

Have

your

say...

Parish and Town Councils

Reigate & Banstead
Borough Council
Banstead | Horley | Redhill | Reigate



Community Governance Review

What this briefing will cover:

- What is a Community Governance Review (CGR)?
- What are "local councils" and what can they do?
- Why conduct a CGR?
- Scope of this review
- What will the review consider?
- What can local councils look like?
- Who can make proposals?
- We want to hear your views!
- Making a proposal: Key principles
- Councillor numbers
- Warding arrangements
- FAQs
- Questions?

What this briefing will NOT cover:

- The purpose of this briefing is to inform you of the process and key principles, and to encourage participation in the public consultation.
- It is NOT to promote any particular outcome or discuss specific proposals.

What is a Community Governance Review (CGR)?

- A Community Governance Review is a legal process.
- The Council will consult with local people and communities on the most suitable ways of representing them.
- Relates to the arrangements of parishes (AKA "local councils").



What are "local councils"?

- "Local councils" include all styles of councils at the first-level of local government, including Town, Parish, Community, Neighbourhood and Village councils.
- All have the same statutory powers and can provide the same services. The only difference is that a town council will usually have a mayor.
- They are elected bodies made up of local people representing the interests of their communities, usually unpaid.

What can local councils do?

- (National Association of Local Councils, 2025) - "Depending on their size, they can be responsible for:
 - **Services**, such as allotments, car parks, celebrations and festivals, community buses, community and leisure centres, litter bins, parks and open spaces, public toilets and streetlights.
 - **Improving the quality of life**, such as community hubs, neighbourhood plans, funding community projects and services, suitable housing, setting up dementia friendly groups, solar panels, tackling loneliness and youth projects.
 - **Giving the community a voice**, on planning matters with principal authorities and developers, local police and health services, and the government."

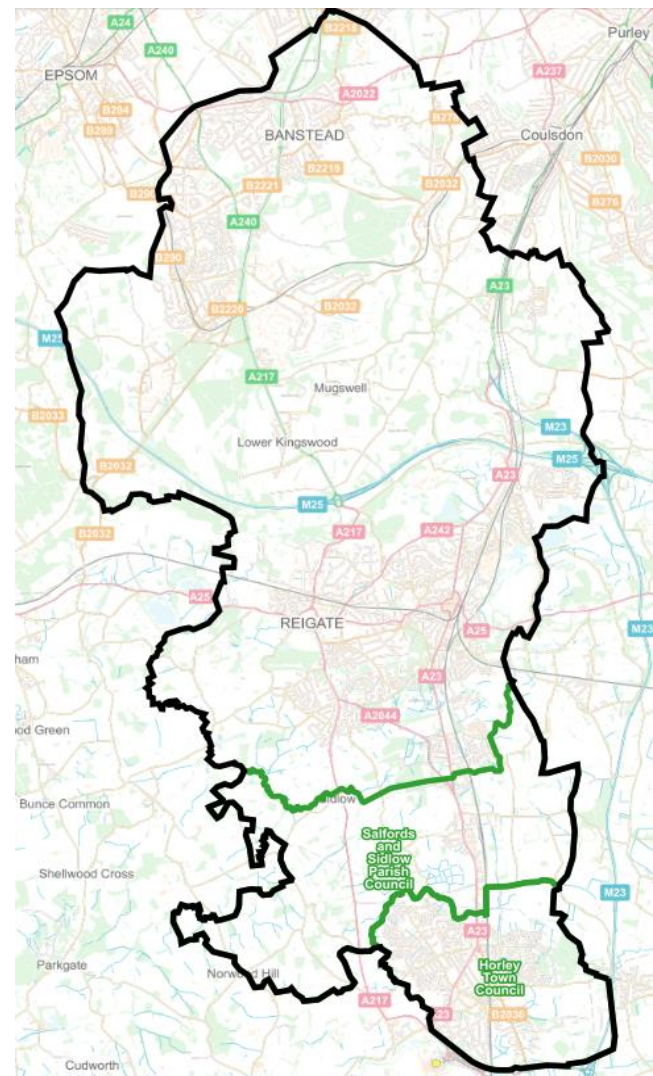
Why conduct a CGR?

- **Duty to review** - to put in place strong, clearly defined boundaries, tied to firm ground features, and potentially remove any parish boundary anomalies that may exist.
- **Best practice** - Govt guidance recommends doing this every 10-15 years. No review during this period. Local communities and identities change over time.
- **Local Government Reorganisation** - To ensure the retention and improvement of community engagement and cohesion, local democracy and the delivery of effective local services.

Scope of this review

Area of the review: whole of Reigate & Banstead

- Allows all residents, businesses and communities in the borough to make proposals for change and is the most inclusive approach.
- Holistic approach for the borough as a whole, in light of Local Government Reorganisation of district/borough and county level.
- Cannot consider proposals falling partially outside of the Reigate & Banstead area.
- There is no requirement to make any changes to existing areas that are parished, but we are not excluding these proposals.



What will the review consider?

- **creating, merging, altering or abolishing** parishes;
- the **naming** of parishes, the **style** of new parishes and the **creation of local councils**;
- the **electoral arrangements** for parishes, for instance:
 - the ordinary **year of election** (next scheduled in May 2027);
 - **council size** (i.e. the number of Cllrs); and,
 - **parish warding** (i.e. whether to have wards or not, ward boundaries and names);
- **grouping** parishes under a common parish council;

There is no presumption of any change at this stage in the process. No proposals are being made by RBBC yet – please tell us your views!

What can't the review consider?

The CGR cannot:

- change the number of councillors on the county or borough councils.
- change the style (e.g. town, parish, neighbourhood, community or village council) of existing councils.
- influence or change the amount of money that an existing parish or town council raises through council tax (known as 'precept').
- Change the boundaries of the Borough or County council wards, or make any alterations to MP constituencies.

Local councils – many shapes and sizes!

- Have an area – defined by boundaries
- Have a name and a 'style' (i.e. Town, Parish, Community, Neighbourhood and Village) - note: Town Councils may have a Mayor.
- Have a 'meeting' of their electors
- May have a council of parish councillors:
 - over 1,000 electors: must be created
 - 151 – 999: may be created
 - 150 or less: is not created - unless existing
- Will have a quota/ratio of electors to councillors
- May have wards – preferable for larger areas for efficient conduct of elections and equality of representation
- May be grouped to form a "common council" (i.e. for parishes of <150 electors who would not otherwise have a council).
- There may be un-parished areas

Who can make proposals?

- **Open to all members of the public, local organisations and businesses**
- **Existing town/parish councils**
- **Surrey County Council**
- **Community organisations and associations**
(e.g. Neighbourhood/Tenant management organisations, Area/community forums, Residents' and tenants' associations, Community associations etc.).
- **Special interest resident groups** (e.g. Faith groups, Community clubs and groups, Business Guilds etc).

Please help us to promote the review, by sharing our posts and speaking with your communities about the review.

We want to hear your views

1. Do you want a **[Town / Parish / Community / Neighbourhood / Village]** council in the area you live?
 - a) If so, explain why and where the boundaries should be (include annotated maps if possible, please).
2. If you already have a town or parish council in the area where you live -
 - a) Are the boundaries right, or would you change them?
 - b) Are the number of Councillors correct?
 - c) Do you feel the community you live in is in the right parish or would you prefer to be a part of another (or new) parish area?

Where can I find maps? <https://www.reigate-banstead.gov.uk/cgr>

Making a proposal: key principles

1. Reflect the identities and interests of the community in that area.
2. Strengthen community cohesion.
3. Provide effective and convenient local government – ‘viability in the provision of services’.

Community identity and interests

- Proposals should reflect a **distinctive and recognisable community of place**
 - Shared history, geography, and local facilities
 - Community centres, schools, shops, places of worship
 - Local traditions or civic pride
- A sense of **place** and **belonging** is central

Community cohesion

- Proposals should **strengthen community cohesion**, not divide it
- Avoid creating boundaries that split communities along ethnic, cultural, or social lines
- Avoid splitting neighbourhoods or housing estates
- Consider whether the proposal will help people feel more connected and represented

Effective and convenient local government

- Councils should be **viable**, to deliver quality services economically and efficiently, and give users of services a democratic voice in the decisions that affect them.
- Boundaries should be:
 - Clearly defined (e.g. roads, rivers, railways). Use natural or man-made features for boundaries
 - Likely to remain stable, i.e. future development and population changes**
- Consider whether the proposed council can:
 - Represent the community well
 - Work efficiently with other tiers of government (unitary authorities)

** Electorate data and 5-year forecast data will be published on our website at <https://www.reigate-banstead.gov.uk/cgr> when the consultation survey opens on 24 July 2025.

How many Councillors?

NALC guidance (recommended scale):

Electors	Councillors	Electors	Councillors
Up to 900	7	10,400	17
1,400	8	11,900	18
2,000	9	13,500	19
2,700	10	15,200	20
3,500	11	17,000	21
4,400	12	18,900	22
5,400	13	20,900	23
6,500	14	23,000	24
7,700	15	> 23,000	25
9,000	16		

Existing town / parish councils:

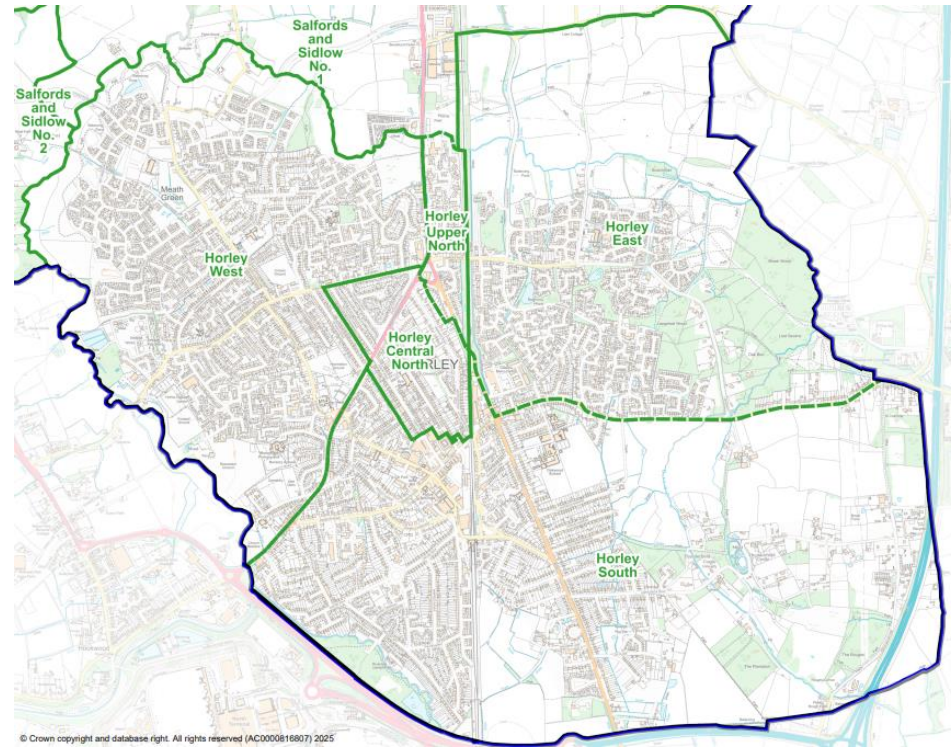
Town/Parish	Cllrs	Electors
Horley Town Council	18	20,321
Salfords & Sidlow PC	8	2,767

Consider:

- urban/rural differences
- traditional scales of representation
- the administrative workload of a parish
- the number of elections which have been contested.
- No less than five cllrs per council.

Parish wards

- Parish warding means dividing a parish into smaller areas called wards.
- Each ward elects its own councillors.
- This includes deciding the number of wards, their boundaries, how many councillors each ward gets, and naming the wards.



Whether or not to have parish wards

When deciding whether or not a parish should be divided into wards, consider if:

- the number, or distribution, of the electors for the parish would make a single election of councillors unfeasible or inconvenient; and
- it is desirable that any area or areas of the parish should be separately represented.

Drawing ward boundaries

When making decisions on the boundaries between parish wards, consider:

- community identity and interests in the area.
- whether any particular ties or links might be broken by the drawing of particular ward boundaries.

Allocating councillors to wards

- each person's vote should be of equal weight so far as possible.
- avoid big differences in levels of representation between different parish wards, as this risks -
 - Workload challenges for cllrs; and,
 - Over-representing the interests of residents in one ward over another

What happens next?

- **Mid-June to mid-July:** Evidence gathering, public meetings
- **24 July to 18 September:** Initial consultation, invitation period for proposals (e.g. Do you want a town/parish? What should it look like and why? Should the boundaries change? Should your community be represented by another parish?).
- **Mid-September to early-November:** RBBC will consider proposals and draft its recommendations.
- **6 November 2025:** Draft recommendations approved by Full Council
- **Early-November to mid-January:** Second consultation on draft recommendations (e.g. Do you support these proposals? How should they change and why?) - targeted to affected households.
- **Mid-January – March:** RBBC will consider consultation responses and prepare final recommendations.
- **26 March 2026:** Final recommendations approved by Full Council
- **April/May 2026:** Resolution to make Reorganisation Order
- **6 May 2027:** Next town / parish elections

How can I submit my proposal?

From 24 July 2025, you can respond to the public consultation by:

- **Online:** Go to www.reigate-banstead.gov.uk/cgr to complete our online survey.
- **Paper:** You can download a hard copy format of the survey from our webpage at www.reigate-banstead.gov.uk/cgr, **OR** collect from either the Town Hall, Banstead Community Centre, or Horley Community Centre, and return them before the deadline closes, by post to:

Electoral Services, Town Hall, Castlefield Road, Reigate, RH2 0SH

- **Accessible versions:** If you want to request a copy of the survey in an alternative format, please email engagement@reigate-banstead.gov.uk or contact the customer contact centre by telephone on 01737 276 000 or via SMS if you are deaf or hard of hearing on 07834626468 (Monday - Friday between 10am and 4pm).

This consultation will close at 5pm on Thursday 18 September.

FAQ's

When would any changes come into force?

- Any changes to existing parish or town council arrangements will come into force on the same day as the next scheduled normal parish and town council elections in May 2027.

Could Council Tax be affected by the Review?

- Potentially yes. However, each parish, town or community council determines what services, if any, it wishes to deliver, and sets its own budget requirements.
- After deducting any other income (e.g., grants, fees and charges), the council will calculate the precept requirement. The precept requirement is used to calculate the council tax charge each year.
- For example, the precept for a Band D Council Tax charge in Horley for 2025/25 is £55.21 (or £33.06 in Salfords & Sidlow) per year.

FAQ's

Are there other structures that can ensure communities have a strong local voice?

- Yes, there are other (non-parish) forms of community governance which may be a more appropriate form of community representation to some areas than parish councils, or may provide stages building towards the creation of a parish council (e.g. Residents', tenants' or community associations etc.)
- However, 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.
- 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.

Questions?