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29 August 2019

Dear Sir/Madam

LICHFIELD DISTRICT PARISH FORUM

A meeting of the Lichfield District Parish Forum has been arranged to take place **TUESDAY, 17TH SEPTEMBER, 2019 at 6.30 PM IN THE COMMITTEE ROOM**, District Council House, Lichfield to consider the following business.

Access to the Committee Room is via the Members' Entrance.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Neil Turner', written in a cursive style.

Neil Turner BSc (Hons) MSc
Director of Transformation & Resources

To: Members of Lichfield District Parish Forum

Councillors Salter (Chairman), Tapper (Vice-Chair), Anketell, Barnett, Brown, Gwilt, Humphreys, Marshall, Robertson, Silvester-Hall and Warburton



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AGENDA

1. **Apologies for Absence**
2. **Declarations of Interest**
3. **Minutes of Previous Meeting** 3 - 12
4. **Community Governance Review**

(Verbal Presentation by the Director of Transformation & Resources – Mr Neil Turner)

The district council is, from time to time, required to undertake a Community Governance Review. A Community Governance Review helps ensure that parish councils clearly represent identifiable local communities, that their members reflect the communities that they serve, that residents are equally represented on their council, and that good, efficient local government is promoted.

A Community Governance Review has the power to establish or group parish councils, to alter the boundaries of parishes, to create or amend ward boundaries within parishes, and to increase or reduce the number of parish councillors.

The council intends to undertake a Community Governance Review of the district and this is our first opportunity to discuss how we intend to approach this work and how we hope to involve parish councils and members.

It can be a complex and lengthy process but it is intended that any changes proposed will be adopted by September 2022, ahead of the May 2023 parish elections.

5. **Strategic Plan**

(Verbal Presentation by the Head of Corporate Services - Ms Christie Tims)

6. **The Future of Lichfield District Parish Forum and its Effectiveness**

(Verbal Report by Ms Christie Tims – Head of Corporate Services)

