

HORSHAM BLUEPRINT BUSINESS NEIGHBOURHOOD PLAN

REFERENDUM

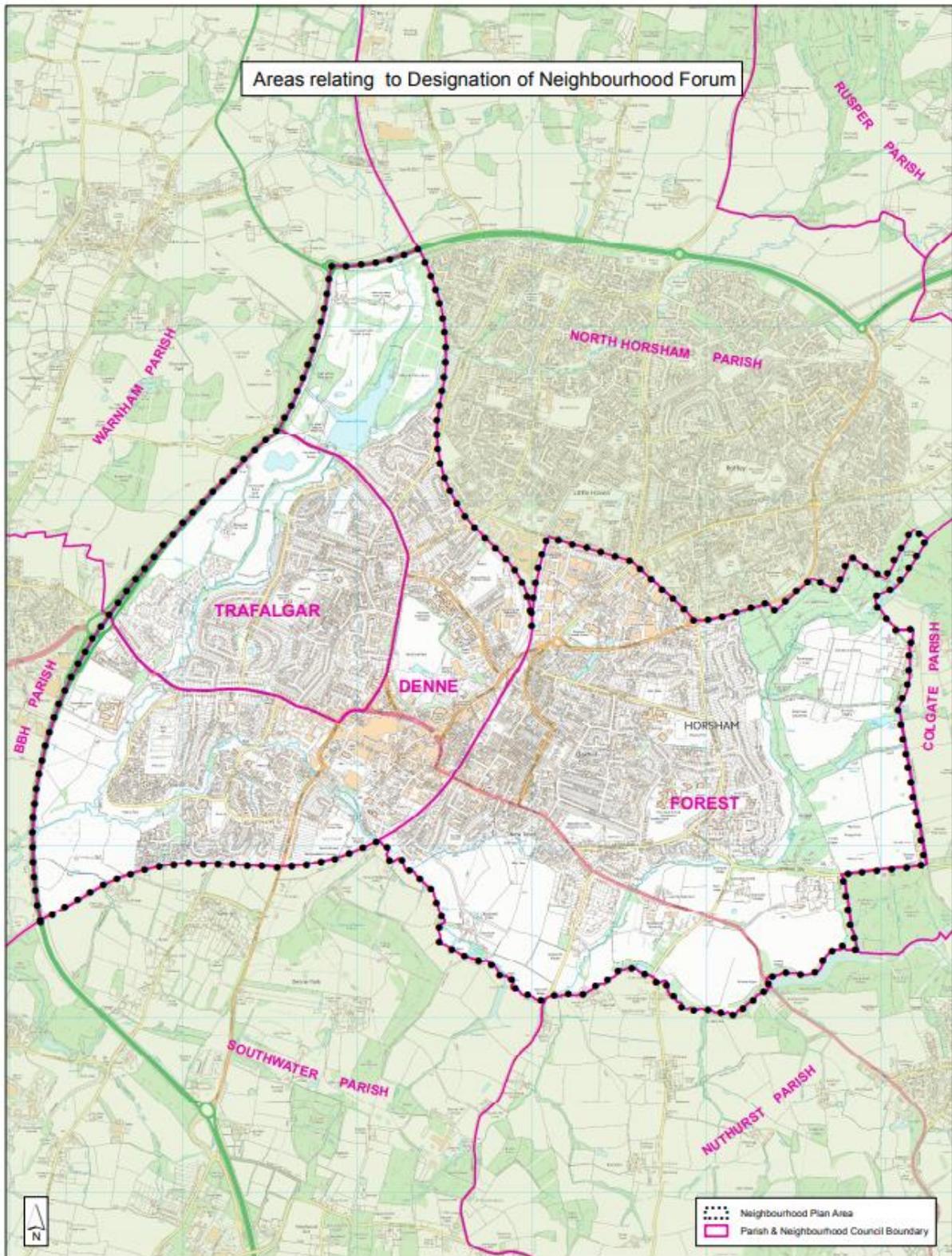
INFORMATION STATEMENT

Referendum: 2 August 2022

Two referendums, one Residential Referendum and one Business Referendum relating to the 'Horsham Blueprint Business Neighbourhood Plan to 2036' will be held for the on 20 October 2022. The question which will be asked in both Referendums is:

'Do you want Horsham District Council to use the Horsham Blueprint Business Neighbourhood Development Plan for Denne Neighbourhood Council, Trafalgar Neighbourhood Council and Forest Neighbourhood Council to help it decide planning applications in the neighbourhood area?'

The Referendum area is identified on Plan A, which is the same as the designated Neighbourhood Forum area.



Plan A: Horsham Blueprint Business Neighbourhood Forum Area

An elector is entitled to vote in the referendum on the 20 October 2022 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.

A business is entitled to vote in the Business Referendum if on 20 October 2022

- the business is a non-domestic ratepayer in the Referendum area; and
- the business has registered a named voter as their business vote holder on the business voting register.

(All eligible businesses will be invited to register a named voter on the business voting register from 16 August 2022).

The overall expenses limit will apply in relation to both Referendums is £3697.47. The number of persons entitled to vote in the referendum by reference to which the limit has been calculated is 22365.

The referendum will be conducted in accordance with procedures which are similar to those used at local government elections.

Viewing the Documents

The specified documents are:

- Horsham Blueprint Neighbourhood Development Plan.
- Report of the independent examiner.
- Summary of the representations submitted to the independent examiner.
- Decision statement (A statement by the local planning authority that the Submission plan meets the basic conditions).
- Statement that sets out general information on Neighbourhood Planning and the Referendum (information statement)

Online copies of the Plan and associated documents can be found by clicking on the following link:

- <https://www.horsham.gov.uk/planning/neighbourhood-planning/horsham-town-un-parished-area>

If you have difficulties in viewing to the Plan and associated documentations online, please in the first instance contact the relevant neighbourhood council office to arrange an appointment to view the documents under COVID safety measures. Alternatively, you can email the District Council via address below:

- neighbourhood.planning@horsham.gov.uk

or call the following number **01403 215398** at the earliest possible opportunity so that we can take this into account. Each enquiry will be reviewed on a case-by-case basis.

Hard Copies of the documents can be viewed at the following locations by **appointment only** at the following locations:

- **Horsham District Council**, Parkside, Chart Way, Horsham, West Sussex RH12 1RL between 9.00am to 5.00pm Monday to Friday (by prior appointment – please call 01403 215398 and ask to speak to the neighbourhood planning officer or email to arrange an appointment to view the documents by sending an email to:

neighbourhood.planning@horsham.gov.uk

Prepared by Horsham District Council
Published: 2 August 2022

Referendum Notes:

On 20 October 2022, there will be two referendums on a Neighbourhood Plan for Denne, Trafalgar and Forest Neighbourhood Councils respectively. One will be local residents and one for local businesses operating within the formal area, The following note explains more about the referendums 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 both referendums you will receive a ballot paper with this question:

'Do you want Horsham District Council to use the Horsham Blueprint Business Neighbourhood Plan for Denne Neighbourhood Council, Trafalgar Neighbourhood Council and Forest Neighbourhood Council 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 Plan to help it decide planning applications in Denne, Trafalgar and Forest Neighbourhood Councils respectively.

If more people vote 'no' than 'yes', then planning applications will be decided without using the Neighbourhood 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 Horsham Blueprint Neighbourhood Plan was prepared by Denne, Trafalgar and Forest Neighbourhood Councils working together.

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 planning area. Within the Horsham District, the local planning authority is Horsham District Council. Within the Horsham District and inside the South Downs National Park, the local planning authority is the South Downs National Park Authority.

Can I vote?

An elector is entitled to vote in the referendum on the 20 October 2022 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 4 October 2022 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.

A business is entitled to vote in the Business Referendum if on 20 October 2022

- the business is a non-domestic ratepayer in the Referendum area; and
- the business has registered a named voter as their business vote holder on the business voting register.
- All eligible businesses will be invited to register a named voter on the business voting register from 16 August 2022 and this must be completed and received by the Business Registration Officer no later than 5pm on 5 October 2022 at this address:

Horsham District Council
Parkside
Chart Way
Horsham RH12 1RL

Ways of voting:

There are three ways of voting for residents:

In person on 20 October 2022:

- At your local polling station. You will receive a poll card **confirming your polling station for this referendum**. In Horsham the polling stations are likely to be:

Brighton Road Baptist Church, Brighton Road, Horsham, RH13 5BD
Roffey Club, Spooners Road, RH12 4DY
London Road Methodist Church, London Road, RH12 1AN
Roffey Millennium Hall, Crawley Road, Horsham, RH12 4DT
St Leonards Church Hall, Cambridge Road, Horsham, RH13 5ED
Holy Trinity Church Hall, Rushams Road, Horsham, RH12 2NT
Greenway Academy, Greenway, Horsham, RH12 2JS
Park Barn, North Street, RH12 1RJ
Holbrook Club, North Heath Lane, Horsham, RH12 5PJ
Blackbridge Community Centre, Three Acres, RH12 1RS
The Causeway Barn, Causeway, Horsham, RH12 1HE
Brighton Road Baptist Church, Brighton Road, Horsham, RH13 5BD
Highwood Mill, The Boulevard, Horsham, RH12 1GG
Horsham YMCA Football Club, Gorings Mead, Horsham, RH13 5BP

Please check your polling card to confirm your correct polling station before you vote. If you do not receive your poll card, you can contact our Helpline on 01403 215581 or email us at: 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 5 October 2022 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 20 October 2022.
- 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 20 October 2022 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 12 October 2022 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 If you cannot download a form please email us at: elections@horsham.gov.uk or call us on: 01403 215581.

Ways of voting:

There are two ways of voting for businesses:

In person on 20 October 2022:

- At your local polling station. You will receive a poll card **confirming your polling station for this referendum**. In Horsham the polling stations are likely to be:

Brighton Road Baptist Church, Brighton Road, Horsham, RH13 5BD
Roffey Club, Spooners Road, RH12 4DY
London Road Methodist Church, London Road, RH12 1AN
Roffey Millennium Hall, Crawley Road, Horsham, RH12 4DT
St Leonards Church Hall, Cambridge Road, Horsham, RH13 5ED
Holy Trinity Church Hall, Rushams Road, Horsham, RH12 2NT
Greenway Academy, Greenway, Horsham, RH12 2JS

Park Barn, North Street, RH12 1RJ
Holbrook Club, North Heath Lane, Horsham, RH12 5PJ
Blackbridge Community Centre, Three Acres, RH12 1RS
The Causeway Barn, Causeway, Horsham, RH12 1HE
Brighton Road Baptist Church, Brighton Road, Horsham, RH13 5BD
Highwood Mill, The Boulevard, Horsham, RH12 1GG
Horsham YMCA Football Club, Gorings Mead, Horsham, RH13 5BP

Please check your polling card to confirm your correct polling station before you vote. If you do not receive your poll card, you can contact our Helpline on 01403 215581 or email us at: elections@horsham.gov.uk

- Polling stations are open from 7am to 10pm

By post:

- To vote by post, you will need to complete an application form and send it to the Business Registration Officer to arrive by 5pm on 5 October 2022 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 20 October 2022.
- 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 20 October 2022 by contacting our Helpline on 01403 215581

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 or calling us on: 01403 215581

If you are not registered to vote, you will need to complete your registration application by midnight on 4 October 2022. You can register online at 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 5pm on 4 October 2022 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
- For queries about planning issues and Neighbourhood Planning in general, please contact planning on: 01403 215398
- For more information about voting and the arrangements for this referendum, please call 01403 215581 or email: elections@horsham.gov.uk