Stratford-on-Avon District Council

Community Governance Review for Welford-on-Avon Parish Council

Terms of Reference

INTRODUCTION

Welford-on-Avon Parish Council has made an application to Stratford-on-Avon District Council requesting a Community Governance Review is undertaken regarding the number of parish councillors serving Welford-on-Avon Parish Council, ahead of the Ordinary Parish Elections to be held in 2027*.

WHAT IS A COMMUNITY GOVERNANCE REVIEW

A Community Governance Review (CGR) is a legal process where Stratford-on-Avon District Council (the Council) can create or abolish parish councils and review and change parish arrangements, such as the number of parish council seats, warding and boundaries.

The Council must ensure that community governance in the area under review reflects the identities and interests of the community within that area and is effective and convenient. It is important that recommendations made through a review should result in enhanced community engagement, more cohesive communities, improved local democracy and more effective and convenient delivery of local services.

The CGR will be conducted under the following legal framework:

- Part 4 of the Local Government and Public Involvement in Health Act 2007
- Local Government Act 1972 (relevant provisions)
- Guidance on Community Governance Reviews (DCLG & LGBCE, 2010)
- Local Government (Parishes and Parish Councils) (England) Regulations 2008
- Local Government Finance (New Parishes) Regulations 2008

The Council is required to publish these Terms of Reference under Section 81 of the Local Government and Public Involvement in Health Act 2007.

REASON FOR THE CGR

Welford-on-Avon Parish Council currently comprises seven parish Councillors. The Parish Council has requested that the number of parish Councillors be increased to nine.

This request follows consideration of National Association of Local Councils (NALC) guidance on parish council representation, which recommends that parish councils serving between 1,401 and 2,000 electors should typically comprise nine Councillors.

As Welford-on-Avon currently has an electorate of 1,546, the Parish Council considers that an increase from seven to nine Councillors would be consistent with this guidance and would support effective local representation.

Parish	Electors	Councillors	Electors per Councillor
Welford-on-Avon (Current)	1,546	7	221
Welford-on-Avon (Proposed)	1,546	9	172
These electorate figures are extracted from the July Electoral Register.			

The existing arrangement of seven councillors equates to approximately 221 electors per councillor. An increase to nine councillors would result in approximately 172 electors per councillor.

The Parish Council therefore wishes to increase the number of parish councillors from seven to nine in time for the next Ordinary Parish Elections in 2027*

WHO UNDERTAKES THE CGR?

The Council is the statutory authority responsible for carrying out the CGR.

The Council's Audit and Standards Committee will consider the Terms of Reference and make recommendations to Council. Once approved, this will enable the consultation period to commence. Once the consultation period has concluded, Council will make the final decision on the CGR, taking into account any representations received.

If Council resolve to approve the application, any changes to the number of parish Councillors will be made by a Reorganisation Order (see Timetable below).

CONSULTATION AND PUBLICITY

The Council to:

- Agree the Terms of Reference, setting out the scope of the CGR, the timetable and the consultation methods.
- Consult any other person or body which is considered by the Council to have an interest in the CGR, inviting them to submit their views.
- Inform and consult the relevant Stratford-on-Avon District and Warwickshire County Councillors.
- Consult with Warwickshire County Council officers.

The Consultation Period will commence on Monday 19 October 2026 with the deadline for comments to be received as Monday 30 November 2026.

Information regarding the CGR will be published via:

- Council's website;
- Council's noticeboard;
- Council's press releases;
- Welford-on-Avon Parish Council website;
- Welford-on-Avon Parish Council noticeboard.

An email address will be provided at CGR@stratford-dc.gov.uk for consultation comments, or alternatively, these can be submitted in writing to:

The Electoral Services Team
Stratford-on-Avon District Council
Elizabeth House
Church Street
Stratford-upon-Avon
Warwickshire
CV37 6HX

TIMETABLE FOR THE CGR	DATE
Report to the Audit and Standards Committee with Draft Terms of Reference	21 September 2026
Report to Council with recommended Terms of Reference	12 October 2026
CGR consultation period starts	15 October 2026
CGR consultation period ends	27 November 2026
Council makes final decision on the CGR, and if approved, authorises the making of the Reorganisation Order with the decision published	14 December 2026
Reorganisation Order made with a copy placed at offices of the Council and on its website	Post 14 January 2027
Elections of Councillors for Welford-on-Avon Parish Council	6 May 2027*

* Or the next ordinary parish council elections in place of 6 May 2027 prescribed under a Structural Changes Order for the Council area due to Local Government Reorganisation.