



**BIRDHAM PARISH**

**NEIGHBOURHOOD PLANNING**

**REFERENDUM**

  

**INFORMATION FOR VOTERS**

## **About this booklet**

On 5 May 2016, there will be a referendum on a neighbourhood development plan for your area. This booklet explains more about the referendum that is going to take place and how you can take part in it. In this booklet you can find out about:

- The referendum and how you can take part
- The neighbourhood area
- The neighbourhood plan
- The development plan [of which neighbourhood plans are part]

## **Referendum on the Neighbourhood Plan**

A referendum asks you to vote 'yes' or 'no' to a question. For this referendum you will receive a ballot paper with this question:

*Do you want Chichester District Council to use the neighbourhood plan for Birdham Parish to help it decide planning applications in the neighbourhood area?*

## **How do I vote in the referendum?**

You vote by putting a cross (X) in the 'Yes' or 'No' box on your ballot paper. Put a cross in only **one** box or your vote will not be counted.

If more people vote 'yes' than 'no' in this referendum, then Chichester District Council will use the Neighbourhood Development Plan to help it decide planning applications in Birdham.

The Neighbourhood Development Plan once adopted will then become part of the Development Plan. In the Chichester District Council Local Planning Authority area the development plan currently consists of the adopted Chichester Local Plan: Key Principles 2014-2029, the adopted West Sussex Minerals Local Plan, July 2003 (saved policies edition); and the West Sussex Waste Local Plan (April 2014).

If more people vote 'no' than 'yes', then planning applications will be decided without using the Neighbourhood Development Plan as part of the Development Plan for the local area.

## **What is Neighbourhood Planning?**

Neighbourhood planning aims to help local communities play a direct role in planning the areas in which they live and work.

A community can prepare a neighbourhood plan. This plan can show how the community wants land to be used and developed in its area.

### **What is a neighbourhood area?**

A neighbourhood area can cover single streets or large urban or rural areas. The boundaries of a neighbourhood area are put forward by:

- Parish councils
- A neighbourhood forum (a group of at least 21 people in areas without parish councils)

In Birdham, the boundary of the neighbourhood area was determined by Chichester District Council and is identical to the parish area of Birdham.

### **Who can prepare a Neighbourhood Plan?**

Neighbourhood plans are prepared by town or parish councils, or neighbourhood forums. In this case, the Birdham Neighbourhood Development Plan was prepared by Birdham Parish Council.

### **What is a Development Plan?**

In England, planning applications are determined by local planning authorities in accordance with the Development Plan. A Development Plan is a set of documents that set out the policies for the development and use of land across the entire local authority area. Within the area of Chichester District outside the South Downs National Park, the local planning authority is Chichester District Council.

### **Neighbourhood Planning in Birdham**

The Referendum area is identified on the map overleaf as the parish area of Birdham Parish Council and is identical to the area which has been designated as the Birdham Neighbourhood Development Plan area.

### **Who is the Planning Authority?**

The planning authority for Birdham Parish is Chichester District Council. Chichester District Council is the lead authority for Neighbourhood Planning matters in the parish, including Neighbourhood Planning Referendums.

# MAP OF BIRDHAM PARISH



## **Referendum expenses**

Expenses can be incurred by an individual or body during the period of the Referendum for referendum purposes.

The Referendum expenses limit that will apply in relation to this Referendum is £2434.68. The number of persons entitled to vote in the Referendum by reference to which the limit has been calculated is 1232.

### Specified documents

A copy of the specified documents, that is the documents listed, may be inspected at:

#### **Social Club (Birdham Village Hall)** Crooked Lane Birdham Chichester PO20 7HA

Telephone :- 01243 512581

Monday 2-4 pm, Wednesday 7.30-10 pm (Except B Hols)

Monday/Friday/Saturday 7-10.30 pm

Tuesday/Wednesday/Friday 9.30-10.30am

Thursday 2pm - 4 or 6pm - TERM TIME ONLY

Thursday 7.30-10pm

Friday 8-10 pm

#### **St James' Church**, Church Lane Birdham Chichester West Sussex PO20 7AT

Telephone :- 01243 514057

Open during the day

#### **Wittering Library**, 38 Oakfield Ave, East Wittering, Chichester PO20 8BT

Telephone :- [01243 673484](tel:01243673484)

Opening times ; -

Monday - 1:00pm - 5:00pm

Tuesday - 1:00pm - 5:00pm

Wednesday - 1:00pm - 5:00pm

Thursday - 9:00am - 1:00pm

Friday - 9:00am - 1:00pm

Saturday - 9:00am - 1:00pm

Sunday - Closed

#### **Bellfields Nursery**, Bell Lane Chichester PO20 7HY

Telephone :- [01243 512333](tel:01243512333)

Opening times ; 10am–5pm

#### **Russells Gardens Centre**, Main Road West Sussex PO20 7BY

Telephone :- [01243 512525](tel:01243512525)

Opening times ; Monday – Saturday 8:30am–5pm; Sunday 10.00 – 4pm; Bank

Holiday Mondays - closed

#### **Birdham CE Primary School**, Crooked Lane, Crooked Lane, Birdham, Chichester PO20 7HB

Telephone :- [01243 512399](tel:01243512399)

Opening times ; 8:30am–4pm

**Chichester Yacht Club Ltd** Chichester Marina, Birdham PO20 7EJ  
Telephone :- [01243 512918](tel:01243512918)  
Call for opening times.

**David Siggs, The Parish Council Clerk** 28 Langdale Avenue Chichester PO19 8JQ  
Telephone :- 01243 790402

The specified documents are the:

- Post Examination version of Birdham Parish Neighbourhood Plan
- Report of the independent Examiner
- Summary of the representations submitted to the independent Examiner
- Statement by the local planning authority that the draft plan meets the basic conditions and the requirements of sections 38A & B of the Planning and Compulsory Purchase Act 2004 (*Decision Statement 9 February 2016*)

All the above documents can be viewed on Chichester District Council's website at [www.chichester.gov.uk/neighbourhoodplan](http://www.chichester.gov.uk/neighbourhoodplan)

- Statement that sets out general information as to town and country planning including neighbourhood planning and the referendum (*this is included in this Information Statement*)

### **Can I vote?**

You can vote in the referendum if you live in the Birdham Parish area and:

- you are registered to vote in local council elections; and
- you are 18 years of age or over on 5 May 2016.

The referendum will be conducted based on procedures which are similar to those used at local government elections.

### **Ways of voting**

There are three ways of voting:

#### **In person on 5 May 2016:**

- At your local polling station. It is easy and a member of staff will always help if you are not sure what to do
- You will receive a poll card confirming your polling station for this referendum
- Polling stations are open from 7am to 10pm

**By post:**

- If you have a postal vote already, you will receive a poll card confirming this
- If you want to vote by post, you will need to complete an application form and send it to the Electoral Registration Officer to arrive by 5pm 19 April at this address:

Chichester District Council  
East Pallant House  
Chichester  
PO19 1TY

- Postal votes can be sent overseas but you need to think about whether you will have time to receive and return your completed postal vote by 5 May 2016
- You should receive your postal vote about a week before polling day. If it doesn't arrive in time, you can ask for a replacement up to 5pm on 5 May 2016 by contacting our Helpline on 01243 521010.

**By proxy:**

- If you have a proxy vote already, you will receive a poll card confirming this
- If you can't get to the polling station and don't wish to vote by post, you may be able to vote by proxy. This means allowing somebody that you trust to vote on your behalf
- If you want to vote by proxy, you will need to complete an application form and send it to the Electoral Registration Officer to arrive by 5pm on 26 April 2016 at this address:

Chichester District Council  
East Pallant House  
Chichester  
PO19 1TY

- When you apply for a proxy vote, you must say why you cannot vote in person
- Anyone can be your proxy as long as they are eligible to vote and are willing to vote on your behalf. You will have to tell them how you want to vote.

Postal and proxy vote application forms are available from our Helpline on 01243 521010 or by emailing [elections@chichester.gov.uk](mailto:elections@chichester.gov.uk).

**Am I registered to vote?**

If you're not registered, you won't be able to vote. You can check if you are registered by calling our Helpline on 01243 521010.

If you are not registered to vote, you can go online to [www.gov.uk/register-to-vote](http://www.gov.uk/register-to-vote) with your national insurance number by Midnight 18 April 2016 . If you do not have access to the internet please call our helpline on 01243 521010.

**How to find out more:**

- Further general information on neighbourhood planning is available at: [www.chichester.gov.uk](http://www.chichester.gov.uk)
- For queries about planning issues and neighbourhood planning in general, please contact the Chichester Planning Policy Team on 01243 534594
- For more information about voting and the arrangements for this referendum, please contact our Helpline on 01243 521010 or email: [elections@chichester.gov.uk](mailto:elections@chichester.gov.uk)