

Dear Sir/Madam

I am writing to inform you that, as from today, Guildford Borough Council will be conducting a community governance review of Normandy Parish. A Community Governance Review is a review of the whole or part of a district to consider one or more of the following:

- Creating, merging or abolishing parishes or altering parish boundaries
- The naming of a new parish
- The electoral arrangements for existing or new parishes (including council size, the number of councillors to be elected to the council, and parish warding)

This Review concerns the **electoral arrangements** for the Parish of Normandy and was triggered by the receipt of a valid community governance petition, signed by 189 local government electors for the area, calling on the Council to undertake a Community Governance Review to consider the petitioners' request, which is as follows:

"We the undersigned, being residents local government electors of the parish of Normandy, hereby petition Guildford Borough Council to conduct a Community Governance Review of Normandy Parish with a view to increasing the number of Parish Councillors from its present level of seven Councillors to nine Councillors."

On, 10 October 2017, the Borough Council approved the terms of reference of this Community Governance Review for public consultation purposes.

The full terms of reference are attached to this email, together with a map of the Parish.

Please read the attached document carefully and let us know your views on the options before **5pm on Friday 8 December 2017**. Page 3 of the terms of reference provides details as to how you can do this.

We understand that you may be a business owner, a community leader or an organiser of local activities in Normandy. In this capacity we should be grateful if you can share this information with others in your circle and encourage them to respond to this consultation. We have attached a small poster that can be publicly displayed should you have a suitable community space.

Community Consultation: Normandy Parish Council

A community consultation is currently underway to consider increasing the number of councillors to serve on Normandy Parish Council **by two** taking its members from seven to nine. The consultation is being run by Guildford Borough Council. As a part of this consultation the Borough Council is seeking the views of local people on this question, and other matters concerning the electoral arrangements for the parish.

To find out more and to give your views please,

- visit the Guildford Borough Council website www.guildford.gov.uk/comgovrev
- or email committeeservices@guildford.gov.uk
- or write to John Armstrong, Democratic Services Manager, Guildford Borough Council, Millmead, Guildford GU2 4BB

Please note the closing date for this consultation is **5pm Friday 8 December 2017.**

Public Consultation

Normandy Parish Council

Community Governance Review

What are we consulting on?

Following receipt of a valid petition from Normandy Parish Council, Guildford Borough Council is now consulting the public on:

- (1) whether the number of councillors on Normandy Parish Council should increase from seven (7) to nine (9);
- (2) whether there should be any change to the year in which elections to the parish council are held (currently every four years with next elections due in May 2019); and
- (3) whether Normandy Parish Council should be divided into wards for the purpose of electing parish councillors and, if so, the name, number and boundaries of any such wards, and the number of parish councillors to be elected for such wards.

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In relation to (2) above, the Borough Council proposes that no change be made as parish elections currently take place at the same time as borough council elections and elections to other parish councils in the borough.

In relation to (3) above, the Borough Council proposes that Normandy Parish Council should remain unwarded. The Parish Council supports this proposal.

How to let us know your views

Any representations on this matter above must be in writing and should be sent to:

John Armstrong
Democratic Services Manager
Guildford Borough Council
Millmead House
Millmead
GUILDFORD
Surrey GU2 4BB

by no later than 5pm on Friday 8 December 2017.

Alternatively, you may send your representations either:

- by email to: committeeservices@guildford.gov.uk; or
- via our online facility: www.guildford.gov.uk/comgovrev

Please ensure that you state your name and address clearly on any representations submitted. Please note that:

- any submissions received after 8 December 2017, or any representations submitted anonymously, will not be taken into account.
- This is a public consultation and, in the interests of openness and transparency, the Borough Council will make available for public inspection full copies of all representations it takes into account as part of this review.

Community Governance Review of Normandy Parish

Normandy Parish Council wants to increase the number of its parish councillors from seven to nine. We're consulting the public about this request in a Community Governance Review which closes on Friday 8 December.

As part of the review, we are also required by law to make recommendations on other electoral arrangements for Normandy Parish Council. This includes the year in which ordinary parish council elections are held, any division of the parish into wards, and if so, the number, name and boundaries of wards, and the number of parish councillors to be elected for any such ward.

We're proposing no change is made to the year of ordinary elections, as they currently coincide with borough council elections and elections to other parish councils in the borough. We're also proposing that Normandy continues to be unwarded (not divided into wards).

Normandy Parish Council supports this proposal. We would like to know what people living or working in Normandy think of these proposals.

To have your say go to guildford.gov.uk/comgovrev, e mail us at committeeservices@guildford.gov.uk or write to John Armstrong, Democratic Services Manager, Guildford Borough Council, Millmead House, Millmead, Guildford GU2 4BB.

Please state your name and address clearly, and your reply must reach us no later than 5pm on Friday 8 December 2017. Any submissions received after this date, or any representations submitted anonymously, will not be taken into account.

If approved, the change will come into effect on the date of the next scheduled parish council elections on 2 May 2019.

Ends

Notes to editors

More information, including a list of what parishes do, is at www.guildford.gov.uk/comgovrev