

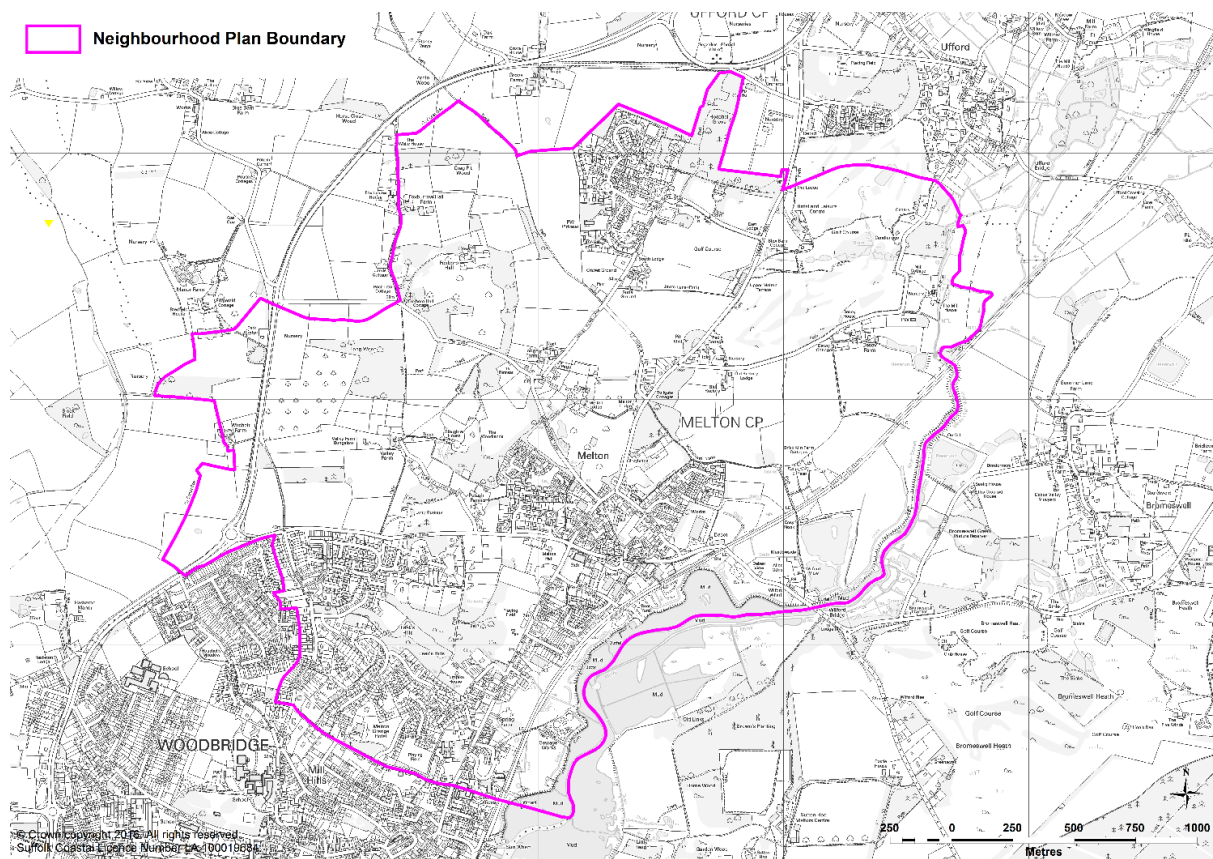
# Melton Neighbourhood Plan Referendum

Information Statement Town and Country Planning, England | Town and Country Planning (Referendums) Regulations 2012 The Neighbourhood Planning (Referendums) (Amendment) Regulations 2016

**Referendum Date: 7th December 2017**

A Neighbourhood Planning Referendum will be held for the Melton Neighbourhood Plan on **7th December 2017**. The question asked in the referendum will be:

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



# The referendum process

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

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 £2,548.91. The number of persons entitled to vote in the referendum is 3168 by which the limit to expenses has been set.

Persons entitled to vote in the referendum are those resident in the Melton parish area (see map) and:

- Registered to vote in the local council elections;
- Age 18 years or over on 7<sup>th</sup> December 2017; and
- Registered to vote by 21<sup>st</sup> November 2017 to vote in the referendum.

Voting is 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.

There are three ways of voting:

**1. In person on 7<sup>th</sup> December at your local polling station:**

In Melton, the polling station is:

Burness Parish Rooms, 38 The Street, Melton, Woodbridge IP12 1PW.

The polling station will be open from 7:00am to 10:00pm

You will receive a poll card confirming your polling station for this referendum. If you do not receive your poll 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  
Suffolk Coastal District Council  
East Suffolk House  
Riduna Park  
Station Road  
Melton  
Woodbridge  
IP12 1RT

To arrive by 5pm on 22<sup>nd</sup> November 2017.

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 7th December 2017.

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 7th December 2017 from the Electoral Services Team at Suffolk Coastal District Council, East Suffolk House, Riduna Park, Melton, Woodbridge IP12 1RT.

### **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 someone 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, Suffolk Coastal District Council, East Suffolk House, Riduna Park, Station Road, Melton, Woodbridge IP12 1RT to arrive by 5pm on 29<sup>th</sup> November 2017.

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 444422 at Suffolk Coastal District Council, East Suffolk House, Riduna Park, Station Road, Melton, Woodbridge IP12 1RT.

## **Referendum result**

If more people vote 'yes' than 'no' in the referendum, then Suffolk Coastal District Council will use the Melton Neighbourhood Development Plan to help it decide planning applications in Melton. 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 section 'What is a 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 Melton.

## Specified Documents

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

- The draft Melton Neighbourhood Development Plan (referendum version)
- 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 via the Council's website:

<http://www.eastsuffolk.gov.uk/planning/neighbourhood-planning/neighbourhood-areas/Melton-neighbourhood-area/>

They are also available for inspection at:

Suffolk Coastal District Council  
Customer Services  
Woodbridge Library  
New Street, Woodbridge IP12 1DT

Opening hours:

Monday to Wednesday 8.45am to 5pm

Thursday 9.30am to 5.30pm

Friday 8.45am to 4.30pm

If you have any queries with regard to the neighbourhood plan please contact Stephen Brown, Planning Officer on 01394 444363 or email [stephen.brown@eastsuffolk.gov.uk](mailto:stephen.brown@eastsuffolk.gov.uk)

For any queries regarding the referendum process/ voter registration please contact Karen Last on 01394 444324 or email [karen.last@eastsuffolk.gov.uk](mailto:karen.last@eastsuffolk.gov.uk)