



SOUTH  
KESTEVEN  
DISTRICT  
COUNCIL

# Caythorpe and Frieston Neighbourhood Plan Referendum Information for Voters

## About this booklet

There will be a referendum on a neighbourhood plan for your area on Thursday 4 May 2023. 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 a 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 South Kesteven District Council to use the Neighbourhood Plan for Caythorpe and Frieston to help it decide planning applications in the neighbourhood area?"**

## How do I vote in the referendum?

You show your choice 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 South Kesteven District Council will use the Neighbourhood Plan to help it decide planning applications in the Caythorpe and Frieston Parish area.

### **The Neighbourhood Plan will then become part of the adopted South Kesteven District Council's Local Development Plan.**

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. They ensure that communities gain more influence and control over their local area, in order to get the right type of development in the right places.

### **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 either:

- 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.

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

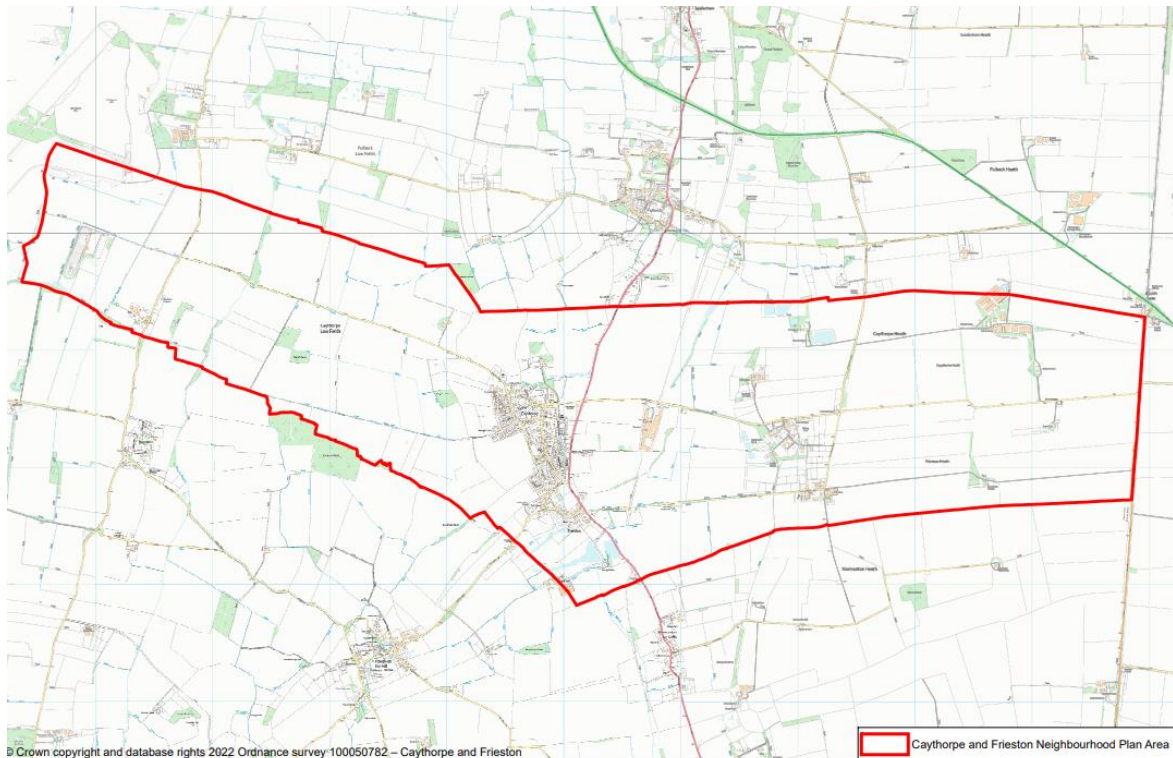
In England, planning applications are determined by local planning authorities in accordance with the 'local development plan'.

A 'local 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. A neighbourhood plan makes up one of these documents.

## Neighbourhood Planning in the Parish of Caythorpe and Frieston

The Referendum area is identified on the map below as the parish area of Caythorpe and Frieston and is identical to the area which has been designated as the Caythorpe and Frieston neighbourhood plan area.

### CAYTHORPE AND FRIESTON PARISH AREA



### Referendum expenses

The Referendum expenses limit that will apply in relation to the Referendum is £2423.54. The number of persons entitled to vote in the Referendum by reference to which that limit has been calculated is 1043.

### Specified documents

A copy of the specified documents listed below, may be viewed on the neighbourhood planning page of the council's website at

[www.southkesteven.gov.uk/caythorpeandfrieston](http://www.southkesteven.gov.uk/caythorpeandfrieston)

Alternatively, you can contact the Planning Policy Team to request a hard copy of the documents:

Email: [planningpolicy@southkesteven.gov.uk](mailto:planningpolicy@southkesteven.gov.uk)

Telephone: 01476 406080

Address: Planning Policy, South Kesteven District Council, Council Offices, The Picture House, St Catherine's Road, Grantham, NG31 6TT

### **The specified documents are:**

- The Caythorpe and Frieston Neighbourhood Development Plan
- Report of the independent examiner
- Representations submitted to the independent examiner (redacted)
- Statement by the local planning authority that the draft plan meets the basic conditions and complies with the relevant legislation
- The information statement

### **Can I vote?**

You can vote in the referendum if you live in the parish of Caythorpe and Frieston and:

- You are registered to vote in local council elections, and
- You are 18 years of age or over on 4 May 2023

You have to be registered to vote by midnight on **Monday 17 April 2023** to vote in the referendum. You can check if you are registered to vote by calling the elections team on **01476 406080**.

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

### **Ways of voting**

There are three ways of voting:

#### **In person on Thursday 4 May 2023**

Most people vote in person at their local polling station. It is easy and a member of staff will always help if you are not sure what to do. Voters are now required to provide photo ID when voting at a polling station. A full list of accepted photographic identification can be viewed at [www.southkesteven.gov.uk/voterID](http://www.southkesteven.gov.uk/voterID) and will also be provided on your poll card. If you do not have any of the documents on the prescribed list of photo ID, you can apply for a free Voter ID document, known as a Voter Authority Certificate. Applications can be made online at [www.gov.uk/apply-for-photo-id-voter-authority-certificate](http://www.gov.uk/apply-for-photo-id-voter-authority-certificate). The deadline for applying for a Voter Authority Certificate is **5pm on Tuesday 25 April 2023**. Alternatively you can request a paper copy of the application form by contacting SKDC Electoral Services team on 01476 406080.

In the Caythorpe and Frieston Parish area the polling station is:

- **Caythorpe and Frieston Village Hall, High Street, Caythorpe, NG32 3DR**

You will receive a poll card to advise you about the polling station.

- If you do not receive your poll card, you can contact Electoral Services on **01476 406080**. You can vote without your poll card as long as you are registered and take photo ID with you to the polling station.
- Polling stations are open from 7am to 10pm.
- If you are not in the queue at the polling station by 10pm you won't be able to vote, so make sure you arrive in plenty of time.

#### **By post:**

- To vote by post, fill in an application form and send it to Electoral Services, **South Kesteven District Council, Council Offices, The Picture House, St Catherine's Road, Grantham, Lincs NG31 6TT** to arrive by **5pm on Tuesday 18 April 2023**. Alternatively you scan or take a photograph of your application form and email it to [elections@southkesteven.gov.uk](mailto:elections@southkesteven.gov.uk).
- Ballot papers can be sent overseas, but you need to think about whether you will have time to receive and return your ballot papers by 4 May 2023.
- You should receive your postal vote one to two weeks before polling day. If it doesn't arrive in time, you can get a replacement up to 5pm on 4 May 2023.

Postal vote application forms are available from Electoral Services on **01476 406080** or for downloading at:

<https://www.electoralcommission.org.uk/i-am-a/voter/apply-vote-post>

#### **By proxy:**

- If you can't go to the polling station and don't wish to vote by post, you may be able to vote by proxy. This means allowing somebody you trust to vote on your behalf.
- To vote by proxy, fill in an application form and send it to **Electoral Services, South Kesteven District Council, Council Offices, The Picture House, St Catherine's Road, Grantham, Lincs NG31 6TT** to arrive by **5pm on Tuesday 25 April 2023**. Alternatively you scan or take a photograph of your application form and email it to [elections@southkesteven.gov.uk](mailto:elections@southkesteven.gov.uk).

- 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 and registered to vote and are willing to vote on your behalf. You will have to tell them how you want to vote.

Proxy vote application forms are available from Electoral Services on **01476 406080** or for downloading at:

<https://www.electoralcommission.org.uk/i-am-a/voter/apply-vote-proxy>

## **Am I registered to vote?**

- If you're not registered, you won't be able to vote.
- If you are not sure if you are registered, you can contact the elections team on 01476 406080.
- If you are not on the electoral register, you will need to either register online at [www.gov.uk/register-to-vote](http://www.gov.uk/register-to-vote) or complete a voter registration form and send it to **Electoral Services, South Kesteven District Council, Council Offices, The Picture House, St Catherine's Road, Grantham, Lincs NG31 6TT.**
- The deadline for registering to vote at this referendum is **Midnight on Monday 17 April 2023.**

Registration forms are available from Electoral Services on 01476 406080 or applications can be submitted online at: [www.gov.uk/register-to-vote](http://www.gov.uk/register-to-vote)

## **How to find out more**

Further general information on neighbourhood planning is available on the following website - [Make a neighbourhood plan - GOV.UK \(www.gov.uk\)](http://www.gov.uk/make-a-neighbourhood-plan)

You can find the specified documents and a copy of this information statement and the decision statement, on the council's website at [www.southkesteven.gov.uk/caythorpeandfrieston](http://www.southkesteven.gov.uk/caythorpeandfrieston)

Information about the Caythorpe and Frieston Plan is also available on the Caythorpe and Frieston Neighbourhood Plan website at: [www.southkesteven.gov.uk/caythorpeandfrieston](http://www.southkesteven.gov.uk/caythorpeandfrieston)

For queries relating to the neighbourhood plan please contact the Planning Policy team on 01476 40 60 80 or by email: [planningpolicy@southkesteven.gov.uk](mailto:planningpolicy@southkesteven.gov.uk)