

# Rendlesham Neighbourhood Planning Referendum

## Information for Voters

Town and Country Planning, England  
The Neighbourhood Planning (Referendums) Regulations 2012  
The Neighbourhood Planning (Prescribed Dates) Regulations 2012)

Issue date 22nd January 2015

## INFORMATION FOR VOTERS

### About this booklet

On **5 March 2015** 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 the booklet you can find out about:

- The referendum and how you can take part
- Referendum expenses
- The neighbourhood area
- The neighbourhood plan; and
- The development plan (of which neighbourhood plans are a part).

## THE REFERENDUM

### Referendum on the Rendlesham Neighbourhood Plan

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

*Do you want Suffolk Coastal District Council to use the neighbourhood plan for Rendlesham to help it decide planning applications in the neighbourhood area?*

This question is specified in paragraph 1 of Schedule 1 of The Neighbourhood Planning (Referendums) Regulations 2012.

### Who can vote in the referendum?

You can vote in the referendum if you live in the Rendlesham parish area – see map and:

- You are registered to vote in local council elections; and
- You are 18 years or over on 5 March 2015.

You have to be registered to vote by 17 February 2015 to vote in the referendum. You can check if you are registered to vote by calling 01394444422.

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

### Ways of voting

There are three ways of voting:

#### **1. In person on 5 March 2015 at your local polling station:**

It is easy and a member of staff will always help if you are not sure what to do.

In Rendlesham, the polling station is the Community Centre, Walnut Tree Avenue, Rendlesham IP12 2GG.

The polling station will be open from 7am to 10pm.

You will receive a poll card confirming your polling station for this referendum. If you do not receive your polling card you can contact 01394 444422

## **2. 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:  
Electoral Services Team at Melton Hill, Woodbridge, Suffolk, IP12 1AU.

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 March 2015.

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 March 2015 from the Electoral Services Team at Melton Hill, Woodbridge, Suffolk, IP12 1AU..

## **3. By proxy**

If you have 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, Melton Hill, Woodbridge, Suffolk, IP12 1AU to arrive by 5pm on 25 February 2015.

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 the Electoral Services Team on 01394 444685 at Melton Hill, Woodbridge, Suffolk, IP12 1AU.

## **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.

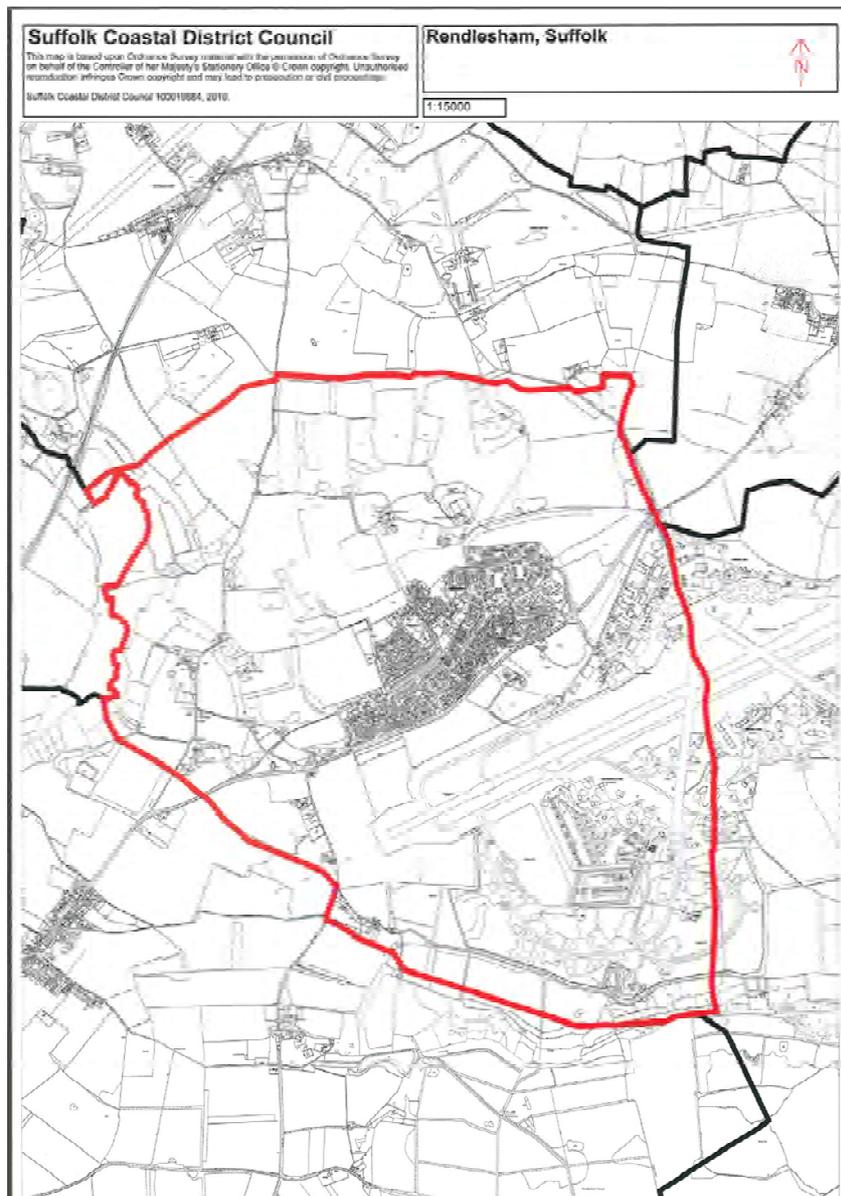
## **Referendum result**

If more people vote 'yes' than 'no' in this referendum, then Suffolk Coastal District Council will use the Neighbourhood Development Plan to help it decide planning applications in Rendlesham. To complete the successful neighbourhood plan process and to give the neighbourhood plan its full statutory weight, Suffolk Coastal District Council would formally adopt the Neighbourhood Plan having reference to the positive vote at referendum. Once "made" the neighbourhood plan will become part of the Development Plan (see heading Development Plan).

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 Rendlesham.

## The Referendum area

The referendum area is the same as the neighbourhood plan area, which was designated by Suffolk Coastal District Council on 29<sup>th</sup> October 2013.



## 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 £2,489.20. The number of persons entitled to vote in the Referendum by which the limit to expenses has been set is 2,156.

## **THE RENDLESHAM NEIGHBOURHOOD PLAN**

### **What is Neighbourhood Planning?**

Neighbourhood planning is a tool which enables local communities to 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. The plan can be comprehensive or limited in terms of the issues covered.

A neighbourhood plan has to complete a number of formal stages including public consultation and independent assessment before it can proceed to referendum.

In accordance with the Neighbourhood Planning (Referendums) Regulations 2012, a copy of the Rendlesham Neighbourhood Plan is provided as one of the Specified Documents which must be made available in relation to the referendum. (See later section on specified documents)

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

A neighbourhood area can cover single streets or large urban or rural areas. Where there is a parish council, the neighbourhood area would generally be expected to cover the parish area. The boundaries of a neighbourhood area are put forward by

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

In Rendlesham, the boundary of the neighbourhood area was determined by Suffolk Coastal District Council on 29<sup>th</sup> October 2013 and is identical to the parish area of Rendlesham (SEE MAP ABOVE). The referendum area is identical to the neighbourhood plan area.

### **Who can prepare a neighbourhood plan?**

Neighbourhood plans are prepared by town or parish councils, or neighbourhood forums. In the case of Rendlesham, the Rendlesham Neighbourhood Plan has been prepared by Rendlesham Parish Council.

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

In England, the planning system is plan led. Planning law requires that applications for planning permission must be determined in accordance with the development plan, unless material considerations indicate otherwise. 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 authority area. Within Suffolk Coastal District, the local planning authority is Suffolk Coastal District Council, for most planning matters. Suffolk County Council is the relevant local planning authority for matters relating to minerals or waste. Most planning applications are therefore submitted to and decided by Suffolk Coastal District Council.

## **Specified documents**

The specified documents are set out in paragraph 4 of The Neighbourhood Planning (Referendums) Regulations 2012. They comprise:

- The draft Rendlesham Neighbourhood Development Plan
- The report of the independent examiner
- A summary of representations submitted to the independent examiner
- A statement by Suffolk coastal District Council that the draft plan meets the basic conditions and Conventions (Decision Statement);
- A statement that sets out general information as to town and country planning including neighbourhood planning and the referendum (Information for Voters)

Each of these specified documents is available for viewing (during normal office hours) at:

**Suffolk Coastal District Council**  
**Council Offices**  
**Melton Hill**  
**Woodbridge**  
**IP12 1AU**

They are also available for inspection via the Council's website  
[www.suffolkcoastal.gov.uk/rendlesham](http://www.suffolkcoastal.gov.uk/rendlesham)

If you have any queries with regard to the Neighbourhood Plan please contact Hilary Hanslip or Patrycja Ploch on 01394 444761 /444556 or email [patrycja.ploch@eastssuffolk.gov.uk](mailto:patrycja.ploch@eastssuffolk.gov.uk)

For any queries regarding the referendum process / voter registration please contact Karen Last on 01394 444715 or email [Karen.last@eastssuffolk.gov.uk](mailto:Karen.last@eastssuffolk.gov.uk)