

# New Town or Parish Councils for Lowestoft

Draft Proposal, July 2016



# New Town or Parish councils for Lowestoft

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## Introduction

This draft proposal outlines the options for the creation of a new town/parish council(s) for the Lowestoft area. Two options have been developed for consideration.

### Option 1

A single 'Lowestoft Town Council' for the whole Review area

### Option 2

An 'Oulton Broad Parish Council'  
A 'Pakefield Parish Council'  
A 'Lowestoft Town Council' for the rest of the Review area

The proposal is available for public comment for a period of 6 weeks until 22nd August. Following this, the draft proposal will be updated and a final proposal will be published on 3rd October 2016.

**Initial phase of consultation - 1st April – 13th May 2016**

**Second phase of consultation - 11th July – 22nd August 2016**

**Final phase of consultation - 3rd October – 31st October 2016**

**Full Council approval of Final Recommendations - 16th November 2016**

**Elections to new council(s) - 4th May 2017**

Waveney District Council's preference is for the whole of its area to be represented by a town/parish council and Lowestoft is currently the only area in the district without this representation. The council does not have a preferred choice between Option 1 and Option 2. Residents are encouraged to give their views on the options laid out in this draft proposal to help shape local democracy in their area.

### How to submit your views

Online using the e-form at: [www.eastsuffolk.gov.uk/lowestoftcgr](http://www.eastsuffolk.gov.uk/lowestoftcgr)

By email: [lowestoftcgr@eastsuffolk.gov.uk](mailto:lowestoftcgr@eastsuffolk.gov.uk)

By post: Project Officer (Lowestoft CGR), Waveney District Council, Riverside, 4 Canning Road, Lowestoft, NR33 0EQ

A copy of the consultation questions can be found at the end of this document.

# New Town or Parish councils for Lowestoft

## What is a town/parish council?

**Parish and Town councils, being the most local form of representation, work for their local residents to improve their area.**

Some parish councils are small in size, representing a small number of residents in a rural parish, whilst others are larger and cover an entire town representing thousands of residents. Some councils take a purely advisory role and offer a voice for residents to comment on local issues, and some are more proactive and deliver their own activities, events and services for the local community.

Some examples of town and parish councils in Waveney can be found below:

Beccles Town Council

(approx. 8,000 electors)

[www.beccles.info/towncouncil](http://www.beccles.info/towncouncil)

Carlton Colville Town Council

(approx. 6,500 electors)

[www.carltoncolvilletowncouncil.gov.uk](http://www.carltoncolvilletowncouncil.gov.uk)

Halesworth Town Council

(approx. 4,000 electors)

[www.halesworthtowncouncil.org.uk](http://www.halesworthtowncouncil.org.uk)

Oulton Parish Council

(approx. 3,500 electors)

[www.oultontowncouncilsuffolk.org](http://www.oultontowncouncilsuffolk.org)

Specific legislation sets out what powers town and parish councils automatically have for the delivery of services. It is also possible for councils to extend these powers to do anything that is considered to be in the best interests of their area, and that residents see as a priority for their town. Detailed information about the role of town/parish councils can be found on the National Association of Local Councils (NALC) website: [www.nalc.gov.uk](http://www.nalc.gov.uk)

“

*Parish Councils provide the opportunity for parishioners living in a Parish Council area to become focussed and involved in decisions affecting their very particular community. An ability to inject local knowledge and history into local decisions is very important. Every Parish Council meeting has an agenda item for matters raised by and for public comment. This allows decisions to have community ownership and are more likely to be supported.*

”

**Brian Hunter, Chair Oulton Parish Council**

“

*Parish and town councils sit at the heart of a community and are often best placed to deal with local issues. Councillors elected onto a town or parish council have to live or work within three miles of the boundary and so will have a passion for the area and an excellent knowledge of the needs and concerns of local residents. Beccles Town Council consists of 16 councillors, a town clerk and a deputy town clerk, all working in the best interests of the town and supporting all the local groups and organisations that make the town such a thriving and vibrant place to live and visit. Although the town council does not have the powers to rectify every issue that the town faces, it gives the residents a strong and democratic voice when it comes to any proposals that will affect the future of the town.*

”

**Claire Boyne, Clerk, Beccles Town Council**



Examples of the types of things a town/parish council can deliver are:

**Neighbourhood Planning**

(A town/parish council can designate a 'Neighbourhood area' and develop a 'Neighbourhood Plan' in order that they can directly affect the future development of their area). [www.gov.uk/government/publications/neighbourhood-planning](http://www.gov.uk/government/publications/neighbourhood-planning)

**Play areas and play equipment**

**Open spaces and parks**

**Grants for local organisations**

**Consultation on local planning**

**Allotments**

**Cemeteries**

**Bus shelters**

**Community centres/public buildings**

**Memorial benches**

**Grit bins**

**Fixed Penalty Notices**

(Town/parish councils can issue 'Fixed Penalty Notices' (FPN's) for littering, graffiti, fly-posting, and dog control offences).

[www.gov.uk/guidance/parish-councils-fixed-penalty-notices](http://www.gov.uk/guidance/parish-councils-fixed-penalty-notices)

**Public toilets**

**Flower displays and planting**

**Christmas lights display/Winter market/ ice rink**

*This list is by no means comprehensive and the council and residents would be able to set their own priorities for their area.*

*Creating a brand new town/parish council(s) for Lowestoft means that there is a unique opportunity to take the best parts and best practice of councils that are already operating, and to design something modern for the Lowestoft area.*

***New funding***

A new council could secure funding towards local projects, activities and initiatives to benefit the town. Examples of this could be developments in the town including play facilities for young people, and grant funding for local voluntary and sporting organisations based in the town. A new council would also be able to put forward councillors to represent the council on a number of local organisations, boards, trusts and community groups. This could lead to greater community cohesion with local people representing the local area, working together to tackle local issues.

***Local services***

The important difference with a town/parish council is that the services provided are directly for the benefit of the local area. As the councillors are directly elected by the local residents, this gives residents the chance to choose the direction for their local area and choose

what they want to be delivered. Having services delivered locally by a town/parish council offers protection to those services. It ensures that in future, a local council can provide these services for the local residents of the area and they are not at risk of cuts either from a central government, district or county council perspective.

***Local representation***

The main benefit considered by many people that live in areas with a town/parish council is the level of local representation they receive.

Whilst residents living in the un-parished areas are represented by a district councillor at present, the resources and responsibilities of the district council cover the whole of the Waveney area and have to be prioritised across that area. Where a town/village has a council, the area is represented by councillors working just for the benefit of that parish. They work with district councillors and county councillors to ensure that the needs of the local area are recognised. Funding can be directed at local issues affecting only that area, and decisions can be made for the benefit of that area only. The town/parish council can develop a Neighbourhood Plan and can really shape the future of their area.

# New Town or Parish councils for Lowestoft

## Background

**This Review was launched on 24th March 2016 and is being conducted by Waveney District Council.**

The Review is happening because there is no town/parish council representing Lowestoft and there has long been a view that the area should have the opportunity to be represented at the most local level. This Review gives residents the chance to shape local democracy in their town. An archive of documents and other information about the Review can be found at [www.eastsuffolk.gov.uk/lowestoftcgr](http://www.eastsuffolk.gov.uk/lowestoftcgr). On the website pages you will find the full 'Terms of Reference' document which sets out the background of the Review and details how the Review is being run. Also available online is an FAQ document which lists a wide range of questions and answers about the Review.

### Consultation

On 1st April 2016, Waveney District Council sent a letter and an information leaflet to all 28,000 households in the Lowestoft area to inform residents that the Review was taking place and to invite them to get involved in the consultation. Other stakeholders including Suffolk County Council, neighbouring district councils, local volunteer groups/community groups, local businesses and residents associations were also contacted. In particular, local groups that represent residents were asked for information about the representation they currently provide and the areas they cover, to ensure that any new proposals compliment and build on established areas of community. The letter and leaflet gave an outline of what a town/parish is and what it can do for the local area, and included a map of the Review area.

The letter and leaflet did not give any detail on things such as the area any new council might cover, or the number of councillors any new council might have, as this type of detail would be developed as the Review progressed. It was also not possible to give detailed information for other things such as what a new council might cost, as this would be dependent on the area a new council covered and the amount it wished to raise. Now that the draft proposal stage has been reached and plans have been developed for 2 options, an indication of cost for each of the options has been developed and is available in this document.

The initial stage of consultation asked residents to give their views on the creation of a new town/parish council(s) for Lowestoft, and to describe where they feel their 'community' is – for example if they feel part of Lowestoft as a whole, or part of a smaller area such as Pakefield or Gunton.

The total number of responses received during the initial stage of consultation was 261. Although this number is a small percentage of the households that were contacted (around 1%), this falls within the expected response rates (1 - 2%) for consultations that involve large numbers of people. More targeted consultations generally receive a higher response rate, but for the Review it is important that all 28,000 households are given the opportunity to take part. An average response of around 300 to any consultation generally gives a good and representative indication of the wider response.

The responses can be viewed in full on the website pages at [www.eastsuffolk.gov.uk/lowestoftcgr](http://www.eastsuffolk.gov.uk/lowestoftcgr).

## Analysis of responses

### Q1) What are your views on the creation of one or more Town/Parish Councils to represent the people of Lowestoft and the surrounding area?

Positive - in favour of creation of new town/parish council(s)

**180 (69%)**

Negative - against creation of a new town/parish council(s)

**58 (22%)**

Other - no preference given

**23 (9%)**

### Q2) What do you consider to be your area of community identity and why?

*The answers received in response to Q2 of the survey gave an indication of where people feel that they live – where they consider their community is and which area they identify with/feel a part of. For example, some people described their community area generally as ‘Lowestoft’, whilst some described it more specifically as ‘Oulton Broad’, ‘Whitton’, or ‘Pakefield’.*

RESPONSE	NUMBER	RESPONSE	NUMBER
Town centre	4	St. Margaret’s	1
Coastal area	1	Normanston	1
St. Margaret’s centre	1	Whitton	4
Central Lowestoft	1	Gunton and Corton	3
Rosedale/Burnthill estates	2	Kirkley and Pakefield	6
Carlton	2	Oulton and Oulton Broad	3
Carlton Colville	3	North Lowestoft	7
Corton	1	South Lowestoft	6
Gunton	9	Lowestoft with wards	33
Harbour	5	Lowestoft	42
Kirkley	23	Lowestoft and wider area	1
Pakefield	29	Waveney	1
Oulton	1	Norfolk	1
Oulton Broad	24		

# New Town or Parish councils for Lowestoft

## How the options were developed

### **The draft options form the second of three stages of consultation during which residents can give their views.**

The development of the options was carried out by a group of 7 councillors which included members from each of the political parties that make up Waveney District Council. The working group was tasked with analysing the views and comments of stakeholders and residents from the first stage of public consultation, in conjunction with current electorate figures for the Review area, population projections over the next 5 years, and the current representation of areas by community/business groups and organisations, to develop a draft model for a new town/parish council(s).

The electorate figures and population projection figures are available to view on the Review website pages at

[www.eastsuffolk.gov.uk/lowestoftcgr](http://www.eastsuffolk.gov.uk/lowestoftcgr), along with maps to show the current electoral areas and the projected development sites.

In their analysis of the survey responses from the initial consultation, the working group considered in particular the answers received to Q2 of the survey which asked residents where they considered their 'community' to be, to indicate where the boundaries might be for any new council(s). The working group recognised that, as shown in the summary of responses on the previous page, a large number of people that responded to the initial survey said that they felt their area of community was 'Lowestoft' as a whole, or that they would like to see a 'Lowestoft Town Council' with wards representing the different areas of the town.

There were also a number of people who said that their area of community was 'Oulton Broad', 'Pakefield', and 'Kirkley', with some respondents indicating that they would feel better represented by a council just for their local community area, rather than being part of a town council for the whole area.

### **In light of the responses received, two options have been developed for consideration.**

Option 1 details a proposal for the whole of the Lowestoft Review area to form a single town council, and Option 2 details a proposal for a separate parish council for Oulton Broad, a separate parish council for Pakefield, and a town council for the remainder of the Review area.

There is no proposal to create a separate parish council for the area of Kirkley. Although the area does have its own identity and a strong business community, it was felt to be too much of an integral part of the town of Lowestoft to not be a part of a 'Lowestoft Town Council'. Not including Kirkley would create a town council covering mostly the north half of Lowestoft and it was felt that overall, the creation of a new town council for Lowestoft should promote unity and give representation to the town as a whole.

In both option 1 and option 2, Kirkley would however be represented by its own 'Parish Ward' within the town council, giving the area its own identity and its own allocation of councillors. A full explanation of Parish Warding can be found on page 14.



### **Deciding on a boundary for Oulton Broad**

During the development of the draft proposal, councillors reviewed the responses received from residents in the Oulton Broad area and determined that the current district ward boundary did not accurately represent the area that residents felt was 'Oulton Broad'.

In particular, residents from the northern parts of the 'Whitton' and 'Carlton' district wards gave their area of community as Oulton Broad, as well as residents from the southern part of the 'Oulton' district ward. The decision was taken therefore to re-draw the boundary of the Oulton Broad area to create a new parish area. In option 1, this new area would form a 'parish ward' within a new 'Lowestoft Town Council' area, and in option 2, this new area would form a separate 'Oulton Broad Parish Council'.

### **Deciding on a boundary for Pakefield**

Responses received from residents giving their area of community as 'Pakefield' were predominantly from people living in the current Pakefield district ward, and as such it was felt that the current ward boundary for Pakefield correctly represented the area that should be defined as 'Pakefield' for any new council or parish ward. In option 1, this area would form a 'parish ward' within a new 'Lowestoft Town Council' area, and in option 2 this area would form a separate 'Pakefield Parish Council'.

### **Amendments to the boundary for Corton**

As part of the Review, there is a proposal to amend the boundary for the existing parish of Corton to take in approximately 130 properties from the currently un-parished area of Gunton. The area affected includes properties in Corton Long Lane, The Woodlands, and Old Lane. A map is provided at Appendix 4 on page 30 to show the proposed amendment.

### **Amendments to the boundary for Oulton**

There is also a proposal to amend the boundary for the existing parish of Oulton to take in approximately 260 properties from the currently un-parished part of the St. Margaret's Ward known and 'SMC – St. Margaret's Centre'. Specifically this would affect the 'Oulton Parkhill' parish ward of Oulton, extending the boundary of this parish ward to encompass the whole of the Parkhill housing estate. The area affected includes properties in Bentley Drive, Rodber Way, Quinnell Way, and others. A map is provided at Appendix 5 on page 31 to show the proposed amendment.

# New Town or Parish councils for Lowestoft

## Option 1 - in detail

**Option 1 is for a single ‘Lowestoft Town Council’ to cover the whole of the currently un-parished area of Lowestoft.**

The town council area would be divided into 7 ‘Parish wards’ which would define the distinct community areas within the new town council, giving each their own set of councillors and their own identity, whilst still being represented by a larger town council with a single Mayor.

This option reflects the views of a large number of residents that responded to the initial stage of consultation to say that they felt that Lowestoft would be better represented by a single council. Some comments from residents are opposite. In developing Option 1, the councillor working group considered the overall identity of Lowestoft, both as a town and as a destination. They considered the economic and tourism links in the area, from the Broads to Lowestoft beach, and from the North Denes to Pakefield.

Councillors felt that it was important to offer an option which brought the whole town together, for the benefit of all. A single town council would be able to provide a clear and focussed vision for the whole area, linking the valuable assets that the area has and maximising the potential of the town. Under Option 1, the new town council would be divided into 7 ‘parish wards’ to cover the following areas, shown on the map opposite:

*Gunton St. Margaret’s parish ward*

*Harbour parish ward*

*Normanston parish ward*

*Kirkley parish ward*

*Pakefield parish ward*

*Rosedale / Elmtree / Westwood parish ward*

*Oulton Broad parish ward*

The name shown for each parish ward is given as an example only and we welcome your suggestions for names that would best represent the area each parish ward covers.

“

*“I think we should have one town council that covers all Lowestoft”*

*“I support the creation of a Lowestoft Town Council, but just the one - the merits of having multiple councils for the Lowestoft area are outweighed by the cost of democracy and administration”*

*“I am very pleased that WDC have started the process to consult on this important issue. I am firmly behind the creation of a Lowestoft Town Council, which will address the imbalance that has existed within Waveney since 1974. I believe Lowestoft needs to have a voice that is distinct from Waveney as a whole and will enable the residents of the town to be fully, locally and meaningfully represented. I do not feel that there should be any more than one council covering the un-parished areas of Waveney District, and most importantly, there should definitely not be TWO councils created covering north and south of Lake Lothing, as this could be extremely divisive and counter-productive, taking Lowestoft back to a generation when local rivalry existed between the two sides of the town. One new Town Council should be created and will very properly exist to represent ALL Lowestoft residents adequately.”*

*“I think Lowestoft should have its own independent voice as other town / parish councils are making their voice heard with their views and opinions but Lowestoft does not yet have one, but needs one. (My area of community is) Lowestoft as a whole. The town used to be split north and south but has come together over recent decades and is now one big community. I feel that segregating the wards will undo the community of Lowestoft and could damage local relationships and community cohesion. We are one town.”*

”



**Lowestoft Town Council with 7 parish wards - Option 1**



North  
 Scale 1:21,620

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# New Town or Parish councils for Lowestoft

## Option 2 - in detail

**Option 2 is for a parish council for the area of 'Oulton Broad', a parish council for the area of 'Pakefield', and a 'Lowestoft Town Council' for the rest of the Review area.**

In this option, the 'Lowestoft Town Council' area would be divided into 5 'Parish wards', each with their own set of councillors and their own identity. In effect, the boundaries for the parish wards are the same as in Option 1, except the 'Pakefield' and 'Oulton Broad' parish wards now become their own parish council areas, leaving the remaining 5 parish wards for 'Lowestoft Town Council'.

This option reflects the views of residents in the Oulton Broad and Pakefield areas who stated during the initial stage of consultation that they felt their area of community was separate from Lowestoft and that they would like to see a separate parish council for their area. Some comments from residents are opposite.

In developing Option 2, the councillor working group considered the views of residents in Oulton Broad and Pakefield and the principle that a town/parish council should provide representation for residents that reflects their sense of community identity. Councillors felt that it was therefore important to offer an option for residents in these areas to be represented by their own local council with its own voice on issues for their area.

Under Option 2, it is proposed that a new parish council for Oulton Broad would have between 12 and 16 councillors, and a new parish council for Pakefield would have between 10 and 15 councillors. The reason for the suggested number of councillors for these separate parish councils is explained on page 16.

A town council for the rest of the Review area would have somewhere between 15 and 21 councillors, with a set number allocated to each of the 5 parish wards based on the number of electors in that ward area.



*(My area of community is) Oulton Broad, because that is where I live and most of the larger issues within this area are common to my interest"*

*"My area of community is Oulton Broad, possibly with the addition of Oulton Village, because I have lived here now for 30 years, and I have always felt that Oulton Broad for too long has been absorbed into the larger blanket of Lowestoft"*

*"Oulton Broad, why, because it feels right geographically"*

*"Oulton Broad, because we live in Oulton Broad and have two railway stations which is why I also believe the Oulton Broad parish boundaries should consist of the North side of the railway on the south side of the Broads (which are currently parts of the Carlton and Whitton wards), all of the Oulton Broad (part of the river Waveney) would then actually be in Oulton Broad and not shared with the wards previously mentioned"*

*"Although it is officially part of Lowestoft, I think Pakefield has it's own community of shops and people, and should have a representative to speak on behalf of the people who live here"*

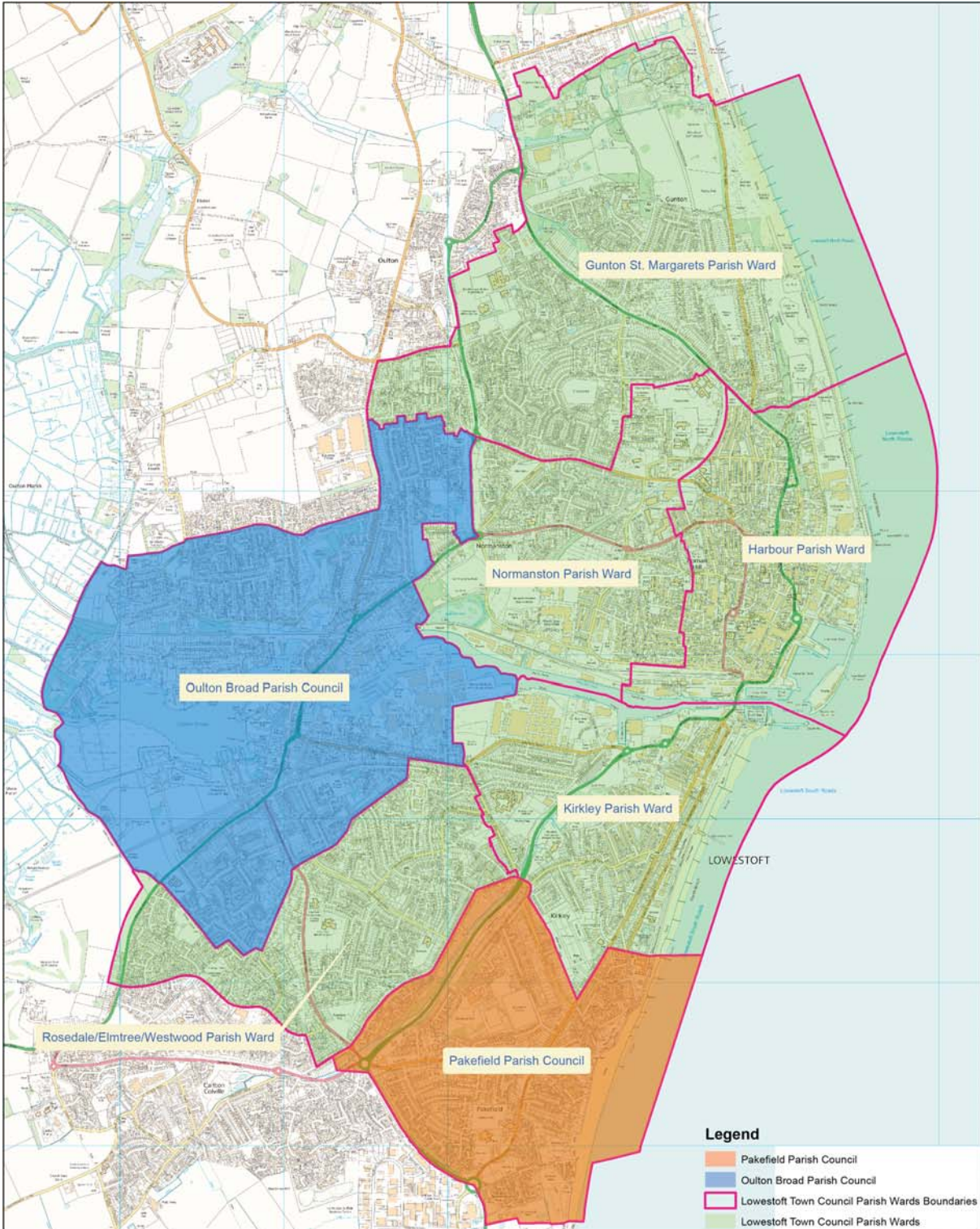
*"Pakefield has a much different "feel" to the rest of Lowestoft. It's quieter than other areas and is like a village. Most don't say they live in Lowestoft but live in Pakefield. The proposed change I believe would give the area a more defined character"*

*Pakefield is my community, because I enjoy living here, the friendliness of neighbours and the area itself"*

*"The ward of Pakefield as it is the area I was born and grew up in and it still has its own strong, village identity"*

*"Pakefield, Issues such as the Tramways Hotel Tesco bid illustrates the need for a strong local voice for this area"*





**Legend**

- Pakefield Parish Council
- Oulton Broad Parish Council
- Lowestoft Town Council Parish Wards Boundaries
- Lowestoft Town Council Parish Wards

**Oulton Broad Parish Council, Pakefield Parish Council, and Lowestoft Town Council with 5 parish wards - Option 2**



Scale 1:21,620

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# New Town or Parish councils for Lowestoft

## What are 'Parish Wards' and why do we need them?

The Review area covers approximately 28,000 properties and 44,000 electors, making a new town council for the whole of the Review area one of the largest in the country. Town councils of this size are usually divided into 'Parish Wards'. This is the same arrangement that Beccles Town Council have, where they have 16 councillors in total and 4 parish wards, with 4 councillors representing each ward.

Parish wards enable an area to be represented by one town council with one vision, one voice, one Mayor and one set of administration, but to still have within that distinct areas of community that are represented by each parish ward.

All of the largest town councils in the country are divided into parish wards for this reason, so that complete town areas are covered by a single town council to steer the vision for the area, but so that they can also provide representation for each of the communities within the town area.

The parish ward gives each area within the town council its own distinct identity, allowing those local residents and groups that want representation for their own area to have their own councillors and to raise their own concerns and priorities, but supported by their town council as a whole.

The main administrative reason for creating parish wards within a large town council area is to ensure that the cost of by-elections for the council are kept as low as possible. If there is a by-election, it is only the electors in the parish ward area that vote to elect a new councillor, reducing the cost of the by-election considerably. It is proposed that a new town council for Lowestoft would have somewhere between 15 and 21 councillors, with a set number allocated to each of the parish wards based on the number of electors in that ward area. An illustrative example of this is shown below for a council consisting of 19 councillors for the seven parish wards which would cover the whole review area in Option 1. The next table presents 16 councillors for five wards, covering the remainder of the Review area under Option 2.

### Option 1

Parish ward area	Number of electors (approx.)	Example number of councillors
Gunton St. Margaret's	8,300	4
Harbour	5,800	2
Normanston	5,400	2
Kirkley	5,500	2
Pakefield	5,500	2
Rosedale/Elmtree/Westwood	6,200	3
Oulton Broad	8,200	4

### Option 2

Parish ward area	Number of electors (approx.)	Example number of councillors
Gunton St. Margaret's	8,300	4
Harbour	5,800	3
Normanston	5,400	3
Kirkley	5,500	3
Rosedale/Elmtree/Westwood	6,200	3

## How would the new council(s) operate?

**The new council(s) would officially come into being on 1st April 2017. The first elections would be held in May 2017 and the councillors that were elected would be in post for 2 years until the scheduled local elections in May 2019.**

From this point the elections would fall into a 4-year cycle in line with the other town/parish council elections and district council elections in Waveney.

Town/parish councillors must fulfil certain criteria in order to become a councillor.

To be able to stand as a candidate at a parish/town council election in England, the current rules state you must:

- be at least 18 years old
- be a British citizen, an eligible Commonwealth citizen or a citizen of any other member state of the European Union, and
- meet at least one of the following four qualifications:
  - a. You are, and will continue to be, registered as a local government elector for the parish/community in which you wish to stand from the day of your nomination onwards.
  - b. You have occupied as owner or tenant any land or other premises in the parish/community area during the whole of the 12 months before the day of your nomination and the day of election.
  - c. Your main or only place of work during the 12 months prior to the day of your nomination and the day of election has been in the parish/community area.
  - d. You have lived in the parish/community area or within three miles of it during the whole of the 12 months before the day of your nomination and the day of election.

An eligible Commonwealth citizen is a Commonwealth citizen who either:

- does not need leave to enter or remain in the United Kingdom, or
- has indefinite leave to remain in the United Kingdom

There are also certain 'disqualifications' that can apply to persons wishing to stand. More information can be found in the Electoral Commission's guidance document at [www.electoralcommission.org.uk](http://www.electoralcommission.org.uk) in the 'standing for election' section.

Town/parish councils are not usually party-political. This means that usually, the people that stand for election on the council are local people who are not affiliated to a political party.

This does not mean that party-political candidates cannot stand. It is the choice of residents in the council area to elect the type of councillor they wish to represent their area.

Usually town/parish councillors are unpaid and do not receive an allowance. In most councils, councillors only claim for expenses they have incurred in the course of their duties so that they are reimbursed for monies they have spent rather than receiving any additional pay.

New councillors receive full training and support in their roles, and the new council(s) would be supported by Waveney District Council staff. Each new council would be supported by a Town or Parish Clerk and, depending on the services it wished to deliver, may also have other staff to support the Clerk. The council(s) would have an important role in delivering services locally, giving a voice to its residents on important local issues (particularly with regard to planning applications), and delivering local initiatives/supporting local groups.

## Option 1 vs Option 2: a comparison

**There are various considerations to take into account when comparing Option 1 and Option 2. The following information has been provided as a guide and aims to cover some key points.**

### ***Representation and community identity***

A town/parish council should reflect a distinctive and recognisable community area with a sense of identity. Town/parish councils can contribute to the feeling of 'community identity' by providing a focus for local activities and a steer for the local area. Lowestoft is fairly unusual in that it no longer has a distinct and obvious boundary that defines the town area. Some residents living in Oulton Broad and Pakefield clearly identified with their immediate local area as their 'community' and may therefore feel that they want a separate parish council for that area, favouring Option 2. They may however identify with their immediate local area but feel that being represented as a designated parish ward area with its own identity within a 'Lowestoft Town Council' is the best option, favouring Option 1. A large number of those who responded to the initial survey who live in the central part of Lowestoft gave 'Lowestoft' as their area of community. These residents may therefore have no preference between Option 1 and Option 2, but may wish to comment on the parish ward boundaries that define the areas within Lowestoft.

There are no fixed ratios for the number of councillors that a council should have, and the numbers vary widely across Waveney and the country. For a single Town Council for Lowestoft, it would be reasonable to need between 15 and 21 town councillors to represent the area as a whole. Any less than this may be considered to be inadequate democratic

representation, and any more may be considered to be unnecessary and possibly prevent effective decision making for Lowestoft. This approach would mean that the parish ward of Oulton Broad would be represented by approximately 4 town councillors, and a parish ward of Pakefield by 2 town councillors.

By contrast if Oulton Broad becomes a separate Parish Council then the likely number of parish councillors representing Oulton Broad would be between 12 and 16 councillors. This is because other local town and parish councils in Waveney, with similar electorate numbers, have this number of councillors, for example Beccles with approximately 8,000 electors and 16 councillors.

Similarly for a separate Parish Council for Pakefield, the likely number of councillors would be between 10 and 15 based on the number of electors in this area and the number of councillors in other comparable councils. This difference in representation is an important consideration for residents in Oulton Broad and Pakefield who may feel that they would prefer to have more parish councillors representing them for their area, or that they would be better served by fewer councillors directly for their area but also be represented overall on a Lowestoft Town Council.

### ***Working with other organisations and achieving goals***

A single town council would deliver one vision and one voice for the whole area, and a consistent approach from councillors working together to achieve objectives. Separate town/parish councils within the area would set their own priorities, which may be considered a benefit, but could also lead to a disjointed approach across the area.



Separate town/parish councils would need to build their own relationships with other organisations in their area such as the County Council, Waveney District Council, local community groups and organisations, and others. A single town council would give one point of contact for other local organisations and give clarity to those that wanted to work with the town council for the good of the area. With separate town/parish councils, community groups that want to deliver initiatives in Lowestoft would need to consider which area their initiative relates to and therefore which council to approach (or possibly more than one if their initiative covers a larger area). A single town council would also mean there was no confusion over projects starting and stopping at boundaries within the town, for example projects such as the 'Wayfinder' scheme which will sign-post visitors all the way from the north to the south of the coastal area of the town. Separate town/parish councils would need to agree on projects like this and this could cause delays or result in more administration/meetings to achieve the same goals. Alternatively, residents may feel that having a separate council will enable them to have their own views on projects that might come into their area, and allow them to make their own decision separate from the town council.

### ***Financial***

Where a town or parish council wishes to deliver some services or run events/initiatives in its area, it is important to consider the effect of economies of scale.

A single town council would be able to negotiate services for its area as a whole. Separate parish councils would each need to

negotiate for their own area and may not be able to achieve the same level of economy. In contrast, separate parish councils may decide that they do not wish to provide the same services as each other and would therefore be able to decide locally what is delivered in their area.

Another financial consideration is the administration of a council. In order to operate, a town/parish council requires a Clerk and, dependent on the size of the area it covers and the services it provides, is also likely to require other staff to carry out specific roles. A single town council would employ one Clerk and one set of administrative staff. Separate town/parish councils would each require their own Clerk and administrative staff.

The other financial consideration is the raising of funds for the local area. Financial illustrations are shown from page 21 onwards. A town or parish council would raise some of its funds through an amount collected with the annual council tax for each household. The money raised would form a 'Neighbourhood fund' which is solely spent on the local area that the town/parish council covers, for the good of that area and the benefit of its residents.

The financial illustrations shown from page 21 onwards indicate what the amount paid by each household could be if the town/parish council wished to raise a certain amount for its area. Generally, for a larger single council area, if the council sets an amount it wishes to raise to run services and facilities in the town, each household will pay less, as there are more households to share the cost. The amount a new council wished to raise would be dependent on the services it delivered and these figures are for illustrative purposes only.

## Transfer of assets and services

**In developing this draft proposal, initial work has been undertaken to identify existing assets and services in the Lowestoft area that would usually be controlled and provided by a town/parish council. No final decisions have been taken on the assets/services that will be transferred.**

A list of examples is given below of the types of assets and associated services that have been identified. This is a guide to the type of assets that are under consideration.

In order to directly influence local delivery of services and democracy it is intended to transfer control of as much of Lowestoft's assets and services as possible to the town, so that local residents can decide exactly what they want and need for the town, as already happens in all the other towns in Waveney. We welcome the views of residents on the types of things they would like a new council to deliver in their local area, and this question forms part of the consultation survey.

Open spaces, play areas and play equipment, parks and gardens

*e.g. Normanston Park, Sparrows Nest*

Public toilets

Markets *e.g. Triangle Market*

Allotments

Cemeteries

Museums *e.g. Lowestoft and East Suffolk Maritime Museum*

Civic buildings and Community Centres *e.g. Town Hall*

Leisure services *e.g. Marina Theatre*

### ***The Town Hall***

The Town Hall building is currently owned and maintained by Waveney District Council. The council believes that the future of the building should be a decision for the people of Lowestoft and for a Lowestoft Town Council. A new 'Lowestoft Town Council' could choose to use the Town Hall as their civic home or they could choose to sell it and use the money to fund other initiatives locally.

However, the new town council would not necessarily have to be based at the Town Hall building and it may be an option for them to operate out of another location, perhaps even the Riverside building with Waveney District Council and Suffolk County Council.

# Funding the proposal

**Town/parish councils are funded in part by an additional part of the annual council tax bill which is raised by the town/parish council. They can also apply for grant-funding for specific initiatives and projects, and receive additional funding from things such as Section 106 and 'Community Infrastructure Levy' money which is explained in greater detail overleaf.**

## ***'Neighbourhood Fund'***

The money raised by the town/parish council forms a kind of 'Neighbourhood Fund'.

It is money that is dedicated for use in your area, to improve the area in line with your wishes as a resident and to be spent on the things that matter to you locally. It cannot be spent elsewhere in the district, and nobody except the councillors you have elected to represent you locally can make decisions on its uses.

Residents and the local council can choose their own priorities – what do they want for their area? Which services do they want to deliver? Which important assets do they want to protect?

The amount varies from area to area as it is dependent on the amount residents wish to raise, which is dependent on the things residents wish to deliver in their area. In some areas the amount is very small – this is usually in places where the council acts more as a consultative voice for the area rather than a provider of services/events/initiatives, or where the council receives income from assets which it owns, that can be used to fund its other work. The raising of neighbourhood funds is done through the annual council tax bill which is sent

out by the district council. The annual bill for each household is made up of a contribution for Waveney District Council, a contribution for the Police and Crime Commissioner for Suffolk, and a contribution for Suffolk County Council. The breakdown for each contribution is as follows:

- Waveney District Council – around 10% of the total
- Police and Crime Commissioner (PCC) for Suffolk – around 12% of the total
- Suffolk County Council – around 78% of the total

The contribution for Waveney District Council is allocated to services and initiatives across the whole of the Waveney area, and likewise the contributions for the PCC and Suffolk County Council are spent across the whole of the Suffolk area.

The town/parish council element is listed separately so that residents can see the portion that is spent solely in their local area.

## ***Grant-funding***

Town/parish councils can apply for various different grants/funding from external bodies to carry out specific projects and initiatives in their area.

## Funding the proposal (continued)

### **Section 106**

Where development occurs in an area, there is sometimes a need for an agreement to be made between the council, the developer and other parties to ensure that the development does not have a negative impact on the area in relation to things like infrastructure, services, and the local environment. These agreements are made under Section 106 of the Town & Country Planning Act 1990 and are commonly known as 'Section 106 agreements' or 'developer contributions'. Contributions towards the improvement of play areas and open spaces were collected under Section 106 prior to the introduction of the 'Community Infrastructure Levy' which is explained opposite.

As play area and open space contributions are no longer made under Section 106, this will not generate any ongoing funding for a new town/parish council, but there is a reserve of Section 106 money for the Lowestoft area which is held by the district council which could be used by a new town/parish council. The estimated total amount in this fund at the time of a new council(s) coming into being would be around £77,000, with a certain amount allocated to each of the areas in the town. The responsibility for spending these funds would contractually remain with Waveney District Council, but the money could be used as a source of funding for a new council(s) to use to improve play areas and open spaces. It can be

used to replace equipment or to re-design open space, but not for general maintenance.

Deadlines apply for use of the funds and the district council would work with the new town/parish council(s) to make best use of this money.

### **'Community Infrastructure Levy'**

Community Infrastructure Levy (CIL) is a planning charge, introduced by the Planning Act 2008 as a tool for local authorities in England and Wales to help deliver infrastructure to support the development of their area.

In an area which has a town/parish council, that council is entitled to 15% of CIL receipts for the area it covers. This increases to 25% if the council has a neighbourhood plan in place. CIL money can be used to improve infrastructure in the council area.

Currently approximately £17,000 of CIL money for the last financial year is held by Waveney District Council in the absence of a town/parish council for the Lowestoft area.

CIL neighbourhood funding can be spent on a much wider selection of infrastructure than open space Section 106 funds, including the provision, improvement/replacement, operation or maintenance of infrastructure or anything else that is concerned with addressing the demands that development places on an area.

# Financial illustrations

**As explained previously in this document, the amount a council would raise for its area would be dependent on the services it delivered.**

Initial work has been undertaken to identify the types of assets and services in the Review area that a town/parish council might deliver, but no firm decisions on asset transfers or service delivery have been made.

In order to provide some financial illustrations, an estimation of the cost of delivery of services and assets has been made. These financial illustrations should be taken as a guide only. The illustrations show a high-end estimation based upon the maximum transfer of assets and services. Further detailed financial information and an outline budget for a new council(s) will be made available as part of the final proposal, to be published on 3rd October

2016. There are approximately 28,000 households in the whole of the Review area. Nearly 90% of properties are in council tax bands A-C.

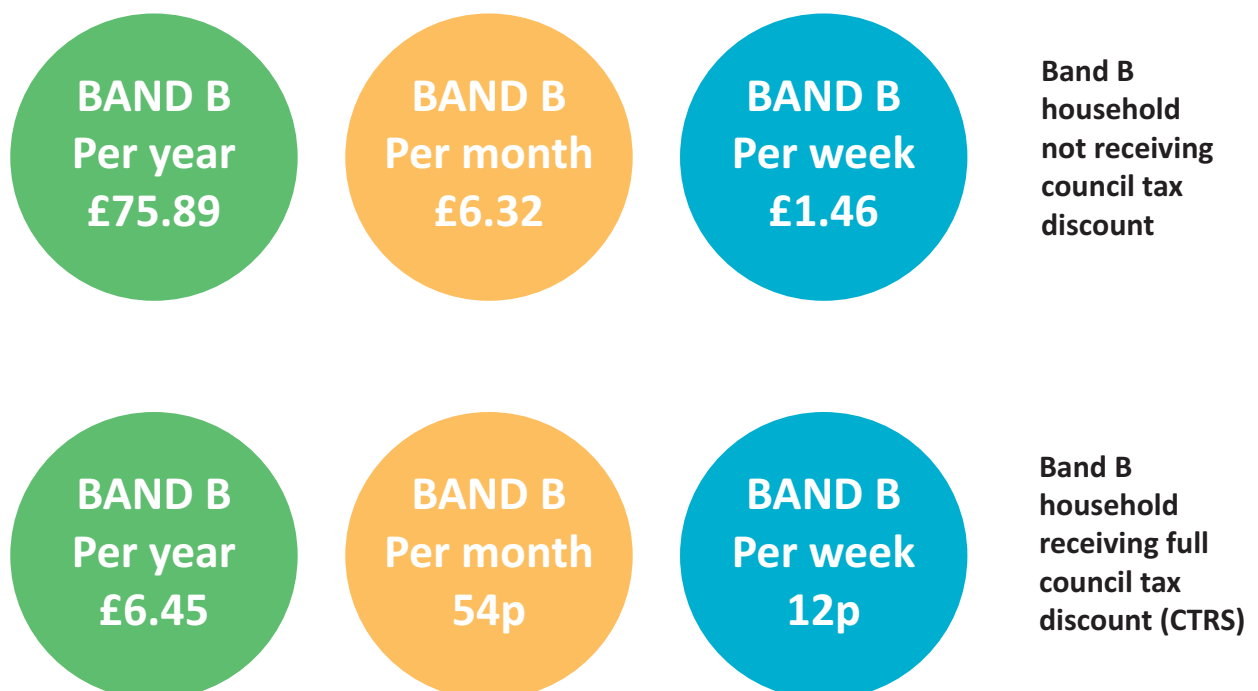
Around 7,000 households in bands A-C are supported by the 'Council Tax Reduction Scheme' (CTRS) and receive a discount on their annual contribution. Other discounts are also available, for example for properties with only one occupant ('Single person discount'). For some households, multiple discounts will apply.

The examples below are for a band B property. As nearly 90% of properties are in bands A-C, we have shown the estimated figures for a band B property as an illustrative mid-point. A full breakdown of contributions for each council tax band is given on page 28.

## Option 1 - financial illustration

### Lowestoft Town Council (whole of the Review area)

This illustration is based upon the new council wanting to raise £1.5million to spend in Lowestoft each year. We have used this figure as an example to show the amount a new council may want to raise to run a variety of services in Lowestoft.

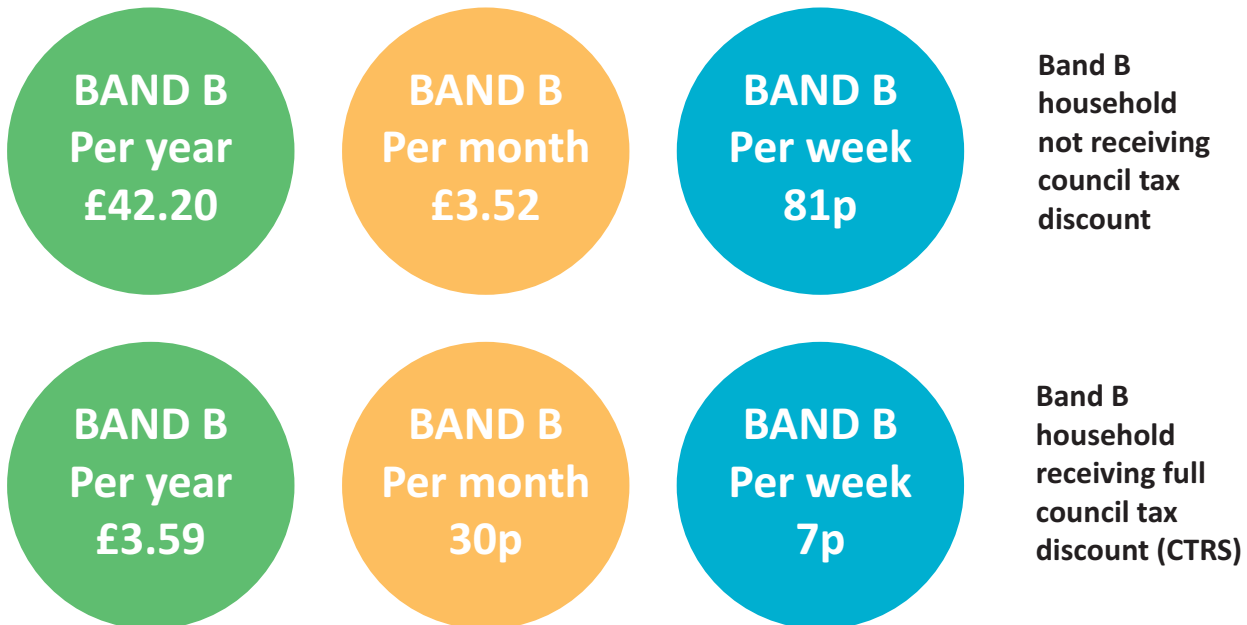


# New Town or Parish councils for Lowestoft

## Option 2 - financial illustration

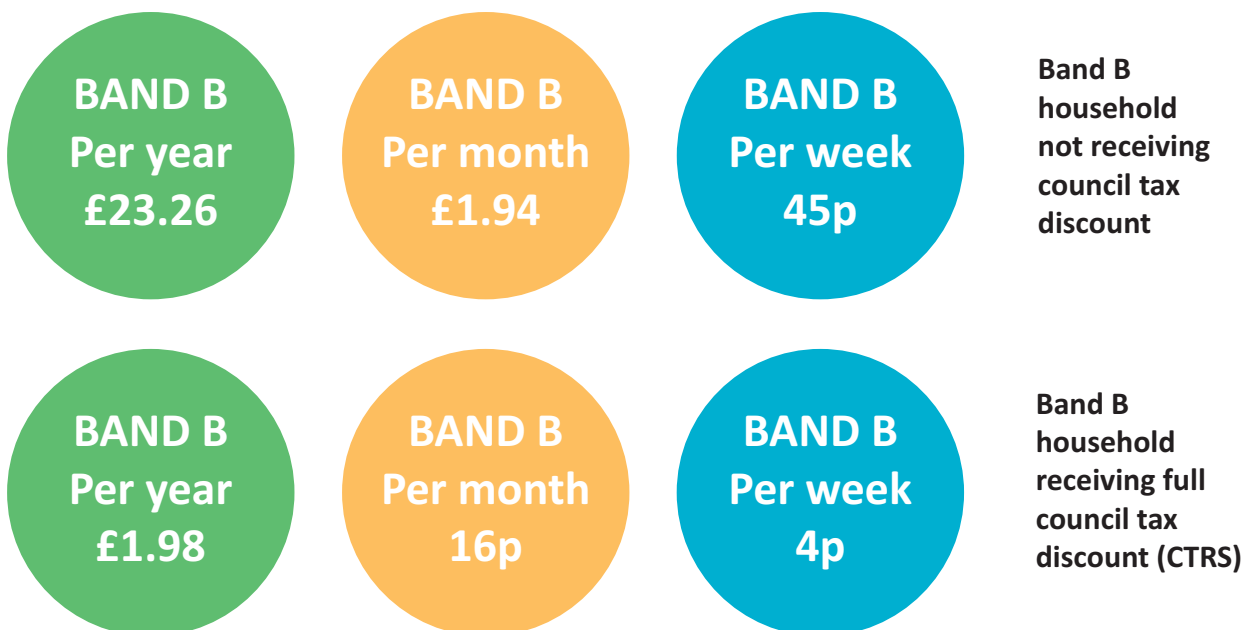
### Oulton Broad Parish Council

This illustration is based upon the new council wanting to raise £170,000 to spend in Oulton Broad each year.



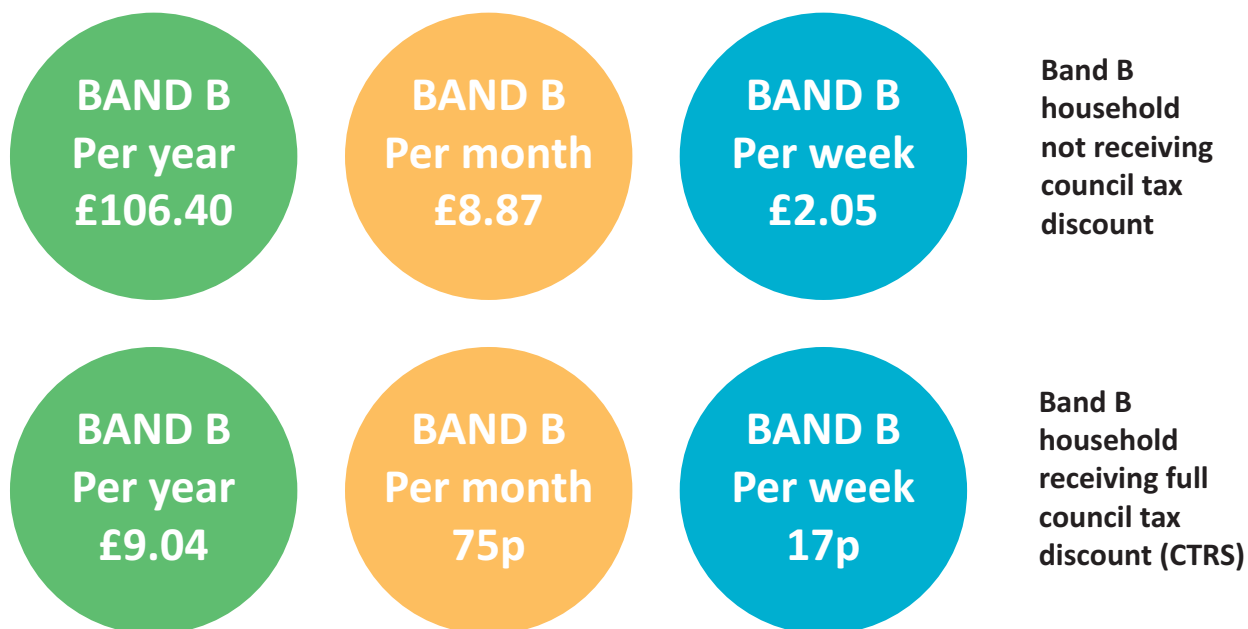
### Pakefield Parish Council

This illustration is based upon the new council wanting to raise £60,000 to spend in Pakefield each year.



**Lowestoft Town Council (rest of the Review area)**

This illustration is based upon the new council wanting to raise £1.4million to spend in Lowestoft each year.



**Examples of precept levels for other councils**

Parish	Total amount raised by council (£)	Cost per household (Band D, £)	Approx. number of properties
Beccles	108,070	35.37	4,900
Carlton Colville	57,787	20.33	3,600
Corton	5,637.50	13.78	600
Halesworth	5,500	61.85	2,500
Kessingland	5,500	66.61	2,200
Oulton	6,200	9.77	2,000
Southwold	8,200	114.92	1,400
Felixstowe (Suffolk Coastal)	522,361	67.35	11,700

**Lowestoft Charter Trustees 'Special Expenses' payments**

Households in the Review area currently already pay an amount of 'Special Expenses' for Lowestoft which funds the work of the Lowestoft Charter Trustees, explained in Appendix 1. This amount would no longer be payable upon the creation of a new town/parish council(s) for the Review area.

Council Tax band	Special expenses amount per year	Council Tax band	Special expenses amount per year
A	77p	E	£1.42
B	90p	F	£1.68
C	£1.03	G	£1.93
D	£1.16	H	£2.32

# New Town or Parish councils for Lowestoft

## Why do I need a town or parish council and how would my financial contribution be used?

*A strong vision for the local area, focussing on the priorities of local residents*

### **Neighbourhood Planning**

A town/parish council can designate a 'Neighbourhood area' and develop a 'Neighbourhood Plan' in order that they can directly affect the future development of their area.

<https://www.gov.uk/government/publications/neighbourhood-planning>

### **Consultation on local planning**

*Local, democratically elected representation*

### **A voice for local residents**

**Decide how money is spent in your area**

**Grants for local organisations**

*Services and assets protected and delivered locally*

**Play areas and play equipment**

**Open spaces and parks**

**Allotments**

**Community centres/public buildings**

**Grit bins**

**Flower displays and planting**

**Open spaces and parks**

**Cemeteries**

**Bus shelters**

**Memorial benches**

**Public toilets**

**Christmas lights, Winter Market, ice rink**



**A new town/parish council, or councils, would give residents in Lowestoft the same strengths, opportunities and voice as other towns and villages in Waveney and elsewhere.**

At present the area is hampered by the absence of a local council, separate to the district council, which could give the means of delivering, or providing funding towards, local projects, activities and initiatives that would benefit the town. Other towns and villages in Waveney already have this ability and have the benefit of greater focus and greater opportunity for regeneration as a result. They may be able to secure funding solely for their area to deal with local issues or to boost tourism or focus on a local priority. This can be of benefit if residents of the area would like any particular issues to be addressed, would like funding to be directed to any particular cause, or would like, for example, to develop a Neighbourhood Plan to outline the priorities for the future of their area.

The role and responsibilities of town and parish councils are different to those of district or county councils, and they form an entirely different and more local level of government which brings with it a very unique set of benefits for the local area. Parish councillors deal with decisions that affect the immediate local area, lobbying on behalf of their community and representing the views of local residents on issues/matters

of concern affecting them directly.

The existence of a town/parish council(s) would provide a new focus for civic leadership and responsibility for local assets and services, in line with the provision that many town and parish councils provide for their area.

A new council(s) would ensure that decision-making for local assets and services is retained locally, particularly in the context of a future merger of Waveney District Council and Suffolk Coastal District Council, which could result in the principle council area becoming larger. A local council(s) whose focus is solely in the town area would provide a local voice for residents and deliver the things that residents want to see in their area.

A town/parish council(s) for Lowestoft would act as the voice for the area in formal consultations and in responding to proposals that affect the town. Specifically, in respect of planning applications, the creation of a council(s) would mean that they would be formally consulted on proposals affecting the town, giving them the same opportunities as other towns and villages in Waveney.

In summary, a town/parish council(s) for Lowestoft could ensure that the town enjoys the same advantages and opportunities as other towns and villages in the district. As Waveney's largest town, it is important for the area to be represented at this most local level.

# New Town or Parish councils for Lowestoft

## Appendix 1

### What is the difference between a town and parish council?

There is no difference between the function of a town or parish council. All councils start as 'Parish Councils' and can then choose to adopt the title of 'Town Council' if they wish to. There is no size or population requirement in order to take on the title of 'Town Council'. Town councils can have a Mayor to represent the area for civic purposes. The Mayor would be an existing town councillor who is selected by the council to carry out this role.

Lowestoft is currently served by a Mayor who is a Waveney district councillor chosen from

within the group of councillors that represent the Lowestoft district wards under the civic and ceremonial functions of the 'Lowestoft Charter Trustees'. The Charter Trustees were created following the creation of 'Waveney District Council' in 1974. Their purpose was to provide a purely civic and ceremonial role in lieu of a town council for the area. The Charter Trustees would be replaced by a new town council for Lowestoft and the Mayors robes and civic regalia would be passed over to the new council.

## Appendix 2

### Case Study: Felixstowe Town Council

A local council that offers a good comparison to Lowestoft is Felixstowe Town Council. It covers a large urban town area with approximately 18,500 electors and has 16 councillors representing 5 parish wards. The town has a Mayor who carries out civic duties and promotes the area. The council works hard to be a representative voice for the area on local issues such as planning applications, consultations, highways matters and environmental issues. The town council also delivers many services and events for Felixstowe, some of which are delivered solely by the council and others

which are supported by the council in conjunction with other groups in the community. Examples include Felixstowe in Flower, Felixstowe carnival, Civic awards, Art on the Prom, Remembrance Services, Christmas lights and ice rink, grants for local groups, cemeteries and allotments, weddings at Felixstowe Town Hall, and Felixstowe Youth Forum.

The council is currently consulting on a Business Plan which lays out its objectives for the town and its priorities for the future. Further information about Felixstowe Town Council is available at [www.felixstowe.gov.uk](http://www.felixstowe.gov.uk).



*Town (and parish) councils play a vital role in supporting and enhancing their town's identity, services and communities. They are embedded within their communities and therefore better placed to understand the diverse range of issues within their areas than most other local authorities – and can be more responsive as a result. Locally elected councillors, accountable solely to the town, provide a democratic local voice; often taking on case work, raising queries and lobbying for action on behalf of their residents. In addition, locally based and funded town councils are dedicated to their towns in ways which other authorities are not required to be and can budget for priorities which may no longer be supported by their district or county councils.*

*For Felixstowe Town Council this means that (as well as delivering a range of key local services) we are able to support events and initiatives which promote community spirit and inclusiveness; award grants to community groups, sports clubs, charities or other voluntary sector organisations; invest in the town's public spaces; recognise our volunteers; and regularly ask the question "what else can we do for the town?"*



**Ash Tadjrishi, Clerk to Felixstowe Town Council**

# New Town or Parish councils for Lowestoft

## Appendix 3 Financial illustrations

### Option 1 - financial illustration

#### Lowestoft Town Council (whole of the Review area)

Based upon the new council wanting to raise £1.5million to spend in Lowestoft each year.

Breakdown of contribution per household

Lowestoft Town Council - Whole Area												
Council Tax Band	Number of properties	Estimated contribution per household that does not receive council tax reduction (CTRS) (£)			Number of households that receive council tax reduction (CTRS)	Estimated contribution for households that receive full council tax reduction (CTRS) - excluding pensioners* (£)			Number of households where occupier receives Single Person Discount	Estimated contribution for households in receipt of Single Person Discount - CTRS may also then apply (£)		
		(Per year)	(Per month)	(Per week)		(Per year)	(Per month)	(Per week)		(Per year)	(Per month)	(Per week)
Band A	13173	65.04	5.42	1.25	5215	5.53	0.46	0.11	6443	48.78	4.07	0.94
Band B	7059	75.89	6.32	1.46	1468	6.45	0.54	0.12	2248	56.91	4.74	1.09
Band C	4298	86.73	7.23	1.67	430	7.37	0.61	0.14	1240	65.04	5.42	1.25
Band D	1929	97.57	8.13	1.88	82	8.29	0.69	0.16	404	73.18	6.10	1.41
Band E	900	119.25	9.94	2.29	17	10.14	0.84	0.19	161	89.44	7.45	1.72
Band F	241	140.93	11.74	2.71	1	11.98	1.00	0.23	38	105.70	8.81	2.03
Band G	87	162.61	13.55	3.13	1	13.82	1.15	0.27	10	121.96	10.16	2.35
Band H	6	195.13	16.26	3.75	0	16.59	1.38	0.32	0	146.35	12.20	2.81
					7214				10544			

\* Note: Pensioners in receipt of CTRS will generally not need to make any contribution

### Option 2 - financial illustration

#### Oulton Broad Parish Council

Based upon the new council wanting to raise £170k to spend in Oulton Broad each year.

Breakdown of contribution per household

Oulton Broad												
Council Tax Band	Number of properties	Estimated contribution per household that does not receive council tax reduction (CTRS) (£)			Number of households that receive council tax reduction (CTRS)	Estimated contribution for households that receive full council tax reduction (CTRS) - excluding pensioners* (£)			Number of households where occupier receives Single Person Discount	Estimated contribution for households in receipt of Single Person Discount - CTRS may also then apply (£)		
		(Per year)	(Per month)	(Per week)		(Per year)	(Per month)	(Per week)		(Per year)	(Per month)	(Per week)
Band A	885	36.17	3.01	0.70	258	3.07	0.26	0.06	429	27.13	2.26	0.52
Band B	1673	42.20	3.52	0.81	265	3.59	0.30	0.07	517	31.65	2.64	0.61
Band C	1289	48.22	4.02	0.93	121	4.10	0.34	0.08	365	36.17	3.01	0.70
Band D	425	54.25	4.52	1.04	19	4.61	0.38	0.09	79	40.69	3.39	0.78
Band E	181	66.31	5.53	1.28	4	5.64	0.47	0.11	36	49.73	4.14	0.96
Band F	100	78.36	6.53	1.51	1	6.66	0.56	0.13	19	58.77	4.90	1.13
Band G	51	90.42	7.53	1.74	1	7.69	0.64	0.15	9	67.81	5.65	1.30
Band H	2	108.50	9.04	2.09	0	9.22	0.77	0.18	0	81.38	6.78	1.56
					669				1454			

\* Note: Pensioners in receipt of CTRS will generally see no increase



### Pakefield Parish Council

Based upon the new council wanting to raise £60k to spend in Pakefield each year.  
Breakdown of contribution per household

Pakefield													
Council Tax Band	Number of properties	Estimated contribution per household that does not receive council tax reduction (CTRS) (£)			Number of households that receive council tax reduction (CTRS)	Estimated contribution for households that receive full council tax reduction (CTRS) - excluding pensioners* (£)			Number of households where occupier receives Single Person Discount	Estimated contribution for households in receipt of Single Person Discount - CTRS may also then apply (£)			
		(Per year)	(Per month)	(Per week)		(Per year)	(Per month)	(Per week)		(Per year)	(Per month)	(Per week)	
Band A	1252	19.94	1.66	0.38	440	1.69	0.14	0.03	664	14.95	1.25	0.29	
Band B	1086	23.26	1.94	0.45	199	1.98	0.16	0.04	376	17.45	1.45	0.34	
Band C	658	26.58	2.22	0.51	71	2.26	0.19	0.04	201	19.94	1.66	0.38	
Band D	204	29.91	2.49	0.58	9	2.54	0.21	0.05	43	22.43	1.87	0.43	
Band E	149	36.55	3.05	0.70	2	3.11	0.26	0.06	33	27.41	2.28	0.53	
Band F	33	43.20	3.60	0.83	0	3.67	0.31	0.07	1	32.40	2.70	0.62	
Band G	5	49.84	4.15	0.96	0	4.24	0.35	0.08	0	37.38	3.12	0.72	
Band H	0	59.81	4.98	1.15	0	5.08	0.42	0.10	0	44.86	3.74	0.86	
					721				1318				

\* Note: Pensioners in receipt of CTRS will generally see no increase

### Lowestoft Town Council (rest of the Review area)

Based upon the new council wanting to raise £1.4million to spend in Lowestoft each year.  
Breakdown of contribution per household

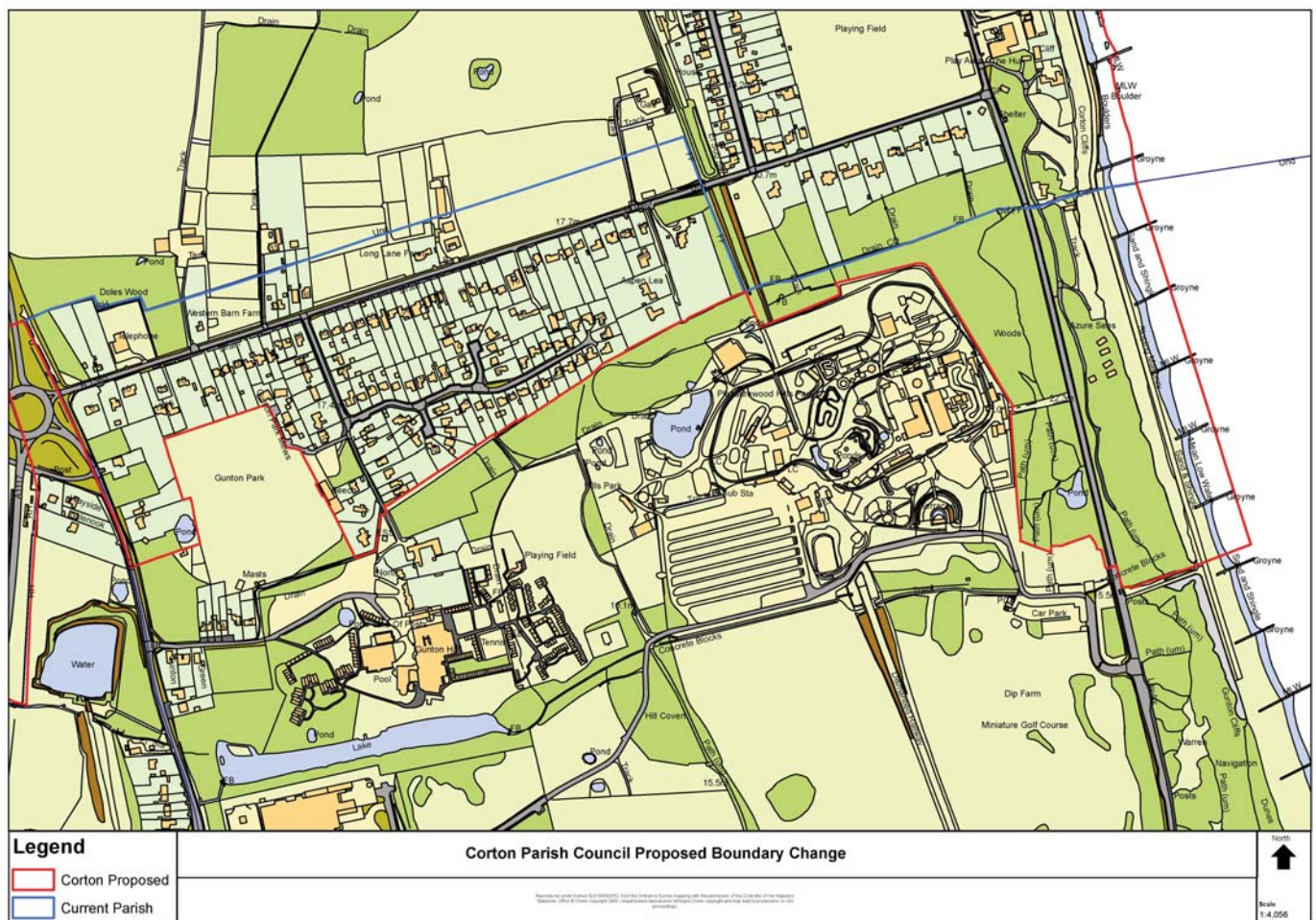
Lowestoft Town Council - Rest of Area													
Council Tax Band	Number of properties	Estimated contribution per household that does not receive council tax reduction (CTRS) (£)			Number of households that receive council tax reduction (CTRS)	Estimated contribution for households that receive full council tax reduction (CTRS) - excluding pensioners* (£)			Number of households where occupier receives Single Person Discount	Estimated contribution for households in receipt of Single Person Discount - CTRS may also then apply (£)			
		(Per year)	(Per month)	(Per week)		(Per year)	(Per month)	(Per week)		(Per year)	(Per month)	(Per week)	
Band A	11036	91.20	7.60	1.75	4517	7.75	0.65	0.15	5350	68.40	5.70	1.32	
Band B	4300	106.40	8.87	2.05	1004	9.04	0.75	0.17	1355	79.80	6.65	1.53	
Band C	2351	121.60	10.13	2.34	238	10.34	0.86	0.20	674	91.20	7.60	1.75	
Band D	1300	136.80	11.40	2.63	54	11.63	0.97	0.22	282	102.60	8.55	1.97	
Band E	570	167.19	13.93	3.22	11	14.21	1.18	0.27	92	125.40	10.45	2.41	
Band F	108	197.59	16.47	3.80	0	16.80	1.40	0.32	18	148.19	12.35	2.85	
Band G	31	227.99	19.00	4.38	0	19.38	1.61	0.37	1	170.99	14.25	3.29	
Band H	4	273.59	22.80	5.26	0	23.26	1.94	0.45	0	205.19	17.10	3.95	
					5824				7772				

\* Note: Pensioners in receipt of CTRS will generally see no increase

# New Town or Parish councils for Lowestoft

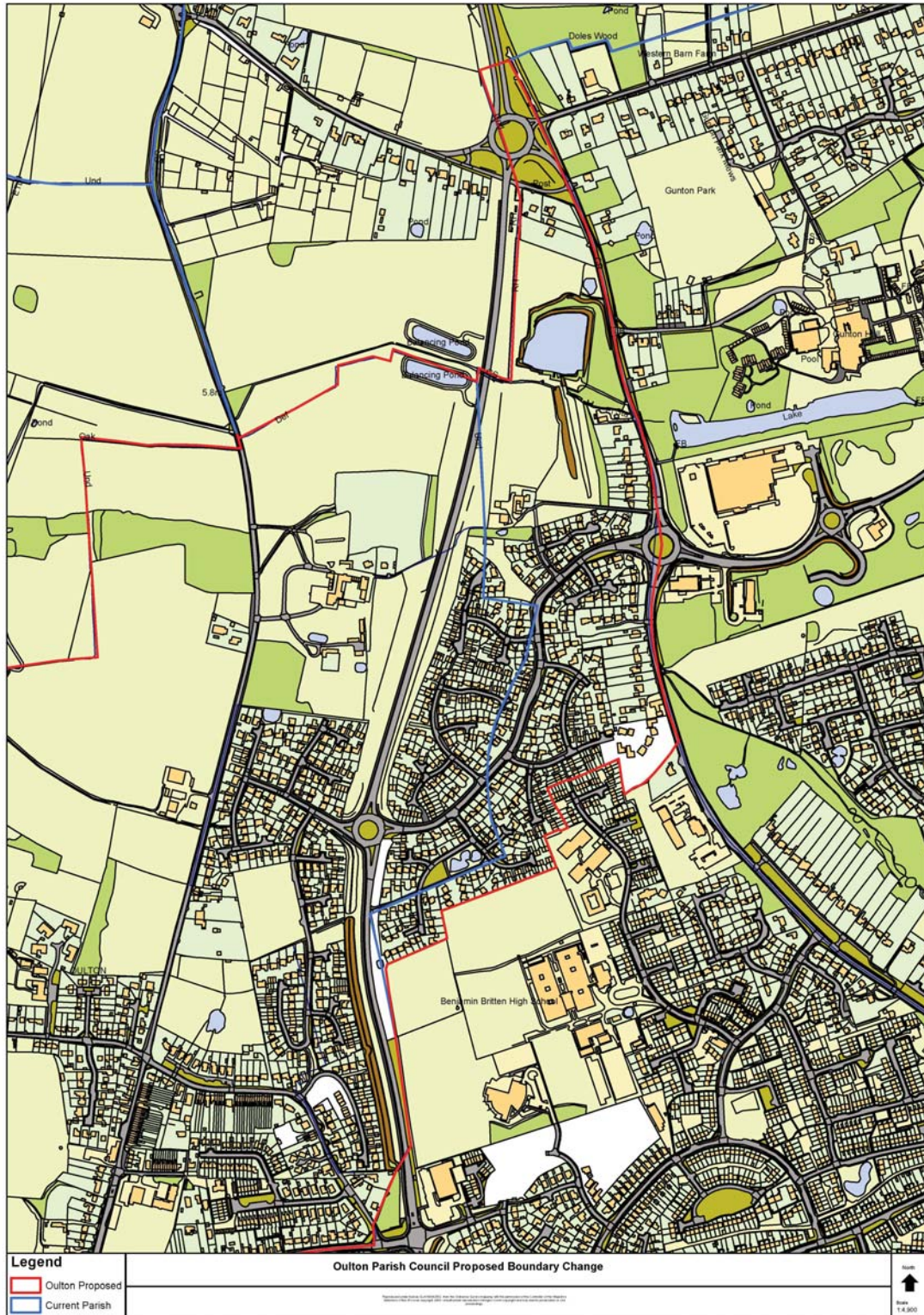
## Appendix 4

### Amendment to parish boundary for Corton Parish Council



## Appendix 5

### Amendment to parish boundary for Oulton Parish Council



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## Appendix 6

### Draft Proposal survey form (second stage July 11 - Aug 22 2016)

**This survey is available to complete online at [www.eastsuffolk.gov.uk/lowestoftcgr](http://www.eastsuffolk.gov.uk/lowestoftcgr)**

Alternatively you can return this form by post to: Project Officer (Lowestoft CGR),  
Waveney District Council, Riverside, 4 Canning Road, Lowestoft, NR33 0EQ.

If you require assistance or would like this document in an alternative format  
please contact us on 01502 562111.

Your full name: \_\_\_\_\_

Your address: \_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

**Q1) If you have an overall preference for either Option 1 or Option 2, please indicate this below.**

(You will be asked about each part of the proposal in detail in the following questions). If you would like to leave a brief explanation of the reason for your preference please do so, otherwise continue to the next question.

Option 1

Option 2

# New Town or Parish councils for Lowestoft

**Q2) Give your views on the boundaries designated for each new parish council/parish ward area.**

*a) Do you agree with the boundary of the newly designated area for 'Oulton Broad'?*

- Yes, and agree with Option 1 (Oulton Broad as a parish ward within 'Lowestoft Town Council')
- Yes, and agree with Option 2 (Oulton Broad as a separate parish council)
- No, I believe the boundary does not reflect the area of 'Oulton Broad'. (Give comments below)

*c) Do you agree with the boundary for the parish ward of 'Gunton St. Margaret's'?*

- Yes, I agree this boundary would form a sensible parish ward area
- No, I believe the boundary does not reflect a sensible parish ward area. (Give comments or alternative suggestions below)

*b) Do you agree with the boundary of the area for 'Pakefield'?*

- Yes, and agree with Option 1 (Pakefield as a parish ward within 'Lowestoft Town Council')
- Yes, and agree with Option 2 (Pakefield as a separate parish council)
- No, I believe the boundary does not reflect the area of 'Pakefield'. (Give comments in the box in the next column)

*d) Do you agree with the boundary for the parish ward of 'Harbour'?*

- Yes, I agree this boundary would form a sensible parish ward area
- No, I believe the boundary does not reflect a sensible parish ward area. (Give comments or alternative suggestions below)

*f) Do you agree with the boundary for the parish ward of 'Normanston'?*

- Yes, I agree this boundary would form a sensible parish ward area
- No, I believe the boundary does not reflect a sensible parish ward area. (Give comments or alternative suggestions below)

*e) Do you agree with the boundary for the parish ward of 'Kirkley'?*

- Yes, I agree this boundary would form a sensible parish ward area
- No, I believe the boundary does not reflect a sensible parish ward area. (Give comments or alternative suggestions below)

*g) Do you agree with the boundary for the parish ward of 'Rosedale / Elmtree / Westwood'?*

- Yes, I agree this boundary would form a sensible parish ward area
- No, I believe the boundary does not reflect a sensible parish ward area. (Give comments or alternative suggestions below)

# New Town or Parish councils for Lowestoft

## Q3) Give your views on the proposed naming of the areas – parish wards or parish council areas

- a) *Oulton Broad (parish ward or parish council)*  
 Agree  
 Disagree

Alternative suggestion: \_\_\_\_\_

- b) *Pakefield (parish ward or parish council)*  
 Agree  
 Disagree

Alternative suggestion: \_\_\_\_\_

- c) *Gunton St. Margaret's (parish ward)*  
 Agree  
 Disagree

Alternative suggestion: \_\_\_\_\_

- d) *Harbour (parish ward)*  
 Agree  
 Disagree

Alternative suggestion: \_\_\_\_\_

- e) *Kirkley (parish ward)*  
 Agree  
 Disagree

Alternative suggestion: \_\_\_\_\_

- f) *Normanston (parish ward)*  
 Agree  
 Disagree

Alternative suggestion: \_\_\_\_\_

- g) *One of: Rosedale / Elmtree / Westwood (parish ward)*  
 Agree with one of them  
Preference: \_\_\_\_\_

- Disagree with all of them

Alternative suggestion: \_\_\_\_\_

## Q4) Give your views on the proposed number of councillors for each area

Option 1 – a single town council for the whole Lowestoft area.

a) *Lowestoft Town Council*  
Proposed number of councillors:  
Between 15 and 21

- Agree (please provide a suggested number from within this range) \_\_\_\_\_  
 Disagree (please provide an alternative number) \_\_\_\_\_

Option 2 – Parish Councils for Pakefield and Oulton Broad and a town council for the remainder of the Lowestoft area.

b) *Lowestoft Town Council (without Pakefield & Oulton Broad)* Proposed number of councillors:  
Between 15 and 21

- Agree (please provide a suggested number from within this range) \_\_\_\_\_  
 Disagree (please provide an alternative number) \_\_\_\_\_

c) *Oulton Broad Parish Council*  
Proposed number of councillors:  
Between 12 and 16

- Agree (please provide a suggested number from within this range) \_\_\_\_\_  
 Disagree (please provide an alternative number) \_\_\_\_\_

*d) Pakefield Parish Council*

*Proposed number of councillors:*

*Between 10 and 15*

- Agree (please provide a suggested number from within this range) \_\_\_\_\_
- Disagree (please provide an alternative number) \_\_\_\_\_

**Q5) Regarding the types of assets listed below, what would you like to see delivered locally – have we included something you don't agree with, or missed something you would like to see?**

- Open spaces, play areas and play equipment, parks and gardens - e.g. Normanston Park, Sparrows Nest
- Public toilets
- Markets - e.g. Triangle Market
- Allotments
- Cemeteries
- Museums - e.g. Lowestoft and East Suffolk Maritime Museum
- Civic buildings and Community Centres - e.g. Town Hall
- Leisure services - e.g. Marina Theatre

**Q6) Any other comments?**

