

**1999 No. 545**

**LOCAL GOVERNMENT, ENGLAND AND WALES**

**The Local Government (Parishes and Parish Councils)  
Regulations 1999**

<i>Made - - - -</i>	<i>4th March 1999</i>
<i>Laid before Parliament</i>	<i>10th March 1999</i>
<i>Coming into force</i>	<i>1st April 1999</i>

**ARRANGEMENT OF REGULATIONS**

**PART I**

**GENERAL**

1. Citation and commencement
2. Interpretation
3. Application of Regulations
4. Matters not affected
5. Continuity of matters
6. Maps
7. Merging of boundaries

**PART II**

**PROPERTY, RIGHTS AND LIABILITIES**

8. Transfer of property, rights and liabilities
9. Charitable property, etc.
10. Land held or used for purposes of the Allotments Acts 1908 to 1950

**PART III**

**OTHER CONSEQUENTIAL AND TRANSITIONAL PROVISIONS**

11. Councillors
12. Electoral registers
13. Staff: continuity of employment
14. Minutes of last meetings
15. Audit
16. Charter Trustees
17. Amendment of Regulations

The Secretary of State, in exercise of the powers conferred on him by sections 15 and 23 of the Local Government and Rating Act 1997(a), and of all other powers enabling him in that behalf, hereby makes the following Regulations:

## **PART I**

### **GENERAL**

#### **Citation and commencement**

1. These Regulations may be cited as the Local Government (Parishes and Parish Councils) Regulations 1999 and shall come into force on 1st April 1999.

#### **Interpretation**

2. In these Regulations—

“the Act” means the Local Government and Rating Act 1997;

“the 1992 Act” means the Local Government Act 1992(b);

“the 1972 Act” means the Local Government Act 1972(c);

“abolished authority” means a parish council which is wound up and dissolved by an order;

“enactment” includes a local and personal Act, a private Act and any subordinate legislation within the meaning of the Interpretation Act 1978(d);

“existing”, in relation to an area affected by an order, means that area as it exists on the date the order is made;

“order” means an order under section 14 (implementation by Secretary of State) of the Act;

“order date” means the date (being 1st April in any year) which is specified as such in the order;

“proper officer”, in relation to any purpose and any body, means the person appointed for that purpose by that body;

“transferor authority” means a parish council which, in consequence of an order, ceases to exercise functions in relation to an area (“transferred area”) on the order date; and

“transferee authority” means—

- (a) a parish council by which, in consequence of an order, functions in relation to a transferred area are exercisable on and after the order date;
- (b) where there is no such council, the district council or unitary county council in whose area the transferred area is situated.

#### **Application of Regulations**

3. These Regulations (which make incidental, consequential, transitional and supplementary provision for the purposes and in consequence of orders, and for giving full effect to them) apply to every order, but have effect, in each case, subject to any relevant agreement under section 20 (agreements as to incidental matters) of the 1992 Act(e) (as well as having effect subject to the provisions of the order, as provided by section 15(2) of the Act).

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(a) 1997 c. 29.

(b) 1992 c. 19.

(c) 1972 c. 70.

(d) 1978 c. 30; *see* section 21.

(e) By virtue of section 23(9) of the Local Government and Rating Act 1997, section 20 of the Local Government Act 1992 applies to orders under section 14 of the 1997 Act as it applies to orders under Part II of the 1992 Act.

### **Matters not affected**

4. Nothing in these Regulations shall affect—
- (a) the status of any city;
  - (b) the status of any person who is an honorary freeman of any parish having the status of a city or entitled to be called or styled a royal town;
  - (c) any person's status, or the right of any person to be admitted, as a freeman of any place;
  - (d) any right—
    - (i) of burial; or
    - (ii) to construct a grave or vault; or
    - (iii) to place, maintain or inscribe a tombstone or memorial.

### **Continuity of matters**

5.—(1) Any thing which, at the order date, is in the process of being done by or in relation to a transferor authority in the exercise of, or in connection with, any of its functions in relation to a transferred area may be continued by or in relation to the transferee authority.

(2) Any thing done before the order date by or in relation to a transferor authority in the exercise of, or in connection with, any of its functions in relation to a transferred area shall, so far as is required for continuing its effect on and after that date, have effect as if done by or in relation to the transferee authority.

(3) References in paragraphs (1) and (2) to things done by or in relation to a transferor authority include references to things which, by virtue of any enactment, are treated as having been done by or in relation to that authority.

(4) So far as is required for giving effect to paragraphs (1) and (2), any reference in any document to a transferor authority shall be construed as a reference to the transferee authority.

### **Maps**

6.—(1) A print of any map referred to in an order shall be deposited in—

- (a) [the office] [a London office] of the Secretary of State; and
- (b) the offices of the district council or unitary county council in whose area a parish affected by the order is situated.

(2) The prints deposited in accordance with paragraph (1) shall be available for inspection by any person at any reasonable time.

(3) Prints of any such map shall also be supplied to—

- (a) Ordnance Survey;
- (b) the Registrar General;
- (c) the Land Registry;
- (d) the Valuation Office;
- (e) the Boundary Commission for England; and
- (f) the Local Government Commission for England.

### **Mereing of boundaries**

7.—(1) The boundaries of any area established by an order shall be mered by Ordnance Survey.

(2) Where—

- (a) a boundary of any area is defined on a map referred to in the order by reference to proposed works; and
- (b) those works have not been executed at the time the boundary is mered,

the boundary shall be mered as if it had not been so defined.

**PART II**  
**PROPERTY, RIGHTS AND LIABILITIES**

**Transfer of property, rights and liabilities**

8.—(1) Nothing in this regulation shall apply to—

- (a) any property held by an authority, as sole trustee, exclusively for charitable purposes;
- (b) any rights or liabilities of an authority in respect of such property,

but see regulation 9.

(2) Subject to paragraph (5), all property vested in, and all rights and liabilities acquired, accrued or incurred by, an authority described in column (1) of the Table below and specified in relation to that authority in column (2) shall transfer to and vest in or, as the case may be, become rights and liabilities of, the authority specified in column (3).

TABLE

<i>(1)</i> <i>Transferor authority</i>	<i>(2)</i> <i>Specified property, rights and liabilities</i>	<i>(3)</i> <i>Transferee authority</i>
<p>An abolished authority</p> <p>The council of a parish which is subject to an alteration in its administrative area consisting of the loss of a transferred area</p>	<p>Property, rights and liabilities of the abolished authority which relate to the transferred area</p> <p>Property, rights and liabilities of that council which relate to the transferred area</p>	<p>The transferee authority to which the transferred area transfers</p> <p>The council of the transferee parish or, if there is no such parish, or the parish has no council, the council of the district or, where there is no council for the district, the county council within whose area the transferred area lies</p>

(3) All contracts, deeds, bonds, agreements, licences and other instruments subsisting immediately before the order date in favour of, or against, and all notices in force immediately before that date which were given, or have effect as if given, by or to a transferor authority in respect of any transferred area shall be of full force and effect in favour of, or against, the transferee authority.

(4) Any action or proceeding, or any cause of action or proceeding, pending or existing at the order date by or against a transferor authority in respect of any transferred property may be continued, prosecuted or enforced, as the case may be, by or against the authority to which such property is transferred.

(5) Where, in relation to an abolished authority, there is more than one transferee authority an amount equal to the appropriate proportion of the balances of the abolished authority as shown immediately before the order date in the authority’s capital and revenue accounts shall be transferred to the capital and revenue accounts, respectively, of each of the transferee authorities.

(6) In paragraph (5), “the appropriate proportion”, in relation to a transferee authority, means the same proportion as the population of the area transferred to that authority bears to the population of the area of the abolished authority; and the population of an area shall be taken to be the number estimated by the proper officer of the district in which the area of the abolished authority is situated by reference to the day immediately before the order date.

(7) For the purposes of this regulation, property, rights and liabilities of an authority are to be treated as property, rights and liabilities in relation to a transferred area if—

- (a) in the case of land, it is situated in, or held exclusively for the purposes of, or in connection with, the exercise of functions in, or in relation to, the area;
- (b) in the case of liabilities, they are liabilities incurred exclusively in respect of the area;
- (c) in the case of contracts, deeds, bonds, agreements and other instruments, and notices, they relate exclusively to the area;
- (d) in the case of actions and proceedings and causes of action or proceedings, they relate exclusively to the area.

(8) In this regulation “transferred property” means any property, rights or liabilities transferred by virtue of this regulation.

**Charitable property, etc.**

9.—(1) In this regulation—

“charity”, “charity trustees”, “company”, “the court” and “trusts” have the same meanings as in the Charities Act 1993(a);

“charitable property” means property (of whatever description) which, immediately before the order date, is held as sole trustee—

- (a) by an abolished authority; or
- (b) by a transferor authority other than an abolished authority,

exclusively for charitable purposes; and

“relevant charity” means a charity other than a charity incorporated by charter of a company.

(2) Charitable property held by an abolished authority for the benefit of—

- (a) a specified area, or
- (b) the inhabitants of that area, or
- (c) any particular class or body of persons in that area,

shall, on the order date, vest (on the same trusts) in the transferee authority within whose area the whole or the greater part of that specified area is situated immediately before that date.

(3) Other charitable property held by an abolished authority shall, on the order date, vest (on the same trusts)—

- (a) in the transferee authority within whose area the whole or the greater part of the area of the abolished authority is situated immediately before that date; or
- (b) if sub-paragraph (a) does not apply, in such one of the transferee authorities as may be agreed between them not later than three months before the order date or, in default of such agreement, in such transferee authority as the Charity Commissioners may determine.

(4) Where—

- (a) charitable property is held by a transferor authority which is not an abolished authority for any such benefit as is mentioned in paragraph (2); and
- (b) the whole or the greater part of the specified area so mentioned is situated within the transferred area,

that property shall, on the order date, vest (on the same trusts) in the transferee authority.

(5) Charitable property held as mentioned in paragraph (1)(b) which is not vested in accordance with paragraph (4) shall continue to be held by the transferor authority.

(6) Any rights and liabilities in respect of charitable property which vests in accordance with any of paragraphs (2) to (4) shall on the order date become rights and liabilities of the transferee authority in which that property vests.

(7) Where, immediately before the order date, any power with respect to a relevant charity is, under the trusts of the charity or by virtue of any enactment, exercisable by a transferor authority

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(a) 1993 c. 10.

in relation to a transferred area or by the holder of an office connected with such an authority, that power shall, on and after the order date, be exercisable by the authority in which property of the charity would have vested if it had been charitable property or, as the case may be, by the holder of the corresponding office connected with that authority or, if there is no such office, by the proper officer of that authority.

(8) References in paragraph (7) to a power with respect to a relevant charity do not include references to the powers of any person by virtue of being a charity trustee of the charity.

(9) Where, under the trusts of a relevant charity, the charity trustees immediately before the order date include—

- (a) an abolished authority;
- (b) the transferor authority in relation to a transferred area; or
- (c) the holder of an office connected with an authority mentioned in subparagraph (a) or (b),

on and after the order date those trustees shall include the authority in which property of the charity would have vested as mentioned in paragraph (7) or, as the case may be, the holder of the corresponding office connected with that authority or, if there is no such office, the proper officer of that authority.

(10) Nothing in this regulation shall affect any power of Her Majesty, the court or any other person to alter the trusts of any charity.

### **Land held or used for purposes of the Allotments Acts 1908 to 1950**

**10.** Where immediately before the order date land in an area constituted as a parish by an order—

- (a) is held by a district council for any purpose of the Allotments Acts 1908 to 1950<sup>(a)</sup>; or
- (b) is vested in a district council and used for those purposes,

it shall on the order date transfer to and be vested in the parish council for that parish or, if there is no such council, the parish meeting for that parish.

## **PART III**

### **OTHER CONSEQUENTIAL AND TRANSITIONAL PROVISIONS**

#### **Councillors**

**11.—**(1) Any person in office immediately before the order date as a parish councillor for an area which is altered by the order (“an altered area”) shall, unless he resigns his office or it otherwise becomes vacant, continue as parish councillor for the area as so altered until the date on which he would ordinarily have retired had the order not been made.

(2) Where any casual vacancy for the office of parish councillor arises in an altered area on or before the order date, that vacancy shall be treated as a vacancy for a parish councillor of the altered area.

(3) Notwithstanding subsection (3) of section 16 (parish councillors) of the 1972 Act, any persons in office as parish councillors of an abolished authority immediately before the order date shall retire on that date.

#### **Electoral registers**

**12.** Each registration officer<sup>(b)</sup> shall make such rearrangement or adaptation of the register of local government electors as may be necessary for the purposes or in consequence of any order.

#### **Staff: continuity of employment**

**13.—**(1) This regulation applies to any person who ceases to be employed by an abolished authority or a transferor authority (“the authority”) where—

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<sup>(a)</sup> See section 15(1) of the Allotments Act 1950 (c. 31).

<sup>(b)</sup> As to electoral registration officers and the register of local government electors, see sections 8 to 13 of the Representation of the People Act 1983 (c. 2).

- (a) the termination of his employment is attributable to the winding-up and dissolution of the authority;
- (b) within four weeks of the date of the termination of that employment he is employed by another parish council (“the new employer”); and
- (c) by virtue of section 138 (no dismissal in cases of renewal of contract or re-engagement) of the Employment Rights Act 1996(a) (“the 1996 Act”) that subsequent employment precludes his receiving any redundancy payment under Part XI of that Act with respect to his terminated employment.

(2) The period during which a person to whom this regulation applies was employed by the authority shall count as a period of employment with the new employer for the purposes of computing his period of continuous service for the purposes of the 1996 Act and the change of employer shall not break the continuity of his employment.

(3) A person to whom this regulation applies shall be entitled to count the period of his employment with the authority as a period of employment with his new employer for the purposes of any provision of his contract which depends on his length of service.

### **Minutes of last meetings**

**14.**—(1) This regulation applies to the minutes of the last meeting of—

- (a) an abolished authority;
- (b) a committee or sub-committee of such an authority; and
- (c) a joint committee which ceases to exist by reason of the winding-up and dissolution of such an authority.

(2) Where practicable, the minutes shall be signed at the conclusion of the last meeting by the person who chaired that meeting (“the chairman”).

(3) In every other case, as soon as practicable after the last meeting, the minutes shall be circulated to the chairman and every other member present at the meeting; and

- (a) the chairman may sign the minutes after taking into consideration any representations made by any such member within seven days of the date on which those minutes were sent to him; or
- (b) if the chairman is unable to sign the minutes, the proper officer of the district council or unitary county council in whose area the area of the abolished authority is situated may nominate another person who was present at the meeting to sign the minutes.

(4) Any minutes purporting to be signed in accordance with paragraph (2) or (3) shall be received in evidence without further proof and, until the contrary is proved—

- (a) the meeting shall be deemed to have been duly convened and held;
- (b) those present at the meeting shall be deemed to have been qualified to attend and vote; and
- (c) where the meeting was of a committee, a sub-committee or a joint committee, it shall be deemed to have been duly constituted and to have had power to deal with the matters referred to in the minutes.

### **Audit**

**15.**—(1) Any functions under Part II (accounts and audit of public bodies) of the Audit Commission Act 1998(b) (“the 1998 Act”) exercisable by or in relation to an abolished authority in respect of any financial year ending before the order date shall be exercisable on or after that date by or in relation to the transferee authority or, if there is more than one transferee authority, such one of them as is specified for the purposes of this paragraph in the order.

(2) In the following paragraphs “the relevant authority” means the transferee authority by which functions under Part II are exercisable on or after the order date.

(3) Without prejudice to the generality of paragraph (1), the relevant authority—

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(a) 1996 c. 18.  
 (b) 1998 c. 18.

- (a) shall ensure that the accounts of the abolished authority are made up, balanced and audited; and
- (b) may recover any sum or amount which, but for the order, would have been recoverable for the benefit of the abolished authority in accordance with section 18(2) of the 1998 Act.

(4) For the purposes of paragraph (1), anything done before the order date by or in relation to an abolished authority in the exercise of its functions under Part II of the 1998 Act shall be treated on and after that date as if it had been done by or in relation to the relevant authority.

(5) A transferee authority which is not a relevant authority shall provide the designated authority with such information as it may reasonably require to enable it to discharge its functions under paragraph (1); and shall, if so requested, provide copies of, or otherwise afford access to, such documents or other material in their possession or under their control as the relevant authority may specify.

### **Charter trustees**

**16.—**(1) The following provisions of this regulation apply in any case where, in consequence of an order, a city or town for which charter trustees<sup>(a)</sup> have been constituted by or under any enactment becomes wholly comprised in a parish or in two or more parishes.

(2) On the date on which the first parish councillors for the parish or, as the case may be, the parishes, come into office—

- (a) the charter trustees shall be dissolved;
- (b) the mayor and deputy mayor (if any) shall cease to hold office as such;
- (c) the appointment of any local officer of dignity<sup>(b)</sup> shall be treated as if it had been made by the parish council;
- (d) all property, rights and liabilities (of whatever description) of the charter trustees shall become property, rights and liabilities of the parish council;
- (e) any legal proceedings to which the charter trustees are party may, subject to rules of court, be prosecuted or defended (as the case may be) by the parish council.

(3) Without prejudice to paragraph (2), regulation 5 (continuity of matters) shall apply in a case to which this regulation applies as if the charter trustees were a transferor authority and the parish council were a transferee authority.

(4) In paragraphs (2) and (3) “the parish council”—

- (a) in relation to a city or town which becomes comprised in the area of a single parish, means the council of that parish;
- (b) in relation to a city or town which becomes comprised in the area of more than one parish, means the council of such one of those parishes as is specified in the order.

(5) The accounts of the charter trustees and of its committees and officers shall be made up to the date referred to in paragraph (2), and shall be audited in the same manner, and subject to the same procedures and penalties, as if the charter trustees had not been dissolved.

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(a) See section 246 of the Local Government Act 1972, Part II of the Local Government Act 1992 and the Charter Trustees Regulations 1996 (S.I. 1996/263, amended by S.I. 1996/610).

(b) See section 246(4)(c) of the Local Government Act 1972, regulation 4(1)(b) of the Charter Trustees Regulations 1996 and article 4(b) of the Charter Trustees (Hereford) Order 1998 (S.I. 1998/582).



**Amendment of Regulations**

17. The Charter Trustees Regulations 1996(a) are amended by the omission of regulation 18 (dissolution of charter trustees).

Signed by authority of the Secretary  
of State for the Environment,  
Transport and the Regions

*Nick Raynsford*  
Parliamentary Under Secretary of State,  
Department of the  
Environment, Transport  
and the Regions

4th March 1999

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(a) S.I. 1996/263 amended by S.I. 1996/610.

## EXPLANATORY NOTE

*(This note is not part of the Regulations)*

Part II of the Local Government and Rating Act 1997 (“the 1997 Act”) authorises district councils and unitary county councils to review their areas and make recommendations to the Secretary of State for the abolition or alteration of any existing parish, or the creation of a new parish, in their area. It also requires a district council or unitary county council which has received a valid petition for the creation as a parish of an unparished area and for the establishment of a parish council to pass the petition to the Secretary of State for his consideration. Section 14 of the 1997 Act enables the Secretary of State to make orders by statutory instrument giving effect to such recommendations and petitions (and with or without modification).

These Regulations make incidental, consequential, transitional and supplementary provision of general application for the purposes of, and in consequence of, orders under section 14 of the 1997 Act. The Regulations apply subject to the provisions of the individual orders (as provided by section 15(2) of the 1997 Act) and to any agreements made by the councils affected by the orders under section 20 of the Local Government Act 1992 (which is applied to orders under section 14 of the 1997 Act by section 23(9) of that Act).

The Regulations deal with the distribution of property, rights and liabilities of parish councils affected by an order; the continuity of certain general and local matters; transitional issues including those affecting councillors, staff and charter trustees; and other matters, such as accounts and audit and the minutes of last meetings of parish councils which cease to exist in consequence of orders. Regulation 17 amends the Charter Trustee Regulations 1996 by omitting regulation 18, which is superseded by regulation 16 of these Regulations.

**£2.40**

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WO 4204 3/99 ON (MFK)