

John Fullbrook**Subject:**

FW: Item for Amenities 25th Sept. Community Orchard proposals.

Orchard Walkaround on Wed 12th Sept**Proposed future work/development of the Community Orchard on the MPF.**

attending:

Phil Bowell, Rodney Goldsmith, Gary Sullivan

Alec Harden, Roger Brown, Sarah Sullivan, David Buckett, Bob Platt

A meeting was held in the Orchard for the Steyning Community Orchard (SCO) and Parish Council (PC) representatives to discuss future plans for the Orchard area.

The following proposals were discussed and are now forwarded for consideration by the Amenities Committee on 25th Sept.

1. Cut back the bramble and ivy at the Newham Lane entrance to the MPF just inside the metal barriers. This will open up the vista of the MPF and Orchard and make a much more attractive entrance to the whole area.
2. The tall elder tree between the dog poo bin and the allotment fence to be removed and the stump of a previously felled ash ground out.
3. When this area is cleared, further hedge planting can take place to reinforce the hedgerow in this area. This will be added to the Hedgerow Group's list of jobs for late winter 2019. It may also be possible to also plant a few new fruit trees in this area.
4. The dog poo bin will need to be moved nearer the allotment fence once this clearing has been completed.
5. A new bin will be built of pallets and placed next to the existing compost bin to hold the woodchip that is currently piled up in a corner of the Orchard.
6. The so-called 'Den' area is a bulge of trees and vegetation pushing out into the MPF halfway down the allotments/MPF hedge. It has long been a rather dubious hideaway for youngsters and has become a littered and unpleasant area.
It contains many overgrown self-seeded Cherry Plum trees, many of which are growing over three Apple trees, a Plum and a Cherry Plum that we wish to retain.
Some clearing has already been done here, but more remains to do. It is impossible to create conditions where the hedge behind this Den can survive, unless much of this growth is removed and the area mainly returned to grass, possibly with a few well-spaced fruit trees added.
It is proposed that Simon Zec and Andrew Gale be invited to walk around the area with us, to advise what and how much of the growth can be removed and over what timescale.
7. The SCO would find it very useful to agree with the PC where are the boundaries of the Orchard are. It is proposed to revisit this once the work in the Den area has been completed, when it will be easier to see the area properly.
- 8 The topic of memorial benches in the orchard was discussed. There is a possibility of installing a couple at the lower end of the orchard, with a further possibility of inviting those on the SCO tree donation list if they would consider a bench rather than a tree.
9. The SCO will investigate installing bird boxes on appropriate trees in the Orchard, getting local children involved in this if possible.

RB 13th Sept 2018.

Community Orchard. Plan

Kubles

ITEM 6.5

APPLE DAY

2018

1d Lay-out

Allotments

Footpath
Post

1
2
JULCING
AREA
2 x presses

SCO
INFORMATION

REFRESHMENTS

PRODUCE

BAR

SALES

MARKET
8m x 4m

55
56
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MUSIC

LOG
PILE

Noticeboard

GAZ
3x3
PETEY

GAZ
3x3
ROCK

CRAFT STALLS

EVENT
COVER
EVENT
COVER

CHILDRENS'
ACTIVITIES
AREA

GAZ
3x3
SCO

STORY
TELLING

John Fullbrook

Subject:

FW: Steyning River Works- urgent for Amenities agenda

We at OART would like to do a little project on the Tanyard Stream in Steyning in partnership with the Wild Trout Trust. This stream is really valuable as a habitat for fish and during a walk over a couple of weeks ago we saw numerous brown trout hanging around in certain sections.

What we would like to do is very simple in as much as we would like to jump in the stream at the location shown on the attached map and pin some woody deflectors in to the banks. These would be little bundles of brushwood and small posts, no more than around 6 inches in diameter, which would be angled in the stream and would provide habitat for fish.

I believe the land next to the stream here is owned by Steyning Parish Council so am wondering how we go about getting permission from the Council to do this little project (it requires no machinery, just some able bodied volunteers to give us a hand - we have a bunch of volunteers).

Ideally we would like to do this in September before the fish start moving around November/December time. It would take a day and I attach a couple of pictures of what I am talking about.

I also attach a picture of the stream as is.

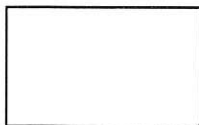
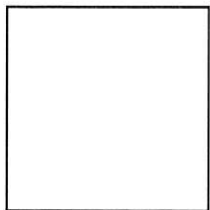
Any help much appreciated

Regards

Ouse and Adur Rivers Trust

www.oart.org.uk

e: t



Allotment Report Sept 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 6 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.

Most rents for the next year have already been collected which is about a month ahead of where we were last year, and there have been no adverse comments received by the office regarding the increased rental amount set at the last Amenities committee.

There have been comments regarding the successful clearance campaign involving the scouts last spring with many plot holders very keen for this to happen again.

By Tessa Eckert

Steyning Parish Council

Detailed Income & Expenditure by Phased Budget Heading 30/03/2018

Committee Report

ITEM 8.2

Amenities Cttee201 Highways & Lighting

1001 HDC Cleaning Grant

Highways & Lighting :- Income

4200 Street Light Energy	0	0	0	0	19,564		
4201 Street Light Maintenance	640	600	(40)		600	(40)	
4202 Lamp Post Testing	1,728	1,750	22		1,750	22	
4210 Road Sweeping	0	0	0		100	100	
4211 Town Improvements	2,850	5,508	2,658		16,529	13,679	
4259 Grit	0	0	0		1,000	1,000	
4260 Pressure wash High St	0	0	0		600	600	
	0	0	0		700	700	
	<u>5,219</u>	<u>7,858</u>	<u>2,639</u>		<u>21,279</u>	<u>0</u>	<u>16,060</u>
	<u>(5,219)</u>						

Highways & Lighting :- Indirect Expenditure

Movement to/(from) Gen Reserve301 Playing Fields

1004 Reimbursed Charges & donations

Playing Fields :- Income

4252 Electricity	0	168	168		500		
4253 Water Charges	0	168	168		500	500	
4310 Grounds Maintenance	316	0	(316)		0	(316)	
4312 Waste Removal	1,686	3,332	1,646		10,000	8,314	
	1,016	850	(166)		850	(166)	

Detailed Income & Expenditure by Phased Budget Heading 30/08/2018

Month No: 4

Committee Report

	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
4320 Play Equipment Inspections	240	300	60	970		730
4341 Repairs & Tree works	(1,800)	668	2,468	2,000		3,800
4352 Litter and Bins	576	1,136	560	3,412		2,836
4360 Allotment Maintenance	1,176	1,200	24	3,600		2,424
	<u>3,210</u>	<u>7,654</u>	<u>4,444</u>	<u>21,332</u>	<u>0</u>	<u>18,122</u>
Playing Fields :- Indirect Expenditure						
Movement to/(from) Gen Reserve	<u>(3,210)</u>					
302 Allotments						
1005 Allotment Rents	0	0	0	3,600		0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>3,600</u>		
4253 Water Charges	111	360	249	550		439
	<u>111</u>	<u>360</u>	<u>249</u>	<u>550</u>	<u>0</u>	<u>439</u>
Allotments :- Indirect Expenditure						
Movement to/(from) Gen Reserve	<u>(111)</u>					
Amenities Ctee :- Income	0	168	168	23,664		
Expenditure	8,539	15,872	7,333	43,161	0	34,622
Movement to/(from) Gen Reserve	<u>(8,539)</u>					

Detailed Income & Expenditure by Phased Budget Heading 01/09/2018

Month No: 5

Committee Report

Amenities Cttee201 Highways & Lighting

1001	HDC Cleaning Grant	0	9,782	9,782	19,564	0
	Highways & Lighting :- Income					
4200	Street Light Energy	640	600	(40)	600	(40)
4201	Street Light Maintenance	1,728	1,750	22	1,750	22
4202	Lamp Post Testing	0	100	100	100	100
4210	Road Sweeping	5,605	6,885	1,280	16,529	10,924
4211	Town Improvements	0	0	0	1,000	1,000
4259	Grit	0	0	0	600	600
4260	Pressure wash High St	0	0	0	700	700
		<u>7,974</u>	<u>9,335</u>	<u>1,361</u>	<u>21,279</u>	<u>13,305</u>
		<u>(7,974)</u>				

Highways & Lighting :- Indirect Expenditure

Movement to/(from) Gen Reserve301 Playing Fields

1004	Reimbursed Charges & donations	0	210	210	500	0
	Playing Fields :- Income					
4252	Electricity	0	210	210	500	500
4253	Water Charges	316	0	(316)	0	(316)
4310	Grounds Maintenance	3,815	4,165	350	10,000	6,185
4312	Waste Removal	1,016	850	(166)	850	(166)

Detailed Income & Expenditure by Phased Budget Heading 01/09/2018

Month No: 5

Committee Report

	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
4320 Play Equipment Inspections	240	300	60	970		730
4341 Repairs & Tree works	(1,800)	835	2,635	2,000		3,800
4352 Litter and Bins	1,195	1,420	225	3,412		2,217
4360 Allotment Maintenance	1,176	1,500	324	3,600		2,424
	<u>5,958</u>	<u>9,280</u>	<u>3,322</u>	<u>21,332</u>	<u>0</u>	<u>15,374</u>
Playing Fields :- Indirect Expenditure						
Movement to/(from) Gen Reserve	<u>(5,958)</u>					
<u>302 Allotments</u>						
1005 Allotment Rents	1,808	300	(1,508)	3,600		0
	<u>1,808</u>	<u>300</u>	<u>(1,508)</u>	<u>3,600</u>		
4253 Water Charges	111	360	249	550		439
	<u>111</u>	<u>360</u>	<u>249</u>	<u>550</u>	<u>0</u>	<u>439</u>
Allotments :- Indirect Expenditure						
Movement to/(from) Gen Reserve	<u>1,697</u>					
Amenities Cttee :- Income	1,808	10,292	8,484	23,664		
Expenditure	14,042	18,975	4,933	43,161	0	29,119
Movement to/(from) Gen Reserve	<u>(12,234)</u>					

Statement in support of Cllr Muncey's update for Item 9.1

Department for Environment Food and Rural Affairs

Excerpt below from the 'Guidance for the completion of form CA16' Making a statement or declaration under section of 31(6) of the Highways Act 1980 or a statement under section 15A(1) of the Commons Act 2006 December 2013

'Landowner statements were introduced on 1 October 2013 and allow landowners to prevent their land being registered as a town or village green, provided they are deposited before there has been 20 years recreational use of the land as of right.'

Initially I thought this would be ok for the Rifle Range as it had been in public use for well over 20 years prior to 2013, but then later it says:

'If you deposit a landowner statement in relation to your land but recreational use has already taken place over it for 20 years or more, then your deposit triggers the one year period of grace⁷. This gives the local inhabitants one year to apply to register the land as a town or village green. They cannot apply any later than one year from the date of your deposit.'



WISTON ESTATE OFFICE, WISTON PARK, STEYNING,
WEST SUSSEX BN44 3DD

24th July 2018
Our Ref: PG-32

Mr John Fullbrook
Parish Clerk
The Steyning Centre
Fletcher's Croft
Steyning
West Sussex
BN44 3YL

Dear John

Rights of Way on the Wiston Estate

Thank you for your letter dated 13th July asking about our views on the Rights of Way in the Steyning vicinity that pass over the Wiston Estate. I am also grateful for the Parish Council's acknowledgement of the access that we already give to our land. There are currently 35km of Bridleway, 22.8km of Footpaths and 17ha of statutory open access across the Estate. We also allow 110ha of open access by permission as well as 2.4km of permissive footpaths. My uncle, John Goring, also has an extensive network of permissive paths across Charlton Court farm, which he rents from the Estate.

The paths that you mention in the letter are all open by permission of the landowner/tenant and form part of our Higher Level Stewardship (agri-environmental) schemes. These have been in existence since 2009 and we are likely to carry them over into the new Countryside Stewardship Scheme (from 2020).

Once a ROW is on the Definitive Map it is in perpetuity and we, as the Estate, are then liable in perpetuity for Tree Safety and other potential responsibilities regarding stiles, gates, fences and such like. In light of these facts and my own management view that I try not to make decisions that will be potential burdens for future generations (where possible) I am more than happy to continue to keep the paths on our land open by permission but do not wish for these to become Public Rights of Way. On this basis I did complete a statutory declaration to the WSCC in 2013 to declare that the current Definitive Map was correct to our knowledge and there were no new ROW over the Estate.

I have briefly discussed this subject with Matthew (project manager at the Steyning Downland Scheme) who also has some concerns of the ability to graze the fields on the Rifle Range freely, if we grant Public Rights of Way through them.

The balance of running a productive and environmentally sustainable agricultural business with the desire for enabling public access and education of that process is one that we are committed to. I hope the Parish Council can understand our reasoning on this matter.

Yours, as ever

A handwritten signature in black ink, appearing to be 'R. Goring', with a long, sweeping horizontal stroke extending to the right.

Richard Goring
Estate Manager

cc. [illegible]

cc. [illegible]

PUBLIC WAY EVIDENCE FORM

IN SUPPORT OF AN APPLICATION TO ADD A ROUTE TO THE DEFINITIVE MAP OF PUBLIC RIGHTS OF WAY THIS FORM IS FOR USE BY MEMBERS OF THE PUBLIC WHO HAVE USED THE ROUTE

IMPORTANT NOTE

The object of this evidence form is to reach the truth of the matter, whatever it may be. It is therefore necessary for witnesses to answer all the questions as fully as possible, keeping back no information, whether for or against the public claim. This is of special importance if the information is to be of real value in forming an opinion upon the claim. Witnesses are asked to state, as freely and frankly as they can, everything they know, including the points that they think may be against the side they favour.

PLEASE NOTE: THIS FORM AS COMPLETED WILL BE ADDED TO A FILE WHICH WILL BE AVAILABLE FOR PUBLIC INSPECTION

NAME OF WITNESS GILLIAN MUNCEY
 Address 7 PERROTS LANE, STEYNING, WEST SUSSEX
BN44 3NR Email gm.steyning@gmail.com

PARTICULARS OF CLAIMED ROUTE

Number of Route, if already shown on Definitive Map.....

Description of Claimed Route TWITTEN BESIDE 92A HIGH STREET, STEYNING BN44
 (state where leading from and to) High Street Steyning to Newmans Garden as 3RD
park

Please indicate type of route claimed by Footpath
 crossing out the two descriptions which ~~Bridleway~~
 do not apply ~~Restricted Byway~~

N.B. A PLAN MUST BE ATTACHED TO THIS FORM AND SIGNED AND DATED. PLEASE SHOW IN RED THE EXACT LINE OF THE ROUTE ON THIS PLAN WHICH SHOULD BE TO A SCALE NOT LESS THAN 1:25,000 (2 1/2 inches to the mile)

1.(a) During which years have you used the route; from <u>1990</u> to <u>2018</u> (b) If your use of the route began as a child please state your age when you first started to use the route. years old (c) How have you used the route? * <table> <tr> <td>On foot</td> <td>From <u>1990</u> to <u>2018</u></td> </tr> <tr> <td>On horseback</td> <td>From <u>—</u> to <u>—</u></td> </tr> <tr> <td>By pedal cycle</td> <td>From <u>—</u> to <u>—</u></td> </tr> <tr> <td>With a vehicle (please specify)</td> <td>From <u>—</u> to <u>—</u></td> </tr> </table> * Delete those not applicable	On foot	From <u>1990</u> to <u>2018</u>	On horseback	From <u>—</u> to <u>—</u>	By pedal cycle	From <u>—</u> to <u>—</u>	With a vehicle (please specify)	From <u>—</u> to <u>—</u>	
On foot	From <u>1990</u> to <u>2018</u>								
On horseback	From <u>—</u> to <u>—</u>								
By pedal cycle	From <u>—</u> to <u>—</u>								
With a vehicle (please specify)	From <u>—</u> to <u>—</u>								
2. How many times each year on average? (i) On foot <u>100 times pa</u> (ii) On horseback <u>—</u> (iii) By pedal cycle <u>—</u> (iv) With a vehicle <u>—</u>									
3. Where were you going to and from when you used the route?	<u>from Steyning High Street to the Newmans Garden as park, or the Steyning Medical Centre.</u>								

HM Land Registry Current title plan

Title number **WSX258465**

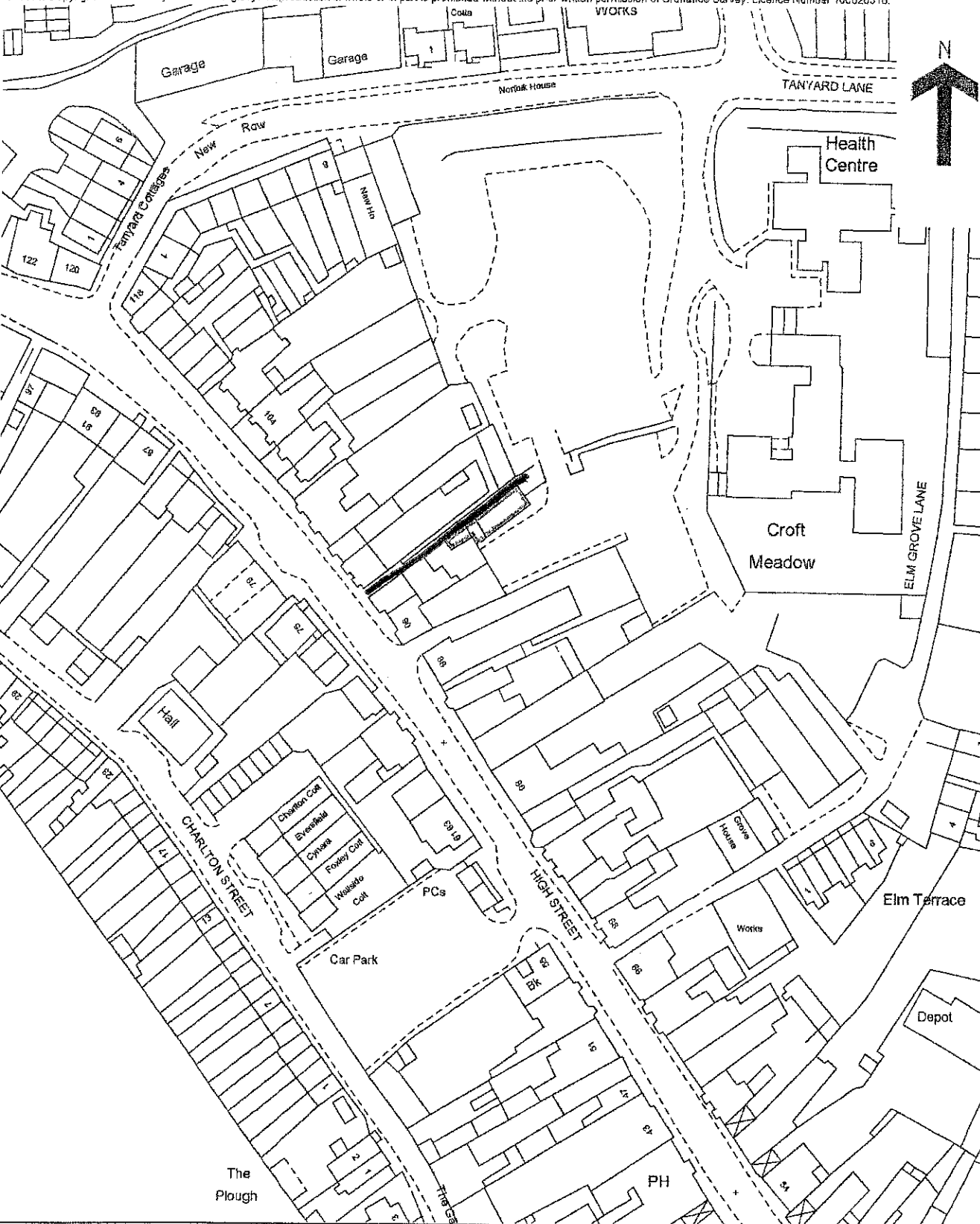
Ordnance Survey map reference **TQ17115E**

Scale **1:1250**

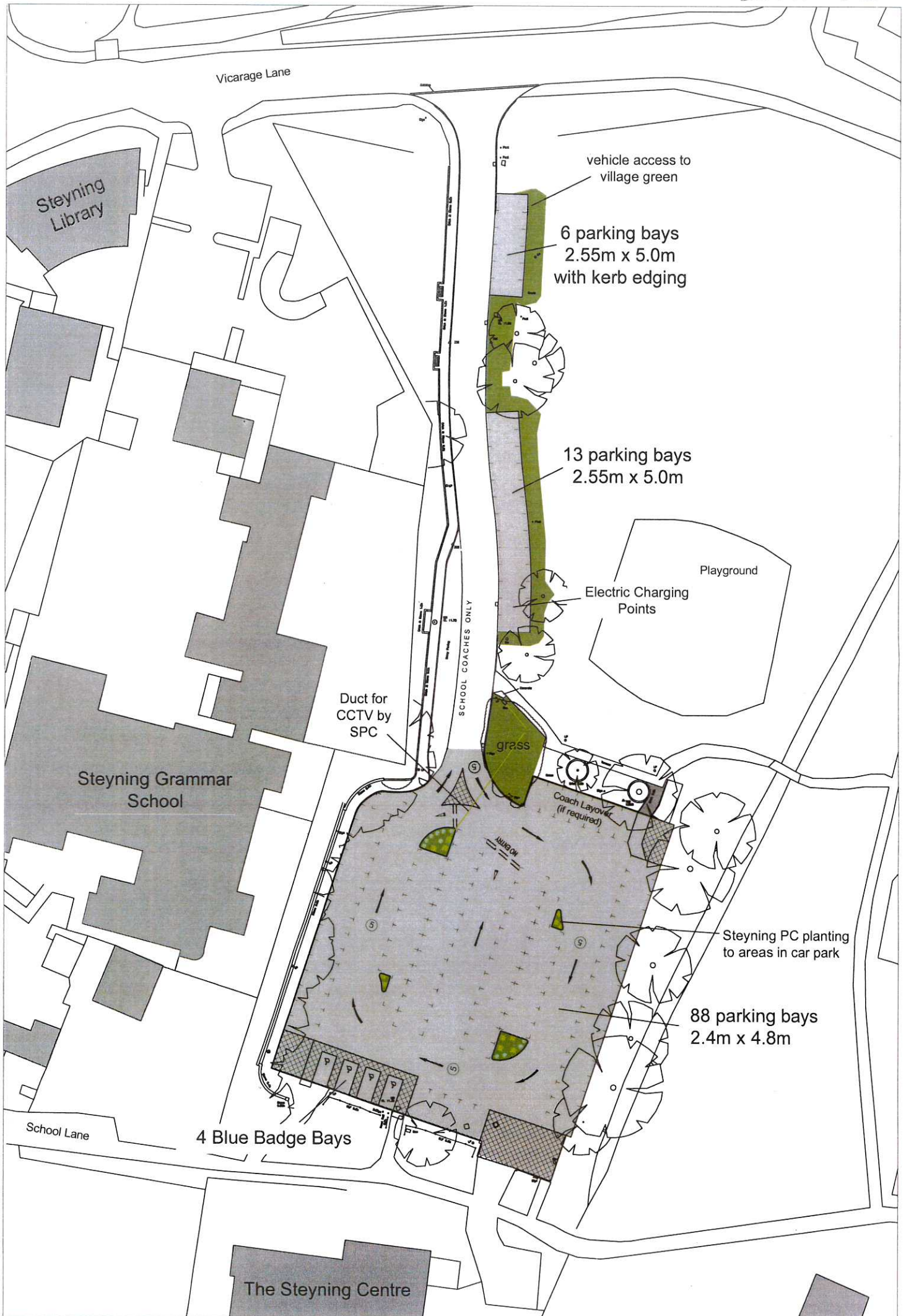
Administrative area **West Sussex : Horsham**

ITEM 9.1

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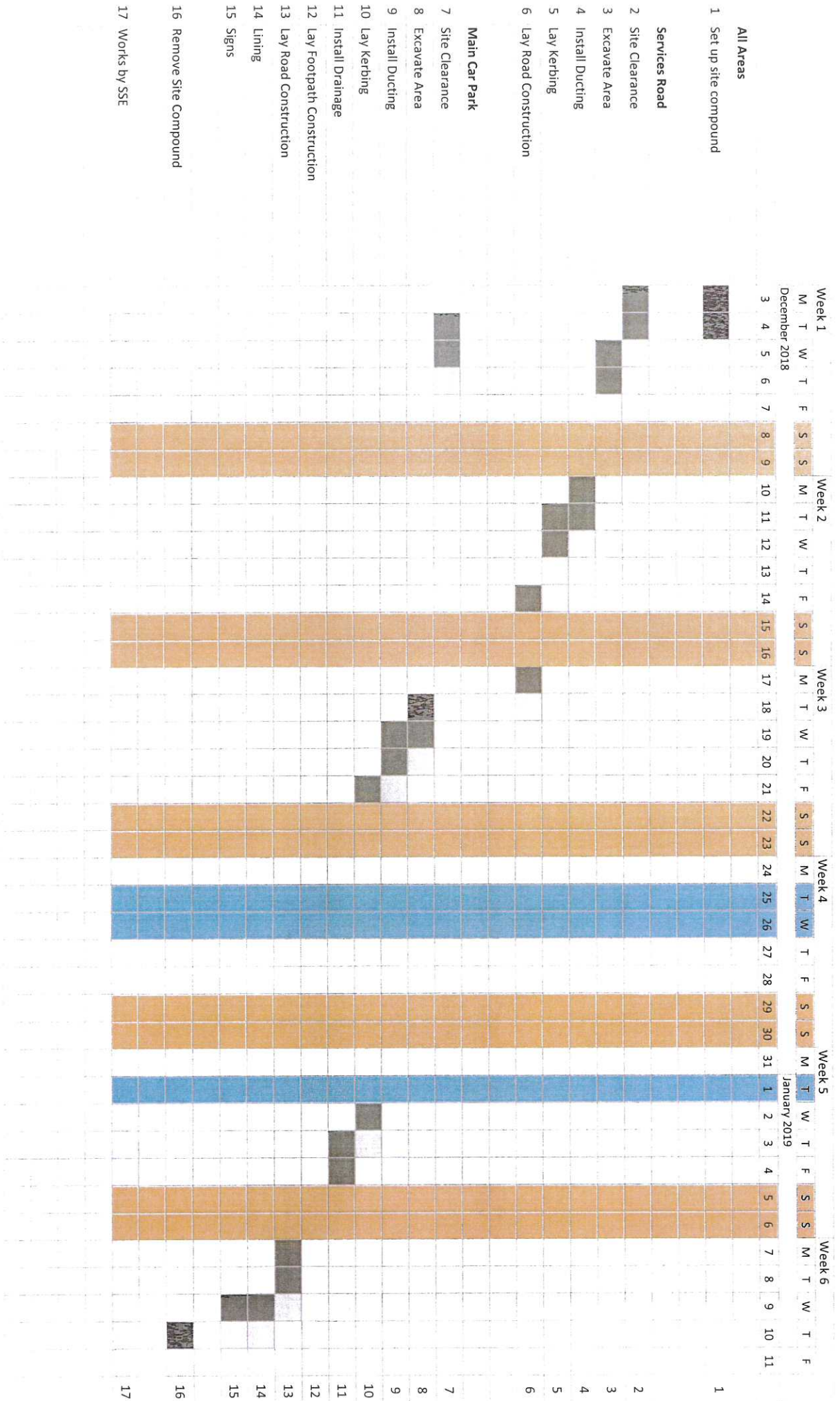
*Gill
Mersey
18/4/18*



Fletchers Croft Car Park Upgrade

Suggested Programme of Works
Subject to Appointment of Contractor

Start date: 3 December 2018
Completion date: 11 January 2019



STEYNING PARISH COUNCIL WINTER MAINTENANCE PLAN AUTUMN 2018- SPRING 2019**1. Contacts**

West Sussex County Council is the lead agency for this initiative.

Principal contact is:

Community & Economic Development Principal Community Officer,
Community & Economic Development,
West Sussex County Council,
County Hall North,
Chart Way,
Horsham,
RH12 1XH

Other WSCC Contacts

Name	Role	Contact
Frankie Spurgeon	Community Officer	
George Chisenga	Community Officer	Tel:

Steyning Parish Council contacts

Name	E-mail	Telephone	Mobile
Clerk, John Fullbrook	clerk@steyningpc.gov.uk		
Deputy Clerk, Hazel Roxby	Hazel.roxby@steyningpc.gov.uk		
Chairman, Tim Lloyd			
Vice Chair, and Chair of Finance and General Purposes Committee Steve Pearcey			

A pre-snow event statement will be issued by WSCC by e-mail to all those who have been established as the Community Local Winter Maintenance Plan point of contact, to advise when to start implementing the plan and to indicate the likelihood of a prolonged snow event.

The daily decision is issued via WSCC gritting on twitter between 1st October & 31st April. All Parish, Town and Neighbourhood Councils are encouraged to sign up to receive regular tweets or view the daily decision updates on www.twitter.com/wswccgritting. Other information on the winter service can be found on WSCC's web site: www.westsussex.gov.uk.

SPC should sign up to the WSCC gritter twitter on: www.twitter.com/wscgritting and the Clerk or Deputy Clerk should check the daily decision.

2. Grit/Salt Bins in Steyning

The following is a list of permanent grit/salt bins (Black 'Heritage' Design or green), in place in Steyning at July 2018:

Position of Permanent Grit/Salt bins	In place	Checked September 2017
Bramber Road near junction with Jarvis Lane, outside Dental Surgery (photo 1)	Y	75% Full / Good quality
High Street, outside White Horse between 2 BT units (photo 2)	Y	Full /good
High Street, outside Bus Shelter, on right facing (photo 3)	Y	Full/ Good
High Street, by the wall to Star Pub, next to refuse bin (photo 4)	Y	Full/good
Penns Court bin store, in green dustbin marked SULO (needs remarking) (photo 5)	Y	Full/good
Steyning Health Centre, Tanyard Lane, green grit/salt bin (photo 6)	Y	Full /good
At crest of Penlands Vale, outside Nos 55-57 (photo 7)	Y	75% Full/good
Kings Barn Villas, on grass verge by Kings Barn Lane road sign (photo 8)	Y	Full/good
Entrance to Fletcher's Croft Car Park on hard standing on grass (photo 9)	Y	Full/good
Roman Road, at junction of King's Stone Ave by telephone box (photo 10)	Y	75% Average
White Horse Square, In front of flint wall to left of entrance to Tester/Pilgrim Cottage/Myatts (photo 11)	Y	Full Average
Corner of Bostal Road/Goring Road in front of grass bank (photo 12)	Y	Full Good

Photos of Locations for Permanent Grit/Salt Bins:



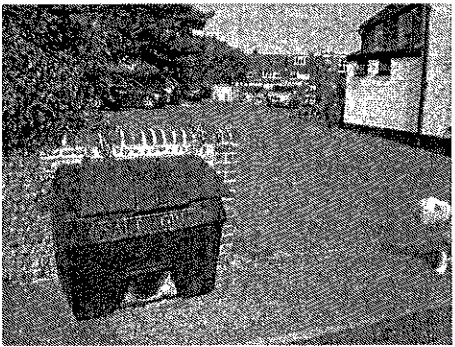
No. 1 Bramber Road, near junction with Jarvis Lane



No. 2 High Street, outside White Horse



No.3 High Street, Bus Shelter



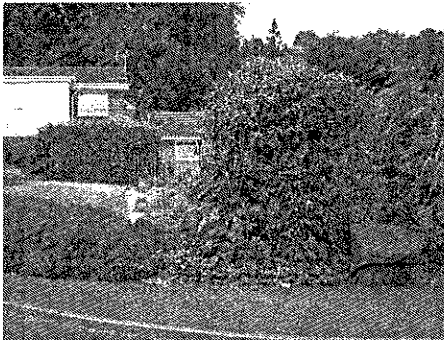
No.4 High Street, by The Star



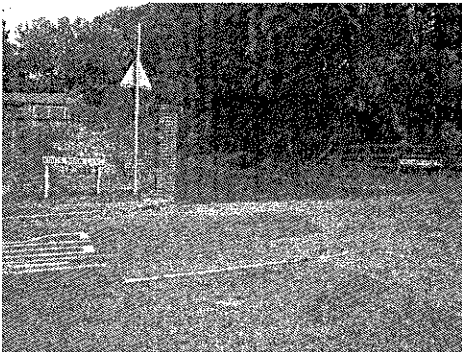
No. 5 Penns Court (in green dustbin marked Sulo)



No. 6 Steyning Health Centre



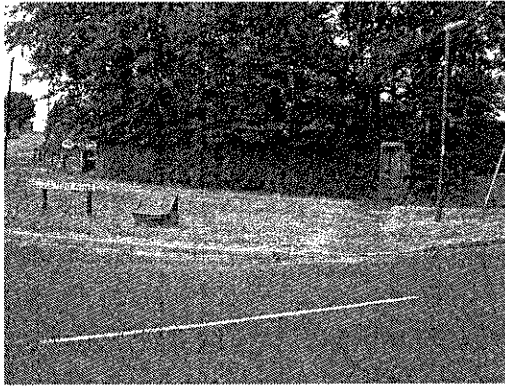
No. 7 55-57 Penlands Vale



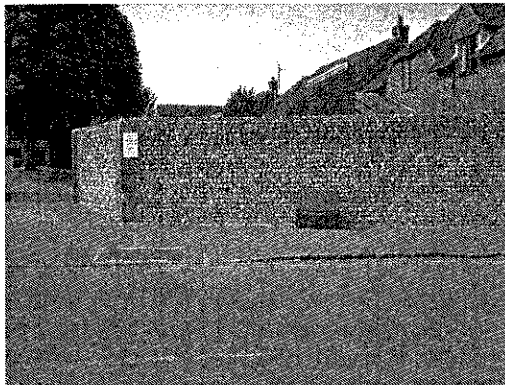
No. 8 Kings Barn Villas



No. 9 – Entrance to Fletcher's Croft car park



No. 10 Roman Road at junction with King's Stone Avenue



No. 11 White Horse Square



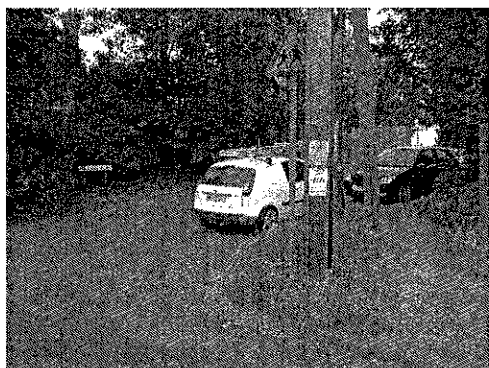
No. 12 Corner of Bostal Road, opposite Goring Road

The bins will remain the property of WSCC but will be available for public use. Should the bins be damaged or stolen, it is unlikely that the County Council will replace them.

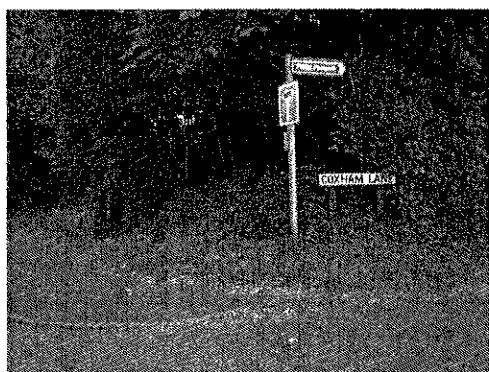
3. Grit/Salt Bags

The following is a list of additional temporary sites for grit/salt bags, in order of priority:

Position of temporary grit/salt bags to be put in place by SPC contractor in case of icy weather	Date in place	Date removed
Corner of Jarvis Lane and Holland Road on grass verge by telegraph pole (photo 13)		
Corner of Coxham Lane and Horsham Road on grass verge between road sign and refuse bin (photo 14)		
Shootingfield on grass corner of Middlemead (photo 15)		
Newham Lane, between junctions with Hills Rd and Godstalls Lane (photo 16)		
On grass island at end of Laines Road/Coombe Road (photo 17)		
Corner of Andrew Close (photo 18)		
Penlands Way/Ingram Road junction (photo 19)		
Junction Church Lane and Tanyard Lane/Shootingfield (photo 20)		



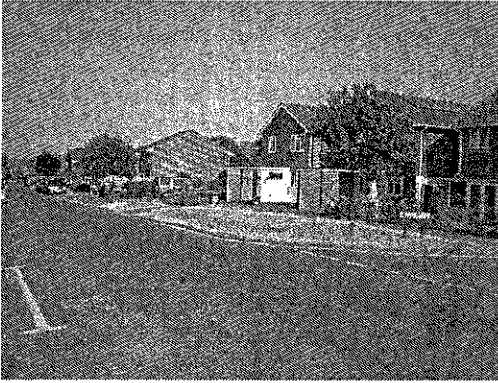
No. 13 Jarvis Lane/Holland Road



No. 14 Coxham Lane/Horsham Road



No. 15 Shootingfield/MiddleMead



No. 16 Newham Lane, between Godstalls Lane and Hills Road



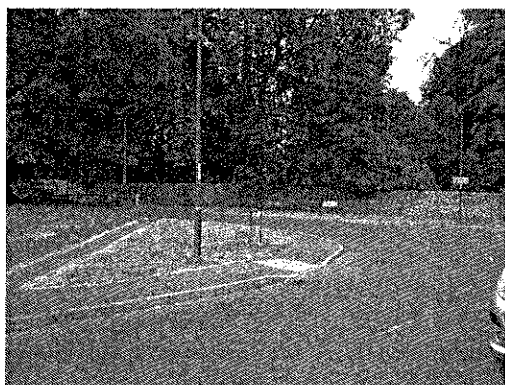
No. 17 Laines Road/Coombe Road



No. 18 Andrew Close/Ingram Road



No. 19 Penlands Way/ Ingram Road



No. 20 Church Lane/Tanyard Lane/Shootingfield

4. Grit/Salt

WSCC has informed parishes that there will be no extra deliveries of salt/grit mix during the winter. Deliveries of bags of grit/salt and the refilling of permanent bins will take place between September and October 2017.

If required, later in the winter to facilitate the SPC winter maintenance plan, we would like WSCC to deliver any additional bags of mixture to deliver to The Steyning Centre.

See Section 7 for storage details.

5. Priority Roads

WSCC has stated that although there is no maximum figure for the work to clear roads etc., WSCC would expect to cover reasonable costs. Therefore it is important to identify the routes to be cleared.

The following are the roads to be cleared by SPC contractors if severe weather persists but after clearance with WSCC who will pay.

First priority roads

1. Bramber Road/High Street/Horsham Road from Maudlin Lane through to Leisure Centre
(*marked WSCC salting route*)
2. Shooting Field
3. Tanyard Lane

4. Church Street to include Church Lane
5. Vicarage Lane to Roman Road
6. Entrance roads to Newmans Gardens Car Park and the Health Centre
7. Newham Lane to Hills Road
8. Ingram Road to Penlands Rise

Second Priority Roads

1. Penns Court
2. Sir Georges Place
3. Middlemead and Henderson Walk
4. Abbey Road/ Churchmead
5. Roman Road
6. Goring Road
7. Penlands Way
8. Portway/Hills Road
9. Maudlin Lane
10. Coombe Road

6. Use of Contractors in Severe Conditions

The following individuals are our principal contractors for keeping the roads and pavements clear of snow and gritted in icy conditions.

1. Mark Streeter Mobile – _____ Email- _____

West Sussex

He has £10 million public liability insurance cover details

He already has a contract with WSCC.

2. Danny Flynn Mobile – _____ Email – _____

He has £10 million public liability insurance cover.

It has been confirmed by WSCC that listed contractors are permitted to use red diesel.

Where possible, specialist equipment such as snow ploughs or blades should be used. Front loading buckets can be used but care is urged to minimise the risk of damage to the highway. Farmers / contractors should be advised to be careful of cats-eyes, utility covers and drains when working to clear snow.

The risk to the public from any damage to the highway is covered by the required £5m Public Liability Insurance. The County Council will maintain the public highway if damage is incurred but if reckless behaviour is evident then the County may pursue for costs.

[WSCC has stated that where storage cannot be found within a parish, collections may be made from the WSCC Broadbridge Heath depot (24hr notice must be given and collections can only be made between 9-3pm on weekdays only). This is unlikely to be an option for SPC.]

7. Delivery and Storage of hippo bags of grit/salt mix

Hippo bags of grit/salt mix must be stored under cover or under a tarpaulin.

Location/Contractor	Number of bags of grit/salt mix	Tarpaulin
Steyping Centre	6 bags	1

a. Steyping Centre

Fletcher's Croft

Steyping

BN44 3XZ

6 bags of grit/salt mix and a tarpaulin can be stored here.

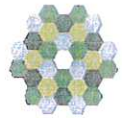
8. Using Volunteers to Keep Twittens and Pavements Clear

Name	Address	Tel	Area to cover	Advice on snow clearing and salt spreading given?
Mrs Alexander			Twittens Roman Road to Goring Road	y
Mr Alexander			King's Barn Bridge	y
Cllr Bowell			Roman Rd/King's Stone Ave junction.	y

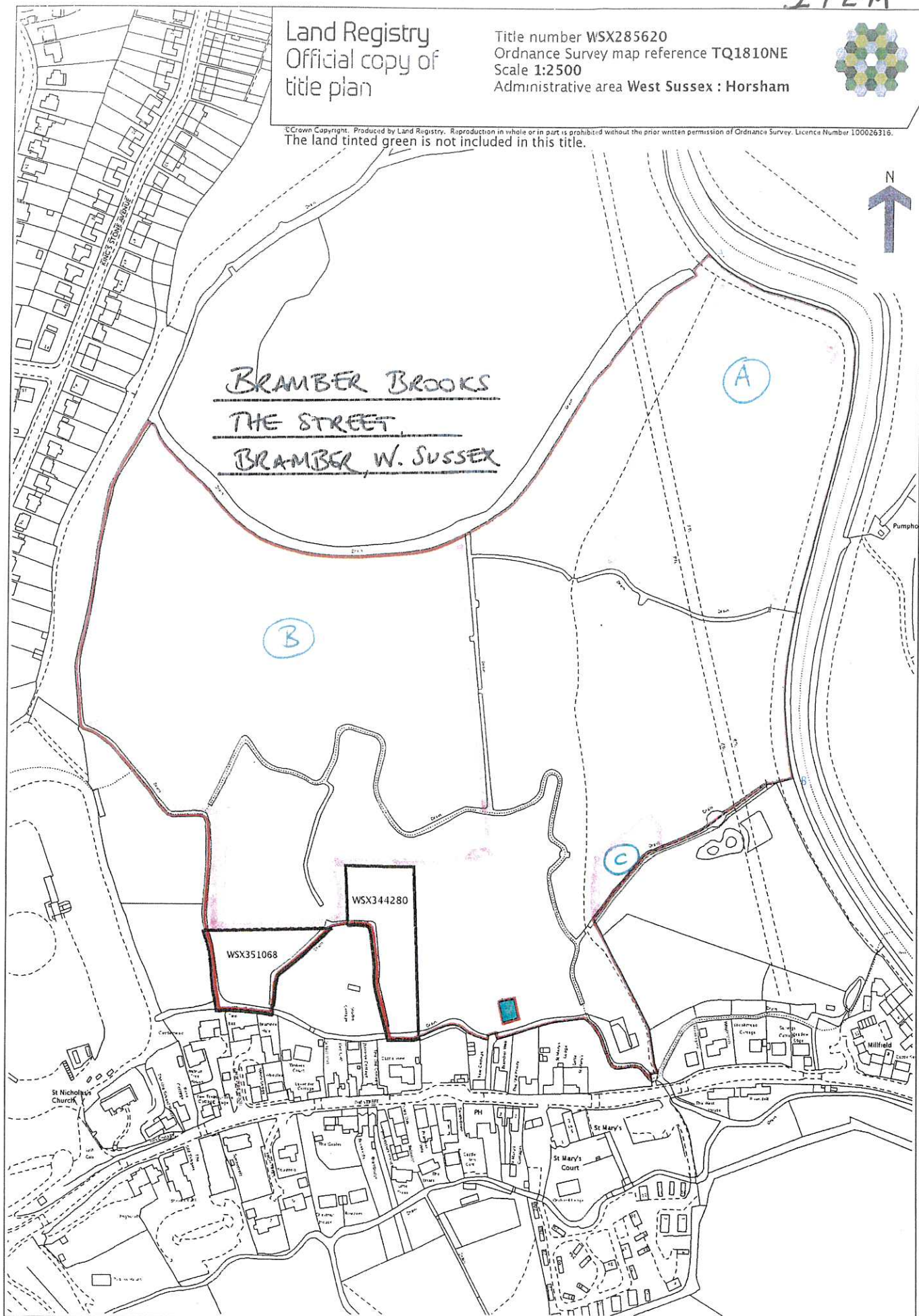
During the autumn, we need to add to the above list of local volunteers who can help keep pavements and twittens clear and gritted in severe weather.

Land Registry
Official copy of
title plan

Title number WSX285620
Ordnance Survey map reference TQ1810NE
Scale 1:2500
Administrative area West Sussex : Horsham



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These are the notes referred to on the following official copy

The electronic official copy of the title plan follows this message.

Please note that this is the only official copy we will issue. We will not issue a paper official copy.

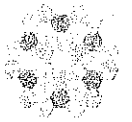
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This title is dealt with by the Land Registry, Durham Office .

Land Registry
Official copy of
title plan

Title number **WSX285620**
Ordnance Survey map reference **TQ1810NE**
Scale **1:2500**
Administrative area **West Sussex : Horsham**



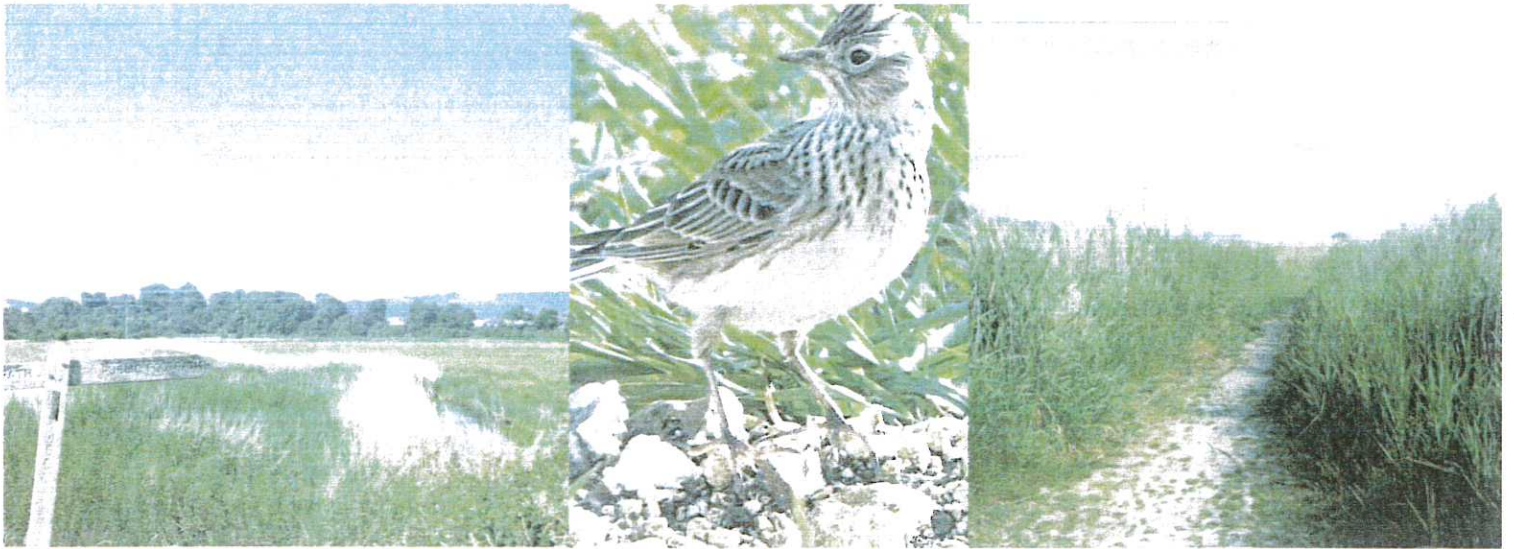
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PETRA BILLINGS

Ecological Consultant & Environmental Scientist



Bramber Brooks Ecological Report and Management Plan

Prepared by Petra Billings PhD, CEcol, MCIEEM

July 2017

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Bramber Brooks is an area of 16.2 ha of floodplain grassland situated in the Adur floodplain at Bramber, West Sussex. It is bounded by the Adur to the East, a large field drain to the north, housing to the west and south and Bramber Castle to the south-west.

The soils are described on Soilscape as 'loamey and clayey soils of coastal flats with naturally high groundwater with moderate fertility supporting wet, brackish coastal flood meadows and grazing marsh'.

The site forms the southern tip of the River Adur Water Meadows and Wyckham Wood Local Wildlife Site which is designated by West Sussex County Council for reasons of the 'outstanding botanical importance' of some of the ditches and for the importance of the area to birds and dragonflies. It sits immediately north of the South Downs National Park boundary.

A large area in the central southern part of the holding is a Scheduled Monument. The monument, which falls into four separate areas, includes a group of medieval salterns and an area of associated earthworks which have been interpreted as a contemporary moat, situated on the western bank of the River Adur. Before the river was embanked during the post-medieval period, the salterns lay within the floodplain of the tidal estuary on land periodically inundated by salt water. The saltern is represented by nine unevenly-shaped middens, or artificial heaps of waste silt and clay discarded after brine extraction. These survive to heights of up to c.1m. Investigations of similar middens elsewhere indicate that they will partly overlie and be surrounded by industrial structures surviving in buried form. These may include wicker or clay-lined pits, evaporation kilns, lead boiling pans and the foundations of temporary wooden buildings. Documentary sources suggest that the monument originally formed part of a larger group of salterns granted by William de Braose, the founder of Bramber Castle, to Durford Abbey on its foundation in c.1160. The other salterns of the group are believed to have been destroyed by the construction of the buildings along The Street, which lies to the south of the monument, and by agricultural operations.

The possible moated site lies within the south eastern sector of the monument and is represented by a roughly square artificial island with sides measuring c.61m. Operations associated with the dredging of adjacent field drains during 1973-74 indicated that traces of medieval buildings may survive on the island. The island is surrounded by a narrow, shallow, now mainly dry ditch. Regular dredging of the modern field drain immediately to the south and west of the southern part of the monument has resulted in a linear dump of dredged material along its northern bank. This has partly obscured the profile of the south western edge of the monument.

2.3 Biodiversity Opportunity Area

The North Bramber floodplain in which Bramber Brooks sits, has been recognised as a Biodiversity Opportunity Area (BOA) as it represents a priority area for the delivery of Biodiversity Action Plan targets. It is one of 75 such areas across Sussex. The Sussex Biodiversity Partnership described the

area as 'an extensive area of wetland potential... with many small ditches and some grazing marsh... which retains much tranquillity'.

There are two public rights of way across the site, both originating from the north-east corner where the footpath along the western embankment of the Adur forks. One path continues south along the embankment and the other turns south-westwards then south across the site to join The Street opposite St Marys House.

The Priority Habitats Inventory lists the entire site as coastal and floodplain grazing marsh.

Walk-over surveys were carried out in March and again in June/July 2017 to assess the wildlife interest of the site. The floodplain has been unmanaged for some years. It consists of rough grassland divided by a network of ditches, some historic and some modern, some of which have been blocked under a previous management strategy to prevent water flow. This has resulted in some ditches drying out and others becoming stagnant and breeding grounds for mosquitoes. In places, the ditches are bordered by linear belts of reedbed which is an important and uncommon habitat in the area, supporting songbirds such as reed warbler and reed bunting and providing good dragonfly habitat, see Figure 1. The reedbeds consist mainly of stands of common reed which are spreading outwards into the wetter grassland areas in places, especially in the western part of the site. Reed sweet-grass, reed canary-grass and several sedges and rushes also occur. In the damp mud of the ditches, flowering species include celery-leaved buttercup, pink water speedwell and fool's water-cress.

The grassland is becoming rank. Without grazing, it has grown abundantly and become tall, tussocky and dominated by coarse species of grass such as false oat grass, cocksfoot, Yorkshire fog and tussocks of tufted hair-grass, see Figure 2. A thick thatch has developed at ground level which, while providing good habitat for field voles, prevents germination of wildflowers and limits floristic



Figure 1 North boundary ditch



Figure 2 Thick grassland in western field

interest.

Seedlings of woody species, particularly willow, are taking root across the site. In drier areas, nettles and patches of creeping thistle and bramble are developing, see Figure 3. Stinging nettle is the host plant for several butterfly species, for example, red admiral and small tortoiseshell and also for ladybirds all of which seek out sunny nettle patches in which to lay their eggs. Similarly bramble is an important species for wildlife: the flowers provide nectar for butterflies and bumblebees; the berries provide late summer/autumn food for birds and the thick cover provides nesting areas for small mammals as well as birds. Therefore it is beneficial to retain patches of



bramble and nettle however these species can quickly become invasive and out-compete grassland species, so their extent should be monitored and controlled if necessary. In the western field, creeping thistle completely dominates a large area and needs controlling.

Where paths have been cut through the thick vegetation of the western field, meadow species such as meadow buttercup, common fleabane, cut-leaved cranesbill, creeping cinquefoil and common mouse-ear have germinated along the borders suggesting that, with suitable management, the meadows have the potential to develop a more diverse flora.

Linear belts of scrub along the ditches in the south of the brooks, provide valuable habitat. The scrub consists mainly of hawthorn, blackthorn and willows which provide an excellent winter seed resource for birds and small mammals and good nesting habitat for birds such as yellowhammer. They also provide cover for the small resident population of roe deer. Areas of young self-seeded ash in the west of the site below the Castle have succumbed to Ash Dieback and are dying.

With the high water table, the site lies wet in the winter months and pools of standing water render the 'middle' right of way almost impassable at times. These areas support patches of wet-loving species such as redshank.

Overview

Bramber Brooks is an area of unmanaged floodplain grassland with a range of additional wildlife habitat including a network of ditches with fringes of reedbed and scrub. The land has been unmanaged for around 25 years and the grassland is becoming rank however the area has great potential for biodiversity, particularly for the bird community and ditch flora, given appropriate management. Traditional management for floodplain grassland is seasonal cattle-grazing in the drier months.

An Ecological Data Search was commissioned from the Sussex Biodiversity Records Centre which provided the following records.

Priority and Rare species recorded on or close to the site within the last 10 years include:

Common toad
Grass snake
Hedgehog
Pterostichus longicollis (a beetle)
Slow worm
Soft hornwort
Stag Beetle
Wall

The paucity of records is likely to reflect lack of survey effort rather than lack of biodiversity interest. The list of BAP species for the wider BOA has 36 species including, in addition to the above, water vole, bittern, cuckoo, yellowhammer, grasshopper warbler, reed bunting, curlew, tubular water-dropwort, grey partridge, turtle dove and lapwing, many of which Bramber Brooks has the potential to support.

Notable birds (species which are particularly scarce or vulnerable to development) recorded on or close to the site in the last 10 years include:

Barn owl
Cetti's warbler
Grey heron
House martin
Swallow
Swift
Yellow wagtail

Again, the list for the wider area to the north is extensive. It includes many waders and wildfowl as well as raptors such as peregrine, hobby and long-eared owl.

5 Management Objectives

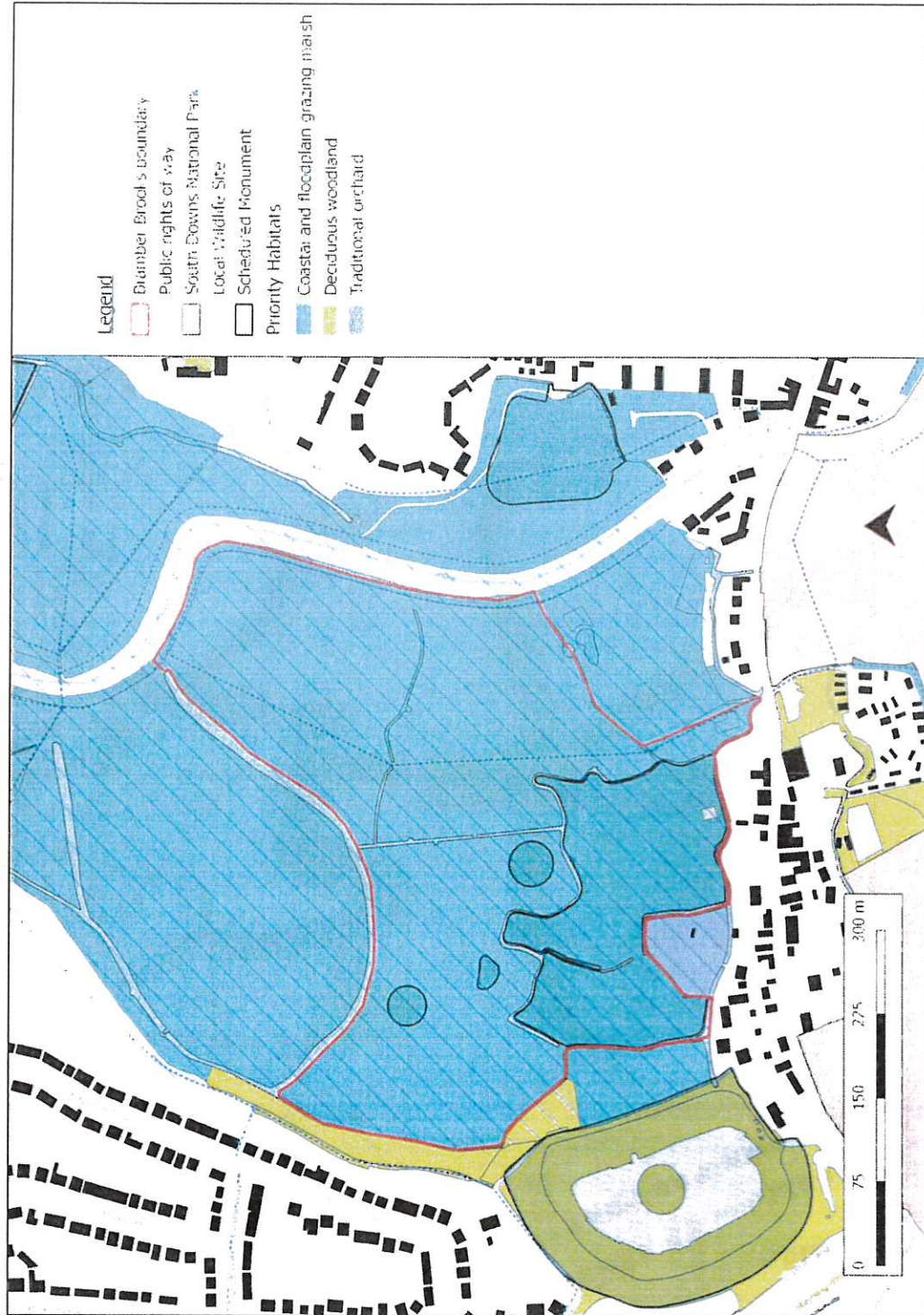
- a) To conserve and enhance biodiversity, in particular the bird community, by management to restore a mosaic of floodplain habitat including grassland, areas of scrub and ditch habitats;
- b) To create an informal nature reserve with public access for enjoyment of the wildlife;
- c) To provide a site for some community uses such as a community orchard and a camping area for local scout groups;
- d) To protect the historic interest of the salterns.

Objective	Prescriptions
Habitat management to conserve and enhance biodiversity	• Erect fencing and provide a water supply to allow livestock grazing. • Put up interpretive notices for the public to explain the management strategy • Introduce seasonal cattle-grazing across the site preferably with small numbers of a conservation breed such as Dexter or Sussex which will browse the developing scrub and restore the rank grassland. • Monitor numbers of cattle and the timing of grazing to ensure there is sufficient food supply for the cows; that the ground does not become poached or damaged in wetter months; that any floristic interest is not damaged; that a range of plant heights are maintained (providing a range of microhabitats for invertebrates). During the initial restoration stages, the site should be grazed for as extended a period as the ground conditions allow. Once the grassland is restored, grazing intensity and/or duration can be reduced. • Introduce fencing/grazing in three phases, in order to spread the costs of site preparation (fencing/water supply/thistle control), and control and monitor habitat restoration more effectively, see Map 3, ○ Phase 1: South Area in September/October 2017, ○ Phase 2: Eastern fields - timing dependent on fencing and progress with Phase 1, ○ Phase 3: Western field (nature reserve) – timing dependent on progress with Phases 1 and 2. • Control thistle in western field by topping (as soon as possible) then contract spraying with specific herbicide in early summer 2018, leaving 10m buffer zone by ditches unsprayed. • Maintain existing scrub but do not allow it to encroach further over the grazing marsh. • Consider creating a scrape(s) (shallow ponds) in the wetter areas to enhance wetland habitat diversity. • Monitor water levels in the ditches. Some ditches, if not naturally kept open by water flow, may benefit from dredging to avoid them drying out. If so, manage the ditch in rotation eg leave sections unmanaged as a refuge for plants and invertebrates and never manage all the ditches in the same year. Liaise with neighbouring landowner to the north re sympathetic management of the northern boundary ditch. • Liaise with neighbouring landowners to replace sluice gates with permeable structures which will allow fish passage around the ditch network.
Create informal nature reserve	• Manage the western part of the site as a nature reserve. • Create a permissive route around the western part of the site, linked from the public right of way across the eastern fields, with access via a kissing gate through the stock-fencing. Guide visitors away from any more sensitive wildlife areas and cut/mulch the path as required • Provide 'furniture' such as a kissing gate and bridge across the ditch from the eastern part, benches and a bird hide.

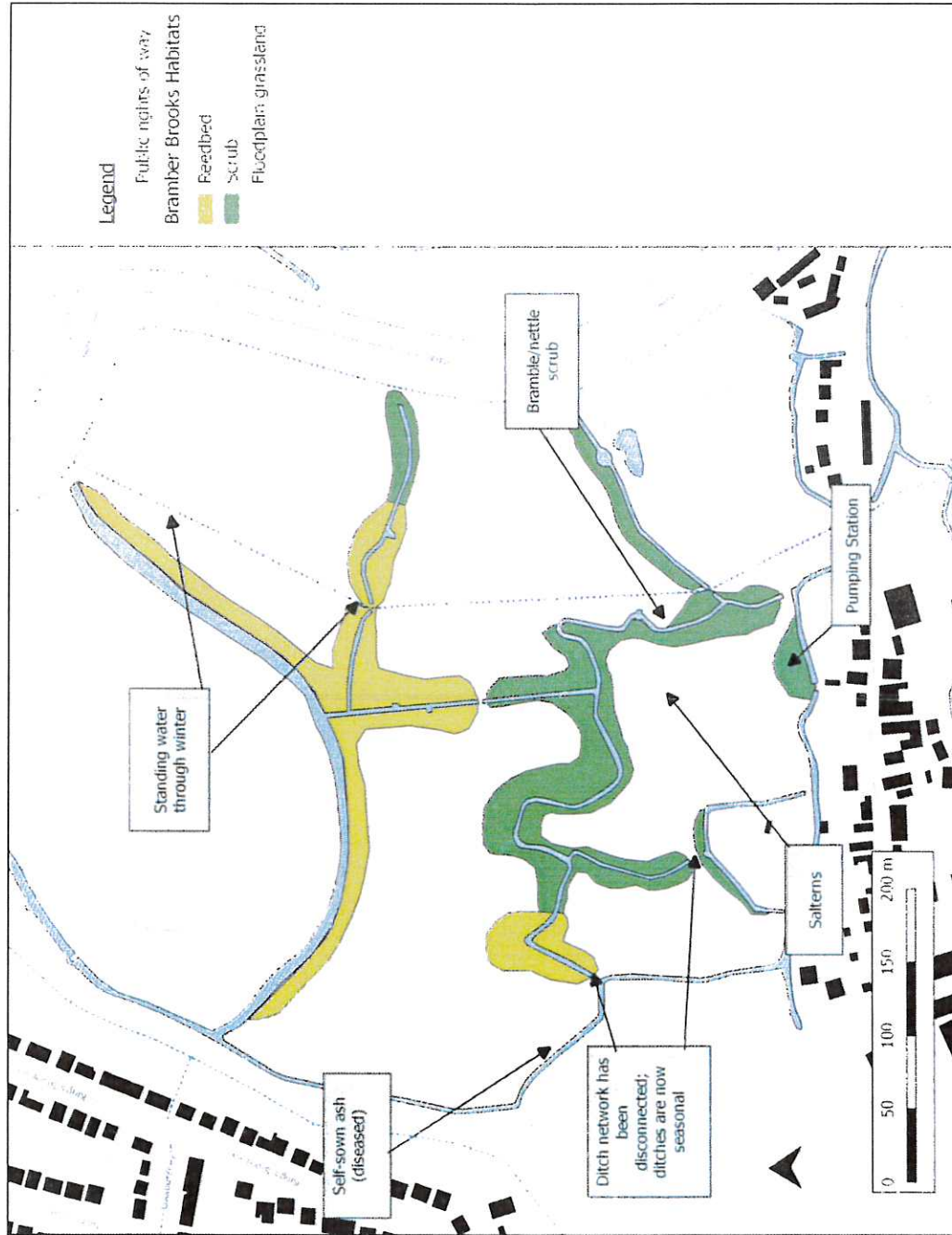
Community uses	• Maintain the public footpaths by cutting rank vegetation in mid-summer (and again in late summer if required) • Improve the public right of way across the middle of the site by providing a boardwalk across the two areas which stand wet in winter • Work with the Steyning Community Orchard Group to plant a small orchard in the south-east of the site. • Work with local community groups such as the Scouts to provide rough camping facilities. • Carry out annual tree safety inspection (by qualified arboriculturalist) to ensure safety in public areas.
Protect historic interest	• Monitor and control scrub invasion over the salterns • Provide an interpretive board for the site as part of the nature trail

Prepared by Petra Billings
July 2017

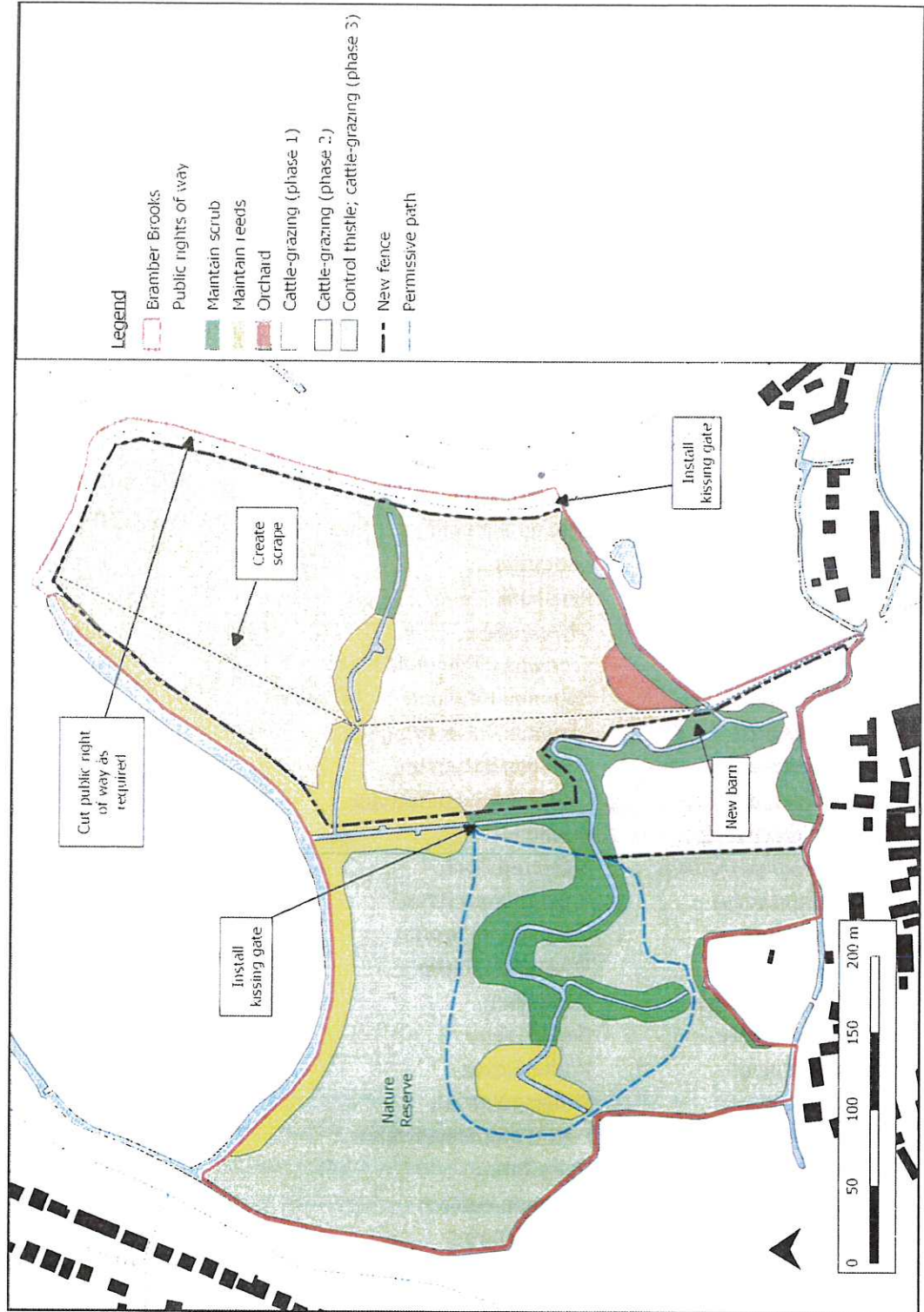
Map 1: Location and Designation



Map 2: Areas and Features



Map 5. Proposed Management



Wildflowers (excluding trees, shrubs, grasses, sedges, rushes)

<i>Apium nodiflorum</i>	Fools' Watercress
<i>Artemisia vulgaris</i>	Mugwort
<i>Calystegia sepium</i>	Hedge Bindweed
<i>Cerastium fontanum</i>	Common Mouse-ear
<i>Cirsium arvense</i>	Creeping Thistle
<i>Dipsacus fullonum</i>	Wild Teasel
<i>Epilobium hirsutum</i>	Great Willowherb
<i>Filipendula ulmaria</i>	Meadowsweet
<i>Galium aparine</i>	Cleavers
<i>Geranium dissectum</i>	Cut-leaved Cranesbill
<i>Heraclium sphondylium</i>	Common Hogweed
<i>Lathyrus pratensis</i>	Meadow Vetchling
<i>Matricaria discoidea</i>	Pineappleweed
<i>Plantago major</i>	Greater Plantain
<i>Polygonum aviculare</i>	Knotgrass
<i>Polygonum maculosa</i>	Redshank
<i>Potentilla anserina</i>	Silverweed
<i>Potentilla reptans</i>	Creeping Cinquefoil
<i>Pulicaria dysenterica</i>	Common Fleabane
<i>Ranunculus acris</i>	Meadow Buttercup
<i>Ranunculus repens</i>	Creeping Buttercup
<i>Ranunculus sceleratus</i>	Celery-leaved Buttercup
<i>Rubus fruticosus agg</i>	Bramble
<i>Rumex conglomeratus</i>	Clustered Dock
<i>Rumex obtusifolius</i>	Broad-leaved Dock
<i>Senecio jacobea</i>	Common Ragwort
<i>Sonchus asper</i>	Prickly Sowthistle
<i>Taraxacum officinalis</i>	Dandelion
<i>Trifolium pratense</i>	Red Clover
<i>Trifolium repens</i>	White Clover
<i>Urtica dioica</i>	Stinging Nettle
<i>Veronica catenata</i>	Pink Water Speedwell
<i>Vicia hirsuta</i>	Hairy Tare
<i>Vicia sativa</i>	Common Vetch
<i>Vicia tetrasperma</i>	Smooth Tare

Grasses, Rushes and Sedges

<i>Agrostis capillaris</i>	Common Bent
<i>Arrhenathrium elatus</i>	False Oat Grass
<i>Bromus hordeaceus</i>	Soft Brome
<i>Carex hirta</i>	Hairy Sedge

<i>Carex otrubae</i>	False Fox Sedge
<i>Carex pendula</i>	Pendulous Sedge
<i>Carex riparia</i>	Greater Pond Sedge
<i>Dactylis glomerata</i>	Cocksfoot
<i>Deschampsia cespitosa</i>	Tufted Hairgrass
<i>Glyceria maxima</i>	Reed Sweet-grass
<i>Holcus lanatus</i>	Yorkshire Fog
<i>Hordeum secalinum</i>	Meadow Barley
<i>Juncus effusus</i>	Soft Rush
<i>Juncus inflexus</i>	Hard Rush
<i>Lolium perenne</i>	Perennial Rye Grass
<i>Phalaris arundinacea</i>	Reed Canary-grass
<i>Phleum bertolonii</i>	Smaller Cat's-tail
<i>Phleum pratense</i>	Timothy
<i>Phragmites australis</i>	Common Reed

Trees and Shrubs

<i>Acer pseudoplatanus</i>	Sycamore
<i>Crataegus monogyna</i>	Common Hawthorn
<i>Fraxinus excelsior</i>	Ash
<i>Prunus spinosa</i>	Blackthorn
<i>Quercus robur</i>	English Oak
<i>Salix caprea</i>	Goat Willow
<i>Salix cinerea</i>	Grey Willow

Butterflies

Common Blue
Gatekeeper
Marbled White
Meadow Brown
Red Admiral
Ringlet
Small Skipper

Birds

Jackdaw
Little Egret
Magpie
Mallard
Mute Swan
Reed Bunting
Reed Warbler
Stonechat
Wood Pigeon

Affiliated to
Bowls England
and
Sussex County
Bowls



Founded 1933

ITEM 10.2

Memorial
Playing Fields
Mill Road
Steypning

J Fulbrook Esq.,
The Clerk to the Steypning Parish Council,
The Steypning Centre,
Fletchers Croft,

30th August 2018

Dear John,

Charity Day Friday 3rd August 2018

I am writing to formally thank your amenities Committee for their approval of our request for parking in the Memorial Playing Field for our Charity day. As always our visitors were very appreciative of the provision of the facility and requested that I pass their thanks on to you.

I have delayed this letter to you until now so that I can confirm to you that we have raised a total of £812 for our charity, the Kangaroos, who are delighted with this result. President Reg Strong will be presenting a cheque for this amount to them next week.

As I have said before, the ease of parking you are able to provide in our very congested area is very much appreciated by our visitors and helps enormously in the success of our day.

Please pass on our sincere thanks to your Committee, for their part in the success of the day.

Yours sincerely,

A handwritten signature in black ink, appearing to be 'J. Fulbrook', is written over a horizontal line.

Secretary
Steypning Bowling Club