

*Subject to approval at the next meeting*

ELECTORAL REVIEW SUB-COMMITTEE

03 May 2018 at 6.00 pm

Present:- Councillors Gammon (Chairman), Wotherspoon (Vice-Chairman), Bower, Chapman, Elkins and Haymes.

10. APOLOGY FOR ABSENCE

An apology for absence had been received from Councillor Purchase.

11. DECLARATIONS OF INTEREST

A Declaration of Interest was made by:

- Councillor Haymes
- This was a Personal Interest
- Relating to Agenda Item 7 (Community Governance Review – Felpham and Yapton) as he was Chairman of Yapton Parish Council

12. MINUTES

The Minutes of the meeting held on 28 November 2017 were approved by the Sub-Committee as a correct record and signed by the Chairman.

13. PROVISIONAL TIMETABLE FOR POLLING STATION REVIEW

The Sub Committee received a report from the Group Head of Policy that proposed a timetable for the next mandatory Polling Station Review.

It was explained that the Council was obliged to undertake a review of the Polling stations used within the District for Local and Parliamentary elections every five years. The last review was completed in August 2014 and so the next review was scheduled to commence from 1 October 2018 with a completion deadline of 31 January 2020.

The Chief Executive had reviewed the Electoral timetable and, with this in mind, proposed that the Polling Station Review commenced following the District, Town and Parish Elections on 2 May 2019. It was noted that this would provide the Review with the benefit of up to date feedback from Members, Presiding Officers, Residents and Disability Groups etc. on the existing Polling Stations used.

Following questions from Members that were responded to at the meeting it was proposed and seconded that a slight amendment be made to the report's recommendation (2). It was agreed that the wording 'so long as'

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be removed and the wording 'to ensure' inserted. Members then voted on the recommendations with this revision and were unanimously in favour.

The Electoral Sub Committee,

RESOLVED That –

- (1) The provisional timetable for the next Polling Station Review be as set out in the report, and;
- (2) The (Acting) Returning Officer be given delegated authority to vary this should practical circumstances require it, to ensure the review is completed within the required legal timescale.

14. COMMUNITY GOVERNANCE REVIEW – BARNHAM AND EASTERGATE

The Group Head of Policy presented the Community Governance Review for Barnham and Eastergate report to the Sub Committee following the outcome of the review of the proposal that Barnham Parish Council and Eastergate Parish Council merge to become a single Parish Council.

Members were reminded that on 10 January 2018 Full Council resolved that a Review should take place and this had now been undertaken in line with the proposed terms of reference. Members were advised that the Electoral Review Services (ERS) were then commissioned to carry out a ballot with all Barnham and Eastergate residents. A letter setting out the key issues was sent out to residents on 19 March 2018. This letter also contained a map showing the parish boundaries and a ballot paper for residents to return stating whether or not they supported the proposed merger.

It was noted that in addition to consultation with residents key organisations were also asked including local schools, District and County Councillors and the local Member of Parliament (MP).

The Group Head of Policy outlined the results of the ballot notified to the Council on 12 April 2018. The overall turnout was 37.69%, with 80.56% of those voting supporting the merger of the Parish Councils. There was one invalid vote. Members were referred to Appendix 4 of the report for a full set of results.

Members were then asked to consider whether or not to recommend to Full Council that the merger of Barnham Parish council and Eastergate Parish Council should take place to form a single Barnham and Eastergate Parish Council.

The Group Head of Policy put forward a recommendation that had been slightly amended since the report's publication which read as; 'Subject to the results of the final consultation stage of this review, that Barnham Parish

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Council and Eastergate Parish Council merge to become Barnham and Eastergate Parish Council, made up of 13 Parish Councillors, with effect from 1 December 2018.

The Sub Committee agreed with this amendment. In discussing the recommendation Members were disappointed to note that the County Councillors and the local MP had failed to respond to the consultation.

The Chairman then referred the Sub Committee to the amended recommendation which was unanimously agreed.

The Electoral Review Sub Committee,

RECOMMEND TO FULL COUNCIL

that subject to the results of the final consultation stage of this review that Barnham Parish Council and Eastergate Parish Council merge to become Barnham and Eastergate Parish Council, made up of 13 Councillors, with effect from 1 December 2018.

15. COMMUNITY GOVERNANCE REVIEW – FELPHAM AND YAPTON

The Sub Committee received a report from the Group Head of Policy on the outcome of the consultation on the Community Governance Review on Felpham Parish Council and Yapton Parish Council that requested a change to their shared boundary.

It was noted that no residents were immediately affected by this proposal and so consultation had been limited to District and County Councillors and the local MP, Nick Gibb. It was reported that although the local MP had not responded there was strong support for the boundary change from both Arun District Councillors and West Sussex County Councillors.

Members were referred to the recommendation where a slight amendment had been made since publication of the report. This had been amended to; ' Subject to the final consultation stage of this review, that the shared boundary between Felpham Parish Council and Yapton Parish Council, as set out in the map shown at Appendix 1 of the report, is changed as proposed with effect from 1 December 2018'. The Sub-Committee agreed the amendment to the recommendation.

In discussing the amended recommendation the Sub-Committee was in full support.

The Electoral Review Sub Committee

RECOMMEND TO FULL COUNCIL

that subject to the final consultation stage of this review, that the shared boundary between Felpham Parish Council and Yapton Parish Council, as set out in the map shown at Appendix 1 of the

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report, is changed as proposed with effect from 1 December 2018.

The Chairman then closed the meeting and in doing so reminded Members that he would be stepping down in order to undertake his new role as Chairman of the Council. He thanked the Members of the Sub Committee and Officers for their work and support during his time as Chairman of the Electoral Review Sub Committee.

(The meeting concluded at 6.29pm)