



Milton Keynes
City Council

2025 Community Governance Review.

Terms of Reference

Peter Taylor – Electoral Services Manager

Wednesday 18 June 2025
Version 1

1. Introduction

1.1 Background

Milton Keynes City Council (MKCC) has agreed to undertake a Community Governance Review (CGR) (“the review”) encompassing all Parish and Town Councils across Milton Keynes.

The review includes draft proposals to change the community governance for the following Parishes:

1. Abbey Hill
2. Bletchley and Fenny Stratford
3. Central Milton Keynes
4. Great Linford
5. Shenley Brook End and Tattenhoe
6. Shenley Church End
7. Walton
8. Wavendon
9. Whitehouse
10. Woburn Sands

The review will be carried out under the provisions of the Local Government and Public Involvement in Health Act 2007 and the relevant parts of the Local Government Act 1972. The review shall comply with the legislative requirements, have regard for the associated statutory guidance (Guidance on Community Governance Reviews issued by the Secretary of State for Communities and Local Government) and will be conducted in accordance with these terms of reference.

The terms of reference set out how the review will be conducted and the matters on which the review is to focus.

1.2 What is a Community Governance Review?

A CGR is a way for Local Authorities to make sure that at parish level, governance arrangements are working as efficiently and effectively as they should be. This is achieved by asking the public, local councils, and any interested parties whether they feel their communities are suitably represented and whether parishes would like to see any changes made to their current governance arrangements.

The City Council initially conducted an informal review of the whole of the city council area. This formal review seeks views on the existing governance arrangements for all parishes, but specifically areas where changes are proposed (Abbey Hill, Bletchley and Fenny Stratford, Central Milton Keynes, Great Linford, Shenley Brook End and Tattenhoe, Shenley Church End, Walton, Wavendon, Whitehouse, and Woburn Sands).

The review will consider one or more of the following:

- The electoral arrangements for parishes i.e. the ordinary year of election, council size, the number of councillors to be elected to the council and parish warding.

A CGR must:

- Reflect the identities and interests of the communities in that area
- Be effective and convenient.

Consequently, a CGR must consider:

- The impact of community governance arrangements on community cohesion
- The size, population, and boundaries of a local a community or parish.

1.3 Why undertake a Community Governance Review?

A CGR provides an opportunity for MKCC to review and make changes to community governance in their area. Such reviews can be undertaken when there has been changes in population or in reaction to specific, or local new issues to ensure that the community governance for the area continues to be effective and convenient and reflect the identities and interests of the communities involved.

The government has emphasised that any recommendations made in a GGR should bring about improved community engagement, more cohesive communities, better local services and MKCC will take all these factors into account as part of this review.

MKCC believes that parish councils and parish meetings play an important role in terms of community empowerment at a local level and wishes to ensure that parish governance in the City to be robust, representative, and able to meet any future challenges. Furthermore, it wishes to ensure that clarity and transparency exist at this level of governance and that the electoral arrangements of all parishes and appropriate, equitable and understood by their electorate.

During this review, MKCC will consider the relevant guidance and legislation and will consider each case on its merits and on the basis of information and evidence provided during the course of the review.

1.4 Who will undertake the Community Governance Review?

MKCC, as the principal council, is responsible for carrying out the review. The final recommendations from the review must be agreed by Full Council.

The timetable shows the key dates when the council will consider reports and make decisions relating to this review. If the review concludes that changes should be made, and these are approved by Full Council, then MKCC will make and publish a reorganisation order to put the changes into effect.

1.5 Who to contact in respect of the Review?

The main contacts in respect of the CGR are:

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1.6 What will the Review consider?

The review can consider changes to all Parishes across Milton Keynes.

Some specific changes are proposed for consultation in the Parishes of Abbey Hill, Bletchley and Fenny Stratford, Central Milton Keynes, Great Linford, Shenley Brook End and Tattenhoe, Shenley Church End, Walton, Wavendon, Whitehouse, and Woburn Sands.

This will include the council size (total number of councillors to be elected to the council), ward boundaries and, where applicable, parish warding arrangements. A consultation will seek comments from residents, interested parties and stakeholders. Depending on the comments received during the consultation, the review may include recommendations on other matters, and not just electoral arrangements.

What considerations cover the number of parish councillors?

The legal minimum number of parish councillors for each council is 5. There is no maximum number or other legislative guidance regarding the ideal numbers of parish councillors and there is no legal sliding scale. There is also no requirement to link electorate size with the number of councillors, however this is often a consideration. However, the National Association of Local Councils (NALC) published guidance in 1988 suggesting the practical minimum number of councillors is 7 and the maximum should be 25, along with the following scale to be used as a guide:

Electors	Councillors
Up to 900	7
1,400	8
2,000	9
2,700	10
3,500	11
4,400	12
5,400	13
6,500	14
7,200	15
9,000	16
10,400	17
11,900	18

The Aston Business school also conducted research that was published in 1992 suggesting the following as a guide to representation:

Electors	Councillors
< 500	5-8
501-2,500	6-12
2,501 – 10,000	9-16
10,001 - 20,000	13-27
> 20,000	13-31

The Local Government Boundary Commission for England (LGBCE) guidance says that each area should be considered on its own merits, having regards to its populations, geography, and the patterns of the communities. MKCC will pay particular attention to existing levels of representation, the broad pattern of existing parish council sizes, and the take-up of seats at elections in its consideration of this matter.

Legislation requires the council to have regard to the following factors when considering the number of councillors to be elected for the parish:

- The number of local government electors for the parish
- Any change in that number which is likely to occur in the period of five years beginning with the day when the review starts.

What consideration covers the warding of parishes and parish boundaries?

Legislation requires that in considering whether a parish should be divided into wards for the purposes of elections of the parish council, the council should consider the following:

- Whether the number, or distribution, of the local government electors for the parish would make a single election of councillors impracticable or inconvenient
- Whether it is desirable that any area or areas of the parish should be separately represented on the council.

Warding arrangements should be clearly and readily understood by all and should have relevance for the electorate in a parish; they should reflect clear physical and social differences within a parish: once parish but comprising different parts.

In reaching conclusions on the boundaries between parish wards, MKCC will consider community identity and interests in an area and will consider whether any particular ties or linkages might be broken by the drawing of particular ward boundaries.

2. Consultation

2.1 How the council proposes to conduct consultation during the review?

This “terms of reference” document provides the aims of the review, the legislation that guides the process and the points that the council view as important in this process.

Before making any recommendations or publishing final proposals, the council will take full account of the views of the local people and will comply with the statutory consultative requirements by:

- Advertising that a CGR is being undertaken by publishing information on the council’s website and via all council affiliated social media
- Asking the parish and town councils, for the areas under review, to advertise on their noticeboards and website
- Consulting local government electors for the areas under review
- Consulting other interested stakeholders, including the parish councils and City ward members, for the areas under review

- Consulting any other person or body which appears to the council to have an interest in the review and welcome comments from any other person or body that wishes to make representations
- Considering any representations received in connection with the review
- Treating any petitions received during this review as a consultation response and the lead petitioner be recorded as the point of contact
- Notifying consultees of the outcome of the review
- Publishing all decisions taken and the reasons for such decisions

2.2 Consultation Options

The consultation seeks views on the governance arrangements for all Parishes in Milton Keynes. The current structure and arrangements for those parishes where no changes are currently proposed are set out in Annex B.

The consultation will also seek views in respect of proposed changes to specific Parishes. The current structure and arrangements for those parishes s set out in Annex A.

Abbey Hill

1. To consider increasing the number of parish councillors
2. To consider changing the name and style of the parish

Bletchley and Fenny Stratford

1. To consider amending the parish ward boundary between Manor South and Newton Leys
2. To consider combining Eaton South ward and Eaton North ward and renaming the ward
3. To consider combining Queensway and Denbigh North ward and Granby ward and renaming the ward
4. To consider amending the boundary along Princes Way between Fenny Stratford Ward and Queensway & Denbigh North ward
5. To consider changing the name of Central Bletchley ward

Central Milton Keynes

1. To consider increasing the number of parish councillors in the Campbell Park ward and Central Milton Keynes West ward

Great Linford

1. To consider reducing the number of parish wards
2. To consider reducing the number of parish councillors

Shenley Brook End and Tattenhoe

1. To consider creating a new parish ward for Tattenhoe Park
2. To consider increasing the number of parish councillors in the Tattenhoe Park ward, Kingsmead ward and Westcroft ward

Shenley Church End

1. To consider increasing the number of parish councillors in the Shenley Wood ward

Walton

1. To consider amending the external boundary with Wavendon

Wavendon

1. To consider amending the external boundary with Walton

Whitehouse

1. To consider increasing the number of parish councillors in both parish wards

Woburn Sands

1. To consider increasing the number of parish councillors

2.3 The Review Timetable

A CGR must by statute be completed within a 12-month period from the day on which it commences. The CGR begins when the Council publishes its Terms of Reference and concludes when it publishes the recommendations made in the review.

The below is an indicative timetable and is therefore subject to alteration:

Item	Date(s)
Notice of review and draft Council proposals published in Council papers for June Full Council	Papers published Friday 6 June 2025 for Wednesday 18 June meeting
Formal CGR consultation period (12 weeks)	Thursday 19 June 2025 to 11 September 2025
Final proposals published via meeting agenda and on website	Friday 10 October 2025
Full council meeting to consider and agree final proposals	Wednesday 22 October 2025
Conclude review – and make reorganisation order	Monday 3 November 2025
Publish electoral register (including any new or amended polling districts)	Monday 1 December 2025
Scheduled all out elections on new polling districts and places	Thursday 7 May 2026

3. Electorate Forecasts & Existing Arrangements

3.1 Electorate Forecasts

The council will use the published Register of Electors in providing the existing parish council electorate figures. In considering the electoral arrangements of the parishes in the area, the council must consider any likely future change in the number of distribution of electors within five years from the day the review commences.

Electorate forecasts will be prepared using all available information including current planning permissions and the Local Plan for Milton Keynes.

3.2 Existing Electoral Arrangements

Electoral arrangements are the way in which a council is constituted for the parish, and they are an important part of the review. This includes:

- The ordinary year in which elections are held
- The number of councillors to be elected to the council

Appendix 1 shows the present structure of the parishes and their electoral arrangements which include polling district(s), councillors, electorate, and wards where applicable.

The ordinary year of election is every four years as stated in the Local Government Act 1972.

4. Parishes

4.1 Present Structure of Parishes

The whole City of Milton Keynes is parished with no unparished areas. The council considers that parishes should reflect distinctive and recognisable communities of interest, with their sense of identity: ensuring that electors are able to clearly identify with the parish in which they are resident, creating a common interest in parish affairs which will in turn encourage participation in parish elections.

4.2 Pattern of Community Representation and Engagement

During the review, the council will have regard to any local residents' association, community groups, or other such community representation or engagement that exist who make a distinctive contribution to the community of the area.

4.3 Number of Members to be elected for Parish Wards

The review will consider the democratic principle that each person's vote should be of equal weight so far as possible. In conducting the review, the number of councillors for each parish council shall not be less than five. It will give consideration to the levels of representation and make recommendations to each area on its own merits with regards to its electorate, geography, and pattern of communities.

5. Reorganisation of Community Governance Orders

The Review will be completed when the council adopts the Community Reorganisation Order. Copies of this order, the maps that show the effects of the order in detail, and the document which set out the reasons for the decision that the council has taken will be deposited at the council's offices and published on the council's website.

Appendix 1:

Parishes with proposed changes - current structure and electoral arrangements

Abbey Hill

Ward	Polling District(s)	Councillors	Electorate
Not Applicable	DC	5	3,074
	Total	5	3,074

Bletchley and Fenny Stratford ¹

Ward	Polling District(s)	Councillors	Electorate
Central Bletchley	AA	1	422
Eaton North	AE AH	3	2,112
Eaton South	AF	2	1,617
Fenny Stratford	AC	3	2,430
Granby	BE	1	203
Manor North & Eaton Leys	AD	2	1,291
Manor South	AG AB	3	2381
Newton Leys	AI	4	2,933
Queensway & Denbigh North	BD	2	1,775
	Total	21	15,164

Central Milton Keynes

Ward	Polling District(s)	Councillors	Electorate
Campbell Park	FI	2	984
Central Milton Keynes East	GE	3	994
Central Milton Keynes West	GD	3	1,804
	Total	8	3,782

Great Linford

Ward	Polling District(s)	Councillors	Electorate
Bolbeck Park & Pennyland	FE	2	1,377
Conniburrow	GB	3	2,354
Downhead Park & Willen Park North	FG FH	2	1,701
Downs Barn	FF	2	1,695
Giffard Park & Blakelands	LA LB	3	2,270
Great Linford	OB	4	2,532
Neath Hill	OC	2	1,419
Redhouse Park	KE	1	922
Willen Park South	EB	1	563
	Total	20	14,833

Shenley Brook End and Tattenhoe

Ward	Polling District(s)	Councillors	Electorate
Emerson Valley North	NA	2	2,593
Emerson Valley South	CD	1	962
Furzton North	NC	2	2,100
Furzton South	CE	2	1,811
Kingsmead	QC	1	1,499
Shenley Brook End	ND	2	2,527
Shenley Lodge	NB	2	2,289
Tattenhoe	QA QE	2	3,505
Westcroft	QB	1	2,084
	Total	15	19,370

Shenley Church End

Ward	Polling District(s)	Councillors	Electorate
Crownhill	PA	3	1,870
Grange Farm & Hazeley	ID	2	1,225
Oxley Park	QD	4	2,470
Shenley Church End	IC	4	2,744
Shenley Wood	IE IF	2	1,566
	Total	15	9,875

Walton¹

Ward	Polling District(s)	Councillors	Electorate
Browns Wood & Old Farm Park	HG	3	827
Caldecotte	HH	1	1,042
Walnut Tree & Walton Park	JC	4	902
Wavendon Gate	HF	2	942
Glebe Farm			
	Total	10	9,016

Wavendon

Ward	Polling District(s)	Councillors	Electorate
Not Applicable	HC HI	9	4,608
	Total	9	4,608

Whitehouse¹

Ward	Polling District(s)	Councillors	Electorate
East	PI	7	3,100
West			
	Total	7	3,100

Woburn Sands

Ward	Polling District(s)	Councillors	Electorate
Not Applicable	HD HE	9	2,735
	Total	9	2,735

Appendix 2:

Parishes with no proposed changes - current structure and electoral arrangements

Astwood and Hardmead (Grouped)

Parish	Polling District(s)	Councillors	Electorate
Astwood	MP	4	163
Hardmead	MQ	2	64
	Total	6	227

Bow Brickhill

Ward	Polling District(s)	Councillors	Electorate
Not Applicable	HA	5	502
	Total	5	502

Bradwell

Ward	Polling District(s)	Councillors	Electorate
Bradwell	DA	3	2,056
Bradwell Common	GA	3	2,219
Heelands	DB	4	2,531
	Total	10	6,806

Broughton and Milton Keynes ¹

Ward	Polling District(s)	Councillors	Electorate
Broughton & Atterbury	EC EF EG	9	8,924
Village	ED EE	3	3,306
	Total	12	12,230

Campbell Park

Ward	Polling District(s)	Councillors	Electorate
Fishermead	SA	5	3,226
Oldbrook	GC	7	3,745
Springfield	FD	3	1,710
Willen & Newlands	EA	2	1,071
Woolstone	FC	2	670
	Total	19	10,422

Castlethorpe

Ward	Polling District(s)	Councillors	Electorate
Not Applicable	KB	7	882
	Total	7	882

Emberton

Ward	Polling District(s)	Councillors	Electorate
Not Applicable	MO	7	521
	Total	7	521

Fairfields

Ward	Polling District(s)	Councillors	Electorate
Not Applicable	PH	7	2,178
	Total	7	2,178

Hanslope

Ward	Polling District(s)	Councillors	Electorate
Not Applicable	KC	9	2,508
	Total	9	2,508

Haversham-cum-Little Linford

Ward	Polling District(s)	Councillors	Electorate
Not Applicable	KD	7	647
	Total	7	647

Kents Hill and Monkston ¹

Ward	Polling District(s)	Councillors	Electorate
Kents Hill & Kingston	JD	4	1,839
Monkston	JA	5	2,674
Monkston Park	JB	2	1,125
	Total	11	5,638

Lavendon

Ward	Polling District(s)	Councillors	Electorate
Not Applicable	MF	8	1,222
	Total	8	1,222

Little Brickhill

Ward	Polling District(s)	Councillors	Electorate
Not Applicable	HB	5	364
	Total	5	364

Loughton and Great Holm

Ward	Polling District(s)	Councillors	Electorate
Great Holm	IB	5	2,207
Loughton	IA	5	2,342
	Total	10	4,549

Moulsoe

Ward	Polling District(s)	Councillors	Electorate
Not Applicable	MJ	5	244
	Total	5	244

New Bradwell

Ward	Polling District(s)	Councillors	Electorate
Not Applicable	RF	9	2,314
	Total	9	2,314

Newport Pagnell

Ward	Polling District(s)	Councillors	Electorate
Newport Pagnell North	KA KF	6	4,814
Newport Pagnell South	LC LD LE	10	6,613
	Total	16	11,427

Newton Blossomville / Clifton Reynes (Grouped)

Parish	Polling District(s)	Councillors	Electorate
Newton Blossomville	MH	3	191
Clifton Reynes	MG	2	112
	Total	5	303

North Crawley

Ward	Polling District(s)	Councillors	Electorate
Not Applicable	MM	7	579
	Total	7	579

Old Woughton

Ward	Polling District(s)	Councillors	Electorate
Passmore	FK	2	133
Woughton on the Green North	FJ	3	259
Woughton on the Green South	FM	2	184
Woughton Park	FL	2	136
	Total	9	712

Olney

Ward	Polling District(s)	Councillors	Electorate
Not Applicable	MA MB	15	5,545
	Total	15	5,545

Ravenstone

Ward	Polling District(s)	Councillors	Electorate
Not Applicable	MD	5	191
	Total	5	191

Sherington

Ward	Polling District(s)	Councillors	Electorate
Not Applicable	MN	7	808
	Total	7	808

Simpson and Ashland

Ward	Polling District(s)	Councillors	Electorate
Ashland	FB	5	630
Simpson Village	FA	3	490
	Total	8	1,120

Stantonbury¹

Ward	Polling District(s)	Councillors	Electorate
Bancroft	OD	1	693
Blue Bridge	RA	1	685
Bradville & Stantonbury	OE OG OH	6	3,844
Oakridge Park	OA	2	998
Linford Wood	OF	3	1,606
	Total	13	7,826

Stoke Goldington

Ward	Polling District(s)	Councillors	Electorate
Not Applicable	KH	5	461
	Total	5	461

Stony Stratford

Ward	Polling District(s)	Councillors	Electorate
Fullers Slade	PG	2	1,127
Galley Hill	PF	2	710
Stony Stratford North	PC	2	1,284
Stony Stratford South East	PD	2	1,236
Stony Stratford South West	PE	2	1,347
	Total	10	5,704

West Bletchley

Ward	Polling District(s)	Councillors	Electorate
Abbeys	CC	4	1,982
Castles	BF	3	1,491
Church Green	BA	3	2,134
Counties	CB	3	1,715
Fairways	BG	3	1,505
Poets	BC	2	1,335
Racecourses	BH	2	1,350
Rivers	CF	3	1,840
Saints	BB	2	1,302
Scots	CA	3	1,895
	Total	28	16,549

Weston Underwood

Ward	Polling District(s)	Councillors	Electorate
Not Applicable	MC	5	194
	Total	5	194

Wolverton and Greenleys

Ward	Polling District(s)	Councillors	Electorate
Greenleys	RE	3	1,776
Hodge Lea	DD	2	883
Stacey Bushes	DE	2	957
Wolverton East	RD	4	2,588
Wolverton West	RB RC	5	3,663
	Total	16	9,867

Woughton

Ward	Polling District(s)	Councillors	Electorate
Beanhill	SD	3	1,315
Coffee Hall	SG	4	1,553
Eaglestone	SF	4	1,597
Leadenhall	SH	1	695
Netherfield	SC	4	1,843
Peartree Bridge	SB	2	732
Tinkers Bridge	SE	1	563
	Total	19	8,298

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1. Reflects pending consequential changes that will be made by the Local Government Boundary Commission for England in respect of an electoral review of MKCC ward boundaries. In some cases (Walton, Whitehouse), they have proposed creating new wards that split current polling districts so a consolidated electorate is shown

