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Mr G W Hall
Chairman of Conistone-with-Kilnsey
Parish Meeting
Hemplands Farm
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Please address correspondence on this matter to:
Julie Holmes – Electoral Officer

Our Ref: JMH/64/16

24 June 2010

Dear Mr Hall

As you are aware, Craven District Council is carrying out a Community Governance Review of all the Parishes in the Craven District. The Review is concerned with all aspects of local governance.

One issue I have to review is how well the Parish Meetings are working. I need to establish whether they are operating as they should in those Parishes which do not have a parish council. To help me do this, I should be grateful if you would let me have copies of the minutes of meetings of all your Parish Meetings that have been held in the last three years. If copies are available on websites, there is no need to send a hard copy. Just let me know where I can view them.

If you hold the information electronically, you can send me electronic copies on governancereview@cravencd.gov.uk. Please let me have this information by no later than Thursday 8th July 2010.

In addition, I am concerned about the viability of some of the Parishes with a very small electorate. As I have mentioned previously, I will be looking to see whether different governance arrangements are needed for some of these. This is more likely to involve being grouped with another parish, or being merged with another parish to form a new parish. The Parishes concerned will find more information on these matters when I circulate to all Parish Councils and Parish Meetings information about the issues that are to be investigated during July and August.

It is anticipated that the Draft Proposals / Recommendations arising from this Review will be published no later than the end of August 2010. There will then be a three month consultation period which will finish towards the end of November 2010. If you do not have regular meetings of your Parish Meeting, you might like to ensure that you arrange one for sometime during October so that you can give views on any aspects of the Draft Proposals / Recommendations.

Yours sincerely

Julie Holmes

Democratic Services Manager



Paul Shevlin – Chief Executive
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For general enquiries telephone 01756 700600
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