



## APPENDIX 2F

### Stakeholder letter – extensions to existing parish councils

Addressee details

ask for: Helen Down  
ddi number: 01242 774960  
email: [Communityservices@cheltenham.gov.uk](mailto:Communityservices@cheltenham.gov.uk)  
date: July 14, 2017

Dear Stakeholder,

### **Proposed extension of [INSERT NAME] Parish Council's boundary**

We are writing to you because Cheltenham Borough Council is carrying out a Community Governance Review, and as part of the review, [INSERT NAME] Parish Council has asked us to consult electors and stakeholders in the area to see whether there is sufficient support to extend the parish council's boundary. The full details about the Community Governance Review and the proposal for extending the area covered by [INSERT NAME] Parish Council can be found in the enclosed background information.

To help Cheltenham Borough Council reach a decision, we need to hear the views of local people and stakeholders. We would therefore be grateful if you could let us know your views in one of the following ways:

- Write to us at: Strategy and Engagement, Cheltenham Borough Council, Municipal Offices, Promenade, Cheltenham, GL50 9SA
- Email: [community\\_services@cheltenham.gov.uk](mailto:community_services@cheltenham.gov.uk)

All responses must be received by 29 September 2017, after which a decision will be made. We very much hope you will take the opportunity to share your views with us.

Further details about the review and the results of this consultation (once completed) will be published at [www.cheltenham.gov.uk](http://www.cheltenham.gov.uk)

**Thank you in advance,**

**Helen Down**  
**Participation and Engagement Team Leader**