

Steyning Parish Council

Detailed Income & Expenditure by Phased Budget Heading 01/11/2018

Committee Report

Amenities Cttee201 Highways & Lighting

1001 HDC Cleaning Grant

1004 Reimbursed Charges & donations

Highways & Lighting :- Income

4200 Street Light Energy

4201 Street Light Maintenance

4202 Lamp Post Testing

4210 Road Sweeping

4211 Town Improvements

4259 Grit

4260 Pressure wash High St

Highways & Lighting :- Indirect Expenditure

Movement to/(from) Gen Reserve301 Playing Fields

1004 Reimbursed Charges & donations

Playing Fields :- Income

4252 Electricity

4310 Grounds Maintenance

4312 Waste Removal

	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent
	0	9,782	9,782	19,564			0.0%
	5,205	0	(5,205)	0			0.0%
	<u>5,205</u>	<u>9,782</u>	<u>4,577</u>	<u>19,564</u>			<u>26.6%</u>
	640	600	(40)	600	(40)		106.7%
	1,728	1,750	22	1,750	22		98.8%
	0	100	100	100	100		0.0%
	6,982	9,639	2,657	16,529	9,547		42.2%
	0	0	0	1,000	1,000		0.0%
	0	0	0	600	600		0.0%
	0	500	500	700	700		0.0%
	<u>9,351</u>	<u>12,589</u>	<u>3,238</u>	<u>21,279</u>	<u>0</u>	<u>11,928</u>	<u>43.9%</u>
	<u>(4,146)</u>						
	0	294	294	500			0.0%
	<u>0</u>	<u>294</u>	<u>294</u>	<u>500</u>			<u>0.0%</u>
	0	294	294	500	500		0.0%
	4,235	5,831	1,596	10,000	5,765		42.4%
	1,016	850	(166)	850	(166)		119.5%

Steyning Parish Council

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Month No: 7

Committee Report

	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent
4320 Play Equipment Inspections	240	300	60	970		730	24.7%
4341 Repairs & Tree works	1,129	1,169	40	2,000		871	56.4%
4352 Litter and Bins	1,772	1,988	216	3,412		1,640	51.9%
4360 Allotment Maintenance	1,221	2,100	879	3,600		2,379	33.9%
	<u>9,614</u>	<u>12,532</u>	<u>2,918</u>	<u>21,332</u>	<u>0</u>	<u>11,718</u>	<u>45.1%</u>
	<u>(9,614)</u>						
Playing Fields :- Indirect Expenditure							
Movement to/(from) Gen Reserve							
<u>302 Allotments</u>							
1005 Allotment Rents	4,025	3,600	(425)	3,600			111.8%
	<u>4,025</u>	<u>3,600</u>	<u>(425)</u>	<u>3,600</u>			<u>111.8%</u>
4253 Water Charges	232	550	318	550		318	42.1%
	<u>232</u>	<u>550</u>	<u>318</u>	<u>550</u>	<u>0</u>	<u>318</u>	<u>42.1%</u>
	<u>3,794</u>						
Allotments :- Indirect Expenditure							
Movement to/(from) Gen Reserve							
Amenities Cttee :- Income	9,230	13,676	4,446	23,664			39.0%
Expenditure	19,196	25,671	6,475	43,161	0	23,965	44.5%
	<u>(9,966)</u>						
Movement to/(from) Gen Reserve							

Continued over page

ITEM 6.2

DATED 29th Oct. - Draft 3

DRAFT BUDGETS FOR AMENITIES 2019/20

Code number	Description	Budget 2016/17	Actual 2017/18	Existing Budget-18/19	Proposed 2019/20	Notes
Income						
1001	Cleansing Grant	18,896	19,199	19,564	19,975	Assuming 2% Annual Inc. from HDC on Actual figures If we hand contract back, then we lose this income – however we lose similar amount in terms of expenditure
1004	Reimbursed charges and donations	500	458	500	500	No Change – unknown factors involved
1005	Allotment rents	3,600	3,590	3,600	4,000	Increase to Allotment rent this year and next
TOTAL AMENITIES INCOME		£22,996	£23,247	£23,664	£24,475	3.43% increase
Expenditure						
4200	Street Light energy	515	558	600	650	This year's actual is £640
4201	Street Light Maintenance	1720	1662	1750	1750	This year's actual is £1728
4202	Street light testing	100	0	100	100	No Change although testing not always completed
4210	Sweeping / Litter	17,500	16,529	16,529	16,860	Possible Change of contract should increase cost
4211	Town improvements	9,600	0	1000	1000	No Change
4259	Grit	20	0	600	600	No Change
4260	High street Power washing	0	494	700	700	No Change
4310	Grounds Maintenance	8500	13,953	10,000	10,250	Grass cutting RPI increase included
4312	Waste removal	850	1016	850	1025	Actual cost last year was 1016
4320	Play equipment inspections	825	871	970	1000	Small increase
4341	Repairs and tree works	6500	1,946	2000	2,500	greater cost in this budget to cover tree maint'
4352	Litter and Bins	500	2,250	3,412	3,480	Inc. increased contract price plus add Farmers bins
4360	Allotments Maintenance	3,600	910	3,600	3,600	No Change, but could include 'Inc. water pressure' project
4253	Water charges	1,400	564	550	600	Small Inc. in line with expectations
TOTAL AMENITIES EXPENDITURE		£51,630	£38,574	£43,161	£44,115	2.33% increase
BALANCE – COST			£15,327	£19,497	£19,640	
TOTAL OVERALL INCREASE					£143.00	0.73% increase

Clerk to the Parish Council
Steyping Parish Council
Steyping Centre
Fletchers Croft Car Park
Church Street
STEYNING
BN44 3XZ

01903 812042
spcclerk@btconnect.com

31st October 2018

Ref 6859 ~ Quotation for the tree surgery work as per TCR/118/18

Dear John

Please find below details of the tree surgery work required:

Memorial Playing Field and Rublees Allotments

No	Tag No	Species	Actioned Required	Priority	Cost ex vat
1	796	Norway maple	Remove declining branch ends back to sound wood	HS3	£100.00
2	797	Silver birch	Sever ivy c. ground level and at 1m, remove severed band	HS1 GM	£100.00
3	798	Goat willow	Remove deadwood greater than 25mm over the playing field	HS3	£100.00
4	799	Apple	Employ a microdrill to assess the condition of the stem Produce a report detailing the findings	HS2	£175.00
6	801	Elder	Fell	HS3	£100.00

Canada Garden Allotments

No	Tag No	Species	Actioned Required	Priority	Cost ex vat
1	802	Sycamore	Perform a decay evaluation employing either sonic tomography or resistance drilling	HS1	£250.00

Abbey Road

No	Tag No	Species	Actioned Required	Priority	Cost ex vat
2	806	White willow	Consider its removal	HS3	£212.50

Cripps Lane

No	Tag No	Species	Actioned Required	Priority	Cost ex vat
1	807	Sycamore	In the interests of good arboricultural practice, prune new growth back to previous pruning points	GM	£512.50
2	808	Sycamore	In the interests of good arboricultural practice, prune new growth back to previous pruning points	GM	£512.50

Godstalls Lane

No	Tag No	Species	Actioned Required	Priority	Cost ex vat
1	803	Horse Chestnut	Remove east stem to source	HS2	£100.00
n/a	n/a	Various	Prune the offending branches to achieve a suitable height clearance of 2.5m	HS2	£175.00

The Steyning Centre

No	Tag No	Species	Actioned Required	Priority	Cost ex vat
1	809	Lime	Remove deadwood greater than 25mm in diameter from over the footpath	HS1	£100.00
2	810	Lime	Remove entire branch	HS1	£100.00
3	811	Beech	Remove section of deadwood at 9m	HS1	£175.00

Please add 20% VAT to all above prices

Waste material:

- Chip and clear all rubbish generated

John Fullbrook

From:
Sent:
To:
Subject:

Good morning,

I'm copying my reply to [redacted] because I'm going to suggest that you contact her if you need further help, because she deals with West Sussex Council and I don't, so is likely to be of more help. But here are some initial comments.

- 1) I'm not sure what a grade E highway is, because it is not a category used in East Sussex so far as I know, but I suspect that this may mean that it is recorded on the list of streets maintainable by the County Council (in practice a map of streets) but not on the map of rights of way. I suggest clarifying this. Where a footpath (as opposed to a road or a pavement next to a road) is on the list of streets but not on the rights of way map then the rights over it are not officially recorded. Being on the list of streets does not automatically mean that people have a right of way. However it is unlikely that any rights that do exist will be extinguished in 2026, so you may feel that you do not need to do anything until the route is blocked (if it ever is)
- 2) I am not aware that there was no duty to post notices on site in 2013 (although [redacted] may know better) so you may be able to argue that the notice is invalid if you can show that no notices were posted. If it is not then you can collect evidence for the period 1993 to 2013. This may be more difficult, but it is not impossible. Long standing residents may well be in touch with old friends who used to live in the area who could be asked to fill in evidence forms.
- 3) I'm a bit concerned about the existence of a rifle range. If there were notices saying that you could not walk across the range on certain days (or flags to this effect and notices elsewhere) then this argues that the way was not a right of way at the time, because the owners reserved the right to close it. But if these signs had been taken or had fallen down, or were so decrepit as to be likely to be ignored by the public and use as a range had ended by 1993 this suggests that the owners had given up this right. I don't think that you can claim that a right of way came into being at any point where part of the path was being used as a rifle range.
- 4) It is possible to claim the path on historical grounds and the issuance of a notice does not stop you doing this, but you would need evidence of public use for a considerable time prior to 1947, perhaps back to the turn of the century or before. This is a lot of work and I would not start it without some evidence that the path at least existed for many years.

Best wishes

Convenor, Sussex Don't Lose Your Way campaign

The Sussex Don't Lose Your Way campaign is an alliance of outdoor organisations in Sussex dedicated to recording rights of way that are currently not on the definitive map of rights of way in Sussex.

From: Gill Muncey
Cc: John Fullbrook
Subject: Rights of Way - Steyning

Dear

You may recall the Clerk of the Parish Council and myself were in touch with yourself and [REDACTED] earlier in the summer about some well-used paths in Steyning which we wish to have recognised as public Rights of Way. We had felt at the time that our applications would be straightforward, and indeed have had some good news in that one path off the High Street is already recognised by West Sussex County Council as a grade E highway. However we have had problems with the paths leading to and across the Rifle Range which is land owned by the Wiston Estate.

We have discovered that in early 2013 the Gorings submitted both a statutory declaration and a deposit of statement under section 31/6 of the 1980 Highways Act to WSCC, before these matters had to be advertised by signs locally.

On examining the DEFRA doc which WSCC has sent to us (attached for reference) it seems to me that this action may have lost residents the right to obtain a Definitive Map Modification Order on the basis of unrestricted public use for over 20 years. However, I know from my emails from [REDACTED] that it may also be possible to claim a DMMO through historical evidence, but I am not sure whether this option has also been extinguished by the Estate's actions, and I am not clear how old evidence has to be to count.

The track to the Rifle Range area is not shown on the 1910 IR maps which [REDACTED] sent to me, although the line of the targets is. I have also been to Steyning Museum and studied [REDACTED] useful History of the Rifle Range published in 2017. This says the present track from Mouse Lane to the Rifle Range entrance was built in 1946 and it can be clearly seen on the 1947 Ordnance Survey map (and subsequent maps, where it is described as a track). The 1947 OS map also shows the line of targets (see link following):

<https://maps.nls.uk/view/101435154#zoom=4&lat=5636&lon=4253&layers=BT>

I also attach a scan of the 1989 OS Landranger map which clearly shows a black dotted line extending from Mouse Lane to what is marked as a danger area. When I first moved to Steyning in 1990 I recall the red flags still in place on the paths around the Rifle Range from when they were flown to indicate you should not walk in the area while guns were being used, although the range had ceased being used as such by then and was walked freely.

Can you offer us any advice on how to proceed?

Kind regards

Gill Muncey

Allotment Report November 2018

The allotment sites at Rublees and Canada Gardens have been running relatively smoothly in the last year with few complaints from our tenants.

Our Caretaker Steve has been making regular visits to the allotments and has worked hard in clearing communal areas and covering vacant plots with weed suppressant membrane. He also reports back any issues that need our attention so that we can begin to deal with them before they are highlighted as an issue from the Allotment holders themselves.

Of the 158 plots available in total we currently have 7 vacant plots at Canada Garden and 5 vacant plots at Rublees. We continue to advertise on our notice board in the High Street and in the Steyning Centre and have regular enquiries with plots being given up and re-let in relatively short time periods. We are also advertising in the next 'Your Steyning' magazine.

All rents have been collected for this year.

We assisted the allotment association with the distribution of standard letters to Canada Gardens tenants with information about the Allotment Association which we hope will encourage new members.

By Tessa Eckert



COMMUNITY BRIEFING NOTE

Ditch the Problem - Riparian Ownership

Following feedback received via Operation Watershed from community groups, particularly parishes, WSCC has updated some helpful information to guide landowners and community groups around the tricky subject of Riparian Ownership and Responsibilities.

Keeping our watercourses well maintained benefits the community as a whole. If an area experiences constant flooding, this becomes a nuisance to the community, can restrict access to property, makes everyday living difficult and results in considerable expense and inconvenience for those that have been flooded.

There are various resources including a short film, leaflet and posters as well as more detailed guidance that can be printed and used in your community.

You can find the updated resources here:

www.westsussex.gov.uk/ditchtheproblem

We do have a small amount of printed leaflets, if you would like some to circulate please contact Operation Watershed: operation.watershed@westsussex.gov.uk

Call to Action As part of your ongoing work to support reducing the risk of flood impacting residents in your local area, continued communication is key to raising awareness. The new material will provide useful practical information and guidance for landowners and residents. When you have the opportunity please would you promote to your community groups and individuals in your area that information is available via the website.

A little more information in case you are not familiar with Riparian Ownership...

If you have a watercourse, ditch, stream, river or culvert on or next to your land you are known as a 'riparian owner'. Riparian owners are responsible for the maintenance and upkeep of watercourses on their land to ensure that they are not a flood risk to other people or property.

Well maintained watercourses can significantly benefit the local community by reducing flood risk and creating habitats for wildlife.

The riparian responsibilities for landowners under law are to:

- Ensure the flow of water is not obstructed or polluted
- Maintain the bottom and sides of the watercourse (including managing any trees and vegetation growing on the banks)
- Remove any obstructions, such as rubbish, fallen branches or garden waste
- Maintain any structures (such as trash screens, culverts, weirs and mill gates) on it.

It is important to promote and support communities to look after the watercourses in the county and this information will provide a helpful resource for them.

Further information is available via the website and if you have a particular question relating to Operation Watershed please go to:

<https://www.westsussex.gov.uk/watershed>

Or email: operation.watershed@westsussex.gov.uk

October 2018

Subject:

FW: Opportunity for young people to have their say

Sent on behalf of Melanie Stowell, Grants and Funding Officer:

We would be very grateful if you could circulate this email to anyone who works with, supports or is a parent of a young person (primarily aimed at 10-19 year olds) and help us to give as many young people as possible the opportunity to have their say on some of the services that we support.

As part of a larger project looking at Youth Engagement and how we help support young people across Horsham District we, along with West Sussex County Council IPEH have set up an on-line survey looking at the ways young people like to engage and the issues that they feel are important to them.

Do encourage any young person that you know to complete the survey – it's very short and should take no more than a few minutes. With limited resources it is important that young people help us to shape the services, support and advice that is available to them.

The link to the survey is below:

<https://haveyoursay.westsussex.gov.uk/ipeh/horsham-hub-advice-and-support-for-young-people>

As well as encouraging young people to complete do please share the link via social media and with parent groups, youth groups, sports clubs and friends, family and neighbours etc

If you have any questions about the survey or ideas about future youth engagement do please get in touch.

Kind regards

Melanie

Melanie Stowell
Grants and Funding Officer



Horsham District Council, Parkside, Chart Way, Horsham, West Sussex RH12 1RL

Telephone: 01403 215100 (calls may be recorded) www.horsham.gov.uk Chief Executive: Glen Chipp