this report is to set out for Members a set of options, which have been considered by the Working Group and the preferences of this group.

A handwritten signature in black ink, appearing to read 'James Hassett', written in a cursive style.

JAMES HASSETT
CHIEF EXECUTIVE

Please note that this meeting will be recorded. You should be aware that the Council is a Data Controller under the Data Protection Act 2018. Data collected during the recording will be retained in accordance with the Council's policy. Therefore unless you are advised otherwise, by taking part in the Council Meeting during Public Participation you are consenting to being recorded and to the possible use of the sound recording for access via the website or for training purposes. If you have any queries regarding this please contact the officer as detailed above.

Following Government guidance on measures to reduce the transmission of coronavirus (COVID-19), we will be live webcasting our committee meetings and you are welcome to view and listen to the discussion. The link to each webcast will be available on the meeting webpage, but you can also access them on the [Somerset West and Taunton webcasting website](#).

If you would like to ask a question or speak at a meeting, you will need to submit your request to a member of the Governance Team in advance of the meeting. You can request to speak at a Council meeting by emailing your full name, the agenda item and your question to the Governance Team using governance@somersetwestandtaunton.gov.uk

Any requests need to be received by 4pm on the day that provides 2 clear working days before the meeting (excluding the day of the meeting itself). For example, if the meeting is due to take place on a Tuesday, requests need to be received by 4pm on the Thursday prior to the meeting.

The Governance and Democracy Case Manager will take the details of your question or speech and will distribute them to the Committee prior to the meeting. The Chair will then invite you to speak at the beginning of the meeting under the agenda item Public Question Time, but speaking is limited to three minutes per person in an overall period of 15 minutes and you can only speak to the Committee once. If there are a group of people attending to speak about a particular item then a representative should be chosen to speak on behalf of the group.

Please see below for Temporary Measures during Coronavirus Pandemic and the changes we are making to public participation:-

Due to the temporary legislation (within the Coronavirus Act 2020, which allowed for use of virtual meetings) coming to an end on 6 May 2021, the council's committee meetings will now take place in the office buildings within the John Meikle Meeting Room at the Deane House, Belvedere Road, Taunton. Unfortunately due to capacity requirements, the Chamber at West Somerset House is not able to be used at this current moment.

Following the Government guidance on measures to reduce the transmission of coronavirus (COVID-19), the council meeting rooms will have very limited capacity. With this in mind, we will only be allowing those members of the public who have registered to speak to attend the meetings in person in the office buildings, if they wish (we will still be offering to those members of the public that are not comfortable in attending, for their statements to be read out by a Governance and Democracy Case Manager). Please can we urge all members of the public who are only interested in listening to the debate to view our live webcasts from the safety of their own home to help prevent the transmission of coronavirus (COVID-19).

Full Council, Executive, and Committee agendas, reports and minutes are available on our website: www.somersetwestandtaunton.gov.uk

For further information about the meeting, please contact the Governance and Democracy Team via email: governance@somersetwestandtaunton.gov.uk

If you would like an agenda, a report or the minutes of a meeting translated into another language or into Braille, large print, audio tape or CD, please email: governance@somersetwestandtaunton.gov.uk

Somerset West and Taunton Council

Special Full Council –19 October 2021

Community Governance Review for the Unparished Area of Taunton

This matter is the responsibility of the Community Governance Review Working Group

Report Author: Marcus Prouse (Specialist – Governance and Democracy)

1.0 Executive Summary / Purpose of the Report

- 1.1 The Council established a Working Group of councillors to consider the creation of a Taunton Town Council.
- 1.2 The purpose of this report is to set out for Members a set of options, which have been considered by the Working Group and the preferences of this group. This is in terms of a way forward formally to commence the Community Governance Review. This is for the Unparished Area of Taunton and by extension possibly over the surrounding parishes. The Consultation wording and Communications and Consultation Plan is at Appendix 10 to enable the Council to undertake the required consultation activity planned. This consultation exercise will vary dependant on the options pursued.
- 1.3 The Working Group throughout the process has acknowledged the existing anomaly of the Unparished status of the central area of Taunton. This was a result of past local government reorganisation in 1974 and the temporary arrangements for Charter Trustees to represent these areas pending the creation of town or parish councils, this is referred to in Appendix 7. As the only part of the whole county of Somerset not to be parished, it was also understood by the membership that there was an urgent need to undertake the Review without further delay due to the need to engage with the Shadow Unitary and its successor on the proposed devolution framework for Town and Parish Councils across Somerset.
- 1.4 The Working Group has discussed the option of a review which covered the existing Unparished area as well as the adjoining parishes. Any such review would need to be completed before the LGBCE (Local Government Boundary Commission for England) starts any further boundary review which is expected in 2023/24 (see Appendix 7).
- 1.5 The Working Group has recognised that there are in essence five possible avenues of approach, and this was reflected in the discussions at meetings. The risks of each option are set out in Appendix 7.
- 1.6 There was no support for Option 1 and Option 4 (zero votes in favour). The Working Group were strongly in favour of Option 2A with the capacity and process in being, to move to Option 2B (7 out of 8 Working Group members in favour). There was some support for Option 3. (4 out of 8 in favour).

2.0 Recommendations of the Working Group and Possible Resolutions for Each Option

2.1 Option 1: To not proceed further.

2.2 The working group were unanimous in their recommendation to dismiss this option. To do nothing was not considered a way forward. It would deny the residents of the Charter Lands in Taunton any structural capacity to take part as a Town Council in the developing Community. An explanation of Charter Trustee powers and responsibilities is included in Appendix 7.

2.3 In the event that a motion was moved to proceed with this option a resolution is set out below as follows:

2.4 To formally discontinue the work on preparing to commence a Community Governance Review (CGR) of the Unparished Area of Taunton with a view to creating a new Town or Parish Council(s) from 1st April 2023. This would allow for a successor authority to undertake this exercise once the Boundary Commission work on the new principal authority boundaries has been completed and the successor authority is in place.

2.5 Option 2A: To conduct a Community Governance Review of the Unparished Area of Taunton completing in January 2022.

2.6 This had clear majority support from the Working Group. (Seven out of eight members in favour).

2.7 In the event that a motion was moved to proceed with this option a resolution is set out below as follows:

- a) A community governance review be undertaken of the unparished area of Taunton with a view to the creation of a parish or parishes and council(s) to serve that area with effect from 1 April 2022.
- b) The Terms of Reference for the community governance review set out at Appendix 1 to this report be approved for formal publication on 22nd October 2021.
- c) The Consultation wording set out at Appendix 2 to this report be approved for use as the basis for all communications in respect of the Community Governance Review, with authority delegated to the Specialist in Governance and Democracy to make minor amendments to the text if required, after consultation with the Community Governance Review Working Group.
- d) The Communications and Consultation Plan set out at Appendix 10 to this report be approved, with authority delegated to the Specialist in Governance and Democracy to make minor amendments to the text if required, after consultation with the Community Governance Review Working Group.
- e) To authorise a general delegation to the Chief Executive Officer and Deputy Monitoring Officer, after consultation with the Community Governance Review Working Group to take such action as necessary to progress the community

governance review and amend the timetable in accordance with legislation and the statutory guidance.

- 2.8 Option 2B: To commence a Community Governance Review only of the Unparished Area of Taunton, with a view to potentially widening the scope and geographical area of the review before a determination of the Initial Review is made at a Special Full Council in January 2022.**
- 2.9 This has clear majority support from the Working Group. (Seven out of eight members). The members took into account that the geographical area of any extended review would be considered and determined at a later date. This would be elaborated in a further report and decided upon at a Full Council meeting either in January or such date as appropriate to continue the process.
- 2.10 In the event that a motion was moved to proceed with this option a resolution is set out below. The terms of this resolution may need amendment or refinement in the event that they are put before a later Council to reflect any changes in circumstance:
- a) A community governance review be undertaken of the unparished area of Taunton with a view to the creation of a parish or parishes and council(s) to serve that area with effect from 1 April 2022.
 - b) The Terms of Reference for the community governance review set out at Appendix 1 to this report be approved for formal publication on 22nd October 2021.
 - c) The Consultation wording set out at Appendix 2 to this report be approved for use as the basis for all communications in respect of the Community Governance Review, with authority delegated to the Specialist in Governance and Democracy to make minor amendments to the text if required, after consultation with the Community Governance Review Working Group.
 - d) The Communications and Consultation Plan set out at Appendix 10 to this report be approved, with authority delegated to the Specialist in Governance and Democracy to make minor amendments to the text if required, after consultation with the Community Governance Review Working Group.
 - e) To authorise a general delegation to the Chief Executive Officer and Deputy Monitoring Officer, after consultation with the Community Governance Review Working Group to take such action as necessary to progress the community governance review and amend the timetable in accordance with legislation and the statutory guidance.
 - f) In the event that the Ministry of Levelling Up, Housing & Communities (formerly MHCLG) determines that the elections to the new Unitary Council and Town and Parish Councils in Somerset will be in May 2023, and subject to the Local Government Boundary Commission for England (LGBCE) undertaking no review in 2022 or confirming that they would not object to a concurrent CGR that could potentially alter Town and Parish Boundaries, this Council will
 - g) Request a Special Full Council to seek further consent to alter the Terms of Reference, Timetable, and re-open the Consultation exercise to undertake a wider

- 2.11 Option 3: To undertake now a Community Governance Review of the Unparished Area of Taunton and the adjoining Parish areas together with the intention to implement a parish/town council for the whole of the Taunton urban area and the potential urban extensions due in the next five years.**
- 2.12 This had some support from the Working Group (four out of eight members in favour).
- 2.13 In the event that a motion was moved to proceed with this option a resolution is set out below as follows:
- a) A community governance review be undertaken of the unparished area of Taunton and adjoining Parish areas with a view to the creation of a parish or parishes and council(s) to serve the principal urban area of Taunton with effect from 1 April 2023.
 - b) The Terms of Reference for the Community Governance Review be delegated to be approved by the Chief Executive Officer and Monitoring Officer or Deputy, after consultation with the Community Governance Review Working Group and the Leader of the Council for formal publication in December 2021. This could be achieved by a Special Full Council rather than delegation if so preferred.
 - c) The first round of consultation wording be delegated to be approved by the Chief Executive Officer and Deputy Monitoring Officer for use as the basis for the first round of communications in respect of the Community Governance Review, with authority delegated to the Specialist in Governance and Democracy to make minor amendments to the text if required, after consultation with the Community Governance Review Working Group and the Leader of the Council. This could be achieved by a Special Full Council rather than delegation if so preferred.
 - d) The Communications and Consultation Plan set out at Appendix 10 to this report will need to be amended as required. Authority is delegated to the Specialist in Governance and Democracy to make minor amendments to the text if required, after consultation with the Community Governance Review Working Group.
 - e) Authority is delegated to the Chief Executive Officer and Deputy Monitoring Officer, after consultation with the Community Governance Review Working Group to take such action as necessary to progress the community governance review and amend the timetable in accordance with legislation and the statutory guidance.
- 2.14 Option 4: ‘Twin-Track’ To undertake two separate Community Governance Reviews simultaneously for both the Unparished Area of Taunton in isolation and that area plus the adjoining Parish areas, with both commencing as soon as practicable.**
- 2.15 The Working Group unanimously did not support this option.
- 2.16 In the event that a motion was moved to proceed with this option a resolution is set out below as follows:

- a) A community governance review be undertaken of the unparished area of Taunton with a potential view to the creation of a parish or parishes and council(s) to serve that area with effect from 1 April 2022.
- b) The Terms of Reference for the community governance review set out at Appendix 1 to this report be approved for formal publication on 22nd October 2021.
- c) The Consultation wording set out at Appendix 2 to this report be approved for use as the basis for all communications in respect of the Community Governance Review, with authority delegated to the Specialist in Governance and Democracy to make minor amendments to the text if required, after consultation with the Community Governance Review Working Group.
- d) The Communications and Consultation Plan set out at Appendix 10 to this report be approved, with authority delegated to the Specialist in Governance and Democracy to make minor amendments to the text if required, after consultation with the Community Governance Review Working Group.
- e) To authorise a general delegation to the Chief Executive Officer and Deputy Monitoring Officer, after consultation with the Community Governance Review Working Group to take such action as necessary to progress the community governance review and amend the timetable in accordance with legislation and the statutory guidance.
- f) A community governance review be undertaken of the unparished area of Taunton and adjoining Parish areas with a potential view to the creation of a parish or parishes and council(s) to serve the principal urban area of Taunton with effect from 1 April 2023.
- g) The Terms of Reference for the Community Governance Review be delegated to be approved by the Chief Executive Officer and Deputy Monitoring Officer, after consultation with the Community Governance Review Working Group and the Leader of the Council for formal publication on 29th October 2021. This could be achieved by a Special Full Council rather than delegation if so preferred.
- h) The first round of consultation wording be delegated to be approved by the Chief Executive Officer and Deputy Monitoring Officer for use as the basis for the first round of communications in respect of the Community Governance Review, with authority delegated to the Specialist in Governance and Democracy to make minor amendments to the text if required, after consultation with the Community Governance Review Working Group and the Leader of the Council. This could be achieved by a Special Full Council rather than delegation if so preferred.
- i) The Communications and Consultation Plan set out at Appendix 10 to this report be approved, with authority delegated to the Specialist in Governance and Democracy to make minor amendments to the text if required, after consultation with the Community Governance Review Working Group.
- j) To authorise a general delegation to the Chief Executive Officer and Deputy Monitoring Officer, after consultation with the Community Governance Review Working Group to take such action as necessary to progress the community governance review and amend the timetable in accordance with legislation and the statutory guidance.

3.0 Risk Assessment

- 3.1 Any risks associated with this Review have been discussed clearly with the Member Working Group as the meetings have proceeded so that the Councillors on the Group could take an informed judgement of the situation. They are also included for each option in the Appendix 7 table.
- 3.2 Officers will mitigate any risks by working closely with the National Association of Local Councils (NALC)/ Somerset Association of Local Councils (SALC) and other Councils that have been through this process, which has been an ongoing process since the Council meeting in March where this project was approved. An Equalities Impact Assessment (EQIA) is appended to this report.

4.0 Background and Full details of the Report

- 4.1 At the Taunton Deane Borough Council meeting on 19th March 2018, the Council resolved that *“a Community Governance Review of the Unparished Area of Taunton be commenced at the earliest opportunity (taking into consideration the guidance from both the Local Government Boundary Commission for England and Ministry for Housing, Communities and Local Government).”*
- 4.2 At the Somerset West and Taunton Council meeting on 30th March 2021, the Council resolved that "a Community Governance Review (CGR) of the Unparished Area of Taunton was commenced with a view to creating a new Town or Parish Council(s) from 1st April 2023.
- 4.3 It was also resolved that a cross party Members Working Group was established to commence the Community Governance Review for the Unparished Area of Taunton (as per the Member Working Group Protocol being approved by Council on 30th March). This Group has met several times since then and their notes are attached.
- 4.4 The Member Working Group has approved this report and recommendations to Full Council with regard to proposals for Terms of Reference for the review, and will do so for proposals for consultation, any amendments to proposals after the public consultation, and the implementation of the final review recommendations.
- 4.5 From February 2008, principal councils have had responsibility for undertaking community governance reviews and have been able to decide whether to give effect to recommendations made in those reviews. In making such a decision, Councillors are required to take account of the views of local people ensuring that governance arrangements at parish level reflect local identities and facilitate effective and convenient local government.
- 4.6 The Local Government and Public Involvement in Health Act 2007 (“the 2007 Act”) requires that principal councils have regard to the guidance issued by the Secretary of State and the Local Government Boundary Commission for England.
- 4.7 Any Review should be concluded within 12 months of the publication of the Terms of Reference, and any recommendations for change agreed by the Review are implemented by a Reorganisation Order. The Statutory Guidance issued by the LGBC and the Secretary of State has not been withdrawn or amended notwithstanding the amendments introduced by the 2015 Legislative Reform Order, and still includes a requirement to conclude within 12 months of commencing, which

the Council would be under duty to have regard to such guidance (s100 of the 2007 Act). If the Community Governance Review were to change its terms of reference and widen its scope, we have been advised that it should still be possible to complete by October 2022 barring an LGBCE review commencing.

4.8 A statement was made to the Taunton Charter Trustees on 20th July 2021 as follows;

4.9 *The draft Council report on the Community Governance Review for the Unparished Area of Taunton originally timetabled to go before SWT Full Council on the 27th July sets out proposals from the Community Governance Review Working Group for a CGR in relation to Taunton. The Council is minded to pause an immediate decision on this report and instead bring a revised report back to Full Council in September. The reasons are set out below and have been discussed and agreed with the Acting Chair of the Working Group;*

The Council has received legal advice that it is required to formally consult the County Council on the intention to conduct a Review and of their terms of reference. Such formal consultation has yet to take place. Procedurally it would be better to undertake such consultation and take any representations into account before proceeding further. The Report should reflect such steps.

In addition, a ministerial decision on local government changes in Somerset is due to be made this week. Such a statement has implications for an intervention by the Boundary Commission and a potential electoral review. The statutory guidance on CGR's makes clear that councils should avoid starting a community governance review, if a wider electoral arrangements review, is being, or is about to be undertaken. It would be sensible to pause and consider the implications of paragraph 28 of the Guidance and whether, in the light of the ministerial statement, a preliminary discussion with the Boundary Commission would be beneficial. There may be no implications but, at least the report would be better to include such matters.

Finally, the council needs to review the reasons for the extent of the planned review area and the terms of reference of the community governance review before it places such before full council. The reasoning for the extent of the review, or any variation of such, needs to be set out with clarity and follow the statutory guidance, or if not, set forth reasons for any departure.

4.10 In addressing the points in that statement Officers have undertaken consultation with officers at the County Council and Boundary Commission to understand further the implications of the Secretary of State's decision regarding Local Government in Somerset. Whilst the guidance at Paragraph 28 states that the Council '*should avoid starting a community governance review if a review of district, London borough or county council electoral arrangements is being, or is about to be, undertaken.*' The District can depart from such guidance with sufficient reason. The County Council and the District Council have outlined previously as wishing to see a Community Governance Review undertaken and within the two unitary business cases there was the expectation that a Town Council would be created for Taunton to enable their proposals to work effectively.

- One Somerset Business Case – "*the unitary council Shadow Executive would request a community governance review during the transition phase to enable a Taunton Town Council to be created and in place by vesting day*"

- Stronger Somerset Business Case - *“We recognise the need to establish a Town Council for Taunton and commit to delivering this as part of our ongoing relationship with communities”*

- 4.11 Taking this into account, as well as the views of the LGBCE, which has indicated to SWT that it has no objection with the District Council undertaking a Community Governance Review for the Unparished Area of Taunton during 2021/22, whilst the work is currently underway on a Structural Change Order for a new unitary authority. The Working Group has reviewed the reasons for the extent of the planned review area and the terms of reference and wishes to proceed with a consultation on whether to create a Town Council for Taunton based on the current unparished area.

Community Governance Review

- 4.12 Section 93 of the 2007 Act allows principal councils to decide how to undertake a Community Governance Review, provided that they comply with certain duties in that Act including details set out relating to consultation, the need to ensure any proposals reflect the identities and interests of the community in that area and is effective and convenient, and the publication of recommendations. The manner in which the Council consults with its local residents is not prescribed.
- 4.13 A Community Governance Review is a review of the whole or part of the district to consider the creation of a new Parish(es):
- Terms of reference for the Community Governance Review must specify the area under review and set out clearly the matters on which the Review is to focus, and these Terms of Reference must be published.
 - In accordance with the Act and Guidance, consultees will include local government electors in the area under review, the County Council and any other local authorities affected and their associations, elected representatives, local people, local businesses and voluntary organisations. Any representations received must be taken into account when finalising the recommendations of the review.
 - The review must take into account the impact of community governance arrangements on community cohesion and the size, population and boundaries of a local community or parish.
 - The review must consider electoral arrangements and, if creating a large Parish, whether or not this should be warded. Careful consideration must also be given to any Ward boundaries as these can have consequential effects on the boundaries for other tiers of local government.
- 4.15 Due to the timescales envisaged to undertake this review, it would only be possible to undertake a review based on the current wards and polling districts. The very small area of Killams Green which currently sits within Vivary Ward at District Level and is a part of Trull Parish Council is thus not proposed to be a part of the review, as this would involve changing an adjoining parish boundary, which would be more resource intensive and necessitate the involvement of the Boundary Commission. This is the only ward where there is this issue, the rest are completely within the Unparished Area.

Terms of Reference of the Review

- 4.16 The guidance expects Terms of Reference to set out clearly the matters on which a Community Governance Review is to focus, and the local knowledge and experience of District Councillors has helped to frame suitable terms of reference which should be

appropriate to local people and reflect the specific needs of the community. The Member Working Group has worked with officers to draft the Terms of Reference appended.

Community Governance Review process

- 4.17 There are a number of stages to the process of conducting a Community Governance Review which are set out in the Revised Timetable in the Appendices.
- 4.18 During the Review, officers will ensure that:
- The Taunton Charter Trustees are kept updated and informed throughout the process
 - Somerset County Council are kept updated on the process and outcomes at each stage of the process
 - NALC and SALC are involved and consulted throughout the process
 - Parish Councils falling within the Review area or on the boundary, are involved and consulted throughout the process

Implementation

- 4.19 If the Council chooses to accept the final recommendations of the Review, concluded after public consultation, and if those recommendations include changes to governance arrangements, then it needs to draw up a Reorganisation Order and publish this together with the reasons for the changes, making maps available for public inspection. If an outcome of the review is that the whole Unparished area was recommended to be parished, in accordance with the 2008 Regulations the Charter Trustees for Taunton will be dissolved as a body and their rights and responsibilities would be transferred to the new council.
- 4.20 There are also various bodies that must be notified of the changes including the Local Government Boundary Commission for England.

Unitary Somerset

- 4.21 The current timetable for Unitary Somerset is that it would come into effect from 1st April 2023. If, for any reason, the timetable for Unitary Somerset changes, consideration will be given to outline any changes and the impact on the Community Governance Review.
- 4.22 The Secretary of State has chosen the One Somerset model for Somerset. It is expected that Shadow authority arrangements will be in place for May 2022.
- 4.23 To enable any proposed Town Council to play a full and proper part in negotiations with the Shadow Unitary Authority on the devolution framework plans, it is considered key that any new council is in place by April 2022.

5.0 Links to Corporate Strategy

- 5.1 This is a key project for 2021 within the Internal Operations Directorate Plan and links to the Corporate Strategy

6.0 Finance / Resource Implications

- 6.1 It has been calculated that to complete Option 2A review we will need the additional support of 25 days from a specialist consultant, estimated at costing between £12,000 and £20,000, plus £12,000 to fund consultation material. In addition to the current resource provided from within the Governance team, the project will require support from internal colleagues including IT; (to set up a website page), finance, legal, Project Management Office (PMO) and people.
- 6.2 Option 2A it is estimated requires £24,000 to £34,000 which can be met from within the Internal Operations Directorate and will be reported as part of the budget monitoring process.
- 6.3 Option 2B it is estimated will require additional resource for a further widening of the consultation process and it is estimated that the additional costs would increase by approximately £16,000, taking the costs to f £50,000. It should also be noted that should a stand alone election be required in May 2023 this is estimated at being £13,500. £24,000 to £34,000 which can be met from within the Internal Operations Directorate and will be reported as part of the budget monitoring process. Request for additional funding would be presented within the January 2022 report to full Council.
- 6.4 Option 3, it is estimated that the consultation process would cost between £30,000 and £50,000, with possible stand alone election costs in May 2023 of approximately £13,500. All additional costs would need to be requested at the Council meeting in January 2022.
- 6.5 Option 4 it is estimated that additional funds of approximately £34,000 should be set aside and will need to be requested at this meeting to be included within the budget setting process for 2022/23. With up to £34,000 be met from within Internal Operations Directorate and be reported as part of budget monitoring process.
- 6.6 Precept and Budget Setting:
- 6.7 Regulation 3 of the Local Government Finance (New Parishes) (England) Regulations 2008 No 626 requires the Council to anticipate a precept from the new parish council for 2023/24. The amount must be stated in the reorganisation order. The reorganisation order is due to be drafted in January 2022, Regulation 4 requires this to be a special item i.e. it will be charged only on council tax payers in Taunton (either unparished area or wider area). Regulation 3 also obliges SWTC to state in the reorganisation order the budget requirement for the town council for 2023/24 (this will be the same figure as the precept). It further provides that, in calculating its budget requirement for that year, the town council cannot calculate an amount that is greater than the amount stated in the reorganisation order.
- 6.8 SWTC are required to request a tax rebase from MLUHC formerly MHCLG, in October ahead of the year it is required, this is approved by the House of Commons alongside the local government finance settlement in February and ideally are published in draft alongside the provisional settlement in December. In all scenarios the earliest this could be achieved is October 2022, which would correlate to a budget for the year 2023/24.
- 6.9 Because an entirely new parish council is being created where none currently exists, the regime of council tax referenda for “excessive” increases in council tax does not apply.

- 6.10 At this point in time officers do not know what assets, rights and liabilities are proposed to transfer to the new Town Council, and what operational arrangements are intended.
- 6.11 There are some assets, rights and liabilities that would be transferred by operation of legislation under:
- regulation 9 of the Local Government (Parishes and Parish Councils) (England) Regulations 2008 No 625, land held or used in Taunton for the purposes of the Allotments Acts 1908 to 1950 will be automatically transferred from the District Council to the new council. Thus allotments do not need to feature in the reorganisation order. If option 2 were chosen allotments will transfer on 1 April 2022. The allotments are already managed and operated by local groups, and their rights and liabilities would not be affected by the transfer; Approximately £5,000 rental income is received annually under lease arrangements, with liability and cost to maintain boundaries and leases being approximately £5,000 p.a.
 - Regulation 15 of the 2008 Regulations would transfer all property, rights and liabilities of the Charter Trustees to the new council, and the reorganisation order therefore needs to make no provision for them. Under option 2 this too would occur on the 1 April 2022, to include the mayoral chain and regalia. (already part of the Charter Trustee budget)
- 6.12 Additional financial information that may be helpful to know:
- should there be a stand alone election this could be approximately £13,500.
 - Details of Charter Trustee budgets and potential 2022/23 budget are shown at Appendix 9 for information and are approximately £55,000 plus special expenses of £29,000.
 - existing precept for the unparished area is £3.47 with inflationary and tax impacts showing the same budget activity being undertaken at an estimated precept of £3.94 for 2022/23.
 - Band D precepts for 2021/22 for: Minehead TC at £162.55, Wellington TC at £66.91 and the average parish precept at £45.35.
- 7.0 **Legal Implications** - The Community Governance Review will be conducted as per the Department for Communities and Governance (DCLG) and Local Government Boundary Commission for England (LGBCE) guidance on Community Governance Reviews and in accordance with the Local Government and Public Involvement in Health Act 2007.
- 8.0 **Climate and Sustainability Implications** - None
- 9.0 **Safeguarding and/or Community Safety Implications** - None
- 10.0 **Equality and Diversity Implications** -These have been addressed in the appended Equality Impact Assessment.
- 11.0 **Social Value Implications** - None
- 12.0 **Partnership Implications** – Appropriate consultation will take place with local Councils and others as part of the Community Governance Review process and this is set out in the Communications and Consultation Plan appended. Discussions with the

13.0 Health and Wellbeing Implications - None

14.0 Asset Management Implications - None

15.0 Data Protection Implications – The Council will comply with GDPR in respect of the Consultation and Communications Plan.

16.0 Consultation Implications - Appropriate consultation will take place with local electors, business, community and voluntary sector, local Councils and others as part of the Community Governance Review process

Scrutiny/Executive Comments / Recommendation(s) – N/A

Democratic Path:

- **Scrutiny / Corporate Governance or Audit Committees – No**
- **Executive – No**
- **Full Council – Yes**

List of Appendices

Appendix 1	Community Governance Review for the Unparished Area of Taunton – Terms of Reference
Appendix 2	Consultation Document
Appendix 3	Taunton Polling District Trajectories
Appendix 4	Unparished Area Timetable RE 2A
Appendix 5	Notes of the Community Governance Review Working Group x 5
Appendix 6	Taunton Unparished area Potential Electorate by Polling District
Appendix 7	Options Table Showing Key Financial Impacts and Key Risks
Appendix 8	Map of the Unparished Area
Appendix 9	Unparished area of Taunton: Charter Trustee Budget
Appendix 10	Communications and Consultation Plan
Appendix 11	Equality Impact Assessment

Contact Officers

Name	Marcus Prouse, Amy Tregellas, Kevin Williams & John Williams
Direct Dial	01823 219570
Email	m.prouse@somersetwestandtaunton.gov.uk a.tregellas@somersetwestandtaunton.gov.uk K.williams@somersetwestandtaunton.gov.uk j.williams@somersetwestandtaunton.gov.uk

SOMERSET WEST AND TAUNTON COUNCIL

**LOCAL GOVERNMENT AND PUBLIC INVOLVEMENT IN HEALTH
ACT 2007**

**COMMUNITY GOVERNANCE REVIEW OF THE UNPARISHED AREA
OF TAUNTON**

TERMS OF REFERENCE

1. INTRODUCTION

- 1.1 Somerset West and Taunton Council ('the Council') has resolved to undertake a community governance review ('the review') of the Unparished Area of Taunton.
- 1.2 The review will consider whether any changes should be made to existing community governance arrangements within the currently unparished area of Taunton, including whether a new parish or parishes should be created and if so, whether a new town or parish council or councils should be created for those areas and the electoral arrangements for those council(s).
- 1.3 In undertaking this review the Council will have regard to the Guidance on Community Governance Reviews issued in March 2010 by the Secretary of State for Communities and Local Government and will comply with Part 4 of the Local Government and Public Involvement in Health Act 2007 ('the 2007 Act'), the relevant parts of the Local Government Act 1972 and regulations issued under those acts.
- 1.4 These terms of reference set out information including the reasons for the review, its projected process and timescale, the matters that it will address and principles that the Council considers should guide the review. The terms of reference will be published on the Council's website and in hard copy and will be made available at the Council offices and at other venues within the area under review.
- 1.5 Town and parish councils¹ are the most local tier of government in England. They are democratically elected and can play an important role in representing their local community, delivering services to meet local needs and promoting community wellbeing. They are a statutory consultee on

¹ **Note re: terminology:** A principal (i.e. unitary or district) council may, following a community governance review create, abolish, or alter the area of, any parish within its area and may establish a parish council to serve a newly-created parish. A parish council serving an urban area may resolve to be called a town council. There is no difference between a parish council and a town council in terms of powers or duties.

planning applications. They may exercise a variety of powers and duties including the delivery of a number of specific local services and may also enter into discussions with the principal councils (i.e. Somerset West and Taunton Council and the proposed unitary authority) about the transfer of services, budgets and assets subject to mutual agreement. Town and parish councils are funded principally through an annual precept – an additional amount added to the Council Tax in their area.

Reasons for the review

- 1.6 The Council is undertaking the review as it is a key corporate priority for the 21/22 municipal year. A resolution was made by Taunton Deane Borough Council on 19th March 2018, that a Community Governance Review (CGR) of the Unparished Area of Taunton is commenced with a view to creating a new Town or Parish Council(s) from 1st April 2023, and this was re-affirmed by SWT Council on 30th March 2021 and 5th October 2021, when the Council also endorsed the view that any new Town or Parish Council should come into being on 1st April 2022 in order that it could play a full and proper part, alongside town and parish councils representing all other areas in Somerset, in negotiations with the Shadow Unitary Authority on the proposed devolution framework plans.
- 1.7 Town or parish councils may also promote community engagement and effective local government. In addition, Government guidance states that it is good practice for principal councils to conduct a community governance review every 10-15 years, except in areas with very low populations.

Community governance reviews

- 1.8 A community governance review is a review of the whole or part of a principal council's area to consider one or more of the following:
- Creating, merging, altering or abolishing parishes;
 - The naming of parishes and the style of new parishes;
 - Whether a town or parish council should be established for a new parish area;
 - The electoral arrangements for parishes (the ordinary year of election; council size; the number of councillors to be elected to the council, and any parish warding); and/or
 - Grouping parishes under a common parish council or de-grouping parishes.
- 1.9 In accordance with the 2007 Act the Council will have regard to the need to secure community governance within the area under review which:-
- Is reflective of the identities and interests of the community in that area;
 - Provides for effective and convenient local government; and
 - Takes into account any other arrangements for the purposes of community representation or community engagement in the area.

- 1.10 In accordance with Government guidance, when considering the above criteria the Council will also take into account the impact of community governance arrangements on community cohesion and the size, population and boundaries of a local community or parish; and will seek to make recommendations that bring about improved community engagement, better local democracy and result in more effective and convenient delivery of local services.

Responsibility for the review

- 1.11 As the relevant principal authority, Somerset West and Taunton Council is responsible for conducting any community governance review within its electoral area and for deciding whether to give effect to the recommendations of the review.
- 1.12 In accordance with regulations issued under the Local Government Act 2000, functions relating to Community Governance Reviews are not to be the responsibility of an authority's executive.
- 1.13 The management of the review will be the responsibility of officers in the Governance team and overseen by the Governance Manager and Monitoring Officer. The review will be overseen by the Community Governance Review Working Group. The Council itself will agree the final recommendations and make any Reorganisation of Community Governance Order.

2. CONSULTATION

- 2.1 In coming to its recommendations in the review, the Council will take account of the views of local people and stakeholders. Legislation requires the Council to consult the local government electors for the area under review and any other person or body who appears to have an interest in the review, and to take the representations that are received into account by judging them against the criteria in the 2007 Act.
- 2.2 In order to promote community engagement and transparency in the Community Governance review, the Council will:-
- Publish these terms of reference;
 - Publicise the review as widely as possible including using electronic means and social media and seek to engage the local media in reporting the issues under review;
 - Consult residents, business organisations, community groups, other local organisations, political parties and elected representatives for the areas under review and the Taunton Charter Trustees and Somerset County Council;
 - Make key documents available at the Council offices and at other venues in the areas under review;
 - Accept submissions by post or via e-mail or the Council's website;
 - Take into account representations received in connection with the review; and

- Publicise the recommendations and outcome of the review.
- 2.3 The Council will consider each matter under review on its merits and on the basis of the information and evidence provided during the course of the review.
- 3. THE TIMETABLE FOR THE REVIEW**
- 3.1 Publication of these terms of reference formally begins the review, which must then be completed within twelve months. An indicative timetable is attached.
- 4. ISSUES FOR CONSIDERATION IN THE REVIEW**
- 4.1 The map at Appendix A shows the existing governance arrangements within Taunton and the boundaries of the wards (revised with effect from May 2019) of Somerset West and Taunton Council across the whole authority including the currently unparished area.

Parish areas and town or parish councils

- 4.2 The review will consider whether any changes should be made to the parish arrangements within the Unparished Area of Taunton, including:-
- whether or not a new parish or parishes should be created in areas that are currently unparished, or any other arrangements for some or all of the area; and
 - in the event that a new parish or parishes are created, whether they should have a town council(s).
- 4.3 In considering the above, the review will have regard to current and projected patterns of population, development, community identity and linkages in the area under review; to the viability of potential parish areas and the delivery of local services.
- 4.4 The 2007 Act provides that where a new parish is created which has 1,000 or more electors, the principal council must recommend that the parish has a council. Where a new parish is created that has between 151 and 999 electors the principal council may decide whether or not it should have a council.
- 4.5 In relation to previously unparished areas, the 2007 Act requires a principal council in undertaking a review to take into account other (non-parish) forms of community governance that have been, or could be, made for the purpose of community representation or engagement in the area under review. These might include community partnerships/forums, area committees, residents' and tenants' associations, neighbourhood management programmes or community associations. In accordance with Government guidance the review will consider whether such arrangements could be alternatives to, or stages towards, the establishment of town or parish councils. The Council

notes however that the guidance also states ‘what sets parish councils apart from other kinds of governance is the fact they are a democratically elected tier of local government, independent of other council tiers and budgets, and possess specific powers’ and ‘their directly elected parish councillors represent local communities in a way that other bodies, however worthy, cannot since such organisations do not have representatives directly elected to those bodies’.

Names and style of parishes

- 4.6 In the event that a new parish is proposed to be created, the review will make recommendations as to the geographical name of the new parish and as to whether or not it should be a parish council or have one of the alternative styles (community, neighbourhood or village). A council that is created as a parish council may decide that it shall have the status of a town council.

Electoral arrangements

- 4.7 The review will consider what electoral arrangements should apply to any new town or parish council that is created and whether any changes should be made to the electoral arrangements of the existing Taunton Charter Trustees². In accordance with the 2008 regulations, if the Unparished Area were to become parished, the Charter Trustees for Taunton would be dissolved and all their rights and responsibilities would be transferred to the new Council on vesting day. ‘Electoral arrangements’ means:-
- The ordinary year in which elections are held;
 - The number of councillors to be elected to the council;
 - The division (or not) of the parish into wards for the purpose of electing councillors;
 - The number and boundaries of any such wards;
 - The number of councillors to be elected for any such ward; and
 - The name of any such ward.
- 4.8 In relation to the year of election, the ordinary election of parish councillors takes place in 2023 and at four-yearly intervals thereafter. However, a principal council may decide, following a community governance review, that the first elections to any new town or parish council shall take place in another year, with the councillors elected serving an adjusted term of office to bring future elections back into line with the normal cycle.
- 4.9 In relation to the number of town or parish councillors, legislation provides that the number of councillors for each council shall not be fewer than five. There is no maximum number. Government guidance is that ‘each area should be

² **Note:** The Local Government Boundary Commission for England (LGBCE) on 17 December 2018 made the Somerset West and Taunton (Electoral Changes) Order 2018 which included changes to the warding arrangements for Unparished Area. If, following this review, the Council wishes to alter the electoral arrangements for a parish whose existing arrangements were put in place within the previous five years by an order made by the LGBCE, the consent of the LGBCE will be required.

considered on its own merits, having regard to its population, geography and the pattern of communities’.

- 4.10 In relation to warding of a parish, the 2007 Act requires that in considering whether a parish should be divided into wards the Council should consider (i) whether the number, or distribution, of the local government electors for the parish would make a single election of councillors impracticable or inconvenient; and (ii) whether it is desirable that any area or areas of the parish should be separately represented on the council.

Electorate forecasts

- 4.11 When the Council comes to consider the electoral arrangements of the town or parish councils in its area, it is required to consider the number of local government electors in the area under review, and any change in that number or the distribution of the electors which is likely to occur in the period of five years beginning with the day when the review starts.
- 4.12 Current electorate figures for each of the wards in both the parished and unparished parts of Taunton will be published as soon as possible after the launch of the review.
- 4.13 Electorate forecasts for October 2026, taking into account information on developments underway or planned based on extant planning permissions and the local development framework, will also be published to inform the consultation process as early as possible during the review.
- 4.14 Population estimates will be used to apportion assets where significant changes, including the creation of new parishes, are recommended.

Service provision and council tax precept

- 4.15 As part of the consultation process the Council will outline the services that it envisages could be provided by town or parish councils and/or any assets or liabilities that could be transferred to them.
- 4.16 The Council will make available information on the precept currently payable by council tax payers in the area served by the Taunton Charter Trustees and what level of precept may be payable by council tax payers in the first year of any new town or parish council's existence.

Other matters

- 4.17 The review will consider any other issues raised during the consultation process which are relevant to the review.
- 4.18 In the event that the review recommends the creation of any new council(s), the review will also consider what preparatory and transitional arrangements should apply to the establishment of that council or councils.

5. PRINCIPLES THAT WILL GUIDE THE REVIEW

Parishes

- 5.1 The Council is undertaking the review following a resolution made by Taunton Deane Borough Council on 19th March 2018, that a Community Governance Review (CGR) of the Unparished Area of Taunton is commenced with a view to creating a new Town or Parish Council(s) that was re-affirmed by SWT Council on 30th March 2021 and 5th October 2021.
- 5.2 There is an evidence base which demonstrates that town or parish councils can play an important role in empowering and representing communities.
- 5.3 The Council notes the Government's continued commitment to town and parish councils and its guidance that it 'expects to see a trend in the creation, rather than the abolition, of parishes'.
- 5.4 It is important that within the review, that any creation of parishes should reflect distinctive and recognisable communities of interest, with their own sense of identity and that electors should be able to identify clearly with the parish in which they are resident. This information will therefore need to be gathered as part of the review.
- 5.5 The Council wishes to ensure that parishes should be viable as an administrative unit and should possess a precept that enables them effectively to promote the well-being of their residents and contribute to the provision of services in their area in an economic and efficient manner.

Names

- 5.6 With regard to the geographical names of any town or parish councils or town wards established within Taunton, the Council believes that these should reflect existing local or historic place names and there will be a presumption in favour of names proposed by local interested parties.

The number of town or parish councillors

- 5.7 When considering the number of councillors to be elected for any town or parish council, in addition to applying the statutory rules described above, the Council will have regard to:-
- the recommended guidance issued by the National Association of Local Councils (NALC) and indicative national data on representation.
 - existing levels of representation, the pattern of existing council sizes which have stood the test of time and the take-up of seats at elections; and
 - the desirability of a broadly equitable allocation of councillors to town and parish councils across Somerset West and Taunton, whilst acknowledging that local circumstances may on occasion merit variation.

Warding

- 5.8 The Council will give careful consideration both to traditional community identities and to any changes that have happened over time, for example population movements or new development, that may have led to a different community identity in an area of the Unparished Area.
- 5.9 The Council notes Government guidance that ‘there is likely to be a stronger case for the warding of urban parishes ... [where] ... community identity tends to focus on a locality ... [and] ... each locality is likely to have its own sense of identity’. The Council will however seek to secure that any warding arrangements should have relevance for the electorate, be in the interests of effective and convenient local government and not be wasteful of a town or parish council’s resources.
- 5.10 In reaching conclusions on the boundaries between any wards, the Council will have regard to community identity and interests and will consider whether any particular ties or linkages might be broken by the drawing of particular ward boundaries. The Council will also have regard to guidance by the Local Government Boundary Commission for England (LGBCE) that the principal council ward boundaries should not split an unwarded parish and that no parish ward should be split by such a boundary.
- 5.11 When deciding the number of councillors to be elected for any ward, the Council will take into account the view of the LGBCE that it is not in the interests of effective and convenient local government, either for voters or councillors, to have significant differences in levels of representation.

6. COMPLETION OF THE REVIEW AND IMPLEMENTATION OF ANY DECISIONS

- 6.1 The review will be completed when the Council publishes its final recommendations. The Council will take steps to inform interested parties of the recommendations and outcome of the review. In accordance with Government guidance the Council will issue maps to illustrate each recommendation at a scale not smaller than 1:10,000.
- 6.2 If the review results in any changes to community governance, at the conclusion of the review the Council will make a Reorganisation of Community Governance Order. Copies of this order, the map(s) that show the effects of the order in detail, and the document(s) which set out the reasons for the Council’s decisions (including where it has decided to make no change following the review) will be deposited at the Council’s offices, published on its website, and provided to the clerk of any council affected.
- 6.3 In accordance with legislation, copies of any order and associated maps will be deposited with the Secretary of State and the LGBCE. Prints of the maps will also be supplied to Ordnance Survey, the Registrar General, the Land Registry, the Valuation Office Agency, the Boundary Commission for England and the Audit Commission.

- 6.4 Subject to the final recommendations of the review, the provisions of any order will take effect for financial and administrative purposes no later than 1 April following the adoption of the order. Any revised electoral arrangements for a new or existing town or parish council will come into effect in accordance with the provisions of these terms of reference.

7. CONSEQUENTIAL MATTERS

- 7.1 A reorganisation order may cover any consequential matters that appear to the Council to be necessary or proper to give effect to the order. These may include the transfer and management or custody of property, the setting of precepts for new parishes, provision with respect to the transfer of any functions, property, rights and liabilities and/or provision for the transfer of staff, compensation for loss of office, pensions and other staffing matters.
- 7.2 In these matters, the Council will be guided by the relevant regulations issued following the 2007 Act. In particular, the Council notes that the regulations regarding the transfer of property, rights and liabilities require that any apportionments shall use the population of the area as estimated by the proper officer of the Council as an appropriate proportion.
- 7.3 In relation to the establishment of a precept for any new town or parish council, the Council will comply with the requirements of the Local Government Finance (New Parishes) Regulations 2008, which provide that the principal council sets the precept for the new parish/town council for their first year, and requires the Reorganisation Order to include the budget requirement for the first year of the parish/town council.

Principal area boundaries

- 7.4 No changes are proposed to be made to adjoining town or parish ward boundaries as a result of this review and the review will not automatically change the corresponding principal council ward boundaries. It is suggested that a wider boundary review of Urban Area of Taunton is not undertaken at this stage, but follows on from any review of the Unparished Area of Taunton and the possible creation of a town or parish councils therein when the new Unitary Council is in place.
- 7.5 In the event of a reorganisation order making such a change the Council may recommend the LGBCE that the principal council ward boundaries are realigned to coincide with the revised town or parish ward boundaries and it would be for the LGBCE to decide if and when these related alterations should be made.
- 7.6 The LGBCE would require evidence that the Council has consulted on the recommendations as part of the review. The Council will therefore seek to include any such draft recommendations for consultation at the earliest possible opportunity should they appear desirable.

Date of publication of these terms of reference: 6th October 2021

Contact details for the review

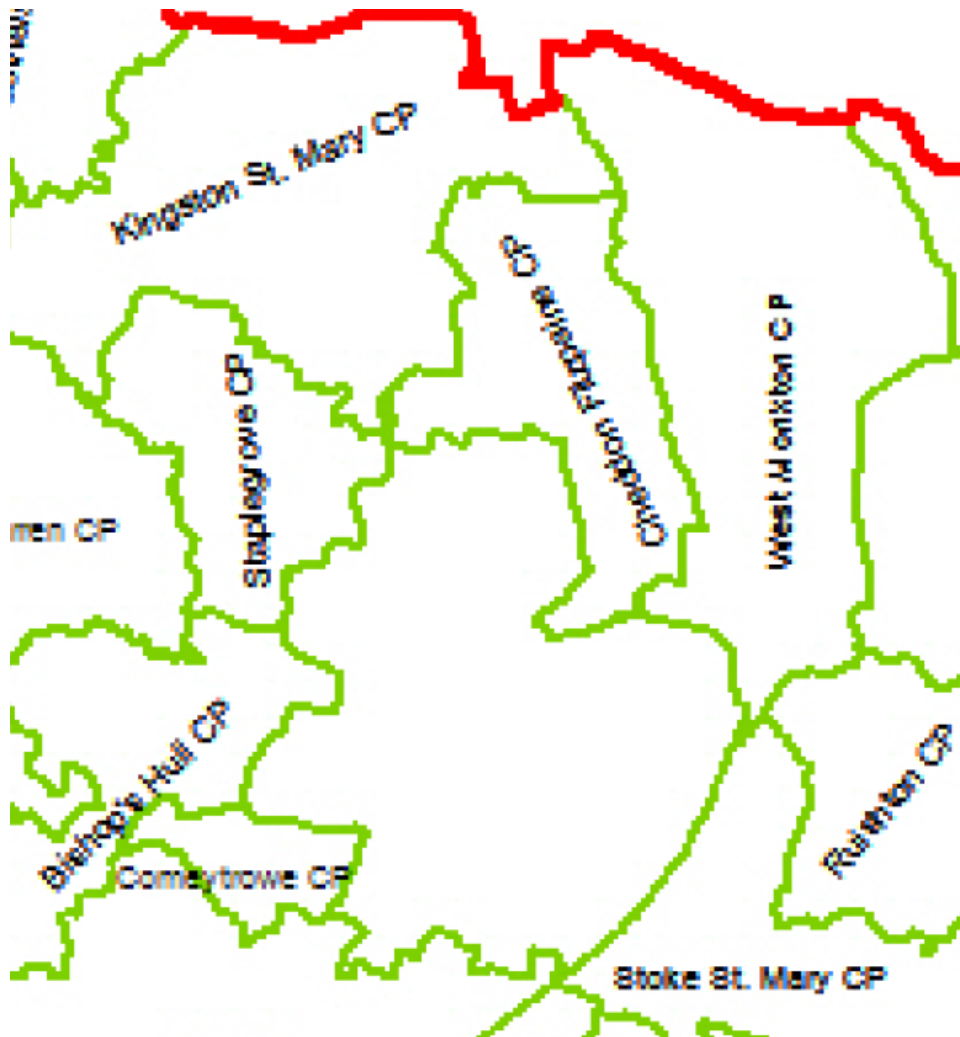
Enquiries regarding the review process and/or comments on the matters set out in these terms of reference should be directed to:

**Marcus Prouse
Community Governance Review
c/o Governance Team
Somerset West and Taunton Council
PO Box 866
Taunton
TA1 9GS**

E-mail: governance@somersetwestandtaunton.gov.uk

APPENDIX 'A'

The map below shows the existing Unparished Area Boundaries together with the Somerset West and Taunton Council Wards (revised with effect from May 2019).



**Community Governance Review of the Unparished Area of Taunton
Communications Master Text**

**A TOWN/PARISH COUNCIL FOR
TAUNTON?
HAVE YOUR
SAY**

Somerset West and Taunton Council is carrying out a review to decide on whether changes should be made to the existing local governance arrangements, including whether or not a new town or parish council should be set up in those parts of Taunton where they don't currently exist, 'the Unparished Area'.

All local residents and organisations are invited to give their views.

What is a Community Governance Review?

A Community Governance Review is a formal process involving consultation with local electors and other interested parties on potential changes such as creating new parishes, setting up or abolishing town/parish councils, changing their boundaries or electoral arrangements.

What are town and parish councils?

Town and parish councils exist in many areas, both rural and urban, and are the most local tier of government in England. Somerset West and Taunton Council as a 'principal council' is responsible for deciding whether to create, amend or abolish parish areas within its boundaries and whether to establish a council to serve any parish.

A parish council that serves a town area may decide to call itself a 'town council'.

Town and parish councils do not have statutory responsibility for services such as social care, education or housing but they may decide to provide some local services for their residents or in some cases to take over responsibility for services previously delivered by Somerset West and Taunton Council or Somerset County Council.

Town and parish councils also represent their communities. They must be consulted on planning applications within their area and may work with the principal council to create a Neighbourhood Plan for development in their area. They may bid to

purchase assets of community value or express an interest in running a local authority service.

Town and parish councils are directly elected by local voters and are independent of the other layers of local government. Any new town or parish council, for example in Taunton, would not replace Somerset West and Taunton Council but would exist alongside it.

Why is Somerset West and Taunton Council carrying out the review at this time?

Taunton is the only area in Somerset that does not have a Town or Parish Council level of local government. Somerset West and Taunton Council took the decision that a Community Governance Review should be undertaken at this time because the former Taunton Deane Borough Council committed to address this anomaly in 2018, and the new Council restated this commitment in March 2021, with a view to any new council coming into being from 1 April 2022 so that it could play a full and proper role, alongside the town and parish councils representing other areas, in negotiations with the proposed new shadow unitary authority for Somerset.

Across the country, many areas that were previously unparished have been turned into town and parish councils in previous years. Town or parish councils may also promote community engagement and effective local government.

In addition, Government guidance is that a Community Governance Review should be carried out every 10-15 years.

What kinds of services could a town or parish council provide and how much would it cost?

There are almost 10,000 parish and town councils across England, with populations ranging from fewer than 200 to almost 100,000. The range of services provided varies accordingly and each town or parish council decides what, if any, services it will provide. Typically, these can include the provision of allotments (a statutory responsibility, if there is demand); parks and recreation grounds; public conveniences; control of litter; play areas; community centres; crime prevention; festivals and fetes; traffic calming; tourism activities and/or markets. However there are examples of different types of services being delegated to councils, for example street cleaning and CCTV in Salisbury, and a library in Charnwood.

As the level of services provided varies significantly between town or parish councils, so does the level of the precept that they charge Council Tax payers. For example, the average precept payable in 2020-21 by a Band D Council Tax payer within the Somerset West and Taunton Council area is £43.86 per annum. The national average Band D precept of all precepting parish and town councils in the current year is £64.05 per annum. The Charter Trustees for Taunton for 21/22 precepted £52,819, from the Unparished Area of Taunton ratepayers. This was equivalent to £3.47

expenditure per Band D property. In addition to this amount, Somerset West and Taunton are able to precept a limited amount for Special Expenses on the Unparished Area of Taunton ratepayers to fund the types of activities that a Town or Parish Council would usually provide. In 2021/22 this amounted to £29,093 or £1.91 on a Band D property. These two charges would be replaced by any Town or Parish Council precept.

A town or parish council itself decides what level of precept to charge but in the case of any new town or parish councils, Somerset West and Taunton Council would set the precept for their first year of operation based on the estimated cost of the level of activity expected. In relation to service delivery and the level of precept, just as for any town or parish councils elsewhere in Somerset West and Taunton, a new Town or Parish Council could decide in future to take on additional services of the sort set out above, in negotiations with the new Unitary Council.

What area(s) could any new town or parish council(s) cover?

The Council wishes to consult with the public before consulting on any initial suggestions so as not to influence the consultation process towards any particular result.

The guidance is clear however that the division of a cohesive area, such as a Charter Trustee town, may not reflect the sense of community that needs to lie behind all parishes; or places where there were no recognisable smaller communities.

However, alternative options are possible - for example there could be a larger number of small town or parish councils representing individual areas, parts of Taunton could remain unparished, or we could simply retain the status quo. Somerset West and Taunton Council wants to know your views.

Will the Taunton Charter Trustees remain in place?

Not necessarily. The Charter Trustees for Taunton were established in 2019 in order to be able to save the historic Mayoralty for Taunton from being abolished. They are the 16 Somerset West and Taunton councillors elected to represent wards in the unparished area of Taunton. The Trustees elect a Mayor and Deputy Mayor for Taunton each year. The Mayor and Deputy uphold the traditional roles previously carried out by the Mayor and Deputy Mayor of Taunton Deane within the boundary of the unparished area.

Charter Trustees only have the power to raise a precept to cover the costs of their administration and the associated costs for the upkeep of the Civic Insignia or 'Silver' and the Mayoralty of Taunton. They cannot legally precept for taking on responsibilities and costs that Parish and Town Councils can such as grass cutting and public conveniences.

Proposals to create a parish or parish council covering all or part of a charter trustee area need to be judged in particular against the following considerations:

- a) the effect on the historic cohesiveness of the area
- b) what are the other community interests in the area?
- c) Is there a demonstrable sense of community identity encompassing the charter trustee area?
- d) Are there smaller areas within it which have a demonstrable community identity and which would be viable as administrative units?

This review is an opportunity for local people to comment on any changes that they might like to suggest in respect of the existence of the Unparished Area, the Taunton Charter Trustees, the area covered by it and its electoral arrangements (the number of councillors, wards etc). In the event that following the Community Governance Review a decision is made to parish the Unparished Area, the Charter Trustees would be dissolved upon the vesting of the new Council and their assets transferred.

Issues to be considered by the review

In arriving at its recommendations the law requires that Somerset West and Taunton Council must have regard to the need for community governance arrangements to:-

- reflect the identities and interests of the community in the area;
- and
- promote effective and convenient local government.

It must also consider the impact of town or parish councils on community cohesion and the size, population and boundaries of a local community or parish; and must take into account any other existing or potential arrangements for community representation or engagement in the area.

In coming to decisions on the electoral arrangements for any town or parish council the Council must consider the number of electors in the area(s) under review and any change in the number or distribution of those electors which is likely to occur in the next five years.

Any town or parish council should reflect distinctive and recognisable communities of interest, with their own sense of identity and electors should be able to identify with the town or parish in which they live. Any submissions providing evidence of community identity or local linkages will be important considerations in this review.

When would any new town or parish council(s) be set up?

By law the review must be completed within 12 months of starting it. This review started on October 2021, and is planned to be completed by January 2022. It is anticipated that if any new town or parish councils were to be established following this review they would come into existence no later than April 2022.

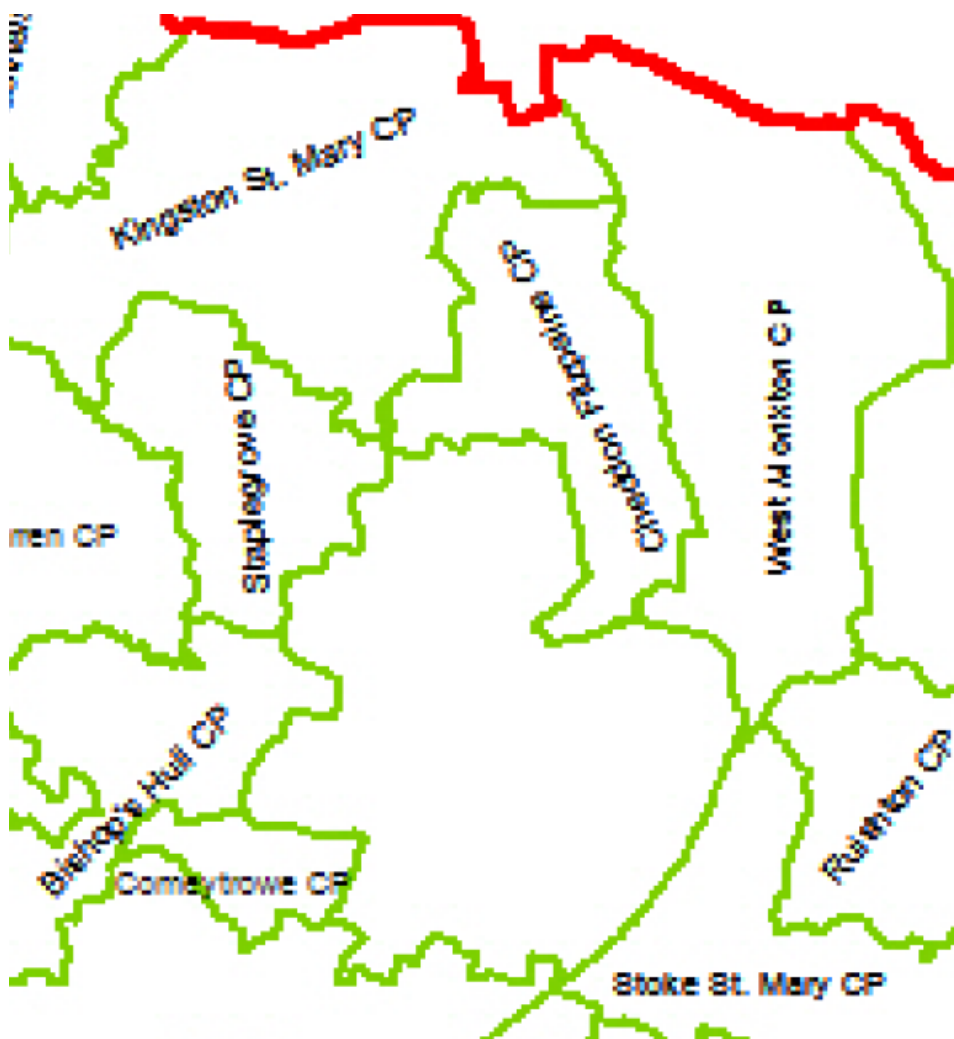
How to find out more

Full information about the Community Governance Review including the terms of reference and detailed timetable are on the website at

www.somersetwestandtaunton.gov.uk

Map

The map below shows the existing Unparished Area Boundaries together with the Somerset West and Taunton Council Wards (revised with effect from May 2019).



WE WANT TO HEAR YOUR VIEWS

Please tell us what you think about the matters above or any other issues concerning governance at the town or parish council level by **Friday 3 December 2021**. Somerset West and Taunton Council will consider all submissions received before coming to its draft recommendations, which will then be published for further consultation before any final decisions are made.

Community Governance Review - Questionnaire

A TOWN/PARISH COUNCIL FOR TAUNTON?

INTRODUCTORY PAGE

Somerset West and Taunton Council is carrying out a review to decide on changes to existing local governance arrangements, including whether or not a new town or parish council or councils should be set up in those parts of Taunton where they don't currently exist.

Full information about the review including the terms of reference and a timetable, are on our website at www.somersetwestandtaunton.gov.uk

All local residents, business owners and organisations are invited to give their views.

The Council will consider all feedback before making final recommendations. These will then be published and considered by Councillors before any final decisions are made.

You can complete this questionnaire online, or obtain a paper version and return it to Governance Team, Somerset West and Taunton Council, PO Box 866, Taunton, TA1 9GS or hand it in one of our offices.

Alternatively you can tell us your views by e-mailing:
governance@somersetwestandtaunton.gov.uk

This consultation will close on **Friday 3 December 2021**.

1. Please tell us whether you are a:

- ☐ Local resident
- ☐ Local employee
- ☐ Local business person
- ☐ Official representative of community organisation – Please state which one.....
- ☐ Other (please state)

Town and parish councils

Town and parish councils exist in many rural and urban areas and are the most local tier of government in England. Somerset West and Taunton Council is classed as a Principal Authority and therefore has responsibility for deciding whether to create, amend or abolish parish areas within its boundaries and whether to establish councils to serve any of the parishes. A parish council that serves a town area may call itself a 'town council'.

Town or parish councils do not have statutory responsibility for services such as social care, education or housing but they may decide to provide some local services for their residents.

In some cases, they may take over responsibility for services previously or currently delivered by the Principal Authority. The Council is undertaking the review as it is a key corporate priority for the 21/22 municipal year. A resolution was made by Taunton Deane Borough Council on 19th March 2018, that a Community Governance Review (CGR) of the Unparished Area of Taunton is commenced with a view to creating a new Town or Parish Council(s) from 1st April 2023, and this was re-affirmed by SWT Council on 30th March 2021 and 5th October 2021, when the Council also endorsed the view that any new town or parish council should come into being in April 2022 to enable it to play a full and proper role, alongside the town and parish councils representing all other parts of Somerset, in devolution negotiations with the proposed new shadow unitary authority for Somerset.

Town or parish councils may also promote community engagement and effective local government. In addition, Government guidance states that it is good practice for principal councils to conduct a community governance review every 10-15 years, except in areas with very low populations.

These local councils can also play a key role in communities by the promotion of community engagement between the council and residents and more inclusive local government.

Community Representation

Town or parish councils represent their communities. They must be consulted on planning applications within their area and they may bid to purchase assets of community value or express an interest in running a local authority service.

Town or parish councils are directly elected by local voters and are independent of the other layers of local government. Any new town or parish council, for example in Taunton, would not replace Somerset West and Taunton Council but would exist alongside it or any future unitary authority.

There are some bodies in place already in Taunton which represent local residents such as local community groups.

2. Should a town or parish council or councils be set up to serve the parts of Taunton that do not currently have them?

- ☐ Yes
- ☐ No
- ☐ Don't know

REASONS/COMMENTS (free text)

3. Do you think that creating town or parish councils would provide more benefits than if Somerset West and Taunton Council worked with the existing bodies in place?

- Yes
- No
- Don't know

REASONS/COMMENTS (free text)

Services provided by town or parish councils

The range of services provided by town or parish councils varies with each council deciding what, if any, services it will provide. Typically, these can include allotments; parks and recreation grounds; public conveniences; control of litter; play areas; community centres; crime prevention; festivals and fetes; traffic calming; tourism activities and/or markets. However, there are examples of different types of services being delegated to them for example, street cleaning and CCTV in Salisbury, and a library in Charnwood.

As the level of services provided varies significantly between town or parish councils, so does the level of precept they charge Council Tax payers. For example, the Council Tax precept payable in 2020-21 for a Band D property in SWT is £43.86 per annum.

The national average Band D precept of all town and parish councils in the current year is £69.89 per annum.

A town or parish council decides what level of precept it will charge but in the case of any new councils, Somerset West and Taunton Council would set the precept for the first year of operation based on the estimated cost of any services to be transferred and the level of activity expected. The Charter Trustees for Taunton for 21/22 precepted £52,819, from the Unparished Area of Taunton ratepayers. This was equivalent to £3.47 expenditure per Band D property. In addition to this amount, Somerset West and Taunton are able to precept a limited amount for Special Expenses on the Unparished Area of Taunton ratepayers to fund the types of activities that a Town or Parish Council would usually provide. In 2021/22 this amounted to £29,093 or £1.91 on a Band D property. These two charges would be replaced by any Town or Parish Council precept.

Community Governance

In arriving at its recommendations the law requires that Somerset West and Taunton Council must have regard to the need for community governance arrangements to:-

- reflect the identities and interests of the community in the area; and
- promote effective and convenient local government

Any town or parish council should reflect distinct and recognisable communities of interest, with their own sense of identity and electors should be able to identify with the town or parish in which they live.

4. **Based on where you live, which Somerset West and Taunton town, parish, area or locality do you feel you belong to?**

RESPONSE (free text)

5. **If you do not think that a parish or town council should be established to serve the whole of the currently unparished area of Taunton, are there alternative arrangements that would better reflect the identities and interests of the Community in that area?**

If yes, please provide details of the proposals, the reasons for the proposal and explain how the proposal will:

- (a) be reflective of the identities and interests of the community in that area; and
- (b) be effective and convenient.

You should also include suggestions for a proposed name for the group, whether the group should have a council and what electoral arrangements should apply.

RESPONSE (free text)

6. **What is your postcode?**

(We are asking this to understand where you live in relation to the locality you feel you belong to)

.....

Areas covered by town or parish councils

Somerset West and Taunton Council at this first stage of consultation is wishing to listen to all stakeholders and remain open to all options.

A new town council to represent the current area of the Unparished Area of Taunton is just one of the options the Council could opt for. Alternatively there could be a larger number of small town or parish councils representing individual areas, parts of Taunton could remain unparished, or we could simply keep things the way they are now. The government guidance does state that the division of a cohesive area, such as a Charter Trustee town, would not reflect the sense of community that needs to lie behind all parishes; or places where there were no recognisable smaller communities, and a larger parish may best suit the needs of the area.

8. If you do think that new town or parish council(s) should be created:

(a) What area(s) should it/they cover?

RESPONSE (free text)

(b) What would you name the new town or parish council(s)?

RESPONSE (free text)

Taunton Charter Trustees

The Charter Trustees for Taunton were established in 2019 and cover the wards of the Unparished Area of Taunton, to enable the historic Taunton Mayoralty to continue, with the sixteen Somerset West and Taunton Councillors elected in May 2019 automatically serving as Charter Trustees. Charter Trustees only have the power to raise a precept to cover the costs of their administration and the associated costs for the upkeep of the Civic Insignia or 'Silver' and the Mayoralty of Taunton. They cannot legally precept for taking on responsibilities and costs that Parish and Town Councils can such as grass cutting and public conveniences. This review is an opportunity for local people to comment on any changes that they might like to suggest in respect of the existence of the Unparished Area of the Council, the area covered by it and its electoral arrangements.

9. Do you think that there should be any changes to the area covered by the Unparished Area of Taunton area?

- ☐ YES – It should be abolished and replaced with a Town or Parish Council.
- ☐ NO – it should be kept as it is.

Reasons/Comments (Free text).....

10. Do you think that there should be any changes to the number of councillors who make up the Unparished Area of Taunton (sixteen)?

- ☐ YES – There should be more councillors/There should be fewer councillors
- ☐ NO

Reasons/Comments (Free text).....

Electoral Arrangements

If a new Parish/Town Council is established, Somerset West and Taunton Council is required to decide whether it should be divided into wards for the purpose of electing parish/town councillors, taking into account (i) whether the number, or distribution, of the local government electors for the parish would make a single election of councillors impracticable or inconvenient; and (ii) whether it is desirable that any area or areas of the parish should be separately represented on the council.

The total local electorate for the unparished area of Taunton is currently 34,536 and for the purposes of district council elections the area is divided into nine wards returning a total of 16 councillors. Somerset West and Taunton Council believes that it would not be practicable or convenient for a single election to be held for the whole of any new parish/town council for the area. It is also not practicable for a full review of ward and polling district boundaries to be undertaken before 1 April 2022. It is therefore proposed that any new parish/town council should be divided into wards based on the existing district ward boundaries within the unparished area.

11. Do you agree that any new town or parish council for the unparished area of Taunton should be divided into wards based on the nine wards that currently cover the area?

Current wards;

1. *Vivary (2 Councillors)*
2. *Victoria (2 Councillors)*
3. *Wellsprings and Rowbarton (2 Councillors)*
4. *Priorswood (3 Councillors)*
5. *Halcon and Lane (2 Councillors)*
6. *Blackbrook and Holway (2 Councillors)*
7. *Wilton and Sherford (1 Councillor)*
8. *Manor and Tangier (1 Councillor)*
9. *North Town (1 Councillor)*

- ☐ Yes
- ☐ No
- ☐ Don't know

Reasons/Comments (Free text).....

12. Do you have any other comments on governance issues at the parish/town council level?

RESPONSE (free text)

Further consultation

If you would like to be contacted to be alerted to the results of the consultation, please leave your email details below. We will only use your information to contact you about the results of the consultation.

Name

E-mail

Privacy Notice

Somerset West and Taunton Council will hold this information for the purpose of contacting you about the second stage of this consultation, this information will not be used for any other purpose. We will hold your personal information for no longer than five years.

If you feel any information Somerset West and Taunton Council holds about you is incorrect, or if you wish to see a copy of the information we hold about you, please contact governance@somersetwestandtaunton.gov.uk

Electoral Review - Polling District Additional Dwellings

APPENDIX 3

Number of projected new dwellings 2021-2026 by polling district

Polling District	Taunton 2021 SHLAA trajectory total	Taunton small sites with PP	Small sites with PP	Polling District Total
DEP - T - Unparished (Blackbrook & Holway 1)	0	1		1
DEQ - T - Unparished (Blackbrook & Holway 2)	0	0		0
DER - T - Unparished (Blackbrook & Holway 3)	0	0		0
DES - T - Unparished (Halcon & Lane 1)	0	0		0
DET - T - Unparished (Halcon & Lane 2)	0	1		1
DEU - T - Unparished (Halcon & Lane 3)	0	0		0
DEV - T - Unparished (Halcon & Lane 4)	0	0		0
DEW - T - Unparished (Manor & Tangier 1)	0	2		2
DEX - T - Unparished (Manor & Tangier 2)	0	0		0
DEY - T - Unparished (North Town 1)	72	32		104
DEZ - T - Unparished (Priorswood 1)	0	0		0
DFA - T - Unparished (Priorswood 2)	0	0		0
DFB - T - Unparished (Priorswood 3)	0	0		0
DFC - T - Unparished (Priorswood 4)	171	3		174
DFD - T - Unparished (Priorswood 5)	0	0		0
DFE - T - Unparished (Victoria 1)	0	5		5
DFF - T - Unparished (Victoria 2)	0	0		0
DFG - T - Unparished (Victoria 3)	208	4		212
DFH - T - Unparished (Victoria 4)	11	13		24
DFI - T - Unparished (Victoria 5)	200	59		259
DFJ - T - Unparished (Vivary1)	62	1		63
DFK - T - Unparished (Vivary 2)	86	12		98
DFL - T - Unparished (Vivary 4)	0	3		3
DFM - T - Unparished (Wellsprings & Rowbarton 1)	0	4		4
DFN - T - Unparished (Wellsprings & Rowbarton 2)	0	1		1
DFO - T - Unparished (Wilton & Sherford 1)	0	3		3
DFP - T - Unparished (Wilton & Sherford 2)	0	8		8
TOTAL:	1845	152	14	2011

Sites within Taunton unparished area

Sites in wider PUA area

Polling District	Current ward		Status	2021/22	2022/23	2023/24	2024/25	2025/26	Total 2021-20:
DES	Halcon & Lane	38/16/0324 Hydrographic Office	OA						0
DEX	Manor & Tangier	38/18/0162 Tangier, Castle Street	Full						0
DEX	Manor & Tangier	38/19/0352 1 Tangier Central, Castle Street	Full						0
DEY	North Town	38/05/430 Blorengre 57-59 Staplegrove Road	Full						0
DEY	North Town	38/18/0357 former Lidl site, Wood Street	Full		42	30			72
DFC	Priorswood	38/18/0465 SW1 North Taunton Woolaway Project Phase A	Full		18	3			21
DFC	Priorswood	38/18/0467 SWT North Taunton Woolaway Project	Awaiting decision			26	46	78	150
DFC	Priorswood	38/18/0108 Lyngford House Taunton	Full						0
DFG	Victoria	38/18/0144 Firepool Area I	Full		44				44
DFG	Victoria	38/18/0185 Coal Orchard	Full	40					40
DFG	Victoria	38/17/0150 Former Livestock Market, Friepool	OA				46	78	124
DFH	Victoria	38/16/0169 49 East Reach	Full	11					11
DFI	Victoria	38/18/0290 County Walk, Taunton	Full		10				10
DFI	Victoria	38/18/0173 Quantock House	Full			58	62		120
DFI	Victoria	38/19/0195 Michael Paul House, Corporation Street	Full		57				57
DFI	Victoria	38/18/0068 Unison House, The Crescent	Full		5	8			13
DFJ	Vivary	38/18/0291 Trinity Business Park	Full		30	32			62
DFK	Vivary	38/12/0203 Killams Drive	OA	2	40	6			48
DFK	Vivary	38/15/0177 Killams Drive	RM	4					4
DFK	Vivary	38/18/0001 Killams Drive	RM	34					34
									1845

Sites within Taunton unparished area

Sites in wider PUA area

Polling district totals:	Total
DES - T - Unparished (Halcon & Lane 1)	0
DET - T - Unparished (Halcon & Lane 2)	
DEU - T - Unparished (Halcon & Lane 3)	
DEV - T - Unparished (Halcon & Lane 4)	
DEW - T - Unparished (Manor & Tangier 1)	
DEX - T - Unparished (Manor & Tangier 2)	0
DEY - T - Unparished (North Town 1)	72
DEZ - T - Unparished (Priorswood 1)	
DFA - T - Unparished (Priorswood 2)	
DFB - T - Unparished (Priorswood 3)	
DFC - T - Unparished (Priorswood 4)	171
DFD - T - Unparished (Priorswood 5)	
DFE - T - Unparished (Victoria 1)	
DFG - T - Unparished (Victoria 2)	
DFH - T - Unparished (Victoria 3)	208
DFI - T - Unparished (Victoria 4)	11
DFJ - T - Unparished (Victoria 5)	200
DFK - T - Unparished (Vivary1)	62
DFL - T - Unparished (Vivary 2)	86
DFM - T - Unparished (Vivary 4)	
DFN - T - Unparished (Wellsprings & Rowbarton 1)	
DFO - T - Unparished (Wellsprings & Rowbarton 2)	
DFO - T - Unparished (Wilton & Sherford 1)	
DFP - T - Unparished (Wilton & Sherford 2)	
	1845

Polling District	Current Ward	Planning ref	Status	N/S	U/C
DEP	Blackbrook & Holway	38/17/0299	OA		1
DES	Halcon & Lane	38/16/0324	OA		
DET	Halcon & Lane	38/17/0320	Full		1
DEW	Manor & Tangier	38/10/0013	Full		2
DEX	Manor & Tangier	38/18/0162	Full		
DEX	Manor & Tangier	38/19/0352	CO		
DEY	North Town	38/05/0430	Full		
DEY	North Town	38/16/0425	Full		9
DEY	North Town	38/17/0281	Full		2
DEY	North Town	38/18/0357	Full		
DEY	North Town	38/19/0003	Full		22
DEY	North Town	38/21/0061	Full		-1
DFC	Priorswood	38/16/0335	Full		2
DFC	Priorswood	38/18/0356	OA		1
DFC	Priorswood	38/18/0465	Full		
DFC	Priorswood	38/18/0108	Full		
DFE	Victoria	38/17/0171	Full		2
DFE	Victoria	38/20/0174	CMB		3
DFG	Victoria	38/12/0429	Full		5
DFG	Victoria	38/18/0144	Full		
DFG	Victoria	38/17/0150	OA		
DFG	Victoria	38/18/0185	Full		
DFG	Victoria	38/19/0104	Full		-2
DFG	Victoria	38/19/0164	Full		-1
DFG	Victoria	38/21/0048	Full		2
DFH	Victoria	38/16/0169	Full		
DFH	Victoria	38/17/0359	Full		2
DFH	Victoria	38/17/0420	Full		1
DFH	Victoria	38/18/0041	Full		1
DFH	Victoria	38/18/0061	Full		7
DFH	Victoria	38/18/0359	CMB		1
DFH	Victoria	38/19/0258	Full		1
DFI	Victoria	38/16/0196	Full		4
DFI	Victoria	38/15/0271	CO		3
DFI	Victoria	38/16/0346	Full		1
DFI	Victoria	38/18/0068	Full		
DFI	Victoria	38/18/0290	Full		

DFI	Victoria	38/19/0193	CO	8	
DFI	Victoria	38/19/0195	CO		
DFI	Victoria	38/18/0173	Full		
DFI	Victoria	38/20/0230	CO	43	
DFJ	Vivary	38/18/0291	Full		
DFJ	Vivary	38/20/0123	Full	1	
DFK	Vivary	38/12/0265	Full	1	
DFK	Vivary	38/15/0177	RM		
DFK	Vivary	38/18/0001	RM		
DFK	Vivary	38/16/0342	Full	1	1
DFK	Vivary	38/18/0423	Full	9	
DFK	Vivary	38/12/0203	OA		
DFL	Vivary	38/17/0376	Full	2	
DFL	Vivary	38/18/0137	Full	1	
DFM	Wellsprings & Rowbarton	38/15/0258	Full		2
DFM	Wellsprings & Rowbarton	38/18/0278	Full		1
DFM	Wellsprings & Rowbarton	38/18/0432	Full		1
DFM	Wellsprings & Rowbarton	38/19/0057	Full	-1	
DFM	Wellsprings & Rowbarton	38/19/0380	Full	1	
DFN	Wellsprings & Rowbarton	38/19/0367	Full	1	
DFO	Wilton & Sherford	38/17/0343	RM	1	
DFO	Wilton & Sherford	38/18/0083	Full	2	
DFP	Wilton & Sherford	38/17/0379	Full		3
DFP	Wilton & Sherford	38/17/0439	Full	2	
DFP	Wilton & Sherford	38/18/0010	Full	1	
DFP	Wilton & Sherford	38/19/0144	Full	1	
DFP	Wilton & Sherford	38/20/0057	Full		1
				129	23

Polling district totals:	N/S	U/C	Total
DEP - T - Unparished (Blackbrook & Holway 1)	1	0	1
DEQ - T - Unparished (Blackbrook & Holway 2)			0
DER - T - Unparished (Blackbrook & Holway 3)			0
DES - T - Unparished (Halcon & Lane 1)	0	0	0
DET - T - Unparished (Halcon & Lane 2)	1	0	1
DEU - T - Unparished (Halcon & Lane 3)			0
DEV - T - Unparished (Halcon & Lane 4)			0
DEW - T - Unparished (Manor & Tangier 1)	0	2	2
DEX - T - Unparished (Manor & Tangier 2)	0	0	0
DEY - T - Unparished (North Town 1)	30	2	32
DEZ - T - Unparished (Priorswood 1)			0
DFA - T - Unparished (Priorswood 2)			0
DFB - T - Unparished (Priorswood 3)			0
DFC - T - Unparished (Priorswood 4)	1	2	3
DFD - T - Unparished (Priorswood 5)			0
DFE - T - Unparished (Victoria 1)	5	0	5
DFF - T - Unparished (Victoria 2)			0
DFG - T - Unparished (Victoria 3)	-1	5	4
DFH - T - Unparished (Victoria 4)	11	2	13
DFI - T - Unparished (Victoria 5)	58	1	59
DFJ - T - Unparished (Vivary1)	1	0	1
DFK - T - Unparished (Vivary 2)	11	1	12
DFL - T - Unparished (Vivary 4)	3	0	3
DFM - T - Unparished (Wellsprings & Rowbarton 1)	0	4	4
DFN - T - Unparished (Wellsprings & Rowbarton 2)	1	0	1
DFO - T - Unparished (Wilton & Sherford 1)	3	0	3
DFP - T - Unparished (Wilton & Sherford 2)	4	4	8
	129	23	152

Sites counted on trajectory

Community Governance Review for the Unparished Area of Taunton Revised Indicative Timetable

Timetable for the Review

Publication of the Terms of Reference formally begins the Review, and the Review must be completed within 12 months. The timetable set out below is indicative only and is based on an assumption of agreement of Terms of Reference at a meeting of Full Council by 8 October 2021.

Report to Council	30 March 2021 (being presented to the Charter Trustee on 16 March 2021)	Council gives approval to set up the Member Working Group to commence the process
Terms of Reference	Full Council 19 October 2021	Member Working Group to draft these before they go Before Council. The ToR will set out: <ul style="list-style-type: none"> • the matters to be considered; • the geographic area to be covered; • Notification of other local authorities which have an Interest. • Consultation to be undertaken as part of the review and how interested persons may respond
Publish Terms of Reference (12 month clock starts)	by Friday 22 October 2021	Publish on the Council website

Member Working Group to prepare draft proposals for consultation to be adopted by Full Council	Full Council Meeting on 19 October 2021	Council approves the initial proposals regarding the creation of a new parish and local council and the Communication/ Consultation Plan
Commence consultation on draft proposals and invite initial submissions	22 October 2021 (Consultation closes: 6 weeks = 3 December)	Submissions/representations invited. Consult with: Local government electors and other residents in the area under review SWT and County Councillors Somerset County Council Somerset Association of Local Councils Member of Parliament Local Groups and Interested parties such as local businesses, local residents association, local public and voluntary organisations Publish proposals on the website and make available in hard copy on request
Consider submissions and draft revised final recommendations, if appropriate	6 – 17th December 2021	Consider any submissions/ representations and prepare report of final recommendations for Council Member Working Group to agree report to Full Council 18 January 2022 including final recommendations and draft Reorganisation Order (if applicable)

Publish final recommendations	10 January 2022 as part of FC report or earlier if possible	Publish final recommendations
Publish final recommendations	Full Council on 18 Jan 2022	Full Council to adopt final recommendations and make Reorganisation Order (if applicable)
Make Reorganisation Order		Reorganisation Order to be sealed once approval received from Full Council.
Create Shadow Council	Approximately 3 months to set up new Local Council ready for 'go live' date of 1 April 2022	Laying the groundwork for the new Local Council including: Finding premises for the local council to meet Creating a website for the new Council Setting a Budget and Precept Securing staff resource Vesting and Statutory Asset Transfer of Allotments and Civic Regalia etc. Drafting constitutional documents
New Local Council created in temporary format with existing Charter Trustees	1 April 2022	
Elections to new Local Council	5 May 2022	

SWT Community Governance Review Working Group

27.05.21

Attendees: Cllr H Prior-Sankey (Chair), Cllr L Lisgo (Vice-Chair), Cllrs J Hunt, F Smith, L Whetlor.

Officers: A. Tregellas, M. Prouse, C. Rendell

1. Election of Chair

Cllr Hazel Prior-Sankey was duly appointed Chair of the Working Group.

2. Appointment of Vice-Chair

Cllr Libby Lisgo was duly appointed Vice-Chair of the Working Group.

3. Apologies

None. Cllrs R Lees, Coles and Cavill absent.

4. Review Terms of Reference

The Governance and Democracy Specialist went through a slide pack giving an overview on the relevant considerations the review would have to consider, information pertaining to Charter Trustee areas and the potential pitfalls if looking to abolish or amend existing Parish boundaries.

The revised timetable document was also shared and discussed.

During the debate the following comments and questions were raised:-

- The flexibility of the timetable was discussed, bearing in mind the consultation was due to take place over part of the Summer Holidays. The question was asked as to whether the period of consultation could be extended to 14 September (for consideration at a later meeting). The Governance Manager confirmed this could be flexed to later on as some capacity had been built into the timetable and certain pieces of work could be done in tandem without having an impact on the new organisation 'going live' from 1st April 2023
- The Council has 12 months from the publication of the Terms of Reference to complete the review and approve the Local Reorganisation Order
- The Parish Councils that surrounded the Unparished Area would have to be approached as part of the Consultation. There were drawbacks and benefits to looking to include further areas in a bigger Town Council, as negotiations could be contentious and have legal ramifications.
- The size and sustainability of a Town or Parish Council was discussed and the budget calculation requirement. It was felt this would come later on once discussions over transfers and responsibilities was in play with the Shadow Council.
- Whether information regarding the population size of the unparished area could be provided

- The Governance Manager made it clear that the Group had to be seen to be taking a broader view of the options available to them.
- Councillors suggested that the Revised Timetable included Somerset County Councillors to the consultee list as well as the Charter Trustees.
- The Governance Manager advised that external resource would be procured to keep the project on track and give specialist advice.
- A separate risks and issues log would be created and reviewed at each meeting.
- A Communication and Consultation Plan would be drawn up and brought back to the next meeting of the Working Group

5. Complete the Working Group Scoping document

The Governance Manager completed the Working Group Scoping Document with the assistance of the group the completed document would be circulated after the meeting.

6. Any other Business

N/A

7. Date of Next Meeting

The date of the next meeting was proposed to be 10th June 2021 at 9.30am, with the frequency of meetings to be determined based on the workload.

The meeting closed at 12.51pm

SWT Community Governance Review Working Group

10.06.21

Attendees: Cllr H Prior-Sankey (Chair), Cllr L Lisgo (Vice-Chair), Cllrs N Cavill, R Lees, J Hunt, F Smith, L Whetlor.

Officers: A. Tregellas, M. Prouse

1. Apologies

No apologies were submitted.

2. Notes from the previous meeting

The notes of the meeting held on 27th May 2021 were approved as a true and accurate record.

3. CGR Terms of Reference

An iterative version of the Terms of Reference was included in the Agenda pack which was shared with Councillors.

During the debate the following comments and questions were raised:-

- Discussion took place on the first stage of the consultation and whether preferred options would be set out at this stage?
- It was considered there were only three viable options and these were a Town Council based on the Unparished Area, multiple parishes, or a Town Council area that was wider than the Unparished Area.
- Officers cautioned that the advice in the guidance on Charter Trustees areas was clear that these should not be divided.
- It was clear that if there would need to be a pre-emptive discussion with the Parish Councils bordering the Unparished Area, especially in the area of Killams which was a part of the Vivary Ward but was a part of Trull Parish.
- It would be unhelpful if this exercise made any Parish Councils feel under threat.
- All other wards in the Unparished Area were complete i.e. did not contain bits of Parishes in them.
- One Councillor expressed a strong view that the boundaries of any new Council should be based on the boundaries of the old town.
- It was considered clear that the Working Group could not however go out to consultation with a pre-formed view and must consider multiple options.
- It was confirmed that the consultation would be with residents of the Unparished Area only, and not surrounding residents of parishes.
- A suggestion was made to involve and invite a representative from Somerset Association of Local Councils to assist in discussions with the Parish Councils.
- As wider amendments to Parish Boundaries would involve work with the Boundary Commission, it was considered that the timescales involved would mean the focus should be on parishing the unparished area.

- Discussion took place on the Local Community Networks proposed under the Unitary plans for One Somerset.
- There was some discussion over whether the existing unparished area was a large enough tax base for a Town Council. Officers confirmed there would be no issues over viability on this matter and the main issues were in reflecting identity and being effective and convenient.
- The population of the Unparished Area was confirmed as being around 48,000 people.
- Swindon was a recent example of a place that had opted for multiple parishes rather than one larger town Council.

The Group approved the Terms of Reference document.

4. Communications and Consultation Plan

The Communications and Consultation Plan had been circulated and was shared on the screen for the benefit of the Group to consider.

During the debate the following comments and questions were raised:-

- It was felt that the roadshows should be fronted by officers.
- Clarity was sought on whether the Members on the Group could actively campaign for a particular option without being seen to be in conflict.
- It was advised that the forthcoming report to Full Council would seek to approve a budget from reserves to fund the communications materials.
- It was suggested the government and the County Council were lobbied for help with funding, even though it was SWT's responsibility to undertake the review.
- It was considered that once the minister had made a decision regarding unitary, the conversations with SCC would be on a different basis.
- The timing of the first consultation over the summer holidays and the possible extension of restrictions was considered and it was felt the longer time period of 10 weeks was preferable.

5. Risks and Issues Log

The Group were advised that this would be circulated to the Group after the meeting.

6. Examples from other Councils

The Governance Specialist signposted Councillors to the various documents attached which had been provided by neighbouring Councils such as Dorset and Torbay. Officers had held meetings with relevant officers to understand and learn from past experience to inform our review.

7. Any other Business

N/A

8. Date of Next Meeting

The date of the next meeting was proposed to be 17th June 2021 at 12 midday, to allow for the Group to discuss the budget proposed for Consultation before the report was published for the Charter Trustees and Council, with a follow-up meeting after the Council meeting in July.

The meeting closed at 11:10am

SWT Community Governance Review Working Group

01.07.21

Attendees: Cllr L Lisgo (Acting Chair), Cllrs J Hunt, S Coles, F Smith, L Whetlor.

Officers: K. Williams, S. Hedger, M. Prouse

1. Appointment of Chair

Councillor Lisgo declined to be nominated as the permanent Chair, but was content to Chair this meeting until a full contingent of the Working Group was present.

2. Apologies

Councillor Cavill and R Lees had sent their apologies.

3. Notes from the previous meeting

The notes of the meeting held on 1st July 2021 were approved as a true and accurate record.

4. Draft Committee Report

The Specialist in Governance and Democracy shared the four resolutions that would be proposed to form part of the report, including a request for budget. The Governance Manager notified members that there would be a dedicated member of staff in finance to support the review.

5. Trull Boundary Issue

The Chair of the Working Group had specifically requested this item as a matter for discussion. The Specialist shared the maps which showcased the issues in relation to Vivary Ward being an incomplete unparished ward i.e. it had a tiny bit (Killams Green) which was part of Trull Parish Council. There was also an element of the forthcoming Killams Park development which would be a part of both areas.

- It was suggested that Trull Parish Council were contacted informally, perhaps through the auspices of SALC to have an initial conversation.
- It was unclear whether this issue could be looked at through this review as it may require a boundary review and be outside of the scope of the Council decision. Officers would seek further clarification and were having an informal chat with a consultant the next day.
- Officers noted there had been concerns discussed around widening the scope of the review to not just the unparished area but the adjoining parishes and potentially the electors within, whereas the Council resolution was felt to be more specific in terms of the CGR being a review of the Unparished Area of Taunton and looking at the future governance arrangements of that unit.

6. Draft revised CGR Terms of Reference

The Specialist in Democracy and Governance introduced the revised Terms of Reference. The document was broadly supported, but it was suggested that a revised set of documents was circulated after the meeting, to allow for comments to be made, taking on board the comments around the Boundary Review aspect and the discussion with the Consultant. It was recognised that the amount of work required in doing a boundary review of the entire area, as opposed to undertaking a review on the governance arrangements for the currently unparished area would be of a greater amount within the timescales.

7. Draft Consultation Text and Questionnaire

The Specialist in Democracy and Governance introduced the proposed CGR Draft Consultation text and questionnaire. It was noted that some of the questions were more general in nature than tailored to the specific aspects related to this review. The Officer confirmed this was partly to ensure all aspects were covered at the first stage and would adjust as necessary and circulate at the end of the week for commentary before final publication.

- Comment was made that the text needed to emphasize that Taunton was the only such unparished area in Somerset and set the scene.
- Clarity was sought on whether there was a need to offer a posted element with the documentation and available on request.
- It would be helpful if the full range of costs of Town Councils from low, average and high could be provided in the document.

8. Equality Impact Assessment

The Specialist in Democracy and Governance introduced the Equality Impact Assessment (EQIA). Comment was made that reference should be made to offering a translation of any materials, considering the wider ethnic make-up of central Taunton.

9. AOB

N/A

10. Date of Next Meeting

This was proposed to be on the 23rd July at 10am. Councillor Cavill gave his apologies in advance due to a prior commitment.

POSTSCRIPT - email sent by Marcus Prouse on 02/07/21

Just a note to say I have had a conversation with the consultant we are in discussions with who has undertaken a review before and he was of the view that it was an entirely appropriate approach to concentrate on the unparished area and not doing that wider boundary review as yet.

SWT Community Governance Review Working Group

23.07.21

Attendees: Cllr L Lisgo (Acting Chair), Cllrs J Hunt, S Coles, F Smith, L Whetlor.

Officers: K. Williams, S. Hedger, M. Prouse

1. Appointment of Chair

Councillor Lisgo declined to be nominated as the permanent Chair, but was content to Chair this meeting until a full contingent of the Working Group was present.

2. Apologies

Councillor Cavill and R Lees had sent their apologies.

3. Notes from the previous meeting

The notes of the meeting held on 1st July 2021 were approved as a true and accurate record.

4. The work of the Working Group so far

The Working Group were commended on their work so far in getting to this point. Mr Williams set out the scene following the statement that was issued in advance of the adjourned Charter Trustee meeting on Tuesday evening.

5. The 2007 Act and the Statutory Guidance

- a. The need to comply with the guidance with reasons for decisions
- b. The capacity to depart from the guidance with reasons for decisions.

Mr Williams set out that the Decision of Council needed to comply with the Guidance. The Group needed to properly investigate all three possible options (do nothing, Unparished area review only or wider Taunton). The Group could depart from the guidance but must offer compelling reasons for doing so. Progress was ongoing on obtaining information for each option.

6. Supplementary current matters

- c. The ministerial statement on Local Government Reform
- d. The consequential issues relating to the Boundary Commission

Discussions were in preliminary stages with the Boundary Commission, Government and Somerset County Council on this matter following the outcome of the Ministerial decision.

7. The grounds upon which The Council has decided to pause the process

Further detail was given on the grounds with which the Council had decided to pause the process. The Acting Chair requested it be noted that she remained concerned around capacity in the Governance team.

8. Ways forward and timescales

Mr Williams suggested a meeting of the Working Group to consider matters further in 2-3 weeks.

The meeting ended at 11.05am

SWT Community Governance Review Working Group

09.09.21

Attendees: Cllr L Lisgo (Acting Chair), Cllrs N Cavill, J Hunt, R Lees, F Smith, L Whetlor.

Officers: K. Williams, J. Williams, S. Hedger, M. Prouse

1. Apologies

No apologies were given. Cllrs Coles and Perry were absent.

2. Notes from the previous meeting

The notes of the meeting held on 23rd July 2021 were approved as a true and accurate record.

3. An update from Kevin Williams (Lawyer and Deputy MO) on discussions with MHCLG, SCC and Boundary Commission

The Deputy MO updated members of the working group on the latest position regarding the option which had been explored of undertaking a Structural Change Order, which had been formally asked of MHCLG as to whether they were minded to propose this for the Charter Trustee area or not. The response we have had is that they do not believe they have the power to do this. It is considered unfeasible to undertake a wider Taunton Review at this stage which would stray too close to the Boundary Commission work expected to be undertaken in 2023/24 with the new Unitary authority. It was not yet known if Parish elections will be moved backward to 2022. It was considered the only feasible option was to seek to undertake a CGR that dealt with this issue. In the timescales, any successor body agreed to be set up for an election by May 2022 would be limited to the current Charter Trustee boundary area and polling district area. The new authority would then be able to engage with the Shadow Unitary in 2022-23 on their neighbourhood devolution plans. On vesting day the services and structure of such a Council would be as simple as possible unless and until negotiations with a new unitary were had to enhance and extend those powers. An amended electoral register would have to be issued in February 2022 hence the need to wrap up matters by the Full Council on 18th January 2021.

During the debate the following comments and questions were raised, with all Councillors canvassed as to their thoughts on how to proceed:-

- A query was raised as to whether the Charter Trustees could be upgraded for an interim period to allow for negotiations?
- It was not felt this possible in current understanding of legislation.
- Comment was made that as the County Town the Unitary model would only work if this anomaly was sorted before any Unitary was in place.
- The Boundary Commission had indicated they had no objections to it being placed in the SCO. It was considered that SCC had been clear that it was now for the District to complete a CGR or if not it would be reviewed by the Unitary at a later point.

- Queries were raised as to whether Town Councils would be in effect the Local Community Networks as vaunted in the new model, but it was commented that it was thought these weren't going to replace Town and Parish Councils but sit alongside.
- It was commented that a Town Council in place for Taunton would make the Unitary plans for the third tier easier.
- The review had to be commenced this October to meet the timescales.
- Comment was made that we were back to a position we had been earlier in the year in terms of looking at a review that covered the Unparished Area only.
- Councillors all indicated support for proceeding, but commented that this would also need to be discussed at Group meetings prior to the Full Council and there were differing views on this topic.
- Comment was made that Taunton had to have a town council and this made the best of a bad situation.
- Comment was made that this would be a work in progress, and any town council would be the absolute beginning of a process, with the expectation of a wider Taunton review to follow once the new unitary was in place.
- It was expressed a wish to know more about the cost and finance implications.

It was agreed that the Community Governance Review Working Group recommended to Full Council that;

- a) The Council proceed with the commencement of a Community Governance Review for the Unparished Area of Taunton, with a proposal to consult on creating a Town Council based on the current Charter Trustee Area by April 2022.
- b) Request a precis of the current situation be sent to all SWT Councillors asap and an all councillor member briefing be scheduled before the 5th October Council.

No of electors per property by Polling District (July 2021)

	Jul-21	
No of properties	23,665	As per the Electoral register -
No of electors	34,536	July 2021
Av electorate per property	1.5	

Name of Polling District	No of properties	No of Electors	No of electors per property
DEP - T - Unparished (Blackbrook & Holway 1)	1,799	2,905	1.6
DEQ - T - Unparished (Blackbrook & Holway 2)	610	927	1.5
DER - T - Unparished (Blackbrook & Holway 3)	619	899	1.5
DES - T - Unparished (Halcon & Lane 1)	1,586	2,326	1.5
DET - T - Unparished (Halcon & Lane 2)	722	1,019	1.4
DEU - T - Unparished (Halcon & Lane 3)	601	1,073	1.8
DEV - T - Unparished (Halcon & Lane 4)	38	64	1.7
DEW - T - Unparished (Manor & Tangier 1)	583	938	1.6
DEX - T - Unparished (Manor & Tangier 2)	980	1,366	1.4
DEY - T - Unparished (North Town 1)	1,549	2,046	1.3
DEZ - T - Unparished (Priorswood 1)	899	1,274	1.4
DFA - T - Unparished (Priorswood 2)	346	569	1.6
DFB - T - Unparished (Priorswood 3)	583	878	1.5
DFC - T - Unparished (Priorswood 4)	1,714	2,594	1.5
DFD - T - Unparished (Priorswood 5)	832	1,366	1.6
DFE - T - Unparished (Victoria 1)	668	814	1.2
DFF - T - Unparished (Victoria 2)	85	107	1.3
DFG - T - Unparished (Victoria 3)	1,092	1,268	1.2
DFH - T - Unparished (Victoria 4)	1,275	1,548	1.2
DFI - T - Unparished (Victoria 5)	486	334	0.7
DFJ - T - Unparished (Vivary1)	481	632	1.3
DFK - T - Unparished (Vivary 2)	1,525	2,592	1.7

DFL - T - Unparished (Vivary 4)	355	398	1.1
DFM - T - Unparished (Wellsprings & Rowbarton 1)	1,978	2,898	1.5
DFN - T - Unparished (Wellsprings & Rowbarton 2)	921	1,591	1.7
DFO - T - Unparished (Wilton & Sherford 1)	703	1,195	1.7
DFP - T - Unparished (Wilton & Sherford 2)	635	915	1.4
TOTAL	23,665	34,536	1.5

Sites within Taunton unparished area

Sites in wider PUA area

Potential number of electors per Polling District in 2026 - Taunton Unparished area

Polling District	No of Electors Jul 2021¹	Projected additional dwellings²	Minus Vacant Dwellings Factor³	Dwellings Occupied by Local Movers⁴	Electors - Local Movers	Dwellings Occupied by Migrants into the Borough⁴	Electors - Migrants into Borough	Readjustment of Local Electorate⁵	Backfilled Electorate⁶	Potential No of Electors 2026⁷	Notes
DEP - T - Unparished (Blackbrook & Holway 1)	2,905	1	1	1	1	0	0	2783	2814	2816	
DEQ - T - Unparished (Blackbrook & Holway 2)	927	0	0	0	0	0	0	888	898	898	
DER - T - Unparished (Blackbrook & Holway 3)	899	0	0	0	0	0	0	861	871	871	
DES - T - Unparished (Halcon & Lane 1)	2,326	0	0	0	0	0	0	2228	2253	2253	
DET - T - Unparished (Halcon & Lane 2)	1,019	1	1	1	1	0	0	976	987	989	
DEU - T - Unparished (Halcon & Lane 3)	1,073	0	0	0	0	0	0	1028	1040	1040	
DEV - T - Unparished (Halcon & Lane 4)	64	0	0	0	0	0	0	61	62	62	
DEW - T - Unparished (Manor & Tangier 1)	938	2	2	1	2	1	1	898	909	912	
DEX - T - Unparished (Manor & Tangier 2)	1,366	0	0	0	0	0	0	1308	1323	1323	
DEY - T - Unparished (North Town 1)	2,046	104	103	76	101	27	35	1960	1982	2118	
DEZ - T - Unparished (Priorswood 1)	1,274	0	0	0	0	0	0	1220	1234	1234	
DFA - T - Unparished (Priorswood 2)	569	0	0	0	0	0	0	545	551	551	
DFB - T - Unparished (Priorswood 3)	878	0	0	0	0	0	0	841	851	851	
DFC - T - Unparished (Priorswood 4)	2,594	174	172	128	193	45	68	2485	2513	2774	
DFD - T - Unparished (Priorswood 5)	1,366	0	0	0	0	0	0	1308	1323	1323	
DFE - T - Unparished (Victoria 1)	814	5	5	4	4	1	2	780	789	795	
DFG - T - Unparished (Victoria 2)	107	0	0	0	0	0	0	102	104	104	
DFH - T - Unparished (Victoria 3)	1,268	212	210	155	180	55	63	1215	1228	1472	
DFI - T - Unparished (Victoria 4)	1,548	24	24	18	21	6	8	1483	1500	1529	
DFJ - T - Unparished (Victoria 5)	334	259	257	190	130	67	46	320	324	500	
DFK - T - Unparished (Vivary1)	632	63	62	46	61	16	21	605	612	694	
DFL - T - Unparished (Vivary 2)	2,592	98	97	72	122	25	43	2483	2511	2676	
DFM - T - Unparished (Vivary 4)	398	3	3	2	2	1	1	381	386	389	
DFN - T - Unparished (Wellsprings & Rowbarton 1)	2,898	4	4	3	4	1	2	2776	2808	2813	
DFO - T - Unparished (Wellsprings & Rowbarton 2)	1,591	1	1	1	1	0	0	1524	1541	1543	
DFO - T - Unparished (Wilton & Sherford 1)	1,195	3	3	2	4	1	1	1145	1158	1163	
DFP - T - Unparished (Wilton & Sherford 2)	915	8	8	6	8	2	3	876	886	898	
TOTAL	34,536	962	953	705	838	248	294	33,081	33,459	34,592	

No of electors¹

Source: SWT electoral register July 2021

Projected additional dwellings²

Source: SWT Housing Trajectory March 2021

Vacant dwelling factor³

0.94% Source: DCLG Live tables on dwelling stock. Percentage calculated from Table 125 Dwelling Stock and Table 615 Vacant Dwellings.

Dwellings Occupied by Local Movers or Migrants into the Borough⁴

74% of projected additional dwellings will be occupied by Local Movers, 26% by Migrants into the Borough. Source: Somerset Housing Market Areas and Functional Economic Market Areas in Somerset - Report of Findings Sept 2015.

Readjustment of Local Electorate⁵

2,089 Local Electors move from current homes into new developments leaving 47,500 (49,589-2,089) in current housing. This total is distributed pro-rata based on 2017 data.

Backfilled Electorate⁶

26% of local electorate moving into new dwellings are replaced from outside. 2,089*.26 = 543. This total is distributed pro-rata based on 2017 data.

Potential Ward Total 2023⁷

The sum of Local Movers + Migrants into the Borough + Backfilled Electorate.

Taunton Deane 2021-2026 Summary

Page 74

Polling District	No of Electors Jul 2021	Ward Total Jul 2021	Potential No of Electors Jul 2026	Ward Total Jul 2026
DEP - T - Unparished (Blackbrook & Holway 1)	2,905		2816	
DEQ - T - Unparished (Blackbrook & Holway 2)	927		898	
DER - T - Unparished (Blackbrook & Holway 3)	899	4731	871	4585
DES - T - Unparished (Halcon & Lane 1)	2,326		2253	
DET - T - Unparished (Halcon & Lane 2)	1,019		989	
DEU - T - Unparished (Halcon & Lane 3)	1,073		1040	
DEV - T - Unparished (Halcon & Lane 4)	64	4,482	62	4,344
DEW - T - Unparished (Manor & Tangier 1)	938		912	
DEX - T - Unparished (Manor & Tangier 2)	1,366	2,304	1323	2,235
DEY - T - Unparished (North Town 1)	2,046	2046	2118	2118
DEZ - T - Unparished (Priorswood 1)	1,274		1234	
DFA - T - Unparished (Priorswood 2)	569		551	
DFB - T - Unparished (Priorswood 3)	878		851	
DFC - T - Unparished (Priorswood 4)	2,594		2774	
DFD - T - Unparished (Priorswood 5)	1,366	6,681	1323	6,734
DFE - T - Unparished (Victoria 1)	814		795	
DFE - T - Unparished (Victoria 2)	107		104	
DFG - T - Unparished (Victoria 3)	1,268		1472	
DFH - T - Unparished (Victoria 4)	1,548		1529	
DFI - T - Unparished (Victoria 5)	334	4,071	500	4,399
DFJ - T - Unparished (Vivary1)	632		694	
DFK - T - Unparished (Vivary 2)	2,592		2676	
DFL - T - Unparished (Vivary 4)	398	3,622	389	3,759
DFM - T - Unparished (Wellsprings & Rowbarton 1)	2,898		2813	

Polling District	No of Electors Jul 2021	Ward Total Jul 2021	Potential No of Electors Jul 2026	Ward Total Jul 2026
DFN - T - Unparished (Wellsprings & Rowbarton 2)	1,591	4,489	1543	4,357
DFO - T - Unparished (Wilton & Sherford 1)	1,195		1163	
DFP - T - Unparished (Wilton & Sherford 2)	915	2,110	898	2,061
TOTAL	34,536	34,536	34,592	34,592

Taunton Deane 2021-2026 Summary

Page 76

Polling District	No of Electors Jul 2021	Potential No of Electors Jul 2026	% change	No. new dwellings
DEP - T - Unparished (Blackbrook & Holway 1)	2,905	2816	-3%	1
DEQ - T - Unparished (Blackbrook & Holway 2)	927	898	-3%	0
DER - T - Unparished (Blackbrook & Holway 3)	899	871	-3%	0
DES - T - Unparished (Halcon & Lane 1)	2,326	2253	-3%	0
DET - T - Unparished (Halcon & Lane 2)	1,019	989	-3%	1
DEU - T - Unparished (Halcon & Lane 3)	1,073	1040	-3%	0
DEV - T - Unparished (Halcon & Lane 4)	64	62	-3%	0
DEW - T - Unparished (Manor & Tangier 1)	938	912	-3%	2
DEX - T - Unparished (Manor & Tangier 2)	1,366	1323	-3%	0
DEY - T - Unparished (North Town 1)	2,046	2118	4%	104
DEZ - T - Unparished (Priorswood 1)	1,274	1234	-3%	0
DFA - T - Unparished (Priorswood 2)	569	551	-3%	0
DFB - T - Unparished (Priorswood 3)	878	851	-3%	0
DFC - T - Unparished (Priorswood 4)	2,594	2774	7%	174
DFD - T - Unparished (Priorswood 5)	1,366	1323	-3%	0
DFE - T - Unparished (Victoria 1)	814	795	-2%	5
DFF - T - Unparished (Victoria 2)	107	104	-3%	0
DFG - T - Unparished (Victoria 3)	1,268	1472	16%	212
DFH - T - Unparished (Victoria 4)	1,548	1529	-1%	24
DFI - T - Unparished (Victoria 5)	334	500	50%	259
DFJ - T - Unparished (Vivary1)	632	694	10%	63
DFK - T - Unparished (Vivary 2)	2,592	2676	3%	98
DFL - T - Unparished (Vivary 4)	398	389	-2%	3
DFM - T - Unparished (Wellsprings & Rowbarton 1)	2,898	2813	-3%	4

Polling District	No of Electors Jul 2021	Potential No of Electors Jul 2026	% change	No. new dwellings
DFN - T - Unparished (Wellsprings & Rowbarton 2)	1,591	1543	-3%	1
DFO - T - Unparished (Wilton & Sherford 1)	1,195	1163	-3%	3
DFP - T - Unparished (Wilton & Sherford 2)	915	898	-2%	8
TOTAL	34,536	34,592	0%	962

APPENDIX 7

Options	Key Financial Impacts	Key Risks
Option 1: To not proceed further.	No consequential impact or change. The Charter Trustees for Taunton would continue in existence and precept for their functions and responsibilities. The District Council would continue to precept on its behalf for proposed expenditure for mayoral duties as now, with Special Expenses levied on SWTC residents, allocated with any CIL by the Trustees in consultation with the LA.	<p>The main identified risk is that there would be no Town or Parish Council stood up fully to take part in the discussions with the new unitary Council on their devolution framework as outlined in the business case. The Charter Trustees for Taunton are not able to act in the same capacity as a fully constituted Town and Parish Council to include not being able to participate fully in discussions about Local Community Networks.</p> <p>Charter Trustees were set up to maintain the continuity of Town Charters after a district with the status of a borough was abolished, until such time as a parish council was established.</p> <p>The duties of Charter Trustees are limited to ceremonial activities such as the election of a mayor and various other mayoral duties.</p> <p>As such, the Charter Trustees are not a local authority and therefore not able to:</p> <ul style="list-style-type: none"> • Have consultee status from a principle council on planning and other statutory matters • Play an active part in the devolution of local government powers since they are not a council within the meaning of the word.

APPENDIX 7

<p>Option 2A: To conduct a Community Governance Review of the Unparished Area of Taunton completing in January 2022.</p>	<p>It is estimated that the one stage review will cost £34,000. Internal Operations will look to fund this within existing resource and will report via monthly budget monitoring.</p> <p>The precept raised by SWTC on behalf of the Town Council, for 2022/23 would be similar to the current precept for the Unparished Area residents, with Special Expenses levied on SWT residents. Please see Appendix 10 for further information.</p> <p>The allotments would transfer over on vesting day, with little to no impact on budget or precept, as the service breaks even. Transitional arrangements to support governance will continue to be provided by SWTC officers. The Town Council will need to consider its budget and service delivery by October 2022 to support its 2023/24 budget setting. This will enable the required deadline of October 2022 request to the Ministry of Levelling Up, Housing & Communities (formerly MHCLG) to a tax rebase to be met, with a precept in 2023/24 being requested to be levied on residents of the Unparished Area to fund services of the Town Council from 1/4/2023.</p>	<ul style="list-style-type: none"> • The process is undertaken on the basis of a one-stage consultation period lasting six weeks. The legislation leaves the process largely with the principle council. Whilst a two-stage consultation is the usual option it is possible to do this in one stage and such seems appropriate in this case.
--	--	---

APPENDIX 7

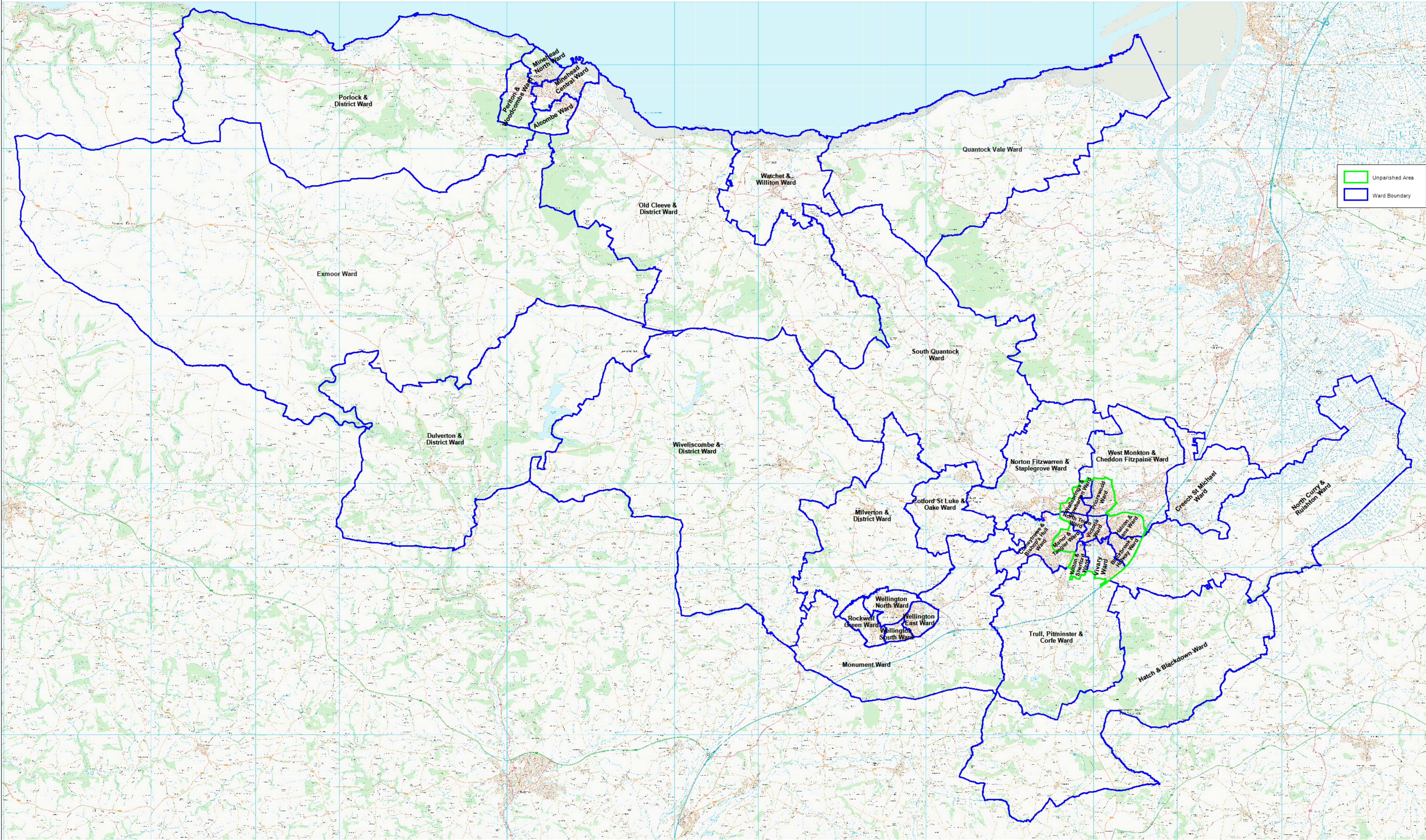
<p>Option 2B: To commence a Community Governance Review only of the Unparished Area of Taunton, with a view to potentially widening the scope and geographical area of the review before a determination of the initial Review is made at a Special Full Council in January 2022.</p>	<p>All financial impacts as shown above in 2A apply.</p> <p>In January 2022 if the Council decide to continue to 2B and extend the consultation the costs are estimated to be £16,000. Any stand alone elections required in 2023 will result in approximately £13,500 of cost. All additional costs should be considered in January 2022.</p>	<p>The risk in this option is that extending the review area and consultation in January with a view to a decision later in the year has several unquantifiable risks as follow:</p> <ul style="list-style-type: none"> • Actions by the Secretary of State and or Boundary Commission could make the continuation of this option and the delivery of a wider Taunton Town Council impossible for example a boundary review could be brought forward and in line with the statutory guidance this CGR should not take place at the same time or in the run up to such review. • As at October 2021 the effect of the unquantifiable risks cannot fully be anticipated. It is likely that there will be greater certainty at the beginning of 2022, after the Structural Change Order has passed it parliamentary approval and been adopted. That greater certainty may not be as definite as members may wish in weighing up risks. • A supplementary and final decision on this option would need to be taken at the Council in January 2022 therefore if the Council resolve to proceed with this it would very much be an in principle decision to proceed with the wider review in January 2022 based on the information available between now and then.
<p>Option 3: To undertake now a Community Governance Review of the Unparished Area of Taunton and the adjoining Parish areas</p>	<p>The cost of a two stage consultation will be more than £34,000 and are estimated at being £50,000.</p>	<p>This option involves a review that extends to the parishes that about the unparished area. There is a risk associated with this option which is as follows,</p>

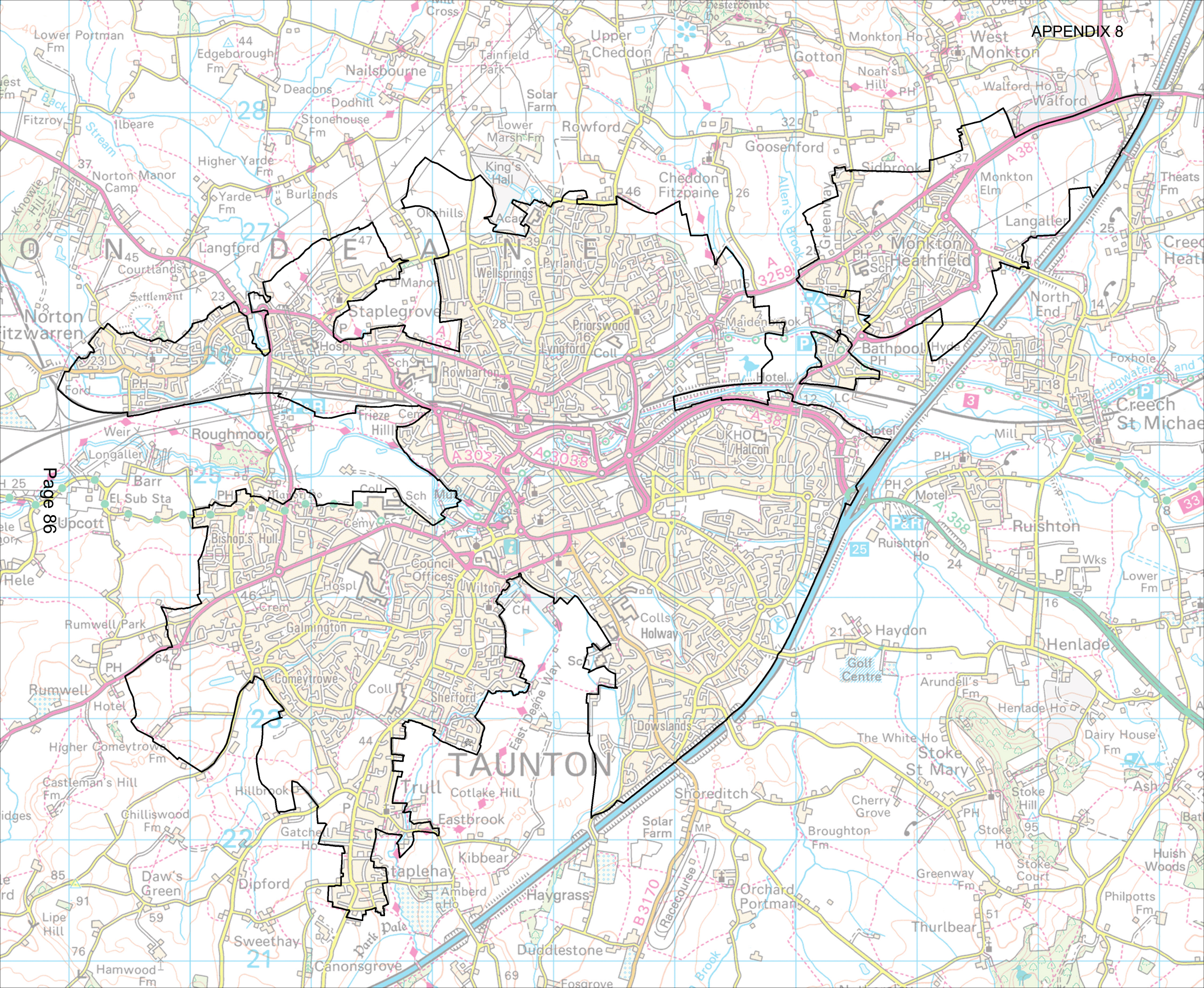
APPENDIX 7

<p>together with the intention to implement a parish/town council for the whole of the Taunton urban area and the potential urban extensions due in the next five years.</p>	<p>The deadline of October 2022 to request a tax rebase and to set a budget and precept on behalf of the Town Council for 2023/24 remains, with any additional boundary adjustments impacts to be considered. Officers will need to work to required timescales to understand financial consequences of proposed service delivery and running cost arrangements for the proposed town Council, which may need to feed into a transparent consultation process. Transfer of services and tax rebase would need to be considered with any changes to boundaries being proposed, with support from parishes affected.</p>	<ul style="list-style-type: none"> • The Statutory Guidance, issued by the Secretary of State is clear (Paragraph 28) that a Community Governance Review should be avoided <i>“when councils should avoid starting a community governance review if a review of district, London borough or county council electoral arrangements is being, or is about to be, undertaken”</i>. • However, Councils can disregard the Statutory guidance, with reasons but these would have to be very clear and the risk of being overruled by the Secretary of State would have to be assessed. • The key point is that such a review by the Boundary Commission is predicated on the basis that there are already settled Parish Council boundaries. • The draft Structural Change Order is expected to be published in November 2021. Subject to timetabling the Draft Order should receive parliamentary approval in December 2021 or January 2022. • There is a potential risk that a scenario emerges whereby the DLUHC requests that the Boundary Commission undertake a review in 2022 instead of 2023 which could potentially lead to a request to cease work on this review, for the reason that two reviews could produce incompatible recommendations.
--	--	--

APPENDIX 7

<p>Option 4: 'TwinTrack'</p> <p>To undertake two separate Community Governance Reviews simultaneously for both the Unparished Area of Taunton in isolation and that area plus the adjoining Parish areas, with both commencing as soon as practicable.</p>	<p>This option would incur two lots of consultation and review costs, which are estimated at £34,000 for Option 2 and therefore it is estimated these costs would be £64,000. The deadline of October 2022 to request a tax rebase and to set a budget and precept on behalf of the Town Council for 2023/24 remains, with any additional boundary adjustments impacts to be considered. Officers will need to work to required timescales to understand financial consequences of proposed service delivery and running cost arrangements for the proposed town Council, which may need to feed into a transparent consultation process. Transfer of services and tax rebase would need to be considered with any changes to boundaries being proposed, with support from parishes affected.</p>	<ul style="list-style-type: none"> • There are more risks associated with this option than options 2A and 2B. • For the wider review risks are detailed as above at Option 3. • There is potential for confusion from those in the unparished area being consulted, on which consultation they respond to with both running simultaneously on an overlapping geographical area.
--	---	--







Unparished area of Taunton: Charter Trustee Budget				
	Y.E 2020/21 Actual Spend	Y.E 2021/22 Budget	Y.E 2021/22 Forecast out-turn	Y.E 2022/23 Proposed budget
Estimated tax base	15,308	15,235		15,235
Precept	£3.42	£3.47		£3.94
	£	£	£	£
Expenditure budget				
Mayor Civic activities and events	2,892	10,000	10,000	10,000
Twinning links				
Mayor allowances	2,971	3,007	3,007	3,067
Deputy allowances	1,592	1,608	1,608	1,640
Sergeant at Mace		3,500	3,500	3,570
Governance support	6,588	5,490	6,703	6,837
Civic and Engagment support	24,882	20,735	25,317	25,823
Direct staff cost contribution towards overheads	3,144	2,620	3,199	3,263
Insurance for 2 vehicles		650	650	663
Vehicle hire / transport costs		2,000	2,000	2,000
Audit of accounts	400	400	400	408
Accomodation and room hire*1		1,760	1,760	1,761
Contingency		1,050	-	1,050
Allotments maintenance fundestimated				5,000
Total Expenditure	42,469	52,820	58,145	65,083
Income budget				
Estimated allotment lease rental income				- 5,000
Costs to cover from precept	51,145	52,820	52,820	60,083
Underspend (over spend)	8,676	0	(5325)	0
Special Expenses @ £1.91	29,240	29,093	29,093	29,093
Please note: VAT implications are impacted actual and budget.				
Brought Forward balances as at 1/4/21	£			
Charter Trustee monies	8,676			
Special Expenses	57,801			
CIL allocated to High St Funding	113,268			

**Somerset West and Taunton Council
Community Governance Review of the Unparished Area of Taunton**

Communication and Consultation Plan

Statutory Consultees

(Local Government and Public Involvement in Health Act 2007, s. 93(3))

- The local government electors for the area under review
- Any other person or body (including a local authority) which appears to the principal council to have an interest in the review

Aim of this Plan

To ensure that local electors and all stakeholders and persons or bodies who may have an interest in the review are aware of the review, well-informed about the issues to be considered and able conveniently to contribute their views and evidence to the consultation process.

Formal Consultation Channels Proposed

1. Online: Dedicated web page on Council website giving information on the review, maps and key issues for consideration and the consultation process/timetable. To be updated as necessary during the review. To include an e-form for convenient response and e-mail address for more detailed/free-text submissions.
2. Press releases and social media activity: (working with the Communications Team and local media to get the message out as widely as possible)
3. Information to businesses and local Voluntary and Community Groups (including through the relevant SWT Newsletters)
4. Paper-based: Hard copy consultation leaflets to be distributed at public venues and available on request, giving information on the review, maps and key issues for consideration and the consultation process/timetable. To include response form to complete and return plus contact details for responses via e-mail or letter.

5. Face-to-face: Public consultation meeting(s) in the area under review and/or presence in shopping areas/community venues/public spaces.

PHASES OF COMMUNICATIONS ACTIVITY AND KEY MESSAGES	KEY AUDIENCES AND ILLUSTRATIVE COMMUNICATION METHODS (ALL PHASES)
<p>Launch of Review and first stage consultation from 22 Oct 2021 to 3 December 2021 = 6 weeks</p> <p>Key messages:-</p> <ul style="list-style-type: none"> • The CGR is taking place and SWT Council wants to know your views • What a CGR is and the possible outcomes • Why the Council is conducting the CGR • Issues to be considered (inc. possible new town council for Taunton, the boundary and electoral arrangements) • The role and possible benefits of town councils and how they are funded • Timetable for the consultation • How the public can find out more and respond to the consultation • We want to hear from you! • (towards mid November) reminder of the deadline to respond 	<p><u>Key audiences for all phases of communications activity</u></p> <ul style="list-style-type: none"> • Local government electors in the unparished area of Taunton • Other persons living, working or studying in the unparished area of Taunton • Businesses and local business groups; public and third sector organisations; community groups; residents' and tenants' associations in the unparished area of Taunton • Local Media • Charter Trustees • Elected representatives (local councillors and MPs) • Political parties <p><u>Key communication methods</u></p> <p>General Publicity:</p> <ul style="list-style-type: none"> • Press releases • Social media posts (weekly during consultation phase) highlighting review/issues, deadlines for responses and link to dedicated web page • Periodic links from front page of Council website to dedicated page (incl. at launch of consultation and as deadline approaches) • Articles in Council newsletters (where relevant)
<p>Publication of final recommendations in January 2022</p> <p>Key messages:</p> <ul style="list-style-type: none"> • Final recommendations have been published • What the final recommendations are and what they would mean in practice 	

PHASES OF COMMUNICATIONS ACTIVITY AND KEY MESSAGES	KEY AUDIENCES AND ILLUSTRATIVE COMMUNICATION METHODS (ALL PHASES)
<ul style="list-style-type: none"> • We have listened - key issues raised in consultation and how the Council has responded to them • Where the public can view the final recommendations/maps in detail • Recap on what a CGR is and why it is being conducted • Next steps including date of Council meeting to make the final decision 	<ul style="list-style-type: none"> • Staff newsletter/in-house e-communications (as many Council staff will also be local residents) • FAQs on Council website <p>Local public meetings and/or presence in shopping areas, community venues and public spaces.</p>
<p>Final decision and agreeing Reorganisation Order and publicising the outcome of the review (report to Full Council on 18 Jan 2022)</p> <p>Key messages:</p> <ul style="list-style-type: none"> • Reporting outcome of the Council meeting. • Final decisions of the review and what they mean in practice • Reasons for the decisions • What happens now and the timetable for implementation • How the public can view the decisions, reorganisation order, maps and related documents in detail 	<p>Distribution of consultation materials (posters/leaflets), to venues in the unparished area of Taunton including:</p> <ul style="list-style-type: none"> • Libraries • Council offices/notice boards and service venues • Surgeries/health service providers* • Schools* • Community centres and halls* • Church halls* <p>(*via database mailshot below)</p> <p>Direct mailshot (letter or e-mail) to ad-hoc consultation database of local organisations in the area under review including:</p> <ul style="list-style-type: none"> • Residents' & tenants' associations • Community groups, sports & social clubs • Schools, surgeries, health providers • Public and third sector organisations • Business groups • Police & Fire service • CAB/advice services • Churches, faith groups

PHASES OF COMMUNICATIONS ACTIVITY AND KEY MESSAGES	KEY AUDIENCES AND ILLUSTRATIVE COMMUNICATION METHODS (ALL PHASES)
	<p>Direct letters/e-mails to elected representatives, political parties and relevant bodies;</p> <ul style="list-style-type: none"> • Member Briefing session(s) • Members' Newsletter • Charter Trustee meetings • Letter to all relevant SCC Members • Letter to the local MP

Somerset Equality Impact Assessment

The [EIA guidance notes](#) will help you complete this assessment.

If you need help or advice please contact Paul Harding. P.harding@somersetwestandtaunton.gov.uk

Organisation prepared for

Somerset West and Taunton Council

Version

1.1

Date Completed

10.06.2021

Description of what proposed change or policy is being impact assessed

Community Governance Review – consideration of a new parish or town council for Taunton

Evidence

What data/information have you used to assess how this policy/service might impact on protected groups? Sources such as the [Office of National Statistics](#), [Somerset Intelligence Partnership](#), [Somerset's Joint Strategic Needs Analysis \(JSNA\)](#), Staff and/ or [area profiles](#), should be detailed here

- Area profiles,
- Census 2011
- ONS Neighbourhood Statistics

Who have you consulted with to assess possible impact on protected groups? If you have not consulted other people, please explain why?

N/A – these groups will be consulted through the consultation taking place over 8 weeks in the next year.

Consultation should happen in advance of the proposed service change or policy being submitted for decision. You should allow at least 2 weeks for those you have consulted with to provide their response. [This directory](#) provides contact details for groups who represent people with protected characteristics, to help you choose who to consult (you do not need to consult all of the groups but should make sure that those groups which have greatest likelihood of negative impact are covered).

Analysis of impact on protected groups				
<p>The Public Sector Equality Duty requires us to eliminate discrimination, advance equality of opportunity and foster good relations with protected groups. Consider how this policy/service will achieve these aims. In the table below, using the evidence outlined above and your own understanding, detail what considerations and potential impacts against each of the three aims of the Public Sector Equality Duty. Based on this information, make an assessment of the likely outcome, before you have implemented any mitigation.</p>				
Protected group	Summary of impact	Negative outcome	Neutral outcome	Positive outcome
Age	<p>There will be no negative impact on any particular age group as a result of the Community Governance Review.</p> <p>Should the creation of a new council go ahead, only those of voting age (18 years and over) will be able to take part in elections in line with current legislation, although the new council will represent the whole population of their area (including young and older people). In addition to be eligible to stand for election the person must be 18 or over on the day of nomination.</p>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Disability	<p>There will be no impact on anyone with a disability as a result of the Community Governance Review. Public engagement and consultation for the Review will be carried out using a wide variety of methods and locations to ensure everyone has access to the same information and equal opportunities to engage and respond including:</p> <ul style="list-style-type: none"> Information as well as being online will be published in local media. Printed copies of the consultation will be made available at Council offices for collection, and can also be posted to customers on request 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

	<ul style="list-style-type: none"> People with disabilities will be contacted through established routes via local groups to ensure inclusion and engagement with the review. 			
Gender reassignment	No adverse impact	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Marriage and civil partnership	No adverse impact	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity	No adverse impact	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Race and ethnicity	<p>No adverse impact, the establishment of a new town or parish council should give a greater focus on local issues affecting specific communities and this should be a positive impact.</p> <p>Provision for documentation other languages.</p> <p>People of different race/ethnicity will be contacted through established local groups to ensure inclusion and engagement with the review.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Religion or belief	No adverse impact, the establishment of a new town or parish council should give a greater focus on local issues affecting specific communities and this should be a positive impact.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Sex	No adverse impact	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sexual orientation	No adverse impact	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Other, e.g. carers, veterans, homeless, low income, rurality/isolation, etc.	<ul style="list-style-type: none"> Public engagement and consultation for the Review will be carried out using a wide variety of methods and locations to ensure everyone has access to the same information and equal opportunities to engage and respond including; Information as well as being online will be published in local media and radio Printed copies of the consultation will be made available at Council offices for collection, and can also be posted to customers on request The creation of a new Town or Parish Council is likely to introduce an additional precept which would be added to annual council tax bills. The amount payable per household would be dependent on the council tax band of the property concerned and households in receipt council tax reductions would pay a reduced amount, as well as those in receipt of other reductions such as single person. The establishment of a new Town or Parish Council would increase local representation for local issues, and could bring funding into the local area which would be directed at local issues. An establishment of a local Town or Parish Council is likely to provide a great opportunity to focus on specific deprivation challenges in Taunton. 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Negative outcomes action plan

Where you have ascertained that there will potentially be negative outcomes, you are required to mitigate the impact of these. Please detail below the actions that you intend to take.

Action taken/to be taken	Date	Person responsible	How will it be monitored?	Action complete
Prepare a comprehensive consultation and engagement plan ensuring that everyone wishing to engage with and/or comment on the Community Governance Review is able to do so through a wide variety of mechanisms eg online, in writing, in person. This is to ensure no one is disenfranchised from the process.	10/06/2021	Marcus Prouse/A. Tregellas	Ongoing basis	<input checked="" type="checkbox"/>
	Select date			<input type="checkbox"/>
	Select date			<input type="checkbox"/>
	Select date			<input type="checkbox"/>
	Select date			<input type="checkbox"/>
	Select date			<input type="checkbox"/>
	Select date			<input type="checkbox"/>
	Select date			<input type="checkbox"/>

If negative impacts remain, please provide an explanation below.

The proposed Community Governance Review will have no adverse impact on any specific equality strands.

Completed by:	Marcus Prouse
Date	15.09.2021
Signed off by:	
Date	
Equality Lead/Manager sign off date:	
To be reviewed by: (officer name)	
Review date:	