

**LOCAL GOVERNMENT ACT 2003
BUSINESS IMPROVEMENT DISTRICTS (ENGLAND) REGULATIONS 2004**

NOTICE OF BALLOT

PROPOSED RENEWAL OF KENDAL BUSINESS IMPROVEMENT DISTRICT

This is to give notice that a ballot is to be held on the proposal of Kendal BID Limited to renew the Business Improvement District (BID) for Kendal. You should shortly receive a copy of the BID Renewal Proposal Document from the Kendal BID.

The ballot will be conducted entirely by post by the Independent Scrutineer, **Electoral Reform Services of 33 Clarendon Road, London N8 0NW**. Ballot Papers will be sent to those eligible to vote by **Thursday 1 November 2018** for return to them by no later than **5pm on Thursday 29 November 2018** (the “day of the ballot”).

Who can vote in the BID Ballot?

Persons eligible to vote in the renewal ballot will be the non-domestic ratepayer listed on the Council’s database for each hereditament (business premise) situated in the geographical area of the BID as at the date of this Notice. Properties with a rateable value of below £3,000 will not be charged the BID levy. Each person entitled to vote in this ballot shall have one vote in respect of each hereditament occupied or (if unoccupied) owned by them in the geographical area of the BID.

Appointment of a Proxy

Persons eligible to vote in the BID renewal ballot may appoint someone else to vote on their behalf (for example, if they are going to be away at the time of the ballot). Applications to appoint a proxy must be submitted to Electoral Reform Services (“ERS”) at the above address no later than **5pm on Monday 19 November 2018**. An application for the appointment of a proxy must be made in writing and:

- a) state the full name and address of the person whom the person entitled to vote (the applicant) wishes to appoint as a proxy;
- b) state the address(es) of the applicant’s hereditament or hereditaments;
- c) be signed by the applicant; and
- d) contain a statement by the applicant that the proxy so named has been consulted and is capable and willing to be appointed.

A proxy appointment may be cancelled by notifying ERS at the above address no later than **5pm on Saturday 24 November 2018**.

Lost Ballot Papers

If a ballot paper has **not** been received by **Friday 23 November 2018** you may apply to ERS for a replacement paper in writing by supplying **ONE** of the following:

- a) A letter in hard copy form along with the appropriate ‘evidence of identity’; or
- b) A scan of both the letter and the ‘evidence of identity’ attached to an email; or
- c) A fax copy of both the letter and the ‘evidence of identity’.

The letter should be addressed to The Independent Scrutineer, The Election Centre, 33 Clarendon Road, London N8 0NW. Alternatively, you can email bids@electoralreform.co.uk. The letter must be signed by the Eligible Voter and evidence of the voter’s identity must be provided in the form of **ONE** of the following:

- a) A signed **Letterhead** for the appropriate company; or
- b) A signed **photocopy** of the **National Non-Domestic Rating Bill** for the hereditament; or
- c) A signed **photocopy** of an item of personal ID such as a **Passport** or **Driving Licence**.

Please do not send original copies of ID or Bills.

Spoilt Ballot Papers

If you inadvertently spoil your ballot paper in such a manner that it cannot be conveniently used as a ballot paper, please return it to Electoral Reform Services (address overleaf). On receipt of the spoilt ballot paper, Electoral Reform Services will issue a replacement. No replacements can be issued if the spoilt ballot paper is received by Electoral Reform Services later than three working days before the day of the ballot.

Please see over

Count of Ballot Papers

Ballot papers will be counted on **Friday 30 November 2018**, and the result of the ballot will be announced by 5pm.

For a BID renewal ballot to be successful there must be a majority of those voting in favour of the proposal, and those voting in favour must represent a majority of the aggregate rateable value of the hereditaments voting.

Rejected Ballot Papers

If a ballot paper is duplicated and two are returned bearing the same number or barcode both will be void and not counted. Any ballot papers that are returned unsigned, unmarked or that are void for uncertainty will also be void and not counted.

Declaring the result

The ballot result will declare:

- a) the total number of valid votes cast;
- b) the total aggregate rateable value of valid votes cast;
- c) the total number of valid votes cast in favour of the BID;
- d) the total aggregate rateable value of valid votes in favour of the BID; and
- e) if applicable, the total number of ballot papers rejected.

For the BID Renewal Ballot to be successful there must be:

- i. A majority in favour of the BID in the number of those voting; and
- ii. A majority in favour of the BID in the proportion of rateable value of those voting.

Further details of the BID Proposal

If you require further information on the BID, please contact Sarah Williams | BID Manager | sarah@kendalbid.co.uk

Alternatively, information on the BID is available from www.kendalbid.co.uk

18 October 2018

Ballot Holder

Debbie Storr (Director of Policy and Resources)
Returning Officer
South Lakeland District Council,
Lowther Street,
KENDAL,
Cumbria