

Steyning Parish Council

Detailed Income & Expenditure by Phased Budget Heading 01/10/2018

Committee Report

ITEM 6.1

Amenities Cttee201 Highways & Lighting

1001 HDC Cleaning Grant

Highways & Lighting :- Income

4200 Street Light Energy	0	9,782	9,782	19,564			0.0%
4201 Street Light Maintenance	640	600	(40)	600	(40)		106.7%
4202 Lamp Post Testing	1,728	1,750	22	1,750	22		98.8%
4210 Road Sweeping	0	100	100	100	100		0.0%
4211 Town Improvements	6,982	8,262	1,280	16,529	9,547		42.2%
4259 Grit	0	0	0	1,000	1,000		0.0%
4260 Pressure wash High St	0	0	0	600	600		0.0%
	0	0	0	700	700		0.0%
	<u>9,351</u>	<u>10,712</u>	<u>1,361</u>	<u>21,279</u>	<u>11,928</u>		<u>43.9%</u>
	<u>(9,351)</u>				0		

Highways & Lighting :- Indirect Expenditure

Movement to/(from) Gen Reserve301 Playing Fields

1004 Reimbursed Charges & donations

Playing Fields :- Income

4252 Electricity	0	252	252	500			0.0%
4253 Water Charges	0	252	252	500	500		0.0%
4310 Grounds Maintenance	0	0	0	0	0		0.0%
4312 Waste Removal	3,815	4,998	1,183	10,000	6,185		38.2%
	1,016	850	(166)	850	(166)		119.5%

Detailed Income & Expenditure by Phased Budget Heading 01/10/2018

Month No: 6

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	(1,508)	1,002	2,510	2,000		3,508	(75.4%)
4352 Litter and Bins	1,772	1,704	(68)	3,412		1,640	51.9%
4360 Allotment Maintenance	1,176	1,800	624	3,600		2,424	32.7%
Playing Fields :- Indirect Expenditure	6,511	10,906	4,395	21,332	0	14,821	30.5%
Movement to/(from) Gen Reserve	(6,511)						
<u>302 Allotments</u>							
1005 Allotment Rents	3,737	3,200	(537)	3,600			103.8%
Allotments :- Income	3,737	3,200	(537)	3,600			103.8%
4253 Water Charges	232	550	318	550		318	42.1%
Allotments :- Indirect Expenditure	232	550	318	550	0	318	42.1%
Movement to/(from) Gen Reserve	3,505						
Amenities Ctee :- Income	3,737	13,234	9,497	23,664			15.8%
Expenditure	16,094	22,168	6,074	43,161	0	27,067	37.3%
Movement to/(from) Gen Reserve	(12,357)						

John Fullbrook

From:
Sent: 11 October 2018 13:40
To: Steyning Parish Council - Clerk
Subject: Application for a Definitive Map Modification Order - High Street to Newmans Garden Car Park
Attachments: Steyning.pdf
Follow Up Flag: Follow up
Flag Status: Flagged

Dear Mr Fullbrook

Our ref: CC803.15553

Further to our telephone conversation yesterday, please find attached a plan which shows the extent of the public maintainable highway (shaded pink) in and around the area of Steyning High Street and the Newmans Car Park. You will see from this plan that the route that is the subject of your DMMO application, is in fact a public highway and maintainable by the County Council as highway authority. This route, forms part of the highway network and is what we class as an "E" class route. E class routes are usually link footways or paths in urban areas that fall under the remit of our highway area offices.

With regards to the DMMO application, I am sure you will agree that there is very little value in pursuing the application and I will arrange for your application to be returned to you.

Should you require further information about the extent of the public highway within your parish, enquiries can be made with our land charges department

<https://www.westsussex.gov.uk/roads-and-travel/information-for-developers/highway-boundary-information/>

Kind regards

Steyning



STEYNING PARISH COUNCIL WINTER MAINTENANCE PLAN AUTUMN 2018- SPRING 2019

1. Contacts

Pre-winter preparedness –

Sue Furlong - Community Initiatives Principal Theme Lead

Partnerships and Communities Team

Communities & Public Protection

West Sussex County Council

2nd Floor

East Wing

County Hall

Chichester

During 1st November to 30th April – [use the online link](#)
[raise a highways related enquiry](#)

Steyning Parish Council contacts

Name	E-mail	Telephone	Mobile
Clerk, John Fullbrook	clerk@steyningpc.gov.uk	01903 812042	
Deputy Clerk, Hazel Roxby	Hazel.roxby@steyningpc.gov.uk	01903 812042	
Chairman, Tim Lloyd	Tim.lloyd@steyningpc.gov.uk		
Vice Chair, and Chair of Finance and General Purposes Committee Steve Pearcey	Steve.pearcey@steyningpc.gov.uk		

Please use email hazel.roxby@steyningpc.gov.uk for daily email of winter reports.

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.

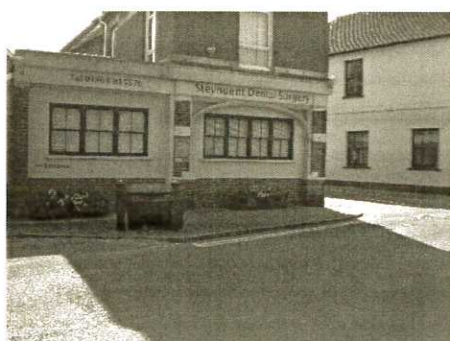
SPC should sign up to the WSCC gritter twitter on: www.twitter.com/wscggritting and the Clerk or Deputy Clerk should check the daily decision.

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 2018
Bramber Road near junction with Jarvis Lane, outside Dental Surgery (photo 1)	Y	Full / Good quality
High Street, outside White Horse between 2 BT units (photo 2)	Y	25% /good
High Street, outside Bus Shelter, on right facing (photo 3)	Y	Half full Good
High Street, by the wall to Star Pub, next to refuse bin (photo 4)	Y	Half Full/good
Penns Court bin store, in green dustbin marked SULO (needs remarking) (photo 5)	Y	75% /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	Half Full/good
Kings Barn Villas, on grass verge by Kings Barn Lane road sign (photo 8)	Y	Half Full/good
Entrance to Fletcher's Croft Car Park on hard standing on grass (photo 9)	Y	Half 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



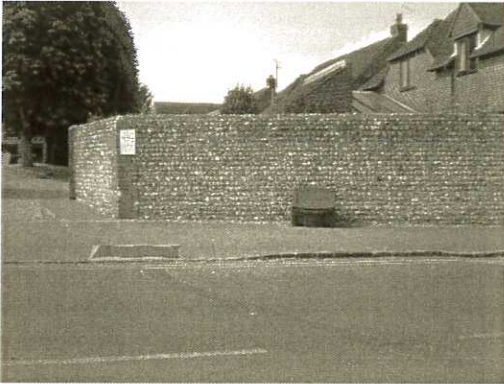
No. 8 Kings Barn Villas



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



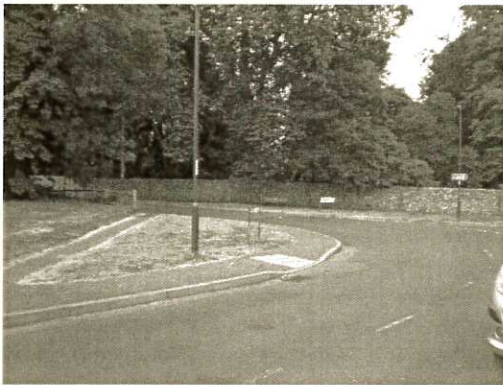
No. 17 Laines Road/Coombe Road



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 2018.

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

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

5. 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 –

Steyning,
West Sussex
BN44

Public liability insurance cover details are attached

2. Danny Flynn Mobile –

Steyning,
BN44

Public liability insurance cover details are attached.

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.]

6. 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
Steyning 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.

7. 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 Howell			Roman Rd/King's Stone Ave junction.	y

John Fullbrook

From: ...
Sent: 10 October 2018 15:34
Subject: Bus User Survey
Attachments: Bus User Survey Poster.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Bus User Survey

Further to our recent Bus Strategy Consultation, West Sussex County Council would like to know more about how passengers use our supported bus routes across the county.

Most routes in West Sussex are operated by bus companies on a commercial basis, and these are not part of this survey. However, some routes receive a subsidy from the county council to help them run.

Below is a list of bus services which are currently either wholly or partly subsidised by the county council and are included in the survey:

Arriva - 63

Brighton & Hove - 59A

Compass Travel - 8/8A, 16, 19, 30, 31, 33, 36A/36C, 39, 42, 52, 62, 64, 66A/66C, 67, 69, 71, 74/74A/74B, 85/85A, 89, 93, 96, 99, 100, 150

Metrobus - 61, 65, 84, 98, 200, 270, 272, 291, 606, 610, 692, 693

Stagecoach - 46, 47, 50, 54, 56, 70, 91/92/93

Shared Taxi Service - Billilinks (Villages Transport Link)

We are keen to gather feedback from passengers and others to help us understand the impact of any potential changes to the routes above.

Further information and the online questionnaire is available at www.westsussex.gov.uk/buses - or by calling 01323 444444

We would appreciate your help in promoting the consultation as appropriate. A promo poster is attached; please let me know if you require any hard copies.

Feedback on behalf of your organisation can be made by completing the consultation questionnaire or by email to: buses@westsussex.gov.uk

The closing date for responses is **18 November 2018**.

Best regards

Information Officer, Transport Bureau
 Economy, Infrastructure & Environment – Highways and Transport
 West Sussex County Council

Bus User Survey

West Sussex County Council is currently developing a new Bus Strategy, which will consider our approach to and investment in bus services.

Most bus companies operate their routes on a commercial basis, and do not form part of this survey. However, the following routes are given a subsidy from the County Council to help them run:

Arriva 63

Brighton & Hove 59A

Compass 8, 8A, 16, 19, 30, 31, 33, 36A, 36C, 39, 42, 52, 62, 64, 66A, 66C, 67, 69, 71, 74, 74A, 74B, 85, 85A, 89, 93, 96, 99, 100, 150

Metrobus 61, 65, 84, 98, 200, 270, 272, 291, 606, 610, 692, 693

Stagecoach 46, 47, 50, 54, 56, 70, 91, 92, 93

Shared Taxi Service

Billilinks (Villages Transport Link)



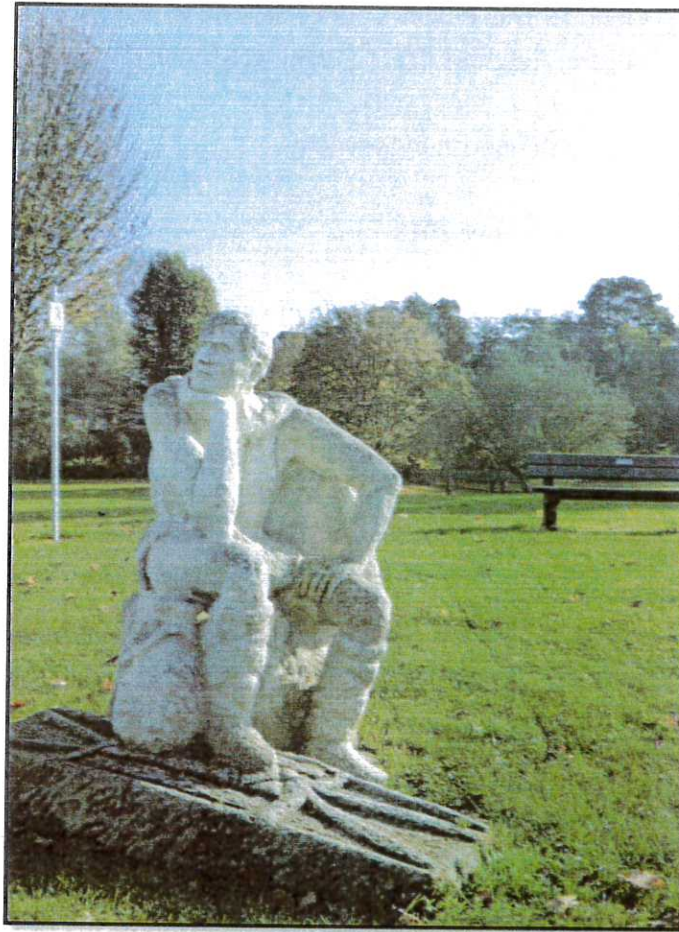
We are keen to gather feedback from passengers to help us understand the potential impact of any changes to the routes listed above.

For further information and to take part in the survey, please go to www.westsussex.gov.uk/buses or call 01243 642105.

The closing date for your feedback is 18 November 2018

Gale Tree Consultancy

Tree Condition Report



Steyning Parish Council
September 2018

Gale Tree Consultancy

Email: andrew.gale@gtc.co.uk
34 Carpenters Meadow Pulborough West Sussex RH20 2HQ

Client: Clerk to the Parish Council, Steyning Parish Council, The Steyning Centre, Fletchers Croft, Steyning, BN44 3XZ

Location: Within the parish of Steyning

Date of inspection: 21st September 2018

Inspector: Andrew Gale *Dip Arb L6 (ABC) M.Arbor.A*

Our reference: TCR/118/18

Instructions received:

I have been instructed by the Clerk to the Parish Council to perform a walk over survey of the trees previously highlighted in the tree inventory survey making reference to their condition and any subsequent remedial tree work necessary to ensure their safety and wellbeing.

General description:

Each site will be described at the beginning of each location.

Method of inspection:

The principal objective of the survey is to identify trees, or parts of trees, which appear to be in a hazardous condition and to advise remedial action to reduce the risk they could pose to members of the public or those persons neighbouring the Parish Council's grounds.

All trees were subject to ground level visual assessment of external features in line with the 'Visual Tree Assessment' method described by Mattheck & Breloer (Body Language of Trees, Department of the Environment Research for Amenity Trees publication No. 4 1994).

A plastic headed hammer was used to 'sound' the stems as an initial indication of the presence of decay and a thin steel rod used, where required, to assess the depth of decay in cavities and concavities between buttress roots.

Tree number and identification

Those trees requiring any further form of action are identifiable on site by a numbered round alloy disc which is placed in a prominent position on the stem at an approximant height of approximately 2.0m and its position marked on the site plan – see Appendix 2; red and white hazard tape has been attached below the aluminium tag to aid identification.

**Results of inspection:**

Please see below for the results of the walk over survey; the site plans have been attached separately.

Gale Tree Consultancy

Tel: 01798 875731 Email: office@galetreeconsultancy.co.uk Web: galetreeconsultancy.co.uk
34 Carpenters Meadow Pulborough West Sussex RH20 2HQ

Memorial Playing Field and Rublees Allotments



An open expanse of playing field with an enclosed play area within its centre, a cricket and football pitch towards the north and a community orchard to its south; the area is extremely well used by dog walkers, fitness enthusiasts.

Rublees Allotments are to the south of the Memorial Playing Field with access gained via gates to the east and west; mature hedgerows are present to the north and south of the allotment site.

Memorial Playing Field and Rublees Allotments

No	Tag No	Species	SD	Height	Crown Spread	Age Class	Comments	Action Required	Priority
1	796	Norway maple	450	10 – 15	5 – 10	SM	Declining branch ends on south side	Remove declining branch ends back to sound wood	HS3
2	797	Silver birch	350	10 – 15	5 – 10	EM	Dense ivy restricts assessment of stem and crown	Sever ivy c. ground level and at 1m, remove severed band	HS1/GM
3	798	Goat willow	Twin	10 – 15	5 – 10	M	Deadwood greater than 25mm in diameter over playing field Bark damage conducive to that caused by a sharp implement such as an axe or machete	Remove deadwood greater than 25mm over the playing field	HS3
4	799	Apple	400	5 – 10	5 – 10	M	Stem cavity 1.8m on north side. Fructification in wound – most probably <i>Cerioporos squamosus</i> (formerly <i>Polyporus squamosus</i>)	Employ a microdrill to assess the condition of the stem	HS2
5	800	Apple	Twin	5 – 10	5 – 10	M	Cavity south side of stem c. ground level The cavity extends into the stem in excess of 250mm The tree is in a sheltered position 2 x small fructifications of the decay fungus <i>Inonotus hispidus</i> in upper canopy	Assess after extreme weather events due to the risk of failure	N/A
6	801	Elder	Multi	0 – 5	0 – 5	M	Dead	Fell	HS3
X	No tag	Mixed	n/a	n/a	n/a	Various	A number of trees were noted as having bark wounds consistent to that of an axe or machete or similar heavy bladed tool The trees have been shown on the plan with an X	None at this time	n/a

Observations:

T4/799 Apple has an open cavity and a fruiting body of what is most likely *Cerioporus squamosus* emanating from it. The mode of this decay is to form a white rot where the lignin is removed; in extreme cases the decay can result in failure. The recommendations are to assess the tree with a microdrill which will determine the condition of the wood and as such help with the management of the tree.

T5/800 is another apple that is in a relatively sheltered location. At the base is a cavity that extends into the stem in excess of 250mm; within the upper branch structure two small fructifications of the decay fungus *Inonotus hispidus* were observed.

The mode of this fungus is a simultaneous white-rot where both the lignin and cellulose are removed at equal rates; this can result in brittle fractures occurring in extreme cases.

Due to the tree's location, it is sheltered from the prevailing wind and as such the risk to it will be less than that of an exposed tree; however, after extreme weather events such as winds more than a Force 10 the tree should be visually assessed, and action taken if necessary.

Several trees exhibited bark wounds consistent to that of an axe or machete or other heavily weighted sharp object. At the time of viewing the bark wounds do not pose a health and safety risk, however, pathogens may colonise them in the future.

Recommendations:

- Perform the works within the time frame specified

Canada Garden Allotments



A small site with trees located along its eastern and western boundary fence line; access is via a gate along the northern boundary line.

Canada Gardens Allotments

No	Tag No	Species	SD	Height	Crown Spread	Age Class	Comments	Action Required	Priority
1	802	Sycamore	1000	10 – 15	5 – 10	EM	Cavity on west side c. 1.5m with a dull tone around the immediate area Fructification of the decay fungus <i>Cerioporus squamosus</i> (formerly <i>Polyporus squamosus</i>) evident Thick ivy (dead) restricts a full inspection of the remaining stem area	Perform a decay evaluation employing either sonic tomography or resistance drilling	HS1

Observations:

The fruiting body emanating from the cavity is that of *Cerioporus squamosus* emanating from it. The mode of the decay is to form a white rot where the lignin is removed; in extreme cases the decay can result in failure.

Performing a decay evaluation using sonic tomography and/or resistance drilling will aid the final management decision for the tree.

Recommendations:

- Perform the decay evaluation within the time frame specified

Abbey Road



The Abbey Road site is located to the north of the village and is surrounded by housing to its east, south and west and the A283 to its north; it also includes a small play area to the south east of the site.

Abbey Road

No	Tag No	Species	SD	Height	Crown Spread	Age Class	Comments	Action Required	Priority
1	804	White willow	twin	15 – 20	10 – 15	M	Co-dominant stem with an east to west bias The west stem has pulled away from the east and was observed moving in the stiff breeze Parish Clerk made aware	Fell both stems – Parish Clerk has actioned the emergency work	Urgent
2	806	White willow	multi	5 – 10	5 – 10	EM	Multi stem with included unions Stems swaying in the breeze	Consider its removal	HS3

Observations:

T1/804 had a co-dominant stem with a deeply included union. The strong winds experienced on the day of the walk over assessment caused the union to open and the tree partially fail. The Parish Clerk was made of the risk and the tree was removed.

The neighbouring White willow to its immediate north east also has a co-dominant stem and as such, the risk of failure at the union is also possible. The tree was not tagged as it had not failed; however, the tree should be assessed after extreme weather events such very strong winds.

T2/805 is a multi-stemmed tree and has multiple co-dominant unions; stem sections were swaying in the wind during the visual inspection. Their height and relative remote location away from the footpath did not warrant any further action at that time; however, consideration should be made to its removal and allowing it to coppice back.

Recommendations:

- Perform a visual inspection of the White willow to the east of the removed tree T1/804 after extreme weather events
- Consider the removal of T2/805

Cripps Lane



Cripps Lane is a narrow section of road with a bank on its south west side; either side of the lane are houses and a junction to Jarvis Lane at the south west end.

Cripps Lane

No	Tag No	Species	SD	Height	Crown Spread	Age Class	Comments	Action Required	Priority
1	807	Sycamore	800	15 – 20	5 – 10	M	Previously reduced/topped	In the interests of good arboricultural practice, prune new growth back to previous pruning points	GM
2	808	Sycamore	500	15 – 20	5 – 10	M	Previously reduced/topped	In the interests of good arboricultural practice, prune new growth back to previous pruning points	GM

Observations:

T1/807 and T2/808 have both been severely reduced/topped in the past and the resultant regrowth has formed the new crown. However, due to the propensity for the new growth from such pruning to be weakly attached and the narrow nature of Cripps Lane beneath the trees, consideration should be made to remove the growth back to the original pruning points; this would initiate a management regime akin to that of pollarding.

I do not consider these trees to be a risk at this moment in time, but the pruning work specified would be in line with good arboricultural practice.

Recommendations:

- Perform the pruning work within the time frame specified

Godstalls Lane



Godstalls Lane is an access road that serves a number of properties; the row of trees along its eastern side are located on a bank that falls towards the neighbouring properties in Newham Close.

Godstalls Lane

No	Tag No	Species	SD	Height	Crown Spread	Age Class	Comments	Action Required	Priority
1	803	Horse Chestnut	Twin	10 – 15	0 – 5	SM	Included union c. 1m with an east>west bias East stem c. 2.5m has partially failed included union with a further included union at 2m on east stem	Remove east stem to source	HS2
n/a	n/a	Various	n/a	n/a	n/a	n/a	The branches heading over the footpath are beginning to droop and therefore reduce the clearance height along the pavement	Prune the offending branches to achieve a suitable height clearance of 2.5m	HS2

Observations:

Due to the tight spacing in which the row of trees has been planted, the risk of included unions forming is high. T1/803 has produced such an included union; one of these unions has failed and is beginning to tear apart.

A number of other trees, specifically Norway maples along the east side of the row, have included unions forming; however, at the time of viewing these had not failed and as such were not commented on.

The west side of the row is beginning to encroach over the walkable space of the footpath and this should be pruned to leave a finished height clearance of 2.5m along its entire length.

Recommendations:

- o Perform the pruning work within the time frame specified

The Steyning Centre



The Steyning Centre is located off Vicarage Lane and has car parking to its immediate north; pedestrian access to Steyning Grammar School runs along the north side of the centre.

St Andrew's Pre-School operates within the Steyning Centre and has a play area to the south and east of the Centre.

The Steyning Centre

No	Tag No	Species	SD	Height	Crown Spread	Age Class	Comments	Action Required	Priority
1	809	Lime	600	20 – 25	5 – 10	M	Deadwood over footpath	Remove deadwood greater than 25mm in diameter from over the footpath	HS1
2	810	Lime	600	20 – 25	5 – 10	M	Dead subordinate branch emanating from 1.5m from the stem, parent branch c. 6m on east side	Remove entire branch	HS1
3	811	Beech	1000	20 – 25	10 – 15	M	Un-tagged as tree located in neighbouring property Section of deadwood approximately 2.5m long at 9m over fence line and seating area	Remove section of deadwood at 9m	HS1

Observations:

The footpath to the north of the centre is very busy during the morning and mid-afternoon whilst children are dropped off and collected; as such, any deadwood or declining branches over the footpath could represent a risk. The two Lime trees both have deadwood that extends over the footpath; its removal is considered necessary to limit the risk of harm being caused to those persons using the footpath.

The mature Beech tree in the neighbouring property has a large limb that extends over the fence line and above a seating area used by the pre-school; its removal is deemed necessary in the interests of safety.

Recommendations:

- Perform the pruning work within the time frame specified

Survey Key:

Tree No.	Relates to numbers shown on Tree Survey Plan(s). Positions of trees are plotted using GPS and are generally accurate to within 2 metres. May be prefixed T in the case of individual trees or G in the case of groups of trees	
Tag No. (where used)	Numbered aluminium tags may be attached to tree stems to aid with identification. In addition, trees may also be identified with red and white hazard tape	
Species	Common name in English	
Stem Dia.	Stem diameter in centimetres at 1.5m above ground level or, in the case of multi-stemmed trees, just above the root flare or buttress [ARF]	
Height	Height assessed visually to within the nearest 5 metre size band e.g. 10 to 15 (i.e. more than 10 but less than 15 metres) or measured using a TruPulse digital clinometer	
Crown Spread (where used)	Average crown spread, assessed visually to within the nearest 5 metre size band, e.g. 10 to 15 (i.e. more than 10 but less than 15 metres) or measured using a TruPulse digital clinometer	
Age Class (where used)	Young [Y]	recently planted or established within the last 5 years
	Semi Mature [SM]	a well established youngish tree but far from full maturity
	Early Mature [EM]	long established nearing its full size but not fully mature
	Mature [M]	fully mature tree that has met its full size
	Late Mature [LM]	a fully mature tree that has past its peak; may exhibit areas of decline
	Veteran [V]	a tree with the physical characteristics of an Ancient tree but is not ancient in years compared to other trees of the same species
	Ancient [A]	a tree that has past full maturity and is old or aged in comparison to other trees of the same species
Comments	Description of significant features, especially those requiring action or monitoring. Where the presence of ivy is recorded the extent of the tree stem and canopy affected is usually expressed as a percentage	
Action Required	Specific recommendations for action or monitoring	
Priority	Work recommended in the interests of health and safety: Urgent: Immediate attention required (will be reported verbally to management on day of inspection) HS1: As soon as is practicable HS2: Works that should be completed within 6 to 12 months HS3: Less urgent works that should be completed within 12 to 24 months Other priority categories: GM: Works recommended for general maintenance reasons or in the interests of good arboricultural management N/A Not applicable / no work recommended at this time	

Gale Tree Consultancy

34 Carpenters Meadow Pulborough West Sussex RH20 2HQ

This concludes my report; should you have any queries, please do not hesitate in contacting the office.

Signed:

A handwritten signature in blue ink that reads "Andrew Gale".

Andrew Gale *Dip Arb L6 (ABC) M.Arbor.A*

Date: 15th October 2018

Interpretation Panel – Plinth outside the Steyning Centre

Background for committee



Councillors will be aware this has a very dilapidated timber surround containing a faded, damaged and stained map of the horseshoe walks to the north of the playing fields. Apart from being illegible it gives visitors a very poor impression of civil pride.

Steyning Partnership have applied to LEADER for funds to replace the panel with an oak framed panel showing the route up to the South Downs Way via the High Street and footpath off Mill Road alongside the playing fields, indicating the alternatives of the upper/lower horseshoe walks and location of the Steyning Downland Scheme.

As part of the funding application, which is now in the hands of LEADER for consideration, they have asked us to provide evidence of permission to install the panel. We would appreciate your support in confirming this request, so our application can proceed unhindered.

From: Steyning Parish Council - Clerk
Subject: FW: Full Council Meeting 15th October,2018 (Skatepark)

From: >
Sent: 16 October 2018 10:25
To: Steyning Parish Council - Clerk <clerk@steyningpc.gov.uk>
Subject: Full Council Meeting 15th October,2018 (Skatepark)

Sent from Mail for Windows 10

I attended last night's Full Council Meeting (15.10.18) and had access to the Draft Minutes of the Amenities Committee (25th September 2018). I wish to draw the attention of all councillors to points I have previously made regarding the MPF Skatepark issue.

Town Vote and Public Meetings

The town voted in favour of a skatepark on the MPF (VG 93) . This area has a dated tarmac strip facility which was planned to be upgraded with a well-designed replacement. The strip was installed prior to VG 93.

The Wilson Trust

The Wilson Trust earmarked finance supporting this project for the health and well- being of our young people.

The Tarmac Strip VG 93)

The Tarmac strip should not be altered or removed until a clear decision has been made for the future use of this location. Mr [redacted] made a similar comment at the Amenities Committee Meeting (25.9.18) when he expressed his concern about " the amount of money being considered to enhance the tarmac strip seeing it is seemingly redundant". (38.1.1). I do not, however agree with his option.

Financial Support

The Wilson Trust is " still receptive to an improved facility but have said that they would like to see something more worthwhile " (41.3.1) Amenities Committee 15.10.18). Scooters and bikes now appear to be the main use of skateparks in our area and boards are now the minority use. A purpose-built facility would appear to be the best option. Residents should be aware of the Trust's offer and the way forward to improving this area of the MPF.

Amenities Committee Working Party

The committee was tasked to identify a suitable site for a facility (INCLUDING THE MPF) affordable, with no ongoing lease costs, in a safe and secure location. I suggest that the MPF meets all those criteria. Has the Working party sought to identify other suitable sites before making any approaches to the Neighbourhood Plan Steering Committee? I am not aware of any report being presented to the Full Council on their findings. A well-designed facility, as previously envisaged by SPC, would certainly enhance VG 93 as can be demonstrated elsewhere (eg Lancing Green).

In relation to [redacted] question from the floor last night, regarding the actions of Cllr R.Goldsmith and his criticisms of the Neighbourhood Plan Steering Group, may I remind you that he was a prominent supporter of FoMPF (Friends of the Memorial Playing Field) who opposed the council's skatepark plans. He , and other councillors who held that position should declare an interest when this matter is under discussion

The MPF

I would respectfully remind the committee and SPC that the MPF is primarily a playing field, underlined by Cllr P. Bowell (3.1.2) Amenities Committee, 25th September 2018 when he reminded a questioner of this. I support his view fully.

Village Green Status

Those who claim Village Green Status prevents a skatepark being built should refer to the evidence in my previous correspondence which clearly states a facility can be built on the MPF. I have repeatedly suggested that SPC seek legal advice from their own advisers, and confirmation from both WSCC and HDC (irrespective of the facility being closed or open) that planning permission can be granted for the greater good of playing field users.

Ownership

I have previously suggested that the young people should become involved in the planting and landscaping of the area to enhance the visual aspect, and that users, in cooperation with SPC, be given ownership of the facility with advice and guidance for reporting any problems or difficulties that might arise. The Youth Service, local schools and the community could also be involved.

Legal Aspects

You will have on record the communications I have had with SPC over many years. I would particularly draw to your attention an e-mail I sent to Mrs R. Luckin (24.1.16) where the information I obtained from the Senior Property Lawyer, through HDC (15.12.15) was provided. Also the e-mail from Mr. [redacted] stated that "The Legal Title to the Green (MPF) has **not** yet been registered at the Land Registry so the green remains unregistered." At that time (15.12.15), [redacted] said he was "unable to verify ownership of the green and any matters affecting the green". Has this anomaly been rectified?

It would appear that SPC could "reinstate its plan for a permanent skatepark facility since there now appears to be no legal opposition to one being built on the MPF in the location of the existing tarmac strip within VG 93".

According to the Legal Department of WSCC (30th December 2014), "There was no need for SPC to have withdrawn its previously approved plan and that Village Green Status is not affected by the installation of a skatepark".

If SPC is serious about providing a skatepark facility, which Steyning residents have supported, it is essential that full investigations are made, the existing plan is carefully re-presented in discussions with its legal advisers and HDC to ensure previous failed legal challenges are not raised again. All previous legal action against SPC failed, but opponents were able to delay and frustrate the democratic wishes of the majority of the community.

I am always happy to help and support SPC in any way I can to resolve the situation. I feel this is now the right time for Steyning Parish Council to stand up for our young people and provide a facility of which we can all be proud.

Yours sincerely,

Mike Kelly. B.Ed ;DipEd; Cert Ed; ANCA.