



Burnham-on-Crouch Neighbourhood Development Plan Referendum

Information Statement and Information for Voters for the Referendum on 20 July 2017

On 20 July 2017, there will be a referendum on a neighbourhood development plan for your area. This note explains more about the referendum that is going to take place and how you can take part in it. In this note you can find out about:

- The referendum and how you can take part
- The neighbourhood area
- The neighbourhood development plan (the neighbourhood plan)
- The development plan (of which neighbourhood development plans are part)

Introduction

A referendum on the Burnham-on-Crouch Neighbourhood Development Plan will be held on 20 July 2017. The referendum will be conducted in accordance with procedures which are similar to those used at local government elections.

The question to be asked in the referendum is:

‘Do you want Maldon District Council to use the neighbourhood plan for Burnham-on-Crouch to help it decide planning applications in the neighbourhood area?’

The referendum area is the same as the neighbourhood area, this is shown on the map at the end of this note (Figure 1). The referendum area is the whole of the Burnham-on-Crouch parish 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 development plan. This plan can show how the community wants land to be used and developed in its area.

Neighbourhood planning is a part of the planning system. It gives local communities the option to create statutory plans for managing future development in their area.

For some time communities have had the power to produce local community planning documents which have had some weight in the planning process and this remains the case. However, neighbourhood planning is different because it sits alongside the development plan for Maldon District, and has full status as part of the statutory development plan.

Neighbourhood development plans must be compatible with national and local planning policies and are subject to a consultation process, an independent examination and a local referendum. If the local community votes in favour, then the plan is adopted by the Local Planning Authority.

What is a Neighbourhood Area?

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

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

In Burnham-on-Crouch the boundary of the neighbourhood area is the same as the parish area. This was requested by Burnham-on-Crouch Town Council and was agreed by Maldon District Council on 23 April 2013.

Who can prepare a Neighbourhood Development Plan?

Neighbourhood development plans are prepared by Town or Parish Councils, or neighbourhood forums. In this case, the Burnham-on-Crouch Neighbourhood Development Plan was prepared by Burnham-on-Crouch Town 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 Maldon District, the local planning authority (LPA) is Maldon District Council, although Essex County Council is the LPA for matters relating to waste and minerals.

Specified documents

The regulations state that Maldon District Council must make the following documents available:

- The referendum version of the Burnham-on-Crouch Neighbourhood Development Plan
- The report of the independent examiner
- A summary of the representations submitted to the independent examiner
- A statement by the local planning authority (Maldon District Council) that the draft Plan meets the basic conditions (the Decision Statement)
- A statement that sets out general information on neighbourhood planning and the referendum (the Information Statement)

The documents can be viewed at:

- **Maldon District Council website**
https://www.maldon.gov.uk/info/20048/planning_policy/8112/community_led_planning_and_neighbourhood_plans/2
- **Burnham-on-Crouch Neighbourhood Plan website**
<http://www.burnhamoncrouchtowncouncil.gov.uk/>
- **Maldon District Council offices**, Princes Road, Maldon CM9 5DL (Mon-Thurs 8.30am-5pm; Friday 8.30am-4.30pm), Email: policy@maldon.gov.uk
- **Burnham-on-Crouch Town Council offices**, Chapel Road, Burnham-on-Crouch, CM0 8JA (Monday, Tuesday, Wednesday and Friday 9.30am - 12pm, Thursday 9.30am - 1pm), Email: office@burnhamtowncouncil.com

Can I vote?

You can vote in the referendum area if:

- You are entitled to vote in local government elections; and
- You live within the Burnham-on-Crouch Neighbourhood Development Plan referendum area (see Figure 1).

If you are not already registered to vote, the deadline for registering is Tuesday 4 July 2017. You can check if you are registered by calling 01621-854477.

If you need to register, you can register at www.gov.uk/register-to-vote - or call 01621-854477 - you will need your national insurance number to hand.

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 Maldon District Council will use the neighbourhood development plan to help it decide planning applications in Burnham-on-Crouch. The neighbourhood development plan once adopted will then become part of the 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 the local area.

Ways of voting

There are three ways of voting:

In person on 20 July 2017:

- 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.
- If you do not receive your poll card, you can contact 01621-854477 or email us on elections@maldon.gov.uk to find out where your polling station is.
- The 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 Wednesday 5 July 2017 at this address:

Electoral Registration Officer
Maldon District Council
Princes Road
Maldon CM5 9DL

- 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 Friday 14 July 2017 by contacting 01621-854477.

By proxy:

- 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 have a proxy vote already, you will receive a poll card confirming this.

- 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 Wednesday 12 July 2017 at this address:

Electoral Registration Officer
Maldon District Council
Princes Road
Maldon CM5 9DL

Referendum Expenses

The referendum expenses limit that will apply in relation to the referendum is £2,736.65.

The number of persons entitled to vote in the referendum by reference to which the limit has been calculated is 6,350.

How to find out more:

Further general information on neighbourhood planning is available at:

https://www.maldon.gov.uk/info/20048/planning_policy/8112/community_led_planning_and_neighbourhood_plans/2

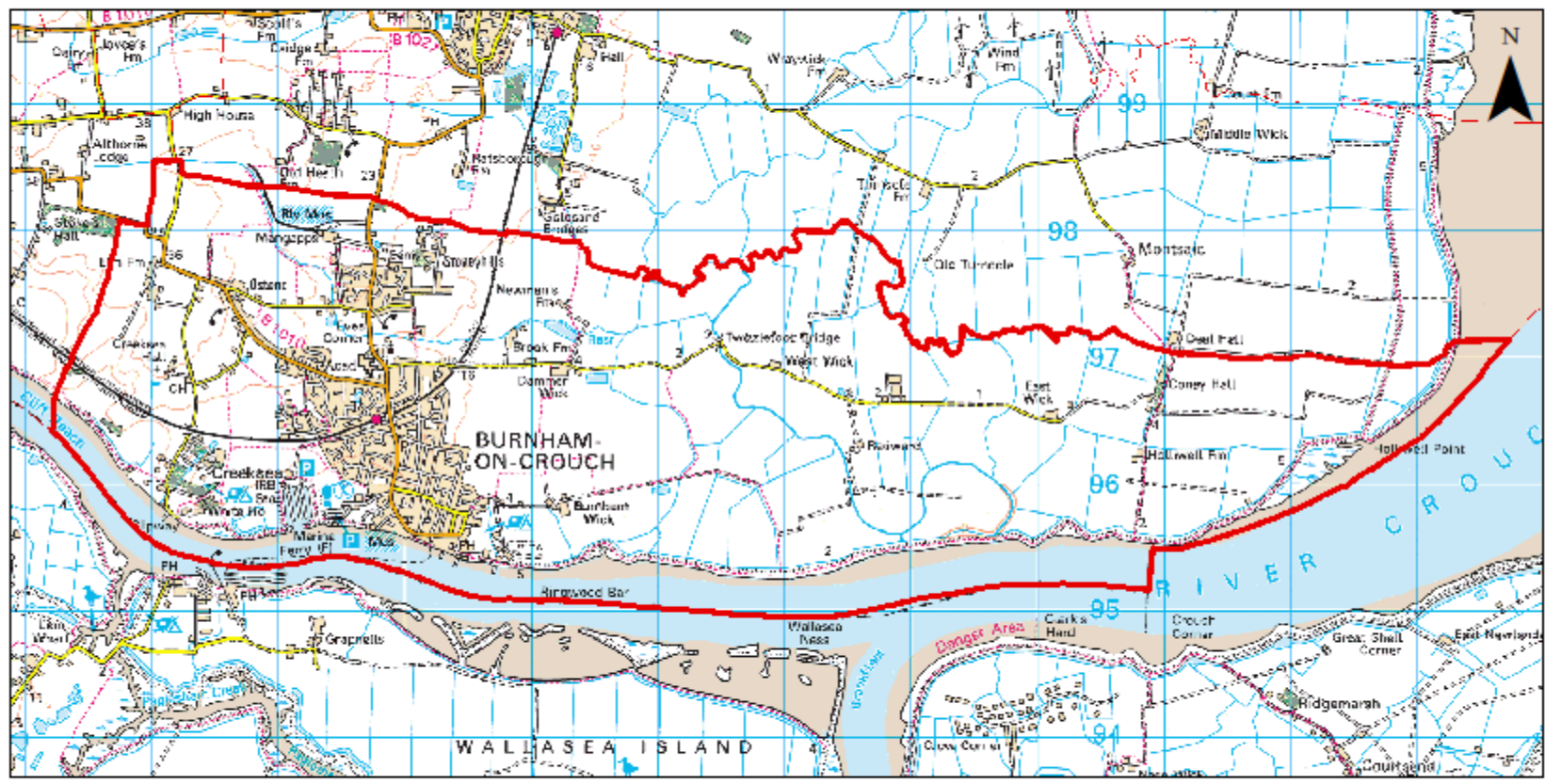
For queries about neighbourhood planning in general, please contact Planning Policy on:

policy@maldon.gov.uk

For more information about voting and the arrangements for this referendum, please email:

elections@maldon.gov.uk

Figure 1: The Defined Area of the Burnham-on-Crouch Neighbourhood Plan



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