

## RIBBLE VALLEY BOROUGH COUNCIL REPORT TO PARISH COUNCILS' LIAISON COMMITTEE

Agenda Item No. 5

meeting date: THURSDAY, 25 JANUARY 2018  
 title: INFORMATION TO ASSIST PARISH COUNCIL ADMINISTRATION  
 submitted by: MARSHAL SCOTT – CHIEF EXECUTIVE  
 principal author: DIANE RICE – HEAD OF LEGAL AND DEMOCRATIC SERVICES

### 1 PURPOSE

#### 1.1 To inform Parish Councils about:

- current arrangements for Parish Councils;
- changes which will occur with effect at the elections in 2019; and
- records held on the Council's website.

#### 1.2 Relevance to the Council's ambitions and priorities:

- Community Objectives - }                      The Council aims to be a well managed
- Corporate Priorities - }                      Council. Providing accurate information
- Other Considerations - }                      supports this objective.

### 2 BACKGROUND

2.1 Periodically queries are raised by Parish Councils as to the correct number of Councillors for their Parish Council.

2.2 This can arise where the Parish Council Clerk changes, or co-options have been made and vacancies exist leading to confusion as to the precise number of Councillors each Parish Council should have.

2.3 Attached at Appendix 1 is a copy of the Notice of Election from the 2015 Parish Council elections which shows the information for each Parish Council.

2.4 In 2017 the Local Government Boundary Commission proposed changes to the Ribble Valley borough wards, and these have also had an effect on the parish wards in certain areas.

2.5 A copy of the Order which has been made to ratify the recommended changes is attached as Appendix 2 and sets out the changes to the borough and parish wards.

### 3 ISSUES

3.1 The Borough Council publishes the following information on its website for each Parish, namely:

- the name of the Council;
- Clerk contact details;

- web address for the Parish Councils which have their own website; and
- a copy of each Parish Councillors Notice of Interests form.

3.2 It would be helpful if all Parish Clerks could review their entry on the Council's website to check that the details this Council holds are correct, in order that any alterations or amendments can be made. This will ensure that as Councils approach the 2019 elections members of the public are able to contact their Parish Clerk and local Parish Councillors, and seek information about how their Parish Council works. Wherever possible Parish Councils should have their own website in order that items such as Agendas and Minutes can be easily accessible to local residents.

3.3 As each Member is elected or co-opted on to a Parish Council, they are required to sign a Declaration of Acceptance and complete a form relating to their interests. These forms are available from the Council's website and once completed copies should be sent to the Council for publication on our website.

3.4 It would be helpful if each Parish Councillor could ensure that the entries on the Council's website in relation to their Interests are up to date.

#### 4 **CONCLUSION**

4.1 Note the information provided above including relating to changes to the Parish Councils in 2019 and advice given to ensure current records are accurate.

DIANE RICE  
HEAD OF LEGAL & DEMOCRATIC SERVICES

MARSHAL SCOTT  
CHIEF EXECUTIVE

#### BACKGROUND PAPERS

(If any)

For further information please ask for Diane Rice, extension 4418.

REF: DER/CMS/PCLC/250118

# NOTICE OF ELECTION

## RIBBLE VALLEY BOROUGH COUNCIL

### Election of Councillors for the Parishes listed below

Ward	No. of Councillors to be elected
AIGHTON BAILEY & CHAIGLEY, CHAIGLEY WARD	1
AIGHTON BAILEY & CHAIGLEY, HURST GREEN/STONYHURST WARD	7
BALDERSTONE	7
BARROW	5
BASHALL EAVES & MITTON, BASHALL EAVES WARD	3
BASHALL EAVES & MITTON, GREAT MITTON WARD	3
BASHALL EAVES AND MITTON(LITTLE MITTON WARD)	1
BILLINGTON & LANGHO (BILLINGTON & OLD LANGHO WARD)	5
BILLINGTON & LANGHO (LANGHO WARD)	4
BOLTON BY BOWLAND,GISBURN FOREST & SAWLEY, BOLTON BY BOWLAND WARD	7
BOLTON BY BOWLAND,GISBURN FOREST & SAWLEY, GISBURN FOREST WARD	2
BOLTON BY BOWLAND,GISBURN FOREST & SAWLEY, SAWLEY WARD	2
BOWLAND WITH LEAGRAM, BOWLAND WARD	3
BOWLAND WITH LEAGRAM, LEAGRAM WARD	3
CHATBURN	8
CHIPPING	6
CLAYTON-LE-DALE	5
CLITHEROE, EDISFORD & LOW MOOR WARD	2
CLITHEROE, LITTLEMOOR	2
CLITHEROE, PRIMROSE	2
CLITHEROE, SALTHILL	2
CLITHEROE, ST MARY'S	2
DUTTON	7
FOREST OF BOWLAND H/D	5
FOREST OF BOWLAND L/D	5
GISBURN	5
GRINDLETON	7
HOTHERSALL	7
LONGRIDGE, ALSTON	4
LONGRIDGE, DERBY	4
LONGRIDGE, DILWORTH	4
MELLOR	10
NEWTON-IN-BOWLAND	5
OSBALDESTON	5
PENDLETON	5
RAMSGREAVE	5
READ	8
RIBCHESTER	7
RIMINGTON AND MIDDOP, MIDDOP WARD	2
RIMINGTON AND MIDDOP, RIMINGTON WARD	5
SABDEN	9
SALESBURY	5
SIMONSTONE	8
SLAIDBURN AND EASINGTON, EASINGTON WARD	2
SLAIDBURN AND EASINGTON, SLAIDBURN WARD	5
THORNLEY WITH WHEATLEY	5
WADDINGTON	7
WEST BRADFORD	5
WHALLEY	9
WILPSHIRE	8
WISWELL	5

NOTICE IS HEREBY GIVEN THAT:

1. Elections are to be held for the above Parish and Town Councils.
2. Nominations papers must be delivered to the Returning Officer, Council Offices, Church Walk, Clitheroe, BB7 2RA on any day from the date of this notice, on Monday to Friday 10 a.m. to 4 p.m. (excluding bank holidays) but no later than 4 pm Thursday 9 April 2015.
3. Nomination papers may be obtained from the offices of the Returning Officer at the above address during the times stated above or from the Clerks of the Parish Councils of the above named parishes.
4. If any election is contested the poll will take place on Thursday 7 May 2015.
5. Applications to register to vote must reach the Electoral Registration Officer, Council Offices, Church Walk, Clitheroe, BB7 2RA by 12 midnight on Monday 20 April 2015.
6. Applications, amendments or cancellations of postal votes must reach the Electoral Registration Officer at the above address by 5 p.m. on Tuesday 21 April 2015.
7. Applications to vote by proxy at this election must reach the Electoral Registration Officer at the above address by 5 p.m. on Tuesday 28 April 2015.
8. Applications to vote by proxy on the grounds of physical incapacity or for work/service reasons must reach the Electoral Registration Officer at the above address by 5 pm on Thursday 7 May 2015. The physical incapacity must have occurred after 5 pm on Tuesday 28 April 2015. To apply on the grounds of work/service, the person must have become aware that they cannot go to the polling station in person after 5 pm on Tuesday 28 April 2015.

**MARVANA SUTT**

Returning Officer

DATED: 26 March 2015

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S T A T U T O R Y   I N S T R U M E N T S

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**2017 No. 1267**

**LOCAL GOVERNMENT, ENGLAND**

**The Ribble Valley (Electoral Changes) Order 2017**

*Made - - - - 13th December 2017*

*Coming into force in accordance with article 1(2) and (3)*

Under section 58(4) of the Local Democracy, Economic Development and Construction Act 2009<sup>(a)</sup> (“the Act”) the Local Government Boundary Commission for England<sup>(b)</sup> (“the Commission”) published a report dated August 2017 stating its recommendations for changes to the electoral arrangements for the borough of Ribble Valley. The Commission has decided to give effect to the recommendations.

A draft of the instrument has been laid before Parliament and a period of forty days has expired since the day on which it was laid and neither House has resolved that the instrument be not made.

The Commission makes the following Order in exercise of the power conferred by section 59(1) of the Act.

**Citation, commencement and application**

**1.**—(1) This Order may be cited as the Ribble Valley (Electoral Changes) Order 2017.

(2) This article and article 2 come into force on the day after the day on which this Order is made.

(3) Articles 3 and 4 come into force—

- (a) for the purpose of proceedings preliminary or relating to the election of councillors, on the day after the day on which this Order is made;
- (b) for all other purposes, on the ordinary day of election of councillors<sup>(c)</sup> in 2019.

**Interpretation**

**2.**—(1) In this Order, “the map” means the map marked “Map referred to in the Ribble Valley (Electoral Changes) Order 2017”, held by the Local Government Boundary Commission for England<sup>(d)</sup>.

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<sup>(a)</sup> 2009 c. 20.

<sup>(b)</sup> The Local Government Boundary Commission for England was established on 1st April 2010 by section 55(1) of the Local Democracy, Economic Development and Construction Act 2009.

<sup>(c)</sup> The ordinary day of election of councillors in England and Wales is prescribed by section 37 of the Representation of the People Act 1983 (c. 2), as amended by section 18(2) of the Representation of the People Act 1985 (c. 50).

<sup>(d)</sup> Prints of the map are available for inspection at reasonable times at the principal office of the Local Government Boundary Commission for England, 14th floor, Millbank Tower, London, SW1P 4QP. It is also accessible online at <https://www.lgbce.org.uk/current-reviews/north-west/lancashire/ribble-valley>

(2) Where a boundary is shown on the map as running along a road, railway line, footway, watercourse or similar geographical feature, it is to be treated as running along the centre line of the feature.

### **Wards of Ribble Valley and number of councillors**

3.—(1) The existing wards of the borough of Ribble Valley are abolished.

(2) The borough of Ribble Valley is divided into 26 wards as listed in the first column of the table in Schedule 1.

(3) Each ward comprises the area identified on the map by reference to the name of the ward.

(4) The number of councillors to be elected for each ward is the number specified in relation to that ward in the second column of the table in Schedule 1.

### **Wards of the parishes of Billington & Langho, Clitheroe and Whalley**

4.—(1) The existing wards of the parishes of Billington & Langho, Clitheroe and Whalley are abolished.

(2) The parish of Billington and Langho is divided into the three parish wards listed in the first column of table 1 in Schedule 2.

(3) The parish of Clitheroe is divided into the five parish wards listed in the first column of table 2 in Schedule 2.

(4) The parish of Whalley is divided into the four parish wards listed in the first column of table 3 in Schedule 2.

(5) Each parish ward comprises the area identified on the map by reference to the name of the parish ward.

(6) The number of councillors to be elected for each parish ward is the number specified in relation to that ward in the second column of the relevant table in Schedule 2.

Sealed with the seal of the Local Government Boundary Commission for England



13th December 2017

*Jolyon Jackson*  
Chief Executive  
Local Government Boundary Commission for England

## SCHEDULE 1

Article 3

### Names of wards and number of councillors

<i>(1)</i> <i>Name of borough ward</i>	<i>(2)</i> <i>Number of councillors</i>
Alston & Hothersall	2
Billington & Langho	2
Bowland	1
Brockhall & Dinckley	1
Chatburn	1
Chipping	1
Clayton-le-Dale & Salesbury	1
Derby & Thornley	2
Dilworth	2
East Whalley, Read & Simonstone	2
Edisford & Low Moor	2
Gisburn & Rimington	1
Hurst Green & Whitewell	1
Littlemoor	2
Mellor	2
Primrose	2
Ribchester	1
Sabden	1
Salthill	2
St Mary's	2
Waddington, Bashall Eaves & Mitton	1
West Bradford & Grindleton	1
Whalley & Painter Wood	2
Whalley Nethertown	1
Wilpshire & Ramsgreave	2
Wiswell & Barrow	2

## SCHEDULE 2

Article 4

### Names of parish wards and number of councillors

**Table 1**

**Wards of the parish of Billington & Langho**

<i>(1)</i> <i>Name of parish ward</i>	<i>(2)</i> <i>Number of councillors</i>
Langho	5
Old Langho	3
Painter Wood	1

**Table 2**

**Wards of the parish of Clitheroe**

<i>(1)</i> <i>Name of parish ward</i>	<i>(2)</i> <i>Number of councillors</i>
Edisford & Low Moor	2

Littlemoor	2
Primrose	2
Salthill	2
St Mary's	2

**Table 3**

**Wards of the parish of Whalley**

<i>(1)</i> <i>Name of parish ward</i>	<i>(2)</i> <i>Number of councillors</i>
Lamb Roe	1
Whalley Abbey	5
Whalley East	1
Whalley Nethertown	2

**EXPLANATORY NOTE**

*(This note is not part of the Order)*

This Order makes changes to electoral arrangements for the borough of Ribble Valley following recommendations made by the Local Government Boundary Commission for England. The area of the borough of Ribble Valley remains unchanged. The changes made by this Order apply in respect of local government elections held on and after the ordinary day of election of councillors in 2019.

Article 3 abolishes the existing electoral wards of the borough of Ribble Valley and replaces them with 26 new ones. It establishes the names and areas of the new electoral wards and the number of councillors for each.

Article 4 makes changes to parish wards which are consequential to the changes made by article 3.

The area covered by each ward created by this Order is identified on a map which is available for inspection at reasonable times at the offices of the Local Government Boundary Commission for England, 14th floor, Millbank Tower, London SW1P 4QP. The map may also be accessed at <https://www.lgbce.org.uk/current-reviews/north-west/lancashire/ribble-valley>

An impact assessment has not been produced for this instrument as no impact on the private or voluntary sectors is foreseen.

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