

Update on Community Governance Review

St. Albans Parish Council

Callum Bryant, Locum Clerk

24th July 2025

Background

Following a Community Governance Review, Gedling Borough Council resolved to abolish the existing St. Albans Parish Council, and establish two new parish councils under the names of Deer Park Parish Council and St Albans Parish Council.

Deer Park Parish Council will consist of the areas of Deer Park and Bestwood Lodge, Arnold and have 5 members. St. Albans Parish Council will cover the areas of Top Valley, Emmanuel Church area, and consist of 7 members. Boundary maps are included as an appendix to this report.

Elections will be held in May 2026 to elect members to both councils, for a one-year term.

Gedling Borough Council has been working with the Locum Clerk to establish a timeline for the reorganisation, as well as any requirements that must be met prior to the reorganisation.

Next Steps

Over the next few months, work will need to be completed in order to establish a starting point for the new parish councils.

The Parish Council will be required to submit a list of all current property, rights, and liabilities, including a list of all contracts the council is currently entered into, as well as a fixed asset register.

Draft Budgets for both Deer Park Parish Council and St. Albans Parish Council will need to be agreed at the September meeting. These will need to include budget allocations for both the 2026 and 2027 elections. These will be used for the precept demands for 26/27 to initially fund both new parish councils. Gedling Borough Council will be supplying likely costs for the elections in the coming weeks.

The current estimate for the split of assets and funds is approximately 80/20; however, final figures are yet to be provided.

There is no legal provision for general earmarking of funds so that they could be allocated to the new parishes during the financial settlement: funds remaining in the bank account on the 1st April 2026 will be split between the two councils based on the electorate at the time. There is, however, provision for earmarking funds to agreed projects and this would be honoured and included in the reorganisation order.

Members can continue meet and to make decisions, including the spending of funds until the end of March 2026.

The clerk will cease to be employed at the 31st of March 2026, and therefore the council will need to take advice regarding their obligations for the 2025/26 Audit.

Gedling Borough Council has requested a meeting with the Parish Council in August or September to discuss in these details and requirements in more detail.

A more detailed timeline is included below with important deadlines and dates.

Timeline

Dates	Action	Responsibility
4 June 2025	Final recommendations agreed at Borough Council	Gedling Borough Council (GBC)
July – November 2025	Establish current property, rights, and liabilities	GBC and Parish Clerk
30 th September 2025	Provide GBC with final asset list including locations and property, rights and responsibilities of the current parish council.	Parish Clerk
30 th September 2025	Provide GBC agreed draft budgets for new councils	Parish Clerk and Parish Councillors
October 2025 – January 2026	Review draft budgets and set precept and tax bases	GBC
February 2026	Make reorganisation order	GBC
31 March 2026	Last day of St. Albans Parish Council	
1 April 2026	Reorganisation Order comes into effect	
7 May 2026	Election of Parish Councillors to Deer Park and St. Albans Parish Councils (one-year term)	

Recommendations:

In order to proceed with the level of urgency required, the following recommendations are made:

- Establish committees and working groups for both new parish councils
- Agree draft budgets for 26/27 for each of the new parish councils at these committees before the September council meeting
- Provide 3 dates for meetings with GBC as early as possible, **excluding** the following dates:
 - 4-15 August
 - 21-28 August
 - 1-3 Sept
 - 8 September
 - 10-11 September
 - 15 September
 - 26 September – 2 October