clerk < clerk@spelsbury-pc.gov.uk >

Community Governance Review - Witney, Carterton and Chipping Norton areas

Democratic Services (WODC) < democratic.services@westoxon.gov.uk >

Wed, 23 Sep 2026 11:34:46 AM +0100

Cc "Democratic Services (WODC)" <democratic.services@westoxon.gov.uk>,"Mathew Taylor" <Mathew.Taylor@westoxon.gov.uk>

Dear Parish Clerk/Parish Meeting Chair,

We write further to West Oxfordshire District Council ("The Council")'s meeting on Wednesday 16 September 2026 at which it was resolved to undertake a Community Governance Review (CGR) on the civic boundaries of Carterton, Chipping Norton and Witney. The CGR will consider boundaries around these towns, where development has taken place or is taking place outside of the town council boundaries. Resolution 7 on the paper was to initiate the first phase of the process and to invite proposals for changes to civic parish boundaries from the three Town Councils and the surrounding parishes. You are receiving this invitation as you are one such parish.

The Terms of Reference for the CGR are attached to this email. These contain the rationale, scope, process and indicative timetable for the review. The full report to Council can be found on our website (CGR Report Council Sept 2026.pdf) and may be useful to further elaborate on these points and some of the technical aspects of the process in more depth. It is important to note that the Council is currently in the process of Local Government Reorganisation (LGR), though this is currently paused. Therefore, the timetable in the Terms of Reference for the CGR is subject to change in recognition that LGR will remain the overriding governance priority for the Council in the near future and will be a major draw on resources and officer time in the coming months and years.

As stated, this email is an invitation to submit any proposals for boundary changes in your area that you believe are suitable for consideration as part of the CGR. If you do not wish to see any changes this should be stated in writing along with your rationale for this position in order to ensure that your views are represented. The deadline to submit your proposals is 31 December 2026.

We encourage your proposals to be evidence based and include maps of any boundary change you propose. The report to Council contained details of the key considerations the Council would use to assess proposals before making any changes. The considerations are in accordance with the Local Government and Public Involvement in Health Act 2007 ("The Act") and the supporting guidance issued by the Boundary Commission. Section 93 (4) of The Act states that any changes to boundaries should be made to secure community governance in the area under review. The act specifies that securing community governance means boundaries

should reflect the identities and interests of the community and provide effective and convenient local governance for residents. The report also stated that the Council considers it premature to consider unbuilt planned settlements on which planning permission has not been secured and building has not commenced, such as some of those allocated in the emerging Local Plan. However, it is noted that such sites may be considered in later reviews. In accordance with section 93 (3), local government electors for the area under review will be consulted in the second stage once initial proposals have been established.

Should you need any assistance mapping your proposals please do let us know. The Ordnance Survey website allows existing parish boundaries to be overlaid on maps of the district: Election Maps. We will be in touch shortly to provide current maps of parishes, councillor numbers and electorate data.

Should you have any questions please do contact our Democratic Services Team.

Otherwise, we look forward to hearing from you by 31 December 2026.

Yours sincerely

Mathew Taylor – on behalf of West Oxfordshire District Council

WEST OXFORDSHIRE
DISTRICT COUNCIL

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1 Attachment(s)

CGR TOR final.pdf
64.4 KB