

Dunham on the Hill and Hapsford Neighbourhood Plan Referendum Information Statement

A Referendum relating to the adoption of the Dunham on the Hill and Hapsford Neighbourhood Plan will be held on **Thursday 28 August 2025**

The Question which will be asked in the Referendum is:

“Do you want Cheshire West and Chester to use the Neighbourhood Plan for Dunham on the Hill and Hapsford to help it decide planning applications in the neighbourhood area?”

The Referendum area is identified on the map which is included with this information statement.

The Referendum area is identical to the area which has been designated as the Dunham on the Hill and Hapsford Neighbourhood Area.

Who is entitled to vote?

A person is entitled to vote in the referendum if on **Thursday 28 August 2025**.

- He or she is entitled to vote in a local government election in the Referendum area; and
- His or her qualifying address for the election is in the Referendum area. (A person's qualifying address is, in relation to a person registered in the register of electors, the address in respect of which he or she is entitled to be registered).

You have to be registered to vote by **Monday 11 August 2025** in order to vote in the referendum. You can check if you are registered to vote by calling Democratic Services on 01244 977084. If you are not on the electoral register, you will need to go online to [Register to vote - GOV.UK \(www.gov.uk\)](https://www.gov.uk/register-to-vote) and complete an online application. **If you are not registered, then you won't be able to vote.**

You are now required to provide photo ID in the polling station, a list of accepted photo ID can be found at [Accepted forms of photo ID | Electoral Commission](#). If you do not have a form of accepted photo ID, you can apply for a Voter Authority Certificate. Applications for a Voter Authority Certificate or an Anonymous Elector's Document valid for this election must reach the Electoral Registration Officer at The Portal, Wellington Road, Ellesmere Port, Cheshire, CH65 0BA by **5pm on Tuesday 19 August 2025**. Applications can be made online: <https://www.gov.uk/apply-for-photo-id-voter-authority-certificate>

How to vote?

There are three ways of voting:

In person on Thursday 28 August 2025. Most people vote in person at their local polling station. A member of staff will always help if you are not sure what to do.

- You will receive a poll card telling you where your polling station is located
- Polling Stations are open from **7am to 10pm**
- If you do not receive your poll card, you can contact Democratic Services on 01244 977084 or email us on elreg@cheshirewestandchester.gov.uk

By post:

- To vote by post, fill in an application form and send it to Democratic Services, Cheshire West and Chester Council, The Portal, Wellington Road, Ellesmere Port, CH65 0BA to arrive by **5pm on Tuesday 12 August 2025**. You may apply online or download a form at <https://www.gov.uk/apply-postal-vote> or call the Elections Team on 01244 977084.
- 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 **10pm on Thursday 28 August 2025**.
- You should receive your postal vote about a week before polling day. If it doesn't arrive in time, you can get a replacement up to **5pm on Thursday 28 August 2025**.

By proxy:

- If you have a proxy vote already you will receive a poll card confirming this.
- 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, you will need to complete an application form and send it to the Electoral Registration Officer to arrive by **5pm on Tuesday 19 August 2025 at this address**.

Cheshire West and Chester Council
The Portal
Wellington Road
Ellesmere Port
CH65 0BA

- You can find information and dependent upon your proxy type apply online or download a form at <https://www.gov.uk/apply-proxy-vote>

- When you apply for 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.

Photographic ID:

New legislation requires electors to show an accepted form of photographic identification at the polling station when voting in person. Further details of accepted forms of identification can be found by visiting <https://www.electoralcommission.org.uk/i-am-a/voter/voter-id/accepted-forms-photo-id> or call the election helpline on 01244 977084.

If you do not have one of the acceptable forms of photographic identification, you can apply for a Voter Authority Certificate online at www.gov.uk/apply-for-photo-id-voter-authority-certificate or contact our election helpline on 01244 977084 for assistance.

The deadline to apply for a **Voter Authority Certificate** is **5pm on Tuesday 19 August 2025**

Referendum Expenses

The Referendum expenses limit that will apply in relation to the Referendum is **£2,392.09**. The number of persons entitled to vote in the Referendum, by reference to which that limit has been calculated is **510**.

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

Specified documents:

The specified documents are:

- Dunham on the Hill and Hapsford Neighbourhood Development Plan;
- Dunham on the Hill and Hapsford Design Appraisal and Code
- Report of the Independent Examiner;
- Summary of the representations submitted to the Independent Examiner
- Statement by the local planning authority that the draft plan meets the basic conditions and complies with the relevant legislation;
- This information statement; and
- A statement that sets out general information about town and country planning including neighbourhood planning and the referendum,

The specified documents listed above, may be inspected online at:
www.cheshirewestandchester.gov.uk/neighbourhoodplanning

The documents can also be viewed at the following locations during their opening hours:

- Online at local libraries including **Helsby Library**, Lower Robin Hood Lane, Helsby, WA6 0BE (Monday and Friday 9.30am-1pm, 2-5pm; Tuesday and Wednesday 9.30am-1pm, 2-7pm; Saturday 9.30am-1pm)

Please refer to: <https://www.cheshirewestandchester.gov.uk/residents/libraries/find-a-library> or opening hours and contact information.

• Paper copy available at:

- **Mobile Library** (for routes and dates see <https://www.cheshirewestandchester.gov.uk/residents/libraries/find-a-library/mobile-library-service>)
- **Helsby Library**, Lower Robin Hood Lane, Helsby, WA6 0BE (Monday and Friday 9.30am-1pm, 2-5pm; Tuesday and Wednesday 9.30am-1pm, 2-7pm; Saturday 9.30am-1pm)
- **Chester Library at Storyhouse**, Hunter Street, Chester, CH1 2AR (Monday – Saturday 8.30am-7pm; Sunday 9.30am-6pm; holiday opening hours may vary)

If you would like to view a paper copy of the documents at one of our principal offices, please contact us by telephone on 01244 973887 or email neighbourhoodplanning@cheshirewestandchester.gov.uk The principal offices are:

- The Portal, Wellington Road, Ellesmere Port, CH65 0BA Open Monday-Friday 9am-5pm.
- HQ Chester, 58 Nicholas Street, Chester, CH1 2NP
- Wyvern House, The Drumber, Winsford, CW7 1AH

Dated: Friday 18 July 2025

Delyth Curtis
Counting Officer
Cheshire West and Chester
The Portal, Wellington Road
Ellesmere Port
CH65 0BA

The Referendum Area Dunham on the Hill and Hapsford Neighbourhood Area

