



North Warwickshire Borough Council

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Date: 12 January 2017

To: Hartshill Parish Council/Neighbourhood Plan Committee

Dear Sir/Madam

Hartshill Neighbourhood Plan Referendum – Thursday 16 February 2017

As you are aware polling will take place for the Referendum on Thursday 16 February 2017, between the hours of 7.00am and 10.00pm.

I would draw the attention your attention to the following arrangements in connection with the conduct of the poll and the counting of votes: -

Poll Cards

Poll cards will be sent to all electors in the Parish shortly.

Polling Stations

There will be two polling stations

Hartshill Community Centre, Church Road, Hartshill
Drayton Court Community Room, Drayton Court, Hartshill

Ballot Papers

The colour of the ballot paper for the Referendum is white.

Postal Votes

Notice is hereby given that: -

- a The last date for applications to vote by post is 5.00pm on Wednesday 1 February 2017.
- b The opening of the postal ballot box and of the envelopes contained therein will take place on Tuesday 14 February 2017 at the Council House, South Street, Atherstone. The opening session will begin at 10 am. On Thursday 16 February 2017, there will be the final opening at the count venue (see later in the letter) from 9pm in the evening.
- c You or Members of your Committee may attend the opening of postal votes.

Electoral Register

The last date for applications to be included in the Electoral Register to be effective for polling day is midnight on Tuesday 31 January 2017.


Electors who are currently registered will receive a poll card and need take no further action in respect of registration.

Verification and Counting of Votes

The verification and counting of votes cast will commence as soon as possible after **10.00pm on Thursday 16 February 2017**, at Hartshill Community Centre, Church Road, Hartshill. Your Parish/Committee is entitled to appoint up to ten representatives to be present and observe the verification and counting of votes. Please complete the enclosed notice of appointment and return it to me by not later than Thursday 9 February 2017.

If you would like any further information or general clarification please contact David Harris.

Yours faithfully



Counting Officer