



Horsham  
District  
Council

**UPPER BEEDING**  
**NEIGHBOURHOOD DEVELOPMENT PLAN**  
**REFERENDUM**

**INFORMATION FOR**  
**VOTERS**

## **About this booklet**

On 19 March 2020, there will be a referendum on a neighbourhood development plan for Upper Beeding Parish. 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 Horsham District Council and South Downs National Park Authority to use the neighbourhood plan for Upper Beeding 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 Horsham District Council will use the Neighbourhood Development Plan to help it decide planning applications in Upper Beeding Parish.

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:

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

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

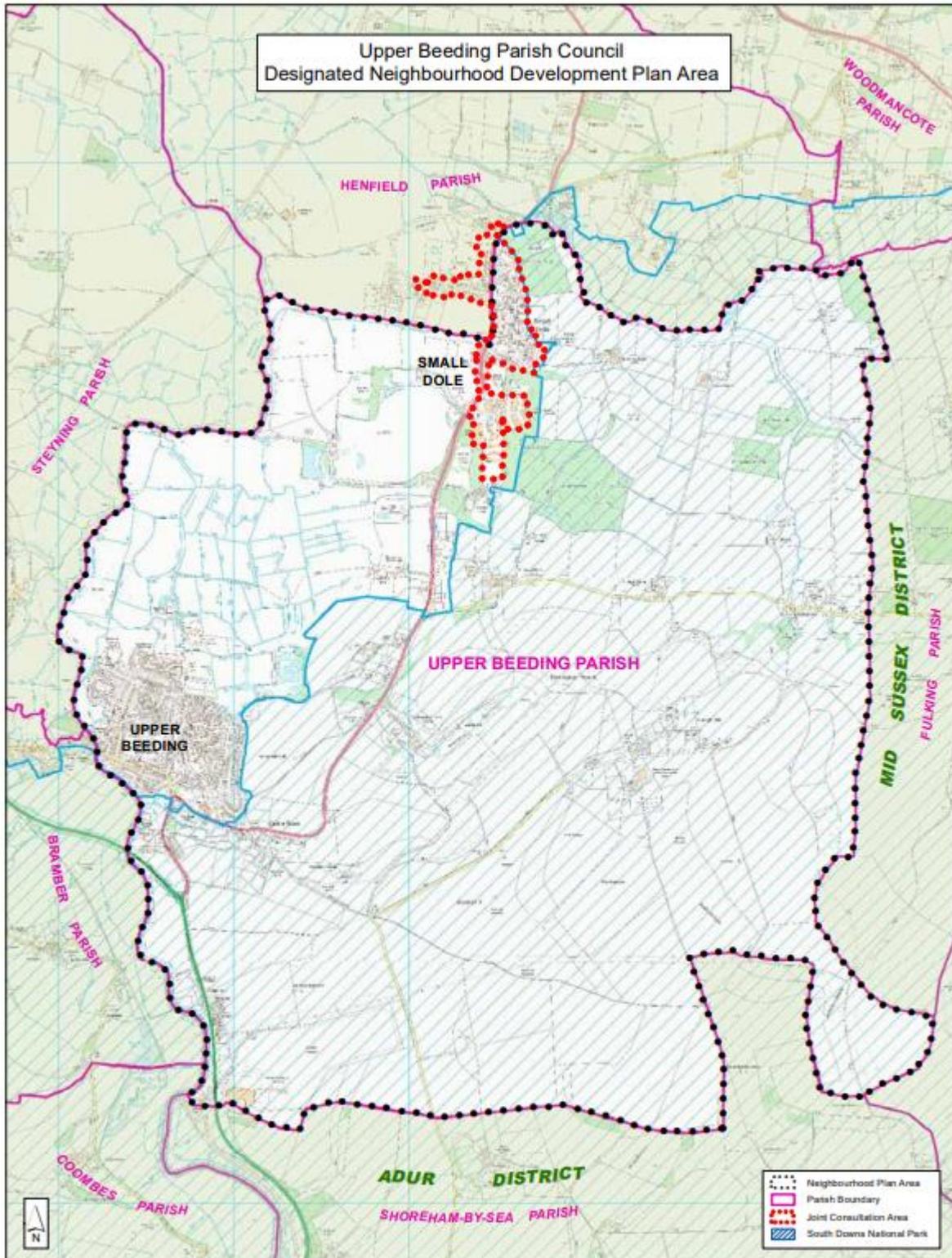
Neighbourhood plans are prepared by town or parish councils, or neighbourhood forums. In this case, the Upper Beeding Neighbourhood Development Plan was prepared by Upper Beeding Parish Council.

## **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 Horsham District, the local planning authority is Horsham District Council.

## **Neighbourhood Planning in Upper Beeding**

The Referendum area is identified on the map overleaf. The area for the referendum is the designated neighbourhood plan area as shown on Plan A in the plan below (see Plan A).



**Horsham District Council**  
 Park North, North Street, Horsham,  
 West Sussex. RH12 1RL  
 Rod Brown : Head of Planning & Environmental Services

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Confirmed by Horsham District Council and to the South Downs  
 National Park Authority under The Neighbourhood Planning  
 (General) Regulations 2012 Regulation 5.

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Plan A: Upper Beeding Neighbourhood Plan Area

## Can I vote?

An elector is entitled to vote in the referendum on the 19 March 2020 if the following is true:

- The elector is entitled to vote in a local government election in the referendum area; and
- The elector's qualifying address for the referendum is in the referendum area. A person's qualifying address is, in relation to a person registered in the register of electors, the address in respect of which he or she is entitled to be registered.

You must be registered to vote by 3 March 2020 to vote in the referendum. You can check if you are registered to vote by calling our Helpline on 01403 215581.

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 19 March 2020:

- At your local polling station. You will receive a poll card confirming your polling station for this referendum
- In Upper Beeding the polling station is:
  - Small Dole Village Hall, Henfield Road BN5 9XE
  - Beeding and Bramber Village Hall, BN44 3WN

If you do not receive your poll card, you can contact our Helpline on 01403 215581 or email us at: [elections@horsham.gov.uk](mailto:elections@horsham.gov.uk)

- 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.
- To vote by post, you will need to complete an application form and send it to the Electoral Registration Officer to arrive by 5pm on 4 March 2020 at this address:

Horsham District Council  
Parkside  
Chart Way  
Horsham RH12 1RL

- 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 19 March 2020
- 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 19 March 2020 by contacting our Helpline on 01403 215581

**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
- 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 11 March 2020 at this address:

Horsham District Council  
Parkside  
Chart Way  
Horsham RH12 1RL

- 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 on our website at:

[www.horsham.gov.uk/electionspages/elections/voting](http://www.horsham.gov.uk/electionspages/elections/voting)

If you cannot download a form please email us at: [elections@horsham.gov.uk](mailto:elections@horsham.gov.uk) or call us on: 01403 215126.

**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 emailing us at: [elections@horsham.gov.uk](mailto:elections@horsham.gov.uk) or calling us on: 01403 215126.

If you are not registered to vote, you will need to complete your registration application by midnight on Tuesday 3 March 2020. You can register online at [www.gov.uk/register-to-vote](http://www.gov.uk/register-to-vote) with your national insurance number. If you do not have access to the internet please call 01403 215581 or complete a registration

form and send it to the Electoral Registration Officer to arrive by Tuesday 3 March 2020 at this address:

Horsham District Council  
Parkside  
Chart Way  
Horsham RH12 1RL

**How to find out more:**

- Further general information on neighbourhood planning is available at: [www.horsham.gov.uk/planning/neighbourhood-planning](http://www.horsham.gov.uk/planning/neighbourhood-planning)
- For queries about planning issues and neighbourhood planning in general, please contact planning on: Tel: 01403 215187
- For more information about voting and the arrangements for this referendum, please call 01403 215581 or email: [elections@horsham.gov.uk](mailto:elections@horsham.gov.uk)