

# Polling Station Review Meeting

---

3 May 2019, 11am

## Minutes

### 1. Administration

#### Present:

(Acting) Returning Officer  
Principal Elections Officer  
Governance and HR Manager  
Executive Director - Resources  
Elections Officer

### 2. Polling Station Review

EO outlined the process of a polling station review and explained that once consultation was complete, ARO will review and make a decision on any changes before presentation to Full Council in July 2019.

EO gave an overview of each polling station in the district and the exceptions are listed below:

Brixworth: PEO and EO to view community centre in Brixworth as a potential additional venue for the future.

Daventry Hotel: Monksmoor School to be investigated as a possible alternative to the hotel (without closing the school) for Monksmoor residents. Current room allocation at the hotel not ideal due to distance from entrance. A venue for residents on Middlemore was also discussed and PEO and EO to make enquiries (possibly Heartlands).

Methodist Church – it was agreed on balance that the church was the best location, however due to occasional pre-bookings, the Saxon Suite is a good alternative. ARO also suggested the new cinema building could be worthy of further investigation once the project is completed.

Weedon – Large room is the preferred venue, and will be required in the future.

Woodford Halse Social Club – use to be discontinued due to unreliability of venue. Memorial Hall is a good alternative.

### 3. Next Steps

Following this meeting, EO will continue with the preparations for consultation. A further meeting will be held at the end of the consultation period to review feedback.

#### **4. Update 09.05.19**

Monksmoor School has been visited. Good dialogue with head teacher and agreed the school would be a suitable venue in the short term. However this cannot be a permanent station once the school reaches capacity. Agreed to propose its use until the new Community Centre is built on Monksmoor, assuming this is before the school reaches capacity.

Brixworth – EO proposes to split the electorate by having a polling station at the Community Centre and another at the Village Hall.

**EO** to seek approval from ARO before consultation begins.

#### **Update 10.05.19**

EO visited Brixworth. They do not have a fire evacuation chair and the lift is not a fire lift so disabled voters are not covered in the fire evacuation procedure. ARO agreed not to use the venue and to not change Brixworth.

Monksmoor School is suitable and safeguarding has been discussed between EO PEO and the head teacher. ARO agreed to consult on use of the school.

EO liased with the Executive Director – Community about potentially using a venue on Heartlands for Middlemore residents. It was decided there were no suitable venues. EO looked into using Middlemore Pub again following the last review in 2014. The situation remains the same. The building cannot be separated solely for the use of a polling station.