



Information For Voters

Porthleven Parish
Neighbourhood Development
Plan Referendum

11th October 2021

About this booklet

On Thursday 18th November, 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 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. The question which will be asked in the Referendum is:

“Do you want Cornwall Council to use the neighbourhood plan for Porthleven 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 Cornwall Council will use the Neighbourhood Development Plan to help it decide planning applications in Porthleven.

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.

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 parish councils)

In Porthleven, the boundary of the neighbourhood area was determined by Cornwall Council and covers the parish of Porthleven.

Who can prepare a Neighbourhood Plan?

Neighbourhood plans are prepared by the community, led by town or parish councils, or neighbourhood forums. In this case, the Porthleven Parish Neighbourhood Development Plan was prepared by Porthleven NDP Steering Group.

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 Cornwall, the local planning authority is Cornwall Council.

Neighbourhood Planning in Porthleven

The Referendum area is identified on the enclosed map as the parish of Porthleven. The Referendum area has been designated as the Porthleven Parish Neighbourhood Development Plan area.

Who is the Planning Authority?

Cornwall Council is the lead authority for Neighbourhood Planning matters in the area, including Neighbourhood Planning Referendums.

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 the Referendum is **£2510.56**. The number of persons entitled to vote in the Referendum, by reference to which that limit has been calculated, is **2518**.

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

Specified documents

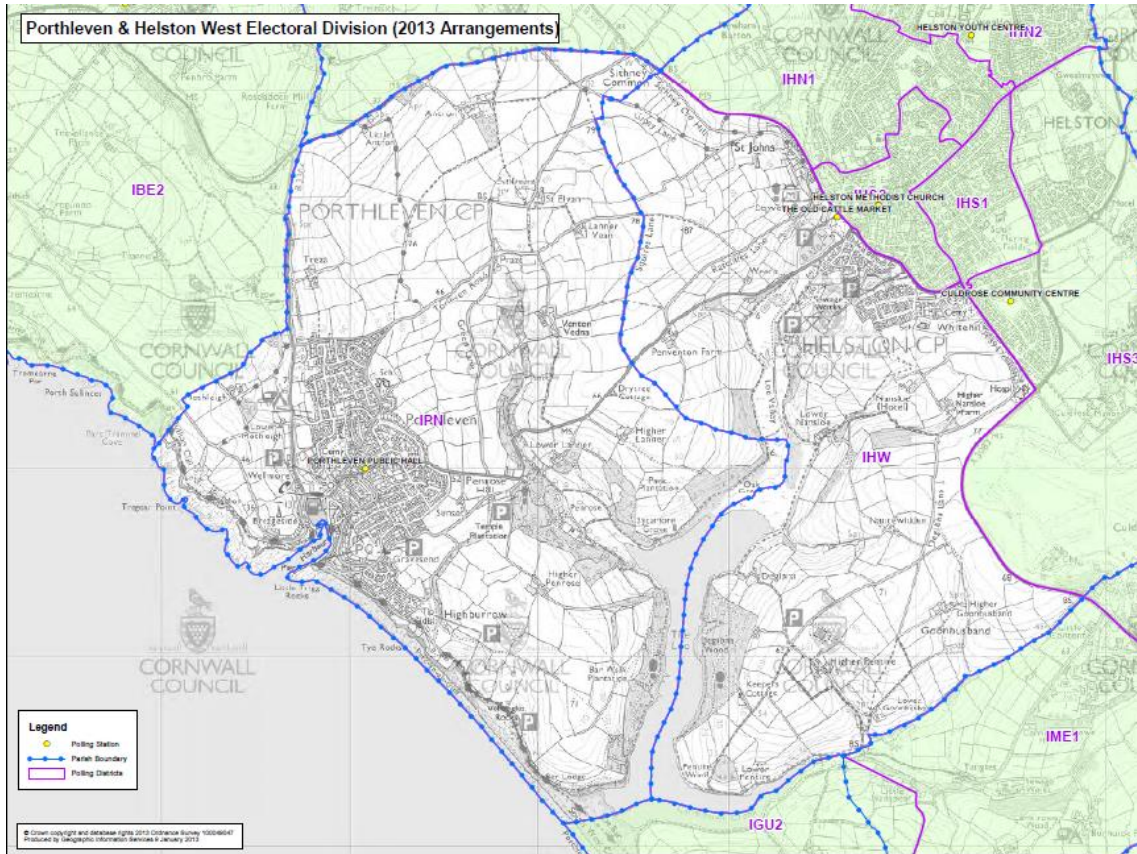
The documents are available for public viewing on the Council's website at:

[Neighbourhood planning in Cornwall - Cornwall Council](#)

The specified documents are:

- Porthleven Parish Neighbourhood Development Plan
- Porthleven Parish NDP Examiner's Report
- Porthleven Parish NDP Officer Report
- Porthleven Parish NDP Decision Notice
- Porthleven NDP Basic Conditions Statement
- Porthleven Parish NDP Consultation Statement
- Copies of the written representations submitted to the independent examiner (available on the planning register)
- A Decision Statement of the Local Planning Authority's satisfaction that the draft Neighbourhood Development Plan meets the basic conditions specified by statute and complies with the provision made by or under Section 38A and 38B of the Planning and Compulsory Purchase Act 2004
- A statement that sets out general information as to town and country planning including neighbourhood planning and the referendum
- Map of the Porthleven Parish Neighbourhood Development Plan area

Figure 1: Map of the Porthleven Neighbourhood Development Plan area



Can I vote?

You can vote in the referendum if you live in the parish of Porthleven:

- you are registered to vote in local council elections; and
- you are 18 years of age or over on 18th November 2021.

You have to be registered to vote by Tuesday 2nd November 2021 to vote in the referendum. You can check if you are registered to vote by calling our Helpline on 0300 123 1115.

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

Ways of voting

There are three ways of voting:

In person on 18th November 2021:

- 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 Porthleven Parish, the polling station is:
 - Porthleven Public Hall, Wellington Road, Porthleven TR13 9HT
- You will receive a poll card confirming your polling station for this referendum.
- If you do not receive your poll card, you can contact our Helpline on 0300 123 1115 or email us on voter-registration@cornwall.gov.uk to find out where your polling station is.
- The polling station is 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 3rd November 2021 at this address:

Electoral Services
Cornwall Council
3S County Hall
Truro TR1 3AY

- 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 18th November 2021.
- 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 18th November 2021 by contacting our Helpline on 0300 123 1115.

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 Wednesday 10th November 2021 at this address:

Electoral Services
Cornwall Council
3S County Hall
Truro TR1 3AY

- 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 our Helpline on 0300 123 1115 or by emailing voter-registration@cornwall.gov.uk. You can also download application forms from Cornwall Council's website at: www.cornwall.gov.uk/elections.

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 calling our Helpline on 0300 123 1115.

If you are not registered to vote, you will need to apply by Tuesday 2nd November 2021. You can apply online at www.gov.uk/register-to-vote.

Alternatively, you will need to complete a voter registration form and send it to the Electoral Registration Officer to arrive by Tuesday 2nd November 2021 at this address:

Electoral Services
Cornwall Council
3S County Hall
Truro TR1 3AY

Registration forms are available from our Helpline on 0300 123 1115 or by emailing voter-registration@cornwall.gov.uk.

How to find out more:

- Further general information on neighbourhood planning is available at: <https://www.cornwall.gov.uk/planning-and-building-control/neighbourhood-planning>
- You can find specific documents on the Porthleven Neighbourhood Plan at: <https://www.cornwall.gov.uk/planning-and-building-control/neighbourhood-planning>
- For queries about planning issues and neighbourhood planning in general, please e-mail neighbourhoodplanning@cornwall.gov.uk
- For more information about voting and the arrangements for this referendum, please contact our Helpline on 0300 123 1115 or email: voter-registration@cornwall.gov.uk.

Prepared by:

Imogen Day

Neighbourhood Planning Officer

and

John Simmons

Electoral Services Officer

Cornwall Council

11th October 2021

If you would like this information in another format or language, please contact:

**Cornwall Council
County Hall
Treyew Road
Truro TR1 3AY**

Telephone: **0300 1234 100**

Email: **enquiries@cornwall.gov.uk**

www.cornwall.gov.uk