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A meeting of **Public Facing Boundary Review Panel** will be held on Zoom on **Friday 22 March 2024 at 9.30 am**

MEMBERS: Mr R Briscoe, Mr J Brown, Mr S Johnson, Mr T Johnson, Mr T O'Kelly and Ms V Weller

AGENDA

- 1 **Election of Chair**
The Panel is requested to propose, second and elect a Chair for the meeting.
- 2 **Chair's Announcements**
The Chair will announce any late items for urgent consideration under the Late Items agenda item.

Any apologies for absence that have been received will be noted at this point.
- 3 **Approval of Minutes (Pages 1 - 5)**
The minutes relate to the meeting of the Boundary Review Panel on 15 November 2022.
- 4 **Declarations of Interest**
Members are to make any declarations of disclosable pecuniary, personal and/or prejudicial interests which they might have in respect of matters on the agenda for this meeting.
- 5 **Introduction to the role of the Boundary Review Panel**
A short verbal introduction to the role of the Panel will be presented by Mr Mildred.
- 6 **Review of Polling Districts, Polling Places and Polling Stations (Pages 7 - 17)**
The Panel is requested to consider the report and appendix and make the following recommendation:
 - 1.1. **the Returning Officer's schedule, as set out in Appendix 1 be consulted on with District Councillors, Parish Councils and any other interested parties.**
 - 1.2. **A further report be tabled to the Boundary Review Panel at its next meeting to assess any representations received.**

1.3. the review be concluded by October 2024; and

1.4. a report on the representations received, with recommendations, be made to the Council Meeting in November 2024.

7 Late Items

The Boundary Review Panel will consider any late urgent items announced by the Chair under Agenda Item 1.

NOTES

1) The press and public may be excluded from the meeting during any item of business wherever it is likely that there would be disclosure of 'exempt information' as defined in section 100A of and Schedule 12A to the Local Government Act 1972.

2) The press and public may view the report appendices which are not included with their copy of the agenda on the Council's website at Chichester District Council - Minutes, agendas and reports unless they contain exempt information.

3) Subject to Covid-19 Risk Assessments members of the public are advised of the following;

- Where a member of the public has registered a question they will be invited to attend the meeting and will be issued a seat in the public gallery.
- You are advised not to attend any face to face meeting if you have symptoms of Covid.

4) Subject to the provisions allowing the exclusion of the press and public, the photographing, filming or recording of this meeting from the public seating area is permitted. To assist with the management of the meeting, anyone wishing to do this is asked to inform the chairman of the meeting of their intentions before the meeting starts. The use of mobile devices for access to social media is permitted, but these should be switched to silent for the duration of the meeting. Those undertaking such activities must do so discreetly and not disrupt the meeting, for example by oral commentary, excessive noise, distracting movement or flash photography. Filming of children, vulnerable adults or members of the audience who object should be avoided. [Standing Order 11.3 of Chichester District Council's Constitution]

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

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Chichester District Council

BOUNDARY REVIEW PANEL

Date – 22 March 2024

Review of Polling Districts, Polling Places and Polling Stations

1. Contacts

Report Author:

Jo Ward, Electoral Services and Land Charges Manager, Business Support
Tel: 01243 534592 E-mail: jlward@chichester.gov.uk

2. Recommendation

- 2.1. the Returning Officer's schedule, as set out in Appendix 1 be consulted on with District Councillors, Parish Councils and any other interested parties**
- 2.2. A further report be tabled to the Boundary Review Panel at its next meeting to assess any representations received.**
- 2.3. the review be concluded by October 2024; and**
- 2.4. a report on the representations received, with recommendations, be made to the Council Meeting in November 2024.**

3. Background

4.1 Under the Representation of the People Act 1983, local authorities are required to divide their area into polling districts, to designate polling places for those polling districts, and to keep their electoral arrangements under review.

4.2 The review must focus on polling districts, which are the areas comprising of a number of roads and houses allocated to a polling place or polling station within a ward, and locations and venues used as polling stations.

4.3 The last formal review that took place in 2019 but we have continued to review arrangements for polling districts and polling stations following each election.

4.4 Other persons, including Members, electors, Parish Councils, community groups and other bodies may submit proposals to the local authority during the review process.

4.5 Polling districts and polling places for local government elections are not automatically included in the review, however, it seems sensible to undertake a review of the district rather than just within the parliamentary boundary.

4. Proposal

5.1 We have always aimed to locate polling stations within a convenient distance from the majority of electors' homes, with the premises being easy

to find and accessible to all. However, it does not always prove easy to find premises that are located in the centre of the polling district and it is becoming increasingly difficult to find suitable premises as existing locations change or become unavailable. The Elections team are regularly exploring options for new premises, particularly in areas where there is new housing development.

- 5.2 There are 93 polling districts within the Chichester District. Appendix 1 lists the full schedule of current polling districts, polling places and polling stations used for each of the electoral areas within Chichester District. It also sets out comments from the Returning Officer, on whether there should be any change to current arrangements.

5. Consultation

- 6.1 At each election, staff at the polling stations are asked to complete a comment sheet on the polling place consisting of various questions relating to health and safety, access issues and the facilities available to both staff and electors and any comments are acted upon where possible.
- 6.2 It is suggested that all District Council Members and all Parish Council Clerks are given the opportunity to comment on the current polling stations. Members of the public and other interested parties are also able to make comment and a notice will be placed on the Council's website inviting representations. The focus of which being on constructive suggestions that can improve the current position and not just a critique of known problems.

6. Resource and legal implications

- 6.1. The Council does not have a specific budget for reviews of this nature, however there is a legal duty to undertake the review.
- 6.2. There will be some resource implications within Electoral Services and postage costs which will be met from existing budgets.

7. Other Implications

Are there any implications for the following?		
If you tick "Yes", list your impact assessment as a background paper in paragraph 13 and explain any major risks in paragraph 9		
	Yes	No
Crime & Disorder: The Council has a duty "to exercise its functions with due regard to the likely effect of the exercise of those functions on, and the need to do all that it reasonably can to prevent, crime and disorder in its area". Do the proposals in the report have any implications for increasing or reducing crime and disorder?		X
Climate Change: Are there any implications for the mitigation of or adaptation to climate change? If in doubt, seek advice from the Environmental Strategy Unit (ESU).		X
Human Rights and Equality Impact: All polling stations are compliant	X	

with DDA regulations.		
Other (Please specify): e.g. Biodiversity		X

8. Appendices

- 8.1. Appendix 1 – Schedule of Polling Districts, Polling Places and Polling Stations

9. Background Papers

- 9.1. Electoral Commission’s polling district review guidance
<https://www.electoralcommission.org.uk/reviews-polling-districts-polling-places-and-polling-stations>

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CHICHESTER DISTRICT COUNCIL

POLLING DISTRICTS, POLLING PLACES AND POLLING STATIONS – 2024

Polling District letters	Name of Polling District	Description of Polling District	Polling Place	Polling Station used	Electorate at March 2024	Relevant information / RO comments
CHC1	Chichester Central	Part of the Central Ward of Chichester City Council	Chichester Central	Committee Room 2, WSCC	1731	
CHC2	Chichester Central	Part of the Central Ward of Chichester City Council	Chichester Central	The Council House, North Street, Chichester	444	
CHE1	Chichester East (1)	Part of the east Ward of Chichester City Council	Chichester East	The Bassil Shippam Centre, Tozer Way, Chichester	1322	
CHE2	Chichester East (2)	Part of the east Ward of Chichester City Council	Chichester East	Swanfield Park Community Centre, Swanfield Drive, Chichester	1686	
CHE3	Chichester East (3)	Part of the east Ward of Chichester City Council	Chichester East	Sea Cadets Hall, Pound Farm Road Chichester	1304	
CHN1	Chichester North (1)	Part of the north Ward of Chichester City Council	Chichester North	The Sunray Building, Little Breach, Chichester	1260	
CHN2	Chichester North (2)	Part of the north Ward of Chichester City Council	Chichester North	St. Michaels Church Hall, Summersdale Road, Chichester	1770	
CHN3	Chichester North (3)	Part of the north Ward of Chichester City Council	Chichester North	St. Michaels Church Hall, Summersdale Road, Chichester	1596	
CHS1	Chichester South (1)	Part of the south Ward of Chichester City Council	Chichester South	5 th Chichester Scouts Hall, Whyke Road, Chichester	1939	
CHS2	Chichester South (2)	Part of the south Ward of Chichester City Council	Chichester South	Girl Guides Hall, Whyke Lane, Chichester	1785	

Polling District letters	Name of Polling District	Description of Polling District	Polling Place	Polling Station used	Electorate at March 2024	Relevant information / RO comments
CHS3	Chichester South (3)	Part of the south Ward of Chichester City Council	Chichester South	Children and Family Centre, St James Road	1350	
CHW1	Chichester West (1)	Part of the West Ward of Chichester City Council	Chichester West	12 th Chichester Scout Headquarters, Sherborne Road, Chichester	1189	
CHW2	Chichester West (2)	Part of the West Ward of Chichester City Council	Chichester West	St. Wilfrid's Church Hall, Durnford Close, Chichester	3284	Register split - dual polling station
CHW3	Chichester West (3)	Part of the West Ward of Chichester City Council	Chichester West	The Sunray Building, Little Breach, Chichester	899	
EEAS	Easebourne	The parish of Easebourne	Easebourne	Cowdray Hall, Parkway	1663	
EHEY	Easebourne- Heyshott	The parish of Heyshott	Heyshott	Village Hall, Heyshott	235	
ELOD	Easebourne - Lodsworth	The parish of Lodsworth	Lodsworth	Lodsworth Village Hall, Heathend Lane, Lodsworth	513	
FBAR	Barlavington	The parish of Barlavington included in the Common Parish Council of Sutton and Barlavington	Sutton	Sutton Village Hall,	103	Combined with FBIG and FSUT
FBIG	Bignor	The parish of Bignor	Sutton	Sutton Village Hall,	100	Combined with FBAR and FSUT
FBUR	Bury	The parish of Bury	Bury	Bury, Village Hall	523	
FDUN	Duncton	The parish of Duncton	Duncton	Duncton Hall, Duncton	288	
FELA	East Lavington	The parish of East Lavington	Graffham	Empire Hall, Graffham	162	Combined with FGRA
FFIT	Fittleworth-Fittleworth	The parish of Fittleworth	Fittleworth	Pavilion adj, Village Hall, School Lane, Fittleworth	756	Combined with FSTP
FGRA	Graffham	The parish of Graffham	Graffham	Empire Hall, Graffham	410	Combined with FFIT
FSTP	Fittleworth-Stopham	The parish of Stopham	Stopham	Pavilion adj. Village Hall, School Lane, Fittleworth	67	Combined with FFIT
FSUT	Sutton	The parish of Sutton included in the Common Parish Council of Sutton and Barlavington	Sutton	Sutton Village Hall	152	Combined with FBAR and FBIG
FHFH	Fernhurst-Fernhurst	The parish of Fernhurst	Fernhurst	Village Hall, Fernhurst	2116	
FHLG	Fernhurst-Lurgashall	The parish of Lurgashall	Lurgashall	Village Hall, Lurgashall	447	
FHLI	Fernhurst-Linch	The parish of Linch	Linch	Memorial Hall, Milland	45	Combined with FHML

Polling District letters	Name of Polling District	Description of Polling District	Polling Place	Polling Station used	Electorate at March 2024	Relevant information / RO comments
FHLM	Fernhurst - Linchmere	Part of the parish of Linchmere	Hammer	Hardman-Hoyle Memorial Hall, Hammer	1865	
FHML	Fernhurst-Milland	The parish of Milland	Milland	Memorial Hall, Milland	377	Combined with FHLI
GWBX	Boxgrove	The Parish of Boxgrove	Boxgrove	St Blaise's Centre, Boxgrove	785	Combined with GWEA
GWEA	Eartham	The Parish of Eartham	Eartham	St Blaise's Centre, Boxgrove	70	Combined with GWBX
GWED	East Dean	The Parish of East Dean	East Dean	Village Hall, East Dean	172	Combined with GWUP
GWSI	Singleton	The Parish of Singleton	Singleton	Village Hall, Singleton	374	
GWUP	Upwaltham	The Parish of Upwaltham	East Dean	Village Hall, East Dean	21	Combined with GWED
GWWD	West Dean	The Parish of West Dean	West Dean	C. E. Primary School, West Dean	309	
GWWH	GoodWood-Westhampnett	The parish of Westhampnett	Westhampnett	Westhampnett Community Centre, Westhampnett	1116	
HEL5	Harting - Elsted & Treyford	The parish of Elsted and Treyford	Elsted	Elsted Village Hall, Elsted	207	Combined with HTRO
HHAR	Harting-Harting	The Harting Ward of the parish of Harting	Harting	Community Hall, Pease Croft, Tipper Lane, South Harting	993	Combined with HNYE
HNYE	Harting-Nyewood	The Nyewood Ward of the parish of Harting	Nyewood	Community Hall, Pease Croft, Tipper Lane, South Harting	186	Combined with HHAR
HROG1	Harting - Rogate	Part of the parish of Rogate	Rake	Village Hall, Rake	418	
HROG2	Harting-Rogate	Part of the parish of Rogate	Rogate	Village Hall, Rogate	757	
HTRO	Harting-Trotton	The parish of Trotton with Chithurst	Trotton	Elsted Village Hall, Elsted	245	Combined with HELS
HVAP	Harbour Villages - Appledram	The parish of Appledram	Donnington	Donnington Parish Hall, Stockbridge Gardens, Donnington	141	Combined with HVDO
HVBO1	Bosham	That part of the Parish of Bosham south of and excluding all properties fronting the A27 road	Bosham	Village Hall, Walton Lane, Bosham	1532	Dual polling station

Polling District letters	Name of Polling District	Description of Polling District	Polling Place	Polling Station used	Electorate at March 2024	Relevant information / RO comments
HVBO2	Broadbridge	That part of the Parish of Bosham not included in polling district BOS1	Broadbridge	Village Hall, Walton Lane, Bosham	865	St. Nicholas Church Hall, Bosham is no longer available for use, the polling district has been moved in with HVBO1 dual polling station
HVCH	Chidham	The Parish of Chidham & Hambrook	Chidham & Hambrook	St. Wilfrid's Church, Broad Road, Nutbourne	1776	
HVDO	Harbour Villages - Donnington	The parish of Donnington	Donnington	Donnington Parish Hall, Stockbridge Gardens, Donnington	1913	Combined with HVAP
HVFI	Harbour Villages - Fishbourne	The parish of Fishbourne	Fishbourne	Fishbourne Centre, Blackboy Lane, Fishbourne	2000	
LFUN	Lavant-Funtington	The parish of Funtington	Funtington	Funtington & District Village Hall, West Ashling	1226	
PAV	Lavant -	The parish of Lavant	Lavant	Lavant Memorial Hall, Lavant	1322	
EKB	Loxwood-Ebernoe	The parish of Ebernoe	Ebernoe	Stag Inn Club Room, Balls Cross	150	
KKF	Loxwood-Kirdford	The parish of Kirdford	Kirdford	Village Hall, Kirdford	795	
LXLX	Loxwood-Loxwood	The parish of Loxwood	Loxwood	North Hall, Loxwood	1312	
LXNC	Loxwood-Northchapel	The parish of Northchapel	Northchapel	Village Hall, Northchapel	609	
LXPL	Loxwood-Plaistow And Ifold	The parish of Plaistow and Ifold	Plaistow	Youth Club adj. Winterton Hall, Plaistow	1609	
LXWG	Loxwood-Wisborough Green	The parish of Wisborough Green	Wisborough Green	Village Hall, School Road, Wisborough Green	1220	
MBEP	Midhurst-Bepton	The parish of Bepton	Bepton	The Grange Centre, Bepton Road, Midhurst	213	Combined with MMID and MWLA
MCOC	Midhurst-Cocking	The parish of Cocking	Cocking	Cocking Village Hall, Bell Lane, Cocking	347	

Polling District letters	Name of Polling District	Description of Polling District	Polling Place	Polling Station used	Electorate at March 2024	Relevant information / RO comments
MMID	Midhurst	The parish of Midhurst	Midhurst	The Grange Centre, Bepton Road, Midhurst	4032	Register Split. Combined with MBEP, MWLA. - two polling stations
MSTE	Midhurst-Stedham	The Stedham Ward of the parish of Stedham with Iping	Stedham	Stedham Memorial Hall	582	Combined with MSTI
MSTI	Midhurst - Iping	The Iping Ward of the Parish of Stedham with Iping	Stedham	Stedham Memorial Hall	110	Combined with MSTE
MWLA	Midhurst-West Lavington	The parish of West Lavington	West Lavington	The Grange Centre, Bepton Road, Midhurst	201	Combined with MMID and MBEP
MWOO	Midhurst-Woolbeding	The parish of Woolbeding with Redford	Redford	Village Hall, Redford	188	
NTAN	North Mundham with Tangmere	The parish of Tangmere	Tangmere	Tangmere Village Centre, Malcolm Road, Tangmere	2173	
NTHU	North Mundham and Tangmere - Hunston	The parish of Hunston	Hunston	Village Hall, Hunston	949	
NTNM	North Mundham and Tangmere-North Mundham	The parish of North Mundham	North Mundham	Village Hall, School Lane, North Mundham	1115	
NTOV1	North Mundham and Tangmere-Oving	Part of the parish of Oving	Oving	Village Hall, Oving	692	

Polling District letters	Name of Polling District	Description of Polling District	Polling Place	Polling Station used	Electorate at March 2024	Relevant information / RO comments
NTOV2	Shopwhyke	Part of the parish of Oving	Oving	Village Hall, Oving	962	The polling district was created to account for the Shopwhyke development. The intention is to move the polling station once the electorate has increased and a suitable community hall has been built within the development.
PPET	Petworth-Petworth	The parish of Petworth	Petworth	Leconfield Memorial Hall, Market Square, Petworth	2326	
PTIL	Petworth-Tillington	The parish of Tillington	Tillington	Village Hall, Tillington	413	
SDSI	Sidlesham with Selsey North-Sidlesham	The parish of Sidlesham	Sidlesham	Church Hall, Sidlesham	1013	
SDSN1	Sidlesham with Selsey North - Selsey North (1)	Part of the North Ward of Selsey Town Council	Selsey North	Selsey Community Leisure Centre, Manor Road, Selsey	1780	Dual station
SDSN2	Sidlesham with Selsey North - Selsey North (2)	Part of the North Ward of Selsey Town Council	Selsey North	Selsey Community Leisure Centre, Manor Road, Selsey	1901	Dual station
SELS	Selsey South	The South Ward of the Parish of Selsey	Selsey South	Parish Hall, 55 High Street, Selsey	4803	Split register – 2 polling stations
SOU1	Southbourne (1)	Part of the parish of Southbourne	Nutbourne	St.Wilfrids Church, Broad Road, Nutbourne	559	
SOU2	Southbourne (2)	Part of the parish of Southbourne	Southbourne	Age Concern Centre, New Road, Southbourne	1630	
SOU3	Southbourne (3)	Part of the parish of Southbourne	Southbourne	Tuppenny Barn, Main Road, Southbourne	1367	
SOU4	Southbourne (4)	Part of the parish of Southbourne	Southbourne	Bourne Leisure Centre, Park Road, Southbourne	1580	
SOU5	Thorney Island	The parish of West Thorney	Thorney Island	Tuppenny Barn, Main Road, Southbourne	514	

Polling District letters	Name of Polling District	Description of Polling District	Polling Place	Polling Station used	Electorate at March 2024	Relevant information / RO comments
WBIR	The Witterings - Birdham	The parish of Birdham	Birdham	Village Hall, Birdham	1309	
WERN	The Witterings - Earnley	The parish of Earnley	Earnley	Bracklesham Barn, Beech Avenue, Bracklesham	378	
WESC	Westbourne - Compton	The parish of Compton	Compton	Parish Room, Compton	190	Combined with WESM
WESM	Westbourne-Marden	The parish of Marden	Compton	Parish Room, Compton	72	Combined with WESC
WESS1	Westbourne-Stoughton	Part of the parish of Stoughton	Forestside	The Forestside and Stansted Social Club, Forestside	247	Combined with WES2
WESS2	Westbourne-Stoughton	Part of the parish of Stoughton	Stoughton	The Forestside and Stansted Social Club, Forestside	246	Combined with WES1
WESW	Westbourne - Westbourne	The parish of Westbourne	Westbourne	Church Hall, Westbourne	1811	
WEW1	The Witterings-East Wittering	Part of the parish of East Wittering	East Wittering	Village Hall, East Wittering	1240	
WEW2	The Witterings -Bracklesham	Part of the parish of East Wittering	Bracklesham	Bracklesham Barn, Beech Avenue, Bracklesham	2625	
WVIC	The Witterings– West Itchenor	The parish of West Itchenor	Itchenor	Itchenor Memorial Hall	367	
WWW1	West Wittering (1)	Part of the parish of West Wittering	West Wittering	Sports Pavilion, Rookwood Road, West Wittering	1073	
WWW2	West Wittering (2)	Part of the parish of West Wittering	West Wittering	St. Peters Catholic Church Hall, Church Road, East Wittering	1132	

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