



Electoral Arrangements Committee
Tuesday, 4th November, 2025 at 5.00 pm
in the Council Chamber, Town Hall, Saturday Market
Place, King's Lynn PE30 5DQ

Reports marked to follow on the Agenda and/or Supplementary Documents

1. **Item 5: Hilgay Community Governance Review - Next Steps**
(Pages 2 - 69)

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REPORT TO ELECTORAL ARRANGEMENTS COMMITTEE

Open/Exempt				
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Lead Officer: Andrew Barrett E-mail: andrew.barrett@west-norfolk.gov.uk			Other Officers consulted: Alexa Baker, James Arrandale, Rebecca Parker, Anthony Drown.	
Financial Implications NO	Policy/Personnel Implications NO	Statutory Implications YES	Equality Impact Assessment req'd NO	Risk Management Implications NO

Date of Meeting: 4th November 2025

HILGAY COMMUNITY GOVERNANCE REVIEW – NEXT STEPS

RECOMMENDED:

1. To review the response(s) to the consultation carried out in accordance with the terms of reference for the Hilgay Parish Community Governance Review (attached as Appendix 1 and titled: 'Consultation Results and Analysis)
2. To agree and approve an EAC recommendation to Full Council based upon two options:

(Option 1): Hilgay Parish and Hilgay Parish Council to remain unchanged and continue to be a warded Parish Council, comprising of:

- Hilgay Ward &
- Ten Mile Bank Ward

This will formally close the Community Governance Review without the need to progress with a second consultation.

(Option 2): Hilgay Parish and Hilgay Parish Council in its current guise to be abolished and two new (separate) Parishes and Parish Councils to be created based on existing ward boundaries:

- Hilgay Parish (Council)
- Ten Mile Bank Parish (Council)

This will trigger a second consultation period, encompassing details including: councillor numbers, financial matters, asset allocations and election details etc.

These options / recommendations fulfil the Committee's Constitutional Terms of Reference:

- Reviewing responses received following consultation exercises
- Formulating recommendations to Full Council on governance changes

1 Background

Community Governance Reviews (CGRs) are the procedures in which governance arrangements for parish councils and areas are reviewed and changes can be proposed

The powers to carry out CGRs are exercised by principal councils (in this case, the Borough Council of King's Lynn & West Norfolk), hereafter the Borough Council under Part 4, Chapter 3 of the *Local Government and Public Involvement in Health Act 2007*. CGRs enable citizens and community groups the opportunity to address issues of democracy in community governance, for example where there have been changes to the number or makeup of a population, or to review boundary issues / anomalies following development.

The outcomes to CGRs can include:

- Changes to parish or area boundaries
- Merging or splitting parishes/areas
- Changing the number of councillors

Reviews may commence under four particular circumstances;

1. At the discretion of the Borough Council.
2. By decision of the Borough Council in response to a 'reasonable request'. i.e. from a parish council.
3. In response to a valid Community Governance Application from a 'Neighbourhood Forum' (in which case a CGR is mandatory per Section 83(2) of the 2007 Act) or
4. In response to a valid Community Governance Petition (in which case a CGR is mandatory per Section 83(2) of the 2007 Act).

The Borough Council received a valid Community Governance Petition from the electors of Ten Mile Bank Ward of Hilgay Parish on 14 November 2024.

The change suggested in the petition requests that Hilgay Parish and its existing wards of Hilgay and Ten Mile Bank are reorganised into two separate parishes with respective councils, split along existing parish and ward boundaries.

The borough council have a statutory duty to conduct a review to assess and make a decision in response to this request.

Terms of Reference and a timetable for the review were duly agreed upon and published, inclusive of a consultation. BCKLWN must comply with the terms once agreed and published.

A consultation commenced on 10 March 2025 and terminated on 20 April 2025.

2 Options Considered

Reason for Decision / Giving EAC Options to consider:

Based on the current electorate (Hilgay Ward: 708 and Ten Mile Bank: 344) both meet requirements to form separate Parish Councils.

Other Parish Councils with an electorate of approx. 350 include: Thornham, Old Hunstanton, Syderstone, Bircham, Wretton, West Dereham and Nordelph.

There is no 'officer recommendation' as such, because both options meet the criteria required. It purely comes down to local feeling and what works best for both localities.

Potential advantages if the Parish were to split could include: Greater independence (prioritising local needs), greater control of localised finances and improved localised levels of democratic representation.

Potential disadvantages could include: concerns at perceived increase of costs/finance and potential increase in council tax precepts, added division amongst the community, added duplication of running costs and loss of heritage.

Please read the 'Consultation Results and Analysis' for responses in full.

When considering the options, Members are required to consider the following:

- Consultation Results and Analysis at Appendix 1
- Hilgay Parish Community Governance Review – Terms of Reference (attached as Appendix 2)
- The Statutory Guidance titled 'Guidance on community governance reviews' and is available here:

<https://assets.publishing.service.gov.uk/media/5a78e983ed915d0422066530/1527635.pdf>

Under section 100(4) of the Local Government and Public Involvement in Health Act 2007, the statutory guidance **must** be taken into account by the Council.

3 Policy Implications

None

4 Financial Implications

None

5 Personnel Implications

None

6 Environmental Considerations

None

7 Statutory Considerations

Section 83(2) *Local Government and Public Involvement in Health Act 2007* – BCKLWN must proceed with a Community Governance Review upon receipt of a valid Community Governance Petition.

BCKLWN must comply with the Terms of Reference once agreed and published, per Section 79 (2) of the *Local Government and Public Involvement in Health Act 2007*.

BCKLWN must consult the local government electors for the area under review and any other person or body that may have an interest in the review, per Section 93 (3) of the *Local Government and Public Involvement in Health Act 2007*.

BCKLWN in deciding what recommendations to make must take into account any other arrangements (apart from those relating to parishes and their institutions) that have already been made, or that could be made, for the purposes of community representation or community engagement in respect of the area under review, per Section 93 (5) of the *Local Government and Public Involvement in Health Act 2007*.

BCKLWN must take into account any representations received in connection with the review, per Section 93 (6) of the *Local Government and Public Involvement in Health Act 2007*.

8 Equality Impact Assessment (EIA)

Pre-screening report template – To follow

None

9 Risk Management Implications

None

10 Declarations of Interest / Dispensations Granted

11 Background Papers



Community Governance Review for Hilgay Parish Consultation Results and Analysis

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1. Background

The Borough Council received a valid Community Governance Petition from the electors of Ten Mile Bank Ward of Hilgay Parish.

The change suggested in the petition requests that Hilgay Parish and its existing wards of Hilgay and Ten Mile Bank are reorganised into two separate parishes with respective councils, split along existing parish and ward boundaries.

The Borough Council have a statutory duty to conduct a Community Governance Review to assess and make a decision in response to this request.

The Terms of Reference for the review required a consultation. The purpose of the consultation was to gather opinions on the current governance arrangements in the parish of Hilgay, the proposal to alter those arrangements and if responses suggested alternatives to the proposal.

2. Methodology

The consultation opened on 10th March 2025 and terminated on 20th April 2025.

The Borough Council welcomed representations from any person or body who wished to comment or make proposals on any aspect of the matters included in the Review.

Representations were made in the following ways:

Online: Dedicated online survey on the Borough Council's website.

By Email: elections@west-norfolk.gov.uk

By Post: Electoral Registration Officer, The Borough Council of King's Lynn and West Norfolk, Kings Court, Chapel Street, King's Lynn, Norfolk, PE30 1EX

Hilgay parish councillors also arranged a paper version of the online survey. While very similar to the borough council's online survey, the document was not identical. The questions asked in this paper survey are stated separately, below. Responses to this paper survey will also be analysed separately to the online survey. At the time of writing, Electoral Services does not know how widely the paper survey was circulated.

2.1 . Online survey questions

Question Number	Question Title
1.	Please enter your name
2.	Please enter your postcode.
3.	Would you like to be kept informed of future proposals relating to this review?
4.	If yes, please provide your contact details.
5.	Hilgay Parish Council is currently made up of two warded areas, Hilgay Ward and Ten Mile Bank Ward. Hilgay Ward has 9 councillors, serving 710 electors. Ten Mile Bank Ward has 4 councillors, serving 347 electors. What do you think of these current arrangements? Satisfactory Unsatisfactory Don't know
6.	Please tell us why you think this?
7.	The electors of Ten Mile Bank Ward have petitioned to separate Hilgay Parish into two new parishes, using the existing ward boundaries and the creation of a new parish council for the Ten Mile Bank area. Do you support this proposal? Yes No
8.	What do you think the potential advantages might be for each community from separating the parish into two parishes?
9.	What do you think the potential disadvantages might be for each community from separating the parish into two parishes?
10.	Do you have an alternative proposal that would benefit both communities?
11.	Do you have any other comments you would like to add?

2.2 . Paper survey questions

Question Number	Question Title
1.	Hilgay Parish Council is currently made up of two warded areas, Hilgay Ward and Ten Mile Bank Ward. Hilgay Ward has 9 councillors, serving 710 electors. Ten Mile Bank Ward has 4 councillors, serving 347 electors. What do you think of these current arrangements? Satisfactory Unsatisfactory Don't know
2.	Please tell us why you think this...
3.	The electors of Ten Mile Bank Ward have petitioned to separate Hilgay Parish into two new parishes, using the existing ward boundaries and the creation of a new parish council for the Ten Mile Bank area. Do you support this proposal? Yes No
4.	What do you think the potential <u>advantages</u> might be for each community from separating the parish into two parishes?
5.	What do you think the potential <u>disadvantages</u> might be for each community from separating the parish into two parishes?
6.	Do you have an alternative proposal that would benefit both communities?
7.	Do you have any other comments you would like to add?
8.	Do you want Hilgay Parish Council to remain as it is (including Hilgay and Ten Mile Bank Wards) or do you want it to split into two separate parishes Remain Split

3. Participation

3.1 Submission statistics

Total number of submissions: **84**

Total Number of duplicate submissions (more than one similar response from same person/s): **3**

Number of submissions to online survey: **65**

Number of paper survey submissions: **15** (including 1 considered duplicate)

Number of written submissions: **4** (including 2 considered duplicate)

3.2 Respondent statistics

Total number of respondents included on submissions: **93**

Total number of respondents on register of electors: **92**

Total number of respondents on register of electors for Hilgay Ward: **31**

Total number of respondents on register of electors for Ten Mile Bank Ward: **61**

Total number of respondents not on register of electors for Ten Mile Bank Ward: **1**

Total number of respondents who submitted a duplicate submission: **4** (all Ten Mile Bank Ward)

3.3 Electoral statistics

Number of registered electors in Hilgay Parish at close of consultation: **1058**

Number of registered electors in Hilgay Ward at close of consultation: **711**

Number of registered electors in Ten Mile Bank Ward at close of consultation: **347**

Percentage of registered electors from Hilgay Parish that made a submission: **8.7%**

Percentage of registered electors from Ten Mile Bank Ward that submitted a response: **17.8%**

Percentage of registered electors from Hilgay Ward that submitted a response: **4.4%**

4. Summary findings

The total response to the consultation included 84 submissions. This included submissions made to the online survey, a paper survey distributed by Hilgay Parish Council, and emails received.

When taking into account submissions made in joint names and excluding duplicate submissions, there were 93 respondents in total.

The majority of respondents were from the Ten Mile Bank Ward, 62 of the 93 total.

4.1 Hilgay Ward

A large majority of Hilgay Ward respondents did not wish to alter the current parish structure. Across all submission types, 30 of 31 respondents supported retaining the current structure – 97%.

The most frequent reasons not to separate Hilgay Parish cited by Hilgay Ward respondents in broad terms were;

- Perceived fair balance of existing democratic representation.
- Loss of heritage.
- Loss of joint community.
- Concern over cost (of separating).
- Concern over finance (potential council tax precept increase, potentially less money to finance each ward).

4.2 Ten Mile Bank Ward

A majority of Ten Mile Bank Ward respondents expressed dissatisfaction with the with the current parish structure. Across all submission types, 41 of 62 respondents expressed dissatisfaction – 66%.

This majority increases when respondents state support for the proposal to separate the parish into two parishes with councils. 46 of 62 respondents supported the proposal – 74%.

The most frequent reasons to separate Hilgay Parish cited by Ten Mile Bank Ward respondents in broad terms were;

- Independence (determination of own destiny, prioritisation of own needs).
- Greater control of finances (desire for council tax precept to be spent locally, perception it is absorbed unfairly into a wider parish).

- Improved level of democratic representation (perceived unfair balance of existing representation biased towards Hilgay Ward).
- More responsive representation (able to concentrate solely on Ten Mile Bank matters).

The most frequent reasons not to separate Hilgay Parish cited by Ten Mile Bank Ward respondents in broad terms were;

- Perceived fair balance of existing democratic representation.
- Concern at perceived increased costs (including increase to council tax precept).
- Concern of perceived unnecessary duplication of existing structures and employed posts (parish council, parish clerk).
- Division of larger community.

5. Results of online survey submissions

5.1 Summary and analysis of responses - Online survey

Number of responses submitted: **65**

Number of responses submitted from an individual: **64**

Number of responses submitted in joint names: **1**

Total number of respondents: **66**

Number of respondents appearing on electoral register for Hilgay Parish: **66**

Number of respondents appearing in electoral register for Hilgay Ward: **13**

Number of respondents appearing in electoral register for Ten Mile Bank Ward: **52**

Number of respondents not appearing in electoral register for Ten Mile Bank Ward: **1**

Percentage of respondents appearing on register of electors for Hilgay Ward: **20%** (13)

Percentage of respondents appearing on register of electors for Ten Mile Bank Ward: **80%**
(52)

5.2 Analysis of question 5:

Hilgay Parish Council is currently made up of two warded areas, Hilgay Ward and Ten Mile Bank Ward. Hilgay Ward has 9 councillors, serving 710 electors. Ten Mile Bank Ward has 4 councillors, serving 347 electors.

What do you think of these current arrangements?

Satisfactory

Unsatisfactory

Don't Know

Overall response analysis:

Response option	Responses	%
Satisfactory	25	37.8%
Unsatisfactory	36	54.5%
Don't Know	5	7.7%

Comparison by ward:

Response Option	Hilgay Ward Responses	Ten Mile Bank Ward Responses
Satisfactory	13	12
Unsatisfactory	0	36
Don't Know	0	5

5.3 Responses to question 6:

Please tell us why you think this (in relation to question 5)

Percentage of respondents who answered question: **100% (66 of 66)**.

Redactions used to protect identity of respondents.

Hilgay Ward respondents who selected "Satisfactory" in question 5.

- *"I think given the small number of residents in both villages and the fact the school in Ten Mile Bank has closed and the Children now attend the School in Hilgay are both good enough reasons for the single Parish representing both villages."*
- *"The current arrangement of 9 Hilgay councillors and 4 Ten Mile Bank councillor means there is approximately equal representation of councillors serving electors in each ward."*
- *"I have lived in Hilgay for [REDACTED] years and found the parish council provide a good service for residents."*
- *"Since I have lived in Hilgay (since [REDACTED]), the parish council has worked well. I also understand it has done so for generations"*
- *"Hilgay is larger than ten mile bank so to me it makes sense this way"*
- *"Good representation of both villages who have been connected for decades.. we share similar issues and have always worked well together"*
- *"I believe that both parishes have always worked well together in the past and still were up until relatively recently. It would be a shame to change this arrangement due to the personal agenda of some of the councillors of Hilgay."*
- *"Why try and fix something that's not broken, just to appease others agendas. It has functioned ok for years ."*
- *"The share of councillors to electors is evenly split between the 2 wards & overall within the parish. This results is a fair representation of each elector for the 2 wards"*
- *"The Parish Council has been running for nearly two hundred years and during that time there has been times that, despite the numbers allocated, it has been mostly Ten Mile Bank people or Hilgay people. In fact the last 18 months or so it has been five Ten Mile Bank people and three Hilgay. So long as we have people on the PC they have been happy to have representatives from either village"*

- *"The Parish Council has functioned perfectly well in this format for generations, we have always been one community, working equally for the benefit of both villages. It would be horrendously detrimental for the wellbeing of the community to destroy our heritage and the wonderful feeling of community that comes along with that"*
- *"To date the Parish Council has served all of us fairly."*

---- End of Hilgay Ward responses to question 6 ---

Ten Mile Bank Ward respondents who selected "Unsatisfactory" in question 5

- *"Currently the make up of Hilgay Parish Council being 9 - 4 is very unfair, it gives the advantage always to Hilgay Ward with the potential of pushing through every proposal/project/idea against any opinion from Ten Mile Bank simply because Ten Mile Bank can be outvoted on all matters, large or small, it is very demoralising both for the councillors from TMB who serve and the village as a whole."*
- *"The makeup of the present Parish Council (9 Hilgay, 4 Ten Mile Bank Councillors) makes it very easy for Hilgay projects to be authorised, but very difficult for Ten Mile Bank projects to be so. As an example of this, when I was a Ten Mile Bank Councillor, we had identified that the junction with the A10 and Modney Bridge Road (the road leading to Ten Mile Bank Village) was an accident black-spot, and wanted to provide a street light to enable the junction to be more visible. It took over a year of discussions to convince enough of the Hilgay Councillors to vote with me to get the motion passed and to order the streetlight."*
- *"Whilst we have been under the same Parish Council for over some 150 years unsurprisingly we are two different communities each with it's own unique requirements and I believe now is the time for us to have our own Parish Council to meet those needs. As the make up the council stands at present the numbers are nine Hilgay Councillors and four Ten Mile Bank Councillors, I have been a Ten Mile Bank Councillor and Maintenance Officer in the past looking after both villages for nearly forty years and have experienced challenging times achieving some outcomes for Ten Mile Bank ward and if we achieve Parish Council status this would not be the case. In no way do I wish to isolate ourselves from Hilgay or indeed any other village I just feel now is the appropriate time for us to be independent rather than feeling like an add on as it were."*
- *"Whilst we have been under the same Parish Council for over some 150 years unsurprisingly we are two different communities each with it's own unique*

requirements and I believe now is the time for us to have our own Parish Council to meet those needs. As the make up the council stands at present the numbers are nine Hilgay Councillors and four Ten Mile Bank Councillors, I have been a Ten Mile Bank Councillor and Maintenance Officer in the past looking after both villages for nearly forty years and have experienced challenging times achieving some outcomes for Ten Mile Bank ward and if we achieve Parish Council status this would not be the case. In no way do I wish to isolate ourselves from Hilgay or indeed any other village I just feel now is the appropriate time for us to be independent rather than feeling like an add on as it where."

"There has always been a history of "them and us" and with the increasing population of TMB paired with the physical geographical separation of these two villages I think its time we had a fair chance to decide what happens in our village."

- *"Ten mile needs it's own council as hilgay over rides things for ten mile bank"*
- *"Having recently moved into Ten Mile Bank and looking around I can see that not enough attention has been given to local needs so in my opinion more focus needs to be given to the Ten Mile Bank area."*
- *"I believe it's in the best interests of both villages to separate. I feel things as they are aren't working."*
- *"Because Hilgay majority will always"*
- *"Bias always towards events for Hilgay, Ten Mile Bank has always been 'second best.' At any Parish vote Hilgay always win due to the 9 to 4 ratio"*
- *"I am writing to formally express my support for the division of our parish to allow Ten Mile Bank to establish its own independent parish council. This decision is driven by a growing need for fair representation, financial autonomy, and the ability to prioritise the specific needs of our village."*

During my time on the parish council, I witnessed firsthand the imbalance in decision-making and resource allocation. A clear example of this was the ongoing discussions regarding the demolition of the toilet block by Hilgay riverside. The council had previously agreed on its removal, noting that the electricity had already been cut off, and the decision was documented in the minutes. However, despite this, a few members of the council—who had been directly involved in arranging for the power to be cut and had initially supported demolition—later reversed their stance. This demonstrated an inability to uphold previous decisions and created an environment where certain members could overrule agreements at will.

Additionally, it is evident that Hilgay receives the bulk of funding and prioritises projects that primarily benefit their community. For example, while they have

upgraded playgrounds and noticeboards, Ten Mile Bank has struggled for years to secure basic safety measures, such as a streetlight at the junction of the A10 and Modney Bridge Road or speed signs to improve road safety. Despite repeated requests, little progress has been made to address our village's concerns. If Ten Mile Bank were to have its own parish, it would allow residents to have a direct say in how their funds are spent and ensure that decisions are made in the best interest of our village. The ability to manage our own finances and prioritise projects that matter to us would enable much-needed improvements and foster a greater sense of community."

- *"I strongly believe that this change is necessary to allow Ten Mile Bank to move forward and create a better environment for its residents. I hope that this request will be taken into serious consideration, as it is in the best interest of our village's future."*
- *"It should be an equal amount from each ward."*
- *"I feel that we should have our own separate parish council."*
- *"The balance of councillors is uneven and I feel that we get overlooked as a village and would like to have an independent parish council and be in charge of our own finances"*
- *"I have lived here since [REDACTED] I feel that ten mile bank has always been overlooked. The balance of councillors is not balanced meaning hilgay always ends up with the majority vote"*
- *"I think we would be better served with a separate parish council."*
- *"Ten Mile Bank always seems to be tagged on to Hilgay as an afterthought and the main focus is usually with Hilgay as a priority."*
- *"The current structure does not adequately reflect the views and needs of the Ten Mile Bank community. Decisions are often made without genuine engagement or transparency, leaving residents feeling unheard and disconnected from the process. There have been repeated instances where proper procedures, regulations and ethical standards have not been followed. This has resulted in the loss in confidence of the council's ability to operate effectively and fairly. Concerns have also been raised over how funds, including the precept are allocated and spent. The fact that multiple councillors and even the clerk resigned simultaneously is a strong indicator of internal dysfunction. This level of turnover raises serious questions about the council's ability to function properly and serve the interest of the residents."*
- *"There seems to be an imbalance of ratios also surly, it would need to be confirmed that costs to us will increase by dividing areas."*

- *"I think due to the amount of villagers in Hilgay, ten mile bank often get overlooked."*
- *I don't feel Ten Mile Bank councillors have enough weight within the current setting to enable Ten Mile Bank matters to be heard and considered fairly and successfully."*
- *"I feel that TMB has been under represented over the years whilst tied to Hilgay parish council."*
- *"It seems to me that Ten Mile Bank has been under represented on the Parish Council for a considerable time. As a result the Ten Mile Bank community has been left lagging behind Hilgay, getting the thin end of the wedge when funds are allocated to the villages. I feel this would be able to be addressed if we had our own Parish Council which would address the issues that affect our community."*
- *"Ten Mile Bank needs and deserves better"*
- *"Ten Mile Bank needs it's own Parish council."*
- *"Ten mile.bank has a right to govern its self"*
- *"Everything is in Hilgay's favour. TMB regularly gets left out of any event or improvements"*
- *"Hilgay always get their own way and anything TMB wants is voted down due to the 9 verse 4 voting arrangements at present"*
- *"Ten Mile Bank has a very active village community with many newcomers who are keen for the village to thrive even though we have only approximately 350 residents. Being independent will allow each village to prioritise the needs of their village and allocate funds from the separate budgets appropriately. With an independent Parish Council I feel we would be in a stronger position going forward with the application for the playing field to become a Village Green. The only outside amenity we have which is vital for the health and welfare of our community, since the school closed."*
- *"Number of representatives is disproportionate. Votes in favour of Ten Mile Bank or for Hilgay voted by Ten Mile Bank councillors are over turned."*
- *"It's Hilgay top heavy"*
- *"Having an Independent Parish Council will allow each ward to prioritise their needs and allocate funds appropriately. In addition any Independent Parish Council meeting planned need only discuss the issues raised by their own residents. Saving time and being able to focus on just the agenda for their own community."*

- *"The parish council gives priority to Hilgay. Little to no effort is made to Ten Mile Bank."*
- *"As a resident of Ten Mile Bank for ■ years it is noticeable that the village has considerably less amenities than Hilgay. For example equipment on the playground"*
- *"Ten Mile Bank has always been treated inferior to Hilgay. I've lived in the village for ■ years and the playing field is just one example."*
- *"With an uneven split of councillors the votes are always swayed and viewed as unfair"*
- *"The imbalance within the councillors means that the councillors of TMB ward are always out voted on matters concerning TMB area as all decisions are voted for by the whole Council rather than separately for each area. As there is a geographic distance between the two wards, separated by a major road and a river the interests Hilgay ward are not in line with the needs and interests of those in TMB"*

Ten Mile Bank Ward respondents who selected "Satisfactory" in question 5

- *"It works well creating a larger community"*
- *"TMB is smaller"*
- *"If there is a full board, with equal representation this arrangement is satisfactory."*
- *Currently there is only 1 Ten Mile Bank councillor, as 4 walked out over a dispute in a Parish Council Meeting last summer. Therefore it is not an equal balance currently."*
- *"Balance of elector to representatives"*
- *"I think this arrangement works perfectly well and change would be disruptive, split the communities, impact upon fair representation and be disadvantageous."*
- *"Shared services, cooperation, shared costs, shared expertise."*
- *"They serve the community well"*
- *"Quite happy with the existing system"*
- *"In proportion with electors of wards."*

- *"Ten mile bank should be able to make decisions for ten mile. The facilities here are less than Hilgay."*
- *"It seems roughly proportional in number of councillors to number of electors in each."*
- *"Seems a fair split."*

Ten Mile Bank Ward respondents who selected "Don't know" in question 5

- *"I don't know, but the split per head of population seems about right"*
- *"Having previously been part of the parish council some years ago I resigned as it was always one side. If Ten mile bank was mentioned it was always pushed back. Even to this day it seems the same. I would like to see my precept spent in the village in which I live."*
- *"Don't have much contact/dealings with them"*
- *"Hilgay have had control over Ten Mile for such a long time and Ten Mile has always been put last, and always pushed aside. They have taken students from the school, they have taken money from the up keep of the playing field. I think it is time Ten Mile had their own council and were put first"*

--- End of Ten Mile Bank Ward responses to question 6 ---

5.4 Analysis of question 7:

The electors of Ten Mile Bank Ward have petitioned to separate Hilgay Parish into two new parishes, using the existing ward boundaries and the creation of a new parish council for the Ten Mile Bank area.

Do you support this proposal?

Yes

No

Overall response analysis:

Response option	Responses	%
Yes	42	62%
No	24	38%
Total	66	100%

Comparison by ward:

Response Option	Hilgay Ward Responses	Ten Mile Bank Ward Responses
Yes	0	41
No	12	12

5.5 Responses to question 8:

What do you think the potential advantages might be for each community from separating the parish into two parishes?

Percentage of respondents who answered question: **98% (1 of 66 skipped).**

Hilgay Ward respondents who selected “No” in question 7.
- <i>“Can see none”</i> - <i>“Very little indeed.”</i> - <i>“None.”</i> - <i>“None”</i> - <i>I can’t see advantages? Surely it will take money away from each parish. Our school is connected, children use the facilities in Hilgay it has worked very well merging the schools so why separate the parishes”</i> - <i>“Unsure”</i> - <i>“Not applicable”</i> - <i>“None whatsoever”</i> - <i>“As the ratio of elector/councillor is evenly split, there would be no advantage in splitting this parish in two”</i> - <i>“To be honest I don’t think there will be any advantages as the PC has allocated monies to where the need has arisen in each village and not by the monies brought in by the precepts. Last 12 or 18 months Ten Mile Bank has new street lights, village gates, welcome signs, etc which may have totalled more than there precept but there need was great for this period of time”</i> - <i>“None whatsoever, all disadvantages.”</i> - <i>“I personally do not think there are any.”</i>
--- End of Hilgay Ward responses to question 8 ---

Ten Mile Bank Ward respondents who selected “Yes” in question 7.

- *“Ten Mile Bank is a proud and close knit community who feel they are invisible, the village name does not appear on parish Council Documents except as an afterthought. By giving TMB its own Parish Council it makes the village feel it is on equal standing to others and not always on the back foot or just an add on to Hilgay. The residents feel their voice is not heard under the current set up. It will give potential TMB Councillors to chance to use their personal knowledge of the village to ensure they can give the best service to their residents,”*
- *"The two Communities require different things. Ten Mile Bank is a Hamlet, and as such has a low demand on Parish Council Funds (mainly street lighting, dog bin emptying and a small amount of verge cutting), whereas Hilgay is a large Village with a very much higher demand on Parish Council Funds (maintenance of footpaths, street lighting, dog bin emptying, maintenance of the cemetery, maintenance of the village meadow, maintaining the war memorial, verge cutting, allotment maintenance etc). Therefore the precept from Ten Mile Bank rate payers is effectively subsidising the rate payers in Hilgay Village. The parishioners in Ten Mile Bank keep seeing their Precept going up, and yet see no corresponding increase in spending in their own Village.*

As a Ten Mile Bank rate payer, I would like to see my precept being spent in my village, on things that my village wants, and when my village wants it, not when enough of the Hilgay Councillors can finally be persuaded to vote in favour of it. I also believe that as our Village Community is growing, that more self determination can only be a good thing, and assist in bringing our Village together even more.

For Hilgay there will be an advantage in that they will be able to freely spend their precept on their own village without having the hinderance of having to consider another Village that they don't know much, if anything about. There will be a reduction in cost as they will no longer have to fund fuel costs for their Maintenance person to drive to Ten Mile Bank Village."

- *"For Ten Mile Bank it would be control of its own finances, but mainly for the community to be able to fully engaged with the council so that they can make their position known and it would have an effect on whatever decision was made rather than potentially be voted down as the situation exists at tHe present time.*

For Hilgay the responsibility of carrying out any maintenance duties and thereby saving costs of transport, machinery etc."

- *“The advantage for Ten Mile Bank residents will be that we will be paying our parish council tax towards our village, with Hilgay taking the lions share of the funds that we currently pay Ten Mile Bank residents are subsidising Hilgay*

residents especially when you look at the future projects that Hilgay parish councillors are proposing it will be a waste of our funds."

- *"Take care of own desternie"*
- *"More positive focus would be given to both areas."*
- *"I believe it would be in the best interests for both villages to separate."*
- *"Each community will prioritise its own needs"*
- *"The matters concerning Ten Mile Bank will be focused upon and (hopefully) dealt with promptly."*

The Parish Councilors will all be residents and appreciate the concerns of their residents.

Parish precept will be related solely to TMB and not paying for and propping up Hilgay residents and their vanity 'wish list' to improve their village at the expense of TMB.

Example - recently the TMB village school closed - Hilgay provided no challenge to that because it benefitted Hilgay as TMB children would transfer to Hilgay school and reduce that school's risk of closure"

- *"If Ten Mile Bank were to have its own parish, it would allow residents to have a direct say in how their funds are spent and ensure that decisions are made in the best interest of our village. The ability to manage our own finances and prioritise projects that matter to us would enable much-needed improvements and foster a greater sense of community."*

I strongly believe that this change is necessary to allow Ten Mile Bank to move forward and create a better environment for its residents. I hope that this request will be taken into serious consideration, as it is in the best interest of our village's future."

- *"Funds/plans/ideas/etc will be for their own wards. Understandably people think their ward is the most important!"*
- *"councillors that will only look after ten mile bank and the monies allocated will only go to ten mile bank"*
- *"Being able to control our own village's and their finances"*
- *"We would be in charge of our own village and able to make our own decisions on what happens in our village and to our own finances"*

- *"We would be in control of our own budgets and may actually be considered in community events i.e. jubilee and such like"*
- *"As previously stated I think my precept should be spent in the village in which I live and I can take my issues and concerns to a committee that would be interested."*
- *"Reduce cost for TMB residents and better control of works for the village"*
- *"Ten Mile Bank residents would be able to prioritise their own villagers needs and have more of a say."*
- *"For starters, better representation and local decision making, greater accountability and transparency, more efficient use of resources, a stronger community identity, it will improve the services and infrastructure and reduce conflict and bureaucracy."*

In summary, separating into two parishes would create a more responsive, effective, and community-focused local governance, ensuring that both areas thrive in a way that best suits their residents' needs."

- *"Advantages would be paying less for streetlights, refuse collections etc."*
- *"Issues discussed would be more relevant to Ten Mile Bank if they were considered by Ten Mile Bank councillors only."*
- *"More localised support."*
- *"I feel that Ten Mile Bank would have a better and more say as to what happens in our community"*
- *"Ten Mile Bank would have full control over the issues in the Village, we would be able to support people and the WHOLE Community."*
- *"can deal more effectively with issues"*
- *"The money allocated to ten mile bank should be used for this village. Since being here 5 years we don't seem to have the service now from the council than we did 5 years ago."*
- *"Then ten mile bank counsilors deal with ten mile bank issues"*
- *"Each Parish will be financially responsible and accountable for things that are purchased / operated in each Parish"*
- *"Ten Mile Bank would raise their own precept which would be spent on TMB things At present TMB money goes to Hilgay projects like flower boxes on their bridge over the Wissey River where as TMB bridge ove the Ouse did not get any."*

- *"I feel it is a more democratic way of funding both communities enabling them to prioritise their own needs."*
- *"Electors and Councillors of Ten Mile Bank will have the opportunity to develop the village and community. Parish tax paid by Ten Mile Bank electors will go to Ten Mile Bank."*
- *"The Council will have the villagers best interests at heart. We will be kept informed on important issues that will affect us as residents "*
- *"The up keep of the village will be a priority. We will be able to have repairs done to the village when we request them. We will be able to, hopefully, reopen our school and have actual support. We will have a nicer cleaner village. The village news letter would actually be about our village and not all about Hilgay"*
- *"TMB has an active community with several newcomers who have lots of ideas to help the community thrive by organising activities to meet together. Being independent will allow each Parish Council to prioritise the needs of their village and allocate the separate funds appropriately."*

I believe with an independent Parish Council TMB would be in a stronger position with our application for the playing field to become a Village Green which would be our only outdoor amenity."

- *"Residents of Ten Mile Bank will have more control over the funds and how they are spent in Ten Mile Bank."*
- *"Each parish will be in control of there own finances."*
- *"A TMB parish council would be able to concentrate fully on issues that affect TMB."*
- *"Ten Mile Bank can be in control of our own destiny"*
- *"The two villages are very different with very different needs and wants, by splitting the parish it would allow for both communities to pogress quicker and easier with things that are important to their communities. I think it would actually allow the past to heal and the two communities to be closer and work better as neighbours."*
- *"TMB ward is a more wide spread community with a large population of farmer and farming industry collaborates, where as Hilgay is a village with less interests in the requirement and needs of those in a more rural setting. Historically this has led to the needs of each community not aligning or being met. By separating the council this gives each ward to focus specifically on the needs of their own*

communities rather than either compromising or outright ignoring the needs of one ward"

- *"For the residents of Ten Mile Bank this could mean more focus on the village, more say on where money is spent and what would benefit the local community as a whole."*

Ten Mile Bank Ward respondents who selected "No" in question 7.

- *"No I do not support this proposal. However I do support a change of name to: Hilgay and Ten Mile Bank Parish. Rather than solely Hilgay in the name."*
- *"There are none"*
- *"None pure vanity of certain parish councillors"*
- *"There are no advantages to this proposal the entire rationale was based upon one person's emotional over reaction to having their decisions being challenged."*
- *"I can not think of any advantages but I would be very interested in the costs associated with the split.."*
- *"None"*
- *"There are no advantages"*
- *"I do not see a benefit"*
- *"None that I can see."*
- *"None"*

--- End of Ten Mile Bank Ward responses to question 8 ---

5.6 Responses to question 9:

What do you think the potential disadvantages might be for each community from separating the parish into two parishes?

Percentage of respondents who answered question: **100% (66 of 66).**

Redactions used to protect identity of respondents.

Hilgay Ward respondents who selected “No” in question 7.

- *“Smaller voice and less funding to go round”*
- *“Higher cost, loss of joint activities. TMB will become too insular”*
- *“Increased costs for both wards in the Parish. A waste of money on this consultation because of petty local politics.”*
- *“Further squeeze on available funds and subsequent services due to having to pay for two clerks and two insurance premiums. TMB I believe will also be losing allotment gardens.”*
- *“Financial- Duplication of roles meaning less resources. Possible increase in tax. Community- Integration not separation please. Try school now serves both Hilgay & TMB”*
- *“Lose money and facilities on each parish. Hilgay and ten mile have been one parish for many years working together can only strengthen both parishes.”*
- *“Unnecessary waste of taxpayers money to fund two separate parish councils Seems a waste of time and is totally unnecessary given the Ten Mile Bank school recently closed and the children from Ten Mile are now coming to Hilgay Riverside Academy thereby illustrating the links and relationship between the two villages”*
- *“Not applicable”*
- *“To many people trying to get their own way with any sensible opposition”*
- *“TMB would lose the allotments & cemetery.*
- *“The cost of the admin needed to function 2 parishes instead of 1 is greater as 2 Parish Clerks would be required, insurance premiums would increase etc. This results in each elector having to pay more tax to enjoy the same service level.*

Central Government is encouraging a review & devolution of local authorities like Norfolk/BCKLWN to become a single unitary authority. The splitting of a parish would be contrary to what is encouraged centrally & lose the efficiencies larger authorities would enjoy"

- *"The costs of running, having two Clerks, two maintenance people, two lots of insurance, being able to use both precepts to aid a single village should they need it. And the closeness that both villages have as many from each village have relatives and friends from both villages and have supported each other for an extremely long time. The village school has recently combined."*
- *"Loss of community, loss of the connection to heritage - I believe that the Ten Mile Bank residents will feel let down and seriously disappointed at the service and commitment they will receive from the new set-up, and possibly by less funding than they've been expecting."*
- *"Currently, there is no clarity on the impact regarding costs to the residents of either Hilgay or TMB or indeed the local tax payer."*

The split will need to be paid for and how will it be paid for? What will the cost be to the local tax payer? Will those costs benefit the residents of TMB ? What are the reasons behind the split - until this point and during the year leading to the split there has always been an equal representation (this previous year - year of the split - there were in fact more TMB councillors). Does the tax payer in this period of inflation need unnecessary costs?

Will TMB after the current group behind the split move on/age etc. - Will there be sufficient support to have sufficient volunteers for a PC - how will the changes within Norfolk impact PC's?"

--- End of Hilgay Ward responses to question 9 ---

Ten Mile Bank Ward respondents who selected "Yes" in question 7.

- *"None"*
- *"As both Villages are so dissimilar, with no reason for residents of either Village to visit the other Village (except for those from Ten Mile Bank who have primary school age children that attend Hilgay school), I can see no disadvantage to separating the Parish into two."*

- *"None for Ten Mile Bank it might even lower our precept potentially, clearly for Hilgay there might be a cost implication possibly."*
- *"No disadvantage for Ten Mile Bank"*
- *"Run own matters"*
- *"None, there can only be a positive advantage to both parishes."*
- *"I don't see any real disadvantages"*
- *"A potential increase in council tax"*
- *"None"*
- *"Finance will be the issue however that will be down to the professionalism of the Councilors to budget manage"*
- *"Hilgay will be able to continue using the extra funds from Ten Mile Bank to improve their village."*
- *"The finances do worry me."*
- *"im not sure I can only see positive advantages to this for our village"*
- *"None"*
- *"None"*
- *"I can see no disadvantages"*
- *"I don't think that there would be a disadvantage. In fact I think it would be beneficial to both villages."*
- *"None for tmb"*
- *"None"*
- *"Can not think of any."*
- *"There could be less money for some things."*
- *"None."*
- *"None."*
- *"None"*

- *"None"*
 - *"there are no disadvantages here"*
 - *"None"*
 - *"Possible new council teething issues"*
 - *"Our smaller Parish TMB might struggle to raise sufficient precept to cover all expenses"*
 - *"Ten Mile Bank has not many residents 370 ish. We just lost our village school, have no shops and no Pub.*
- Hilgay has all of those so I guess Hilgay will be better off than us, but at least we might get new play equipment for the children"*
- *"I do not think Hilgay will in anyway be disadvantaged. They have the school which TMB children can't walk to. They have a playing field and allotments (even a public house). We would have to use transport to take advantage of these facilities and any improvements made."*
 - *"Hilgay lose tax revenue".*
 - *"We are two small villages and sometimes when big issues are raised there will be more voices together"*
 - *"Unsure if I'm honest."*
 - *"I do not think there will be any disadvantages.*
 - *"I have lived in TMB for ■ years and see this as an opportunity for both communities to improve their amenities by prioritising their own needs, being time efficient at meetings and having a more democratic way of funding."*
 - *"None for Ten Mile Bank. Loss of tax revenue for Hilgay."*
 - *"None"*
 - *"I don't think there are any disadvantages."*
 - *"I cannot see any other than Hilgay not having as big a budget as they are used to. Ten Mile Bankers know each other and the villagers are closer than ever now to be able to trust each other and to know what our village needs"*
 - *"I don't think there are any disadvantages other than the perceived fear of change"*

- *"Though having a larger voice as joint parishes may have when you get to county level, for day to day support of the local communities, the conflicting opinions and needs of the 2 areas see little to no disadvantages by remaining together"*
- *"I cannot see any disadvantages. If anything I think it would be better for each village to have their own parishes for the reasons stated previously."*

Ten Mile Bank Ward respondents who selected "No" in question 7.

- *"I see no clear benefits in splitting the council into two separate entities. In fact, there are several significant disadvantages to such a decision.*

Firstly, the cost of employing two clerks instead of one will undoubtedly increase the financial burden on the council. This is an unnecessary expense, especially when there is no compelling reason to divide the council in this way. Financial resources would be better allocated elsewhere to benefit the community.

Moreover, splitting the council would result in smaller representation, which directly reduces the diversity of views, opinions, skills, and knowledge. The strength of a council lies in the range of perspectives it brings to the table, and a divided council would limit this. Diversity fosters better decision-making and a more inclusive approach to problem-solving, and losing that would harm the quality of governance.

Additionally, Ten Mile Bank currently benefits from access to a significant pot of council funding. Dividing the council could limit their access to these resources and reduce the overall effectiveness of the services provided. A united council allows for more efficient distribution of resources, ensuring that all communities, including Ten Mile Bank, continue to receive the support they need.

In conclusion, the potential disadvantages of splitting the council—higher costs, reduced representation, and the negative impact on resource allocation—outweigh any perceived benefits. It is far more beneficial to maintain a single, unified council that can serve the community more effectively and efficiently."

- *"Higher costs"*
- *"Extra unnecessary costs."*
- *"Increased costs, reduced efficiency, duplication of overheads and running costs, duplication of administrative tasks and costs, silo-working, lack of awareness of the wider community needs."*
- *"It separates two critical communities"*

- *"These days unfortunately life is about the 'bottom line' for families including ourselves, I am concerned that this separation will increase the costs to us without further consideration."*
- *"Doubling up of 'management' structure & expenses at a time when the Government is reviewing the merger of smaller district councils in recognition of the expense of maintaining replicated management structures."*
- *"Increased costs, potential difficulty recruiting parish councillors, it will further isolate Ten Mile Bank. It will leave vulnerable residents with limited resources."*
- *"Lack of funds for essentials. Loss of allotments."*
- *"Not enough funds. Losing allotments. Breaking up a community"*

--- End of Ten Mile Bank Ward responses to question 9 ---

5.7 Responses to question 10:

Do you have an alternative proposal that would benefit both communities?

Percentage of respondents who answered question: **91% (6 of 66 skipped question).**

Redactions used to protect identity of respondents.

Hilgay Ward respondents who selected “No” in question 7

- *“Stay as we are”*
- *“Keep it as it is”*
- *“The current arrangement has worked very well for a long time, it just requires elected councillors to act appropriately on behalf of those that elected them rather than allowing petty politics and egos to get in the way.”*
- *“Renaming the council to "Hilgay and Ten Mile Bank" might be a good gesture. The initiative to split the council seems to have gained traction largely because the minutes of the meeting—where the four councillors and the clerk walked out—have still not been published. This delay has only served to fuel feelings of mistrust toward both the current council and its processes. Such lack of transparency undermines confidence in the decision-making structure and further complicates efforts to move forward constructively. This might encourage more Ten Mile Bank individuals to step forward as councillors, once trust has been regained.”*
- *“Stay as one single parish.”*
- *“Surely both councils, working together will be more resilient moving forward.”*
- *“I honestly believe that splitting the parish would not serve the residents of either village, particularly the residents of TMB”*
- *“No”*
- *“No”*
- *“Just get over themselves and stop trying to outdo each other”*
- *“The ratio of councillor to elector should remain unchanged, as should Hilgay & TMB remaining as one Parish council administration”*
- *“No alternative needed to what is currently in existence.”*

- *"I would suggest a review in 12-18 months, once all facts and figures are collated and a well thought out plan proposed (should it be required) be considered."*

--- End of Hilgay Ward responses to question 10 ---

Ten Mile Bank Ward respondents who selected "Yes" in question 7.

- *"Possibly re naming the Parish Council to Hilgay and Ten Mile Bank, plus changing the councillor allocation to 6 from each village, regardless of population size, it cannot be fair to have 2 villages under the control of one PC with potentially, that one village can always have any vote in their favour."*
- *"I think that even if the existing two wards of one Parish continued with an equal number of Councillors representing each Village, there will still remain the issue over the fact that the Village sizes are so disparate, that the rate payers in Ten Mile Bank will still be subsidising Hilgay Village.
I can see no other way of removing this fact, other than creating another Parish."*
- *"If for whatever reason we are not successful in this endeavour and we remain as we are at present then I would strongly suggest that both villages have the same number of Parish Councillors to give it balance rather than how it is now which is very one sided."*
- *"No"*
- *"no, status-quo will NOT benefit Ten Mile Bank."*
- *"No"*
- *"No I think the way forward is as separate parishes"*
- *"50/50 councillor representation in existing parish council"*
- *"No I don't have alternative proposals because a separate Ten Mile Bank parish will be the best option"*
- *"Unfortunately not."*
- *"Personally I feel there should be an overall parish council, then 2 sub committees, 1 for each ward.....If the split does not happen, I think there should be a name change/addition. For etc Ten Mile Bank, Parish of Hilgay. As a lot of people not included, because of the name...."*
- *"No"*

- "No"
- "No"
- *"I would like separate parish councils"*
- *"This is the best way forward for both villages"*
- "Ni"
- "No"
- *"None I can think of."*
- *"I'd like to see ten mile bank with its own parish council but with a vote to which councillors are elected."*
- "No."
- "No"
- "No"
- *"I believe that the TWO Parishes should have a joint management team consisting of maybe 3 representative to meet up perhaps 3/4 times a year to perhaps share views and maybe help each other out."*
- "No"
- "No"
- "No"
- *No I believe if Hilgay / TMB remain attached, TMB will never get proper recognition and funding for nice things to improve the life of TMB residents*
- *"No I don't. I think the only way forward is to split us from Hilgay. As the split in Parish Council will always be 9 to 4 in favour of Hilgay, Ten Mile Bank can never win"*
- *"Having lived in TMB since [REDACTED] I see no alternative solution but an opportunity to improve what we have efficiently."*
- "No."
- "Nope"

- "No"
- "No."
- "No"
- "No."
- "No"
- *"I have no faith in our current parish council to be able to move forward the only alternative would be to remove every member of the current council and replace with new members and be equal amount of councillors for each village for it to be fair and unbiased"*
- *"The continued reluctant and dismissive nature of the installed council to recognise the needs of TMB shows a systemic problem with the 2 wards being joined. The only possibility would be to remove all existing council members, allow both wards to be equally represented by new councillors and a truly independent chair that would hold the deciding vote should the be a split decision."*

Ten Mile Bank Ward respondents who selected "No" in question 7.

- "Remain as we are"
- "Work together"
- "For the status quo to remain!"
- "To make this decision I would required more information regards finances and how it is believed this will actually benefit the local community."
- "Wait and see what comes out of the Central Government devolution and local government review before considering any very local changes"
- "Stay as one Parish Council"
- "Remaining one community"
- "Keep it as it is."
- "Stay as we are."

--- End of Ten Mile Bank Ward responses to question 10 ---

5.8 Responses to question 11:

Do you have any other comments you would like to add?

Percentage of respondents who answered question: **71% (19 of 66 skipped question).**

Redactions used to protect identity of respondents.

Hilgay Ward respondents who selected “No” in question 7

- “No”
- *"The villages of Ten Mile Bank and Hilgay are inextricably linked by families, businesses and services. As a resident of Hilgay and director of a family business based in Ten Mile Bank I was saddened to learn that the Ten Mile Bank ward wishes to break away from the Hilgay Parish. My [REDACTED] business (established in [REDACTED]) has employed a significant number of people from both Hilgay and Ten Mile Bank and continues to provide employment for residents of both villages. I also have customers across both villages.*

There are countless examples of families spread across both villages meaning that the community is very much shared. The recent closure of the Ten Mile Bank Primary school and the subsequent accommodation of its pupils in the Hilgay school means that the two villages will continue to be closely tied together.

Surely the Parish council would be better to remain as one entity, representing the interests of the two villages together. "
- *"I am under the impression from other residents that there is an under current of unprofessional and in my opinion, arrogant and immature behaviour from some councillors which is the reason this petition has been presented. I am aware of the back story re this petition, relating to the Hilgay Toilet block by the river. I attended the parish council meeting where several councillors resigned. That was my second attendance at a meeting and was appalled by the behaviour seen. Hence my earlier comments."*
- *"We are stronger together. Which makes common sense to me."*
- *"Concern about the aggressive language and tactics being used on social media by some of the previous parish councillors who all resigned and triggered this review.*

In my opinion, the parish does not need to be split, but I'm not sure how successful continuing the parish as it stands will be going forward given the information that has been shared by them in Ten Mile. I would seriously question their integrity if they intend to stand for election if the split is agreed."

- *"This initiation of this whole process has been a waste of public money, just because a small group of people (ex councillors) from Ten Mile Bank had a strop over wanting the public toilets in Hilgay demolished, and had services disconnected without following proper processes."*

--- End of Hilgay Ward responses to question 11 ---

Ten Mile Bank Ward respondents who selected "Yes" in question 7

- *"It has never been anyone's intention to drive a division between the two villages, but to ensure the Ten Mile Bank can remain relevant and visible, currently by only having a Parish Council bearing the name of Hilgay, it gives the impression that Ten Mile Bank is of no importance, we may be a small Hamlet and in the grand scheme of things does having a parish Council with its name really matter, but to the people who live here, its simply giving them a voice, maybe a very small one, but a voice none the less."*
- *"While the review is ongoing, it would be worth adjusting the Parish Boundary of Hilgay with Fordham, as there are some houses in Hilgay Village that actually fall in Fordham Parish, as the boundary on Bridge Street is not the A10, but closer to the river bank, inside Hilgay Village."*
- *"Just because I wish to have a separate Parish Council I still feel the two communities can come together for example we held a D - Day celebration which went very well and see no reason why we could not do something similar for VE Day. All I wish for is for our community to be fully in charge of its own Parish and future."*
- *"Need own council"*
- *"No"*
- *"No"*
- *"It will be so nice to no longer be the 'poor relation' within the Hilgay Parish. Please move on with this separation quickly because everyday lost is a day too much and TMB lose out on things that could be done so much better"*
- *"During our time as part of the parish, we have experienced inappropriate behaviour, including the spreading of rumours and the use of social media to exert undue pressure and influence over our decisions while we were still councillors of the parish. This has created a hostile environment hence the reason us 5 from Ten*

Mile Bank decided to resign. We felt that it was unacceptable behaviour for a council that is meant to serve its community fairly.

Additionally, a distressing email was mistakenly sent to one of our members after we have resigned. This email, which was intended for another parish member, contained a direct threat implying that we would ""pay"" for resigning from the parish. This level of intimidation is deeply troubling, and despite filing a complaint regarding this matter, we have yet to receive any form of acknowledgment or apology. Furthermore, it appears that the proper complaints procedure has not been followed, which raises serious concerns about transparency and accountability.

As a council, Hilgay Parish has a duty to represent and serve the interests of both villages fairly. However, their actions have demonstrated bias and unprofessionalism, which have left us with little confidence in their ability to fulfil this responsibility."

- "no"
- "No"
- "I have lived in Ten Mile Bank for [REDACTED] and for years thought I would like a separate parish council so that we could be in control of our own budget and actually be relevant
- "No"
- "No."
- "No"
- "There has been a long standing feud let the two wards be governed by their own councilors"
- "Hilgay hold special events in Hilgay such as Jubilee, Coronation, D. Day, V.E. Day celebrations etc These are never based in TMB ever. Christmas in Hilgay is around a real tree and carols are sung. TMB get a plastic tree and no form of service. "
- "Hilgay did not want us to have a street lamp at the end of Modney Bridge Road, despite two fatal accidents at that location with the A10. We wanted new / updated play equipment for the TMB children on TMB village green but it was always refused. When TMB school faced closure, Hilgay didn't help fight because it benefitted Hilgay School role by taking our students.

Dog fouling is never dealt with in TMB but plenty of dog bins in Hilgay.

Bus shelters / stops are up dated in Hilgay but never in TMB

Whenever there is an event or National celebration, it is always in Hilgay which is difficult at [REDACTED] of age to travel to/from with no car of my own."

- *"It is therefore vital to have an independent Parish Council for TMB."*
- *"It is my belief that the councillors of Hilgay do not act in the best interest of Ten Mile Bank electors. Handling of this process by Hilgay councillors has been undemocratic, intimidating, and biased. I will make a separate complaint about the Hilgay councillors behaviour."*
- *"We are a small village, we have recently had new people move into the village who have set up lots of events, ideas and want a community feel. We are concerned about the field and school building and the heavy farm traffic that comes hurtling down the narrow main street."*
- *"It would be nice if meeting information was posted online as the meetings where we are invited are during my working hours. And it would be nice to be able to read about the meeting"*

- *"The 2 villages have had to come together because of the amalgamation of their two schools."*

Having Independent Parish Councils is an opportunity for both communities to focus on what is important to them.

I sincerely hope this happens."

- *"I have lived in Ten Mile Bank for [REDACTED]. My feeling is there has been little effort to support the village. All my parish tax goes towards Hilgay."*
- *"No"*
- *"No."*
- *"No"*
- *"I want my council tax (precept) to be used on things in my community that would benefit my children, neighbours, community and I. We have to wait and fight for items we as a community feel are important such the speed gates which are still just pretty white gates as no speed signs have been added! We waited months for smaller items which could and should have been provided by the council with ease whilst we watch our money be used and planned for items in Hilgay that are of no significance to us! The current members are either unable or blatantly refuse to follow their own guidelines and therefore the diplomatic process fails. They do not reply to emails and have ignored an official complaint refusing to acknowledge it any further. Ten mile residents want autonomy to decide where our precept is spent"*

on what is important to our wonderful close knit community rather than fight for the peanuts that our current parish council throw our way to keep us quiet!!! The conduct of the installed council has been brought into question on a number of occasions with little to no action to ensure they discharge their duties honestly and legally. They continue to ignore the needs of both communities and focus their efforts and the joint budget on Hilgay including proposals for communal gardens, reinstatement of public toilets and other high value acquisitions that will only benefit those in Hilgay. Furthermore the lack of publication of finance reports and minutes of previous meetings is a major concern show they are either not conducting their duties properly or honestly. There is also the question of how the selection of employed staff has taken place, such as the local maintenance worker (who is related to the chair) as this contract was not sent out to tender for a fair selection."

- *"As a resident of Ten Mile Bank I have rarely felt or seen that TMB has benefited much from being in the same parish as Hilgay. I would hope that a new parish for TMB could improve facilities / money spent on the area and strengthen the community."*

Ten Mile Bank Ward respondents who selected "No" in question 7

- *"It is truly unfortunate that the council, which has remained united for such a long time, is now being considered for division over a single heated meeting. However, the cause of the tension is a valid concern. Hilgay Council is proposing a substantial expenditure to rebuild public toilets in Hilgay—facilities that have been out of use for several years. This raises the question: is there a genuine need for such an investment?"*

Given the current economic climate, it makes little financial sense to allocate significant resources from both areas to rebuild these toilets unless there is a clear, tangible return on investment. How frequently are public toilets actually used? The funds in question would be far better spent on projects that bring broader benefits to both communities, ensuring that the investment directly improves the well-being of residents rather than serving a facility that may not be fully utilised."

- *"No"*
- *"Far too many levels of Government and bureaucracy for a tiny island community. Revoke the Blairite changes to our constitution. Remove the corporate political parties from power. Return parliament to the people, for the people from the people."*
- *"This whole push to separate the community is based upon the insecurities of a few individuals who over reacted to a professional challenge put to them during the*

process of a parish council meeting. Seperating the parish as a response to that is short sighted, ill informed and the wrong decision."

-"I would like to know the reason for this separation of the Parish. I moved to Hilgay in [REDACTED] and have no interests in having my house moved to another Parish. I have looked at the map and would like to discuss who drew up the boundaries and are they set in stone. "

- *"No"*
- *"I have always considered Ten Mile Bank and Hilgay as one Parish."*

--- End of Ten Mile Bank Ward responses to question 11 ---

6. Results of paper survey submissions

6.1 Summary and analysis of submission - Paper survey

Number of submissions: **15**

Number of submissions from an individual: **4**

Number of submissions made in joint names: **11**

Total number of respondents: **27**

Number of submissions considered duplicate (similar response from same person/s to online survey): **2**

Number of respondents appearing on register of electors for Hilgay Parish: **27**

Number of respondents appearing on register of electors for Hilgay Ward: **20**

Number of respondents appearing on register of electors for Ten Mile Bank Ward: **7**

Percentage of respondents appearing on register of electors for Hilgay Ward: **74%** (20)

Percentage of respondents appearing on register of electors for Ten Mile Bank Ward: **26%** (7)

6.2 Analysis of question 1:

Hilgay Parish Council is currently made up of two warded areas, Hilgay Ward and Ten Mile Bank Ward. Hilgay Ward has 9 councillors, serving 710 electors. Ten Mile Bank Ward has 4 councillors, serving 347 electors.

What do you think of these current arrangements?

Satisfactory - Unsatisfactory - Don't Know

Overall responses analysis:

Response option	Responses	%
Satisfactory	23	85%
Unsatisfactory	4 *2 duplicate responses included	15%
Don't Know	0	0%

Comparison by ward:

Response Option	Hilgay Ward Responses	Ten Mile Bank Ward Responses
Satisfactory	20	3
Unsatisfactory	0 *2 duplicate responses included	4
Don't Know	0	0

6.3 Responses to question 2:

Please tell us why you think this (in relation to question 1)

Percentage of respondents who answered question: **66.66% (5 of 15 respondents).**

Hilgay Ward respondents who selected “Satisfactory” in question 1.
- “It’s a fair split for the amount of electors.” - “Seems to work as yet” - “Advantage of economy of scale. Balanced representation of both villages.” - “We can understand how TMB is now separate village – the river makes it seem more of a settlement with its own distinction, but surely not big or strong enough to support its own parish council effectively.” - “The arrangement worked well in the past. The two communities are part of the small parish. They share the same school now. Both villages benefit from the Hilgay United Charities.” - “Can’t really see how splitting the parishes will benefit either parishes. Ten Mile is smaller so will lose on benefits ie allotment spaces & cemetery” - “This is proportionate - more residents in Hilgay, so more councillors”
--- End of Hilgay Ward responses to question 1 ---

Ten Mile Bank Ward respondents who selected “Satisfactory” in question 1.
- <i>“Don’t need any change”</i>
Ten Mile Bank Ward respondents who selected “Unsatisfactory” in question 1.
- <i>“Not a fair allocation of funds”</i> *Duplicate submission - <i>“The Ten Mile Bank Councillors would to fight hardest to be listened to at Parish Meetings. Problems would be different.”</i>

--- End of Ten Mile Bank Ward responses to question 1 ---

6.4 Analysis of question 3:

The electors of Ten Mile Bank Ward have petitioned to separate Hilgay Parish into two new parishes, using the existing ward boundaries and the creation of a new parish council for the Ten Mile Bank area.

Do you support this proposal?

Yes – No

Overall response analysis:

Response option	Responses	%
Yes	5 *2 duplicate responses included	18.5%
No	22	81.5%
Total	27	100%

Comparison by ward:

Response Option	Hilgay Ward Responses	Ten Mile Bank Ward Responses
Yes	1 *2 duplicate responses included	4
No	22	0

6.5 Responses to question 4:

What do you think the potential advantages might be for each community from separating the parish into two parishes?

Percentage of respondents who answered question: **93.33% (1 of 15 skipped question).**

Hilgay Ward respondents who selected “No” in question 3.
- <i>“I don’t see any”</i> - <i>“Not Many”</i> - <i>“Do not see any advantages”</i> - <i>“The feeling of a separate identity, making each village special to itself. Not just overpowered by bigger neighbours”</i> - <i>“I can’t see that there will be advantages because of financial constraints”</i> - <i>“None”</i> - <i>“None”</i> - <i>“Only perceived control over money allocated”</i> - <i>“None. Children from Ten Mile Bank now attend Hilgay Riverside Academy so they need support for the future”</i> - <i>“Only advantage would be that T.M.B would have complete control on TMB matters”</i>
Hilgay Ward respondents who selected “Yes” in question 3.
- <i>“Having their own say regards both parishes”</i>
--- End of Hilgay Ward responses to question 4 ---

Ten Mile Bank Ward respondents who selected “No” in question 3.
- <i>“None”</i>
Ten Mile Bank Ward respondents who selected “Yes” in question 3.
- <i>“TMB would get more attention than it does now.” *Duplicate response</i> - <i>“Ten Mile Bank village is the other side of the River Great Ouse and can be (could be) neglected.”</i>
--- End of Hilgay Ward responses to question 4 ---

6.6 Responses to question 5:

What do you think the potential disadvantages might be for each community from separating the parish into two parishes?

Percentage of respondents who answered question: **80% (3 of 15 skipped question).**

Hilgay Ward respondents who selected “No” in question 3.
- <i>“To little funding for Ten Mile Bank to thrive, could affect maintenance and appearance of the village/and ruin the history”</i> - <i>“Would be some no advantage”</i> - <i>“Loss of economies of scale & doubtful extra funds will be available in present economic situation”</i> - <i>Monetarily it doesn’t seem sensible to become 2 parishes. The Parish pot isn’t enormous as it is.”</i> - <i>“Insufficient finances to meet costs”</i> - <i>“Why pay for 2 clerks, 2 insurances from 2 smaller pots. Surely better staying as is.”</i> - <i>“Loss of cohesion between the two villages”</i> - <i>“None – The two villages are stronger together.”</i> - <i>“Cost implication – extra clerk, extra equipment Splitting the parish when we need to be united”</i>
Hilgay Ward respondents who selected “Yes” in question 3.
- <i>“Two is better than one, I support”</i>
--- End of Hilgay Ward responses to question 5 ---

Ten Mile Bank Ward respondents who selected “No” in question 3.

- <i>"Stay as it is more people together the better"</i>
Ten Mile Bank Ward respondents who selected "Yes" in question 3.
- <i>"Added costs."</i> (Duplicate responses)
--- End of Ten Mile Bank responses to question 5 ---

6.7 Responses to question 6:

Do you have an alternative proposal that would benefit both communities?

Percentage of respondents who answered question: **73.3% (4 of 15 skipped question).**

Hilgay Ward respondents who selected "No" in question 3
- "No" - "No" - "We are sure this happens already in general, but better awareness of the David and Goliath weighting of the Parish Council" - "That the parish council seeks to build the council to full strength to ensure fir representation for both communities and actively seeks to bond the team or improve relationships between Hilgay & TMB." - "No" - "No" - "Leave alone" - "Do we really need this amount of councillors So streamline the parish" - "No"

--- End of Hilgay Ward responses to question 6 ---

Ten Mile Bank Ward respondents who selected “No” in question 3.

- “No”

Ten Mile Bank Ward respondents who selected “Yes” in question 3.

- *“Equal number of councilors would ensure fair allocation of funds for both wards as it stands Hilgay will always be favoured in a vote.” *Duplicate response*

--- End of Ten Mile Bank responses to question 6 ---

6.8 Responses to question 7:

Do you have any comments you'd like to add?

Percentage of respondents who answered question 7: **40% (9 of 15 skipped question).**

Hilgay Ward respondents who selected "No" in question 3
- "No" - <i>"The schools have had to come together and the Parishes should stay together too reflecting each others strengths. Good luck"</i> - <i>"The current arrangements have worked well for years why suddenly the need for change"</i> - <i>"I think I have covered my points its hardly Brexit."</i>
--- End of Hilgay Ward responses to question 6 ---

Ten Mile Bank Ward respondents who selected "No" in question 3.
- "No"
Ten Mile Bank Ward respondents who selected "Yes" in question 3.
- <i>"Equal number of councilors would ensure fair allocation of funds for both wards as it stands Hilgay will always be favoured in a vote." *Duplicate response</i>
--- End of Ten Mile Bank responses to question 7 ---

6.9 Analysis of question 8:

Do you want Hilgay Parish Council to remain as it is (including Hilgay and Ten Mile Bank wards) or do you want to split into two separate parishes?

Remain / Split

Overall response analysis:

Response option	Responses	%
Remain	21	78%
Split	6 *2 duplicate responses included	22%
Total	27	100%

Comparison by ward:

Response Option	Hilgay Ward Responses	Ten Mile Bank Ward Responses
Remain	18	3
Split	1 *2 duplicate responses included	5

7. Other representations

7.1 Email submissions analysis

Number of responses: **4**

Number of duplicate responses (similar survey response made by same person/s): **2**

Number of responses from an individual: **4**

Number of responses made in joint names: **0**

Total number of respondents: **4**

Total number of duplicate respondents: **2**

Number of respondents appearing on electoral register for Hilgay Parish: **4**

Number of respondents appearing in electoral register for Hilgay Ward: **0**

Number of respondents appearing in electoral register for Ten Mile Bank Ward: **4**

Percentage of respondents appearing on register of electors for Hilgay Ward: **0%**

Percentage of respondents appearing on register of electors for Ten Mile Bank Ward: **100%**

Number of respondents indicating a desire for a separate Ten Mile Bank parish and council: **3**

*includes 2 duplicate responses

Number of respondents indicating a desire to keep Hilgay Parish and council unified: **1**

7.2 Email responses

Redactions used to protect identity of respondents.

Ten Mile Bank Ward submissions	
-	<i>“Good Morning</i> <i>I am writing as [REDACTED], I have for sometime considered that Hilgay Parish Council should be split into separate Parish Councils</i> <i>At present Council Tax payers in Ten Mile Bank seem to be subsidising services provided to Hilgay residents, which are at present, Maintaining the Graveyard, Playing Field and Allotments, dog bin emptying, street lighting and grass cutting public areas with in the village. Ten Mile Bank residents are only provided with some street lighting, small amount of grass cutting and dog bin emptying.</i> <i>Also the way the present council is set up, means that Higay Councillors will all way outnumber Ten Mile Bank Councillors regarding important issues and how the pre-set is spent</i> <i>I trust you will consider my views when making your decision</i> <i>Regards”</i>
-	<i>“Dear Sirs,</i> <i>My feedback comments on the Community Governance Partition are as follows;</i> <i>I have not seen any justification for adding another level of specialisation to the parish government. In order to support the change, I would want to see detailed, Specific and measurable plans for change that could not be actioned by the current arrangements. Ten Mile Bank, and Hilgay individually are not so large that they would be difficult to manage as a whole, and likewise, the nature of both villages is similar. As they are not radically different in terms of size, demographic or other features, it seems more efficient to manage them as a single entity.</i> <i>For that reason, and until I see the above mentioned definitive plans, I would not support the separation of the two villages.</i> <i>Feel free to reach out to me by email if you need any more information”</i>
-	<i>“I would like to vote for ten mile bank to have our own parish council</i>

*Thank you” *Duplicate response*

- *“I would like to vote for ten mile bank to have our own parish council*

*Thank you” *Duplicate response*

--- End of Ten Mile Bank submissions ---

8. Next Steps

These results will be submitted to Cabinet for the scheduled 15th July 2025 meeting. Following any decision(s) made, proposals will then be submitted to Full Council for the scheduled 29th July meeting.



Terms of Reference

Amended 2nd October 2025

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1. What is a Community Governance Review?

Community Governance Reviews (**CGRs**) are the procedures in which governance arrangements for parish councils and areas are reviewed and changes can be proposed.

The powers to carry out CGRs are exercised by principal councils (in this case, the Borough Council of King's Lynn & West Norfolk, hereafter the Borough Council) under Part 4, Chapter 3 of the *Local Government and Public Involvement in Health Act 2007*.

CGRs enable citizens and community groups to address issues of democracy by providing the opportunity to address community governance, for example where there have been changes to the number or makeup of a population, or to address boundary issues / anomalies following development.

The outcomes to CGRs can include:

- Changes to parish or area boundaries
- Merging or splitting parishes/areas
- Changing the number of councillors

2. Why is the Borough Council undertaking a Community Governance Review?

Reviews may commence under four particular circumstances:

1. At the discretion of the Borough Council.
2. By decision of the Borough Council in response to a 'reasonable request'. i.e. from a parish council.
3. In response to a valid Community Governance Application from a 'Neighbourhood Forum' (in which case a CGR is mandatory per Section 83(2) of the 2007 Act) or
4. In response to a valid Community Governance Petition (in which case a CGR is mandatory per Section 83(2) of the 2007 Act).

The Borough Council have received a valid Community Governance Petition from the electors of Ten Mile Bank Ward of Hilgay Parish.

The change suggested in the petition requests that Hilgay Parish and its existing wards of Hilgay and Ten Mile Bank are reorganised into two separate parishes with respective councils, split along existing parish and ward boundaries.

The Borough Council have a statutory duty to conduct a review to assess and make a decision in response to this request.

3. Background

3.1 Petition Summary

Area petition received from: Ten Mile Bank Ward, Hilgay Parish.

Date Petition Received: 14th November 2024.

Electorate for Ten Mile Bank Ward as of 14th November 2024: 351.

Percentage of electorate required to trigger CGR: 37.5% of electorate = 132 signatories (rounded).

Signatures received: 154 valid / 9 invalid (7 unregistered, 2 wholly out of area).

Percentage of valid signatures against number of electorate: **43.78%**.

3.2 Area

Hilgay Parish lies at the southern part of the King's Lynn and West Norfolk Borough district. The parish is currently comprised of two villages in two wards:

- The village of Hilgay, in Hilgay Ward, is situated four miles south of Downham Market, east of the A10 carriageway.
- The village of Ten Mile Bank, in Ten Mile Bank Ward, is situated one mile further south of Hilgay, west of the A10 carriageway.

Each of Hilgay and Ten Mile Bank is designated a 'Rural Village' by the Borough Council's Core Strategy.

3.3 Area maps

Figure 1, below: Hilgay Parish (Hilgay Ward) area and polling district (XA6)

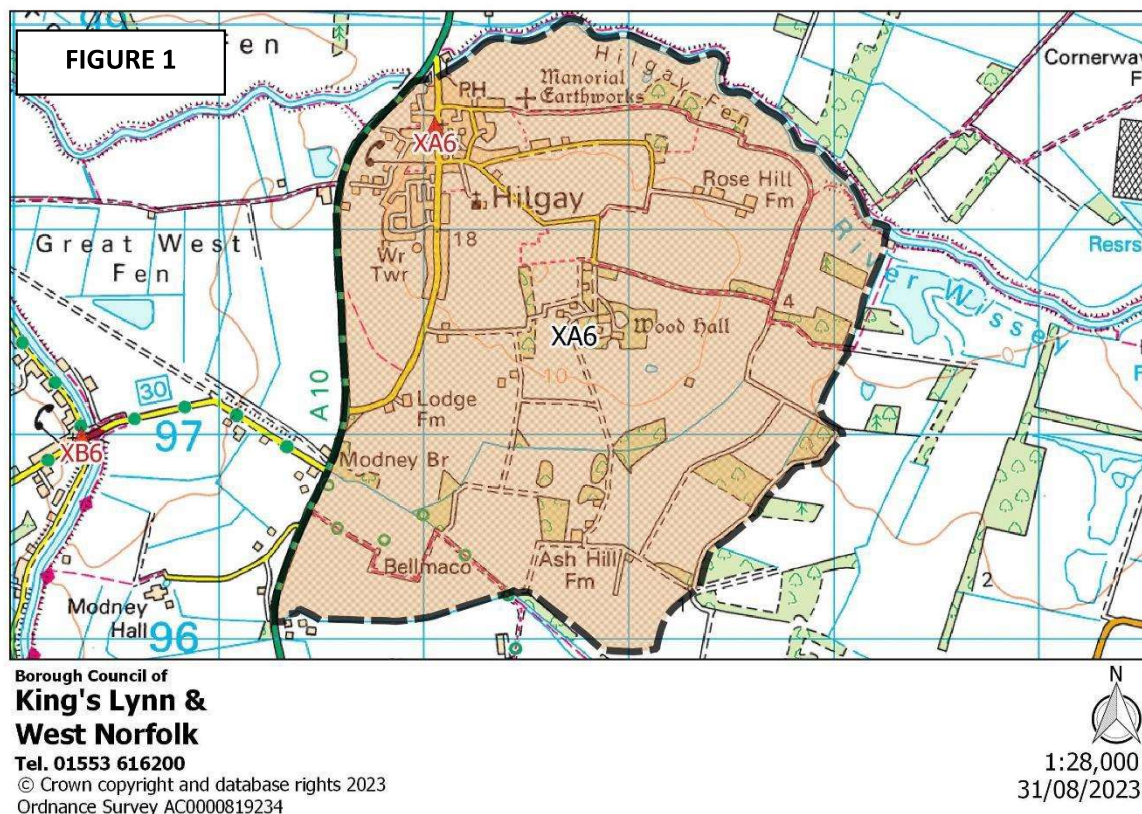
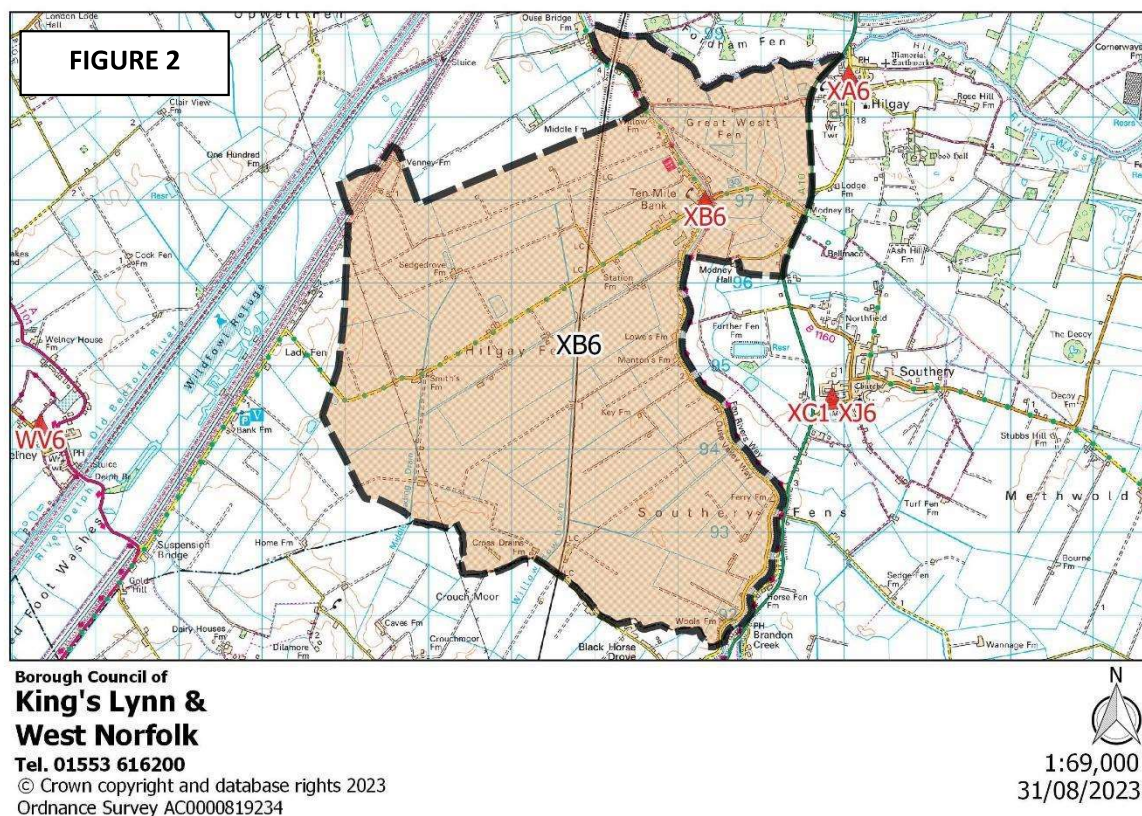


Figure 2, below: Hilgay Parish (Ten Mile Bank Ward) area and polling district (XB6).



Please also see 1:10,000 scale map of Hilgay Parish, supplied separately.

3.4 Democratic Structure

Hilgay Parish is part of the South West Norfolk parliamentary constituency.

Within the Norfolk County Council electoral structure, Hilgay Parish is part of the Feltwell Electoral Division.

Within the Borough electoral structure, Hilgay Ward is included in the Denver Borough Ward. Ten Mile Bank Ward is included in the Feltwell Borough Ward.

Hilgay and Ten Mile Bank parish and ward boundaries form individual polling districts, with one polling station designated in each. Please see section 3.3 for mapping.

Hilgay Parish Council has a total allocation of 13 councillors. 9 councillors are allocated to Hilgay Ward. 4 are allocated to Ten Mile Bank Ward.

Hilgay Parish Council have a parish precept charged within the council tax of £72.25 for a Band D property for 2024/5.

3.5 Population and Planning

The resident population of Hilgay Parish has decreased since the 2011 census. Census data does not provide population figures on a parish ward level.

Year	Population	Variance
2011	1,341	N/A
2021	1,300	-41

As of 5th December 2024 there are 16 proposed dwellings awaiting a decision by planning within Hilgay Parish.

A further 16 dwellings have permission granted for construction within Hilgay Parish, of which 13 have commenced. Of the commencements, 9 are situated within the Hilgay Ward and 4 in Ten Mile Bank Ward.

The above would not indicate a significant increase in population over the next 5 years in either ward.

4. Electoral Matters

4.1 Elections and councillors

At the May 2023 parish elections, Hilgay Parish Council results were declared uncontested. Candidate numbers were below or equal to the thresholds for an election to be held. 2 candidates were elected uncontested to Hilgay Ward, out of 9 vacancies. 4 candidates were elected uncontested to Ten Mile Bank Ward, out of 4 vacancies.

As of 10th December 2024, there are 10 sitting councillors on Hilgay Parish Council out of a potential 13. 9 are sitting on Hilgay Ward, at full capacity. There are 3 vacancies out of a total of 4 seats on Ten Mile Bank Ward following 4 resignations in September 2024.

4.2 Electorate

Elector numbers in Hilgay Parish (Hilgay Ward) have decreased over 10 years, while numbers in Hilgay Parish (Ten Mile Bank Ward) have increased.

Year*	Hilgay Ward Electorate	Ten Mile Bank Ward Electorate	Parish Total
2014	748	305	1053
2019	755	323	1078
2024	714	346	1060

*9th December of corresponding year

The Electoral Services department do not expect significant growth to these figures over the next 5 years.

The current ratio of 13 councillors to the number of total registered electors is **81.5**

The current ratio of 9 councillors to the number of registered voters in Hilgay Ward is **79.3**.

The current ratio of 4 councillors to the number of registered voters in Ten Mile Bank Ward **86.5**.

5. Scope and conduct of review

This review is restricted to the Hilgay Parish area.

Section 93 LGPIHA 2007 contains the main considerations a principal council must be mindful of when making review recommendations. These considerations include;

- Reflect the identities and interests of the community.
- Be effective and convenient.
- Consider any other arrangements for community representation or engagement.

The Borough Council intends to implement two consultation periods. Under Section 93 (3) Borough Council must consult;

- Local electors for the area under review.
- Any other party or body which appears to the Borough Council to have an interest in the review.

The Borough Council will consider the effect of new and forecast development activity on existing parish boundaries. Parish boundaries should be easily identifiable and reflect the separation of settlements recognised locally as having their own identity. These boundaries should generally reflect the areas between communities with low populations or physical barriers such as rivers or man-made features such as railways or motorways.

The review will be completed when the Borough Council resolves to accept final recommendations and authorises completion of a Reorganisation of Community Governance Order (**RCGO**).

If the Borough Council decides to take no action then it will not be necessary to make an Order.

Any RCGO should for administrative and financial reasons take effect on 1 April following the date on which it is made. Electoral arrangements will come into force at the first elections following the making of the Order.

Copies of the Order, supporting maps and documents setting out the reasons for the decisions taken will be published in accordance with the requirements of the 2007 Act. They shall be available at the Borough Council's offices and on its website, and copies will be sent to:

- the Secretary of State for Housing Communities and Local Government
- the Local Government Boundary Commission for England
- the Office of National Statistics
- the Director General of the Ordnance Survey
- Norfolk County Council
- the Audit Commission
- Norfolk Association of Local Councils

5.1A Borough Council Electoral Arrangements Committee

On 2nd October 2025 the Borough Council amended its internal arrangements for conducting this Community Governance Review. The work of reviewing consultation responses and making recommendations to Full Council will now be carried out by an Electoral Arrangements Committee of Borough Councillors ("**EA Committee**"), rather than by the Borough Council's Cabinet. This change is consistent with practice at other local authorities, and is made in the interests of improving governance.

As a result of this change, amendments have been made to the timetable for the CGR. These are set out in the revised timetable in section 6 of this document.

5.1 Consequential matters

If an Order is made it may be necessary to cover certain consequential matters in that Order. These may include:

- a) the transfer and management or custody of any property
- b) the setting of a precept (council tax levy) for the new parish council
- c) provision with respect to the transfer of any functions, property, rights and liabilities
- d) Provision for the transfer of staff, compensation for loss of office, pensions and other staffing matters.

The Borough Council will also take into account the requirements of the Local Government Finance (New Parishes) Regulations 2008 when calculating the budget requirement of any new parish councils when setting the council tax levy to be charged.

5.2 Responsibility for this CGR

The review will be conducted by officers from key departments.

Officers can be contacted regarding the review via elections@west-norfolk.gov.uk

6. Review timetable

Before making any recommendations or publishing final proposals, the Borough Council must consult local government electors for the area under review and any other person or body (including a local authority) which appears to the Borough Council to have an interest in the review.

The Borough Council will therefore:

- publish a Notice and these Terms of Reference on the Borough Council's website and arrange for copies to be available for public inspection
- send a copy of the Notice and these Terms of Reference to Hilgay Parish Clerk
- seek to arrange for the notice to be published on the parish council website and notice board(s); and
- send a copy of the Notice and these Terms of Reference to the local Member of Parliament.

Before making any recommendations, the Borough Council will take account of any representations received.

The Borough Council will publish its recommendations as soon as practicable and take such steps as it considers sufficient to ensure that persons who may be interested in the Community Governance Review are informed of the recommendations and the reasons behind them.

The Borough Council will notify each consultee and any other persons or bodies who have made written representations of the outcome of the Review.

Revised Timetable

Alterations to the timetable are indicated below.

Action	Date
Community Governance Petition Received	14 th November 2024
Terms of Reference and Cabinet Report drafted	24 th December 2024
Draft Terms of Reference – Agreed by Cabinet	4 th February 2025
Draft Terms of Reference – Agreed by Full Council	27 th February 2025
REVIEW COMMENCES	
Terms of Reference and Notice to be published on the Borough Council's website and made available for inspection Copies sent to Parish Clerk and local MP.	By 4 th March 2025
First consultation period commences	10 th March 2025

First consultation period closes	20 th April 2025
Analysis and potential proposals drafted	By 5 th June 2025
<i>Full Council to approve formation of EA Committee</i>	<i>2nd October 2025</i>
<i>Analysis and potential proposals presented to EA Committee</i>	<i>Date TBC prior to 10th November 2025</i>
<i>Analysis and potential proposals – To be considered and approved by EA Committee</i>	<i>Date TBC prior to 19th November 2025</i>
<i>Analysis and potential proposals - presented to Full Council and a vote will be taken.</i>	<i>27th November 2025</i>

At the above meeting, Full Council will either decide (1) to maintain the current Parish Council arrangements, or (2) to consider arrangements to dissolve the existing Hilgay Parish Council and create two new separate Parish Councils: 'Hilgay' and 'Ten Mile Bank'. The following table sections outline the timetable for each of these options.

<u>Option 1:</u> Keep current Parish Council arrangements and maintain the status quo	
No requirement for a 2 nd stage consultation period. CGR formally ends with immediate effect.	<i>27th November 2025</i>

OR

<u>Option 2:</u> Consider arrangements for dissolving existing Hilgay Parish Council and creating 2 new Parish Councils.	
Second consultation period commences	<i>8th December 2026</i>
Second consultation period closes	<i>18th January 2026</i>
Final proposals drafted	<i>By 9th February 2026</i>
Draft final proposals - considered by EA Committee	<i>By 17th February 2026</i>
Draft final proposals – considered by Full Council	<i>26th February 2026</i>
REVIEW CONCLUDES	
Final Recommendations published	<i>By 27th February 2026</i>
Review Orders made if required	<i>By 6th March 2026</i>
Review Order referred to LGBCE, Secretary of State for DHCLG, ONS, Ordnance Survey if required	<i>By 6th March 2026</i>
Potential governance changes take effect (not including electoral arrangements).	<i>Subject to contents of Review Order</i>

*Timetable will be republished should alteration be required.

7. Representations

The Borough Council welcomes representations during the specified consultation stages as set out in the timetable from any person or body who may wish to comment or make proposals on any aspect of the matters included in the Review.

Representations may be made in the following ways:

Online: Dedicated pages on the Borough Council's website.

By Email: elections@west-norfolk.gov.uk

By Post: Electoral Registration Officer, The Borough Council of King's Lynn and West Norfolk, Kings Court, Chapel Street, King's Lynn, Norfolk, PE30 1EX