

**LONDON BOROUGH OF SUTTON**

**KIMPTON INDUSTRIAL PARK BUSINESS IMPROVEMENT DISTRICT  
LOCAL GOVERNMENT ACT 2003**

**NOTICE GIVEN PURSUANT TO REGULATION 7 AND SCHEDULE 2 OF  
THE BUSINESS IMPROVEMENT DISTRICTS (ENGLAND)  
REGULATIONS, 2004**

**1. Notice**

This is to give notice that a ballot is to be held on the proposal to create a Business Improvement District (BID) in the Kimpton Industrial Park.

**2. Who conducts the Ballot?**

The ballot will be conducted by the Chief Executive of the London Borough of Sutton, Mr Paul Martin, who is also the Returning Officer for the Council, Electoral Services, Civic Offices, St Nicholas Way, Sutton, SM1 1EA.

**3. Who can vote?**

Those eligible to vote in the ballot will be those non-domestic ratepayers listed on the Council's database for each hereditament (business premises) situated in the geographical area of the proposed BID as at the date of this Notice.

Each person entitled to vote has one vote for each hereditament occupied or (if unoccupied) owned by him or her in the geographical area of the proposed BID. Some ratepayers may receive more than one vote if they have more than one property.

The Council sent a preliminary letter to ratepayers in the proposed BID area on Monday 7 December 2008 to help identify the named persons who would be voting in the ballot. In the absence of any response to that letter naming the voter the ballot paper will be sent to the National Non-Domestic Rates correspondence address.

Any ratepayer who has not yet notified us of the name of the person to whom the ballot paper should be sent is encouraged to do so now. An alternative company address may be given where a ballot paper may be sent – provided that address is in England.

**4. Issue of Ballot papers**

Ballot papers will be issued by post on **Wednesday 7 January 2009** and will be accompanied by a brochure explaining the BID arrangements, the arrangements for the ballot and an envelope for the return of the ballot paper.

**5. Close of Ballot**

The ballot will be taken entirely by post. Ballot papers should be returned as soon as possible after they are received to avoid possible postal delays. To be counted, ballot papers must be returned to the Ballot Holder by close of the ballot at **5pm on Wednesday 4 February 2009**.

## **6. Appointing someone else to vote (a proxy)**

The person entitled to vote in the BID Ballot may appoint someone else to vote on his or her behalf (a proxy), e.g. if that person is going to be away at the time of the ballot or if the address of the person voting is not in England. The last time and date that a proxy may be appointed is **5pm on Monday 26 January 2009**. A proxy appointment form is available from London Borough of Sutton Electoral Services.

An application to appoint a proxy must be made in writing to the Electoral Services and must:

- (a) state the full name and address of the person whom the person entitled to vote (the applicant) wishes to appoint as proxy;
- (b) state the address of the applicant's hereditament;
- (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 of being and willing to be appointed.

## **7. Lost Ballot Papers**

If a ballot paper has **not** been received by **Wednesday 28 January 2009** an application may be made to Electoral Services for a replacement, providing evidence of identity.

## **8. Count**

The Ballot Papers submitted will be counted on Wednesday 4 February 2009 at Sutton Civic Offices following the close of the Ballot at 5.00p.m. The result will be announced at 6.30 p.m. and will published on the following websites on Thursday 5 February 2009

[www.soloman.co.uk/BID](http://www.soloman.co.uk/BID)

[www.sutton.co.uk](http://www.sutton.co.uk)

## **9. Further details of the BID proposal**

Further details of the BID proposal are available on the websites:

[www.soloman.co.uk/BID](http://www.soloman.co.uk/BID)

[www.sutton.co.uk](http://www.sutton.co.uk)

or email the Kimpton Industrial Park Co-ordinator [mauriceoconnell\\_5@hotmail.com](mailto:mauriceoconnell_5@hotmail.com)

Electoral Services  
London Borough of Sutton  
Civic Offices  
St Nicholas Way  
Sutton, SM1 1EA

Tel: 020 8770 5097

Email: [vote@sutton.gov.uk](mailto:vote@sutton.gov.uk)