

Hello Clare

I have been asked to contact you regarding your enquiry to Mark Bishop on salt bins.

As per the Winter Offer Information that has been sent to all parishes WSCC do not supply salt bins these need to be purchased by Parish & Town Councils or local Residents Associations.

If these are going to be placed on the public highway then they need permission from the Highways Team if they are on private ground then permission from the land owner.

We are unable to include the new salt bin on this years top up schedule as I have previously mentioned.

There are a number of organisations that the PC can purchase salt bins from and some come with winter rock salt.

<https://uk.glasdon.com/focus-on-local-councils/winter-safety-equipment/lockable-grit-bins/nestor-tm-400-grit-salt-bin>

<https://www.gritbins.net/grit-bins/grit-bins-councils>

<https://www.gritbins.net/7-cu-ft-heavy-duty-grit-bin-with-8x-25-kg-bags-of-white-rock-salt>

[https://www.roadware.co.uk/street-furniture/grit-salt-storage-bins.html?gclid=EAIaIQobChMIofe8ysCN5gIVWODtCh2QsgYbEAAYAAAEgKsSvD\\_BwE&keyword=salt+bins&medium=ppc&network=g&product=266](https://www.roadware.co.uk/street-furniture/grit-salt-storage-bins.html?gclid=EAIaIQobChMIofe8ysCN5gIVWODtCh2QsgYbEAAYAAAEgKsSvD_BwE&keyword=salt+bins&medium=ppc&network=g&product=266)

<https://www.screwfix.com/c/safety-workwear/grit-bins/cat6310002>

Many thanks

Sue

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# Improving Local Places and Spaces

## Supporting Local Community Winter Resilience 2019/20

Supporting communities in times of extreme weather involves building Community Resilience, working with communities to help themselves and the vulnerable during times of difficulties.

### Contents

#### 1. WSCC Highways Commitment 2019/20

- WSCC Highways will undertake
- WSCC Highways will not undertake

#### 2. WSCC Community Winter Plans 2019/20

- 2.1 What information should be in a Community Winter Resilience Plan?
- 2.2 Community Winter Resilience Plan Community Check List Template
- 2.3 Salt/Grit Replenishment
  - Bins
  - Bags
- 2.4 Local Farmers and Contractors agreements
  - Pre-arranged financial contribution
  - Trigger Mechanism activating farmers/contractors

# 1. WSCC Highways Commitment 2019/20

## ➤ WSCC Highways undertakes to do the following:

- Monitor the daily forecast provided by our weather forecast provider between October and April and take appropriate actions. Issue a Daily Decision to all interested parties via **@WSHighways**. [sign up here](#)
- Treat the Winter Service Network – approximately 1,283km of the county's roads. Typically this happens 42 times per year.
- Purchase and store at our five depots at de-icing road salt during the summer months when prices are advantageous.
- Liaise with the Government's "Salt Cell" and actively participate in Mutual aid with adjacent Highway Authorities.
- Maintain a fleet of gritters (bulk spreaders) between October and April.
- Issue a **pre-snow trigger email** in the event of a significant weather event to advise communities when to activate the Local Farmer and Contractor Agreement for WSCC funded activities.

## ➤ WSCC Highways does not undertake any of the following:

- Treat any roads not identified as part of the Winter Service Network.
- Hand treat footways / cycleways / precincts as a precautionary exercise.
- Treat private, 3rd party or non-highway land.
- Refill salt bin or replace Hippo Bags during the winter period free of charge.
- Deliver salt bins or hippo bags once winter has started free of charge.
- Fund farmers to clear roads that have not been identified in the agreed Local Winter Plan.

# 2. Community Winter Resilience Plans 2019/20

In 2018 WSCC received Community Winter Plans from Parish and Town Councils in West Sussex. These plans help to coordinate activities, identify local assets and inform residents during periods of extreme weather.

This year WSCC will be working with Parish and Town Councils to develop and update their plans. Winter Plans should be reviewed annually and submitted to WSCC via Email to: [active.communities@westsussex.gov.uk](mailto:active.communities@westsussex.gov.uk)

## It is important that key information is kept up to date including:

- **Changes in contact details of nominated persons**
- **Changes to gritting and snow clearing routes identified in the plans**
- **Locations of any new or relocated salt bins/bags**
- **Confirmation that the local Farmer / Contractor is participating**
- **Approval for the Local Farmers and Contractors Agreement from WSCC Highways**

**Please Note:** Parish and Town Councils without the correct information in their plan will **NOT** be able to make claims for a financial contribution from WSCC towards the cost of additional work.



## 2.1 What information should be in a Community Winter Resilience Plan?

The check list below provides a guide for Community Winter Resilience Plans from the most basic to a full plan.

Standard	Information to include:	Check List
	A plan showing West Sussex County Council Priority 1, 2 and 3 Precautionary Salting Routes	<input type="checkbox"/>
	Advice for local residents on how to keep safe during winter	<input type="checkbox"/>
	The WSCC contact centre details – to report fallen trees or damage to the public highway	<input type="checkbox"/>
	Details of the location of grit bins (which should be audited annually)	<input type="checkbox"/>
	A list of key holders if grit bins are usually locked	<input type="checkbox"/>
	Guidance for local residents when spreading salt i.e. amount to use, wear sensible clothing and staying safe. This could include a copy of the Snow Code.	<input type="checkbox"/>
	Details of the location of local grit stores	<input type="checkbox"/>
	A plan showing locations of equipment available for local use i.e. snow shovels, push along mini gritter/spreader, Hazard warning signs	<input type="checkbox"/>
	A list of snow volunteers in the parish and an identified volunteer task leader	<input type="checkbox"/>
	A Telephone tree for disseminating information to residents	<input type="checkbox"/>
	A risk assessment for volunteer activities	<input type="checkbox"/>
	A blank Activity Log for volunteers to complete when clearance has taken place	<input type="checkbox"/>
	A plan showing areas for targeted support such as shops, doctors surgeries, school routes, nursing homes etc. or steep hills, wooded and shaded, frost pocket, water seepage etc.	<input type="checkbox"/>
	A list of 4 x 4 owners who are willing to help	<input type="checkbox"/>
	A list of Farmers/ Contractors with snow ploughs or other equipment who are willing to help	<input type="checkbox"/>
	Details of an emergency reception centre	<input type="checkbox"/>
	Information on how residents can sign up to British Red Cross app - <a href="https://www.redcross.org.uk/get-help/prepare-for-emergencies">https://www.redcross.org.uk/get-help/prepare-for-emergencies</a>	<input type="checkbox"/>
Contact details of any local volunteer group supporting vulnerable residents e.g Good Neighbourhood or Locality Care	<input type="checkbox"/>	
Emergency contact details of local utility suppliers i.e. power cuts or burst water pipes	<input type="checkbox"/>	
Details of Winter warmth and flu campaigns <a href="https://www.westsussexwellbeing.org.uk/topics/more-topics/fight-flu-this-winter">https://www.westsussexwellbeing.org.uk/topics/more-topics/fight-flu-this-winter</a>	<input type="checkbox"/>	

For Parishes with a Farmer / Contractor wishing to claim a financial contribution from WSCC towards the cost of work **the following MUST be provided by the 1<sup>st</sup> December 2019**

Standard	Information to include:	Check List
Local Farmers / Contractors Agreement	A <b>Map</b> showing the roads that Farmer / Contractor will be covering which is to be agreed by the local Area Highway Manager	<input type="checkbox"/>
	Farmer / Contractor details and contact information	<input type="checkbox"/>
	Email addresses for 2 key contacts that will receive the winter trigger information – one of whom should be the Farmer/Contractor.	<input type="checkbox"/>
	A valid Public Liability Insurance (PLI) document period <b>Nov 19 to April 20</b> for the Farmer / Contractor	<input type="checkbox"/>

WSCC Agreement with the local Farmer / Contractor based on the information in your plan.

## 2.2 Salt/Grit Replenishment

### ➤ Bins

- **Using salt/grit stored locally:** Parish & Town Councils who have local stores of Salt/Grit should use this to top up bins before requesting further salt/grit from WSCC.
- Once Parish and Town Councils have topped up their bins WSCC Highways will replenish local stores and refill bins where they are less than 75% full as identified through the local audit.
- WSCC will **NOT** refill bins during the winter period.

### ➤ Bulk bags of Salt /Grit mix

- **Storage:** To keep the salt/grit at its best bags should be stored on pallets, preferably indoors or in a covered location. Parishes may wish to purchase secure weatherproof storage containers to keep their supplies in good condition.
- **Existing Stores:** Where the bags are beginning to deteriorate replacement bags are available on request; Councils will need to decant their existing supplies into the new bags. Tarpaulins to cover stores are also available on request.
- **New Stores:** Local Councils, Schools and Hospitals that wish to purchase bulk bags in conjunction with an agreed plan may do so:
  - £80 per 1 ton bag: To supply, fill and deliver if part of a programme of countywide bag deliveries.
  - £150 per 1 ton bag: To supply, fill and deliver as a one off operation (ad hoc)

To place an order for new or replacement bags and tarpaulins please email:

[active.communities@westsussex.gov.uk](mailto:active.communities@westsussex.gov.uk)

## 2.3 Local Farmers and Contractors Agreements

### ➤ Pre-arranged financial contribution

In line with national standards, agreed with the NFU, WSCC will provide £35 per hr towards local farmers / contractors to:

- Carry out precautionary salting to local roads identified in the Local Farmers and Contractors Agreement as a result of a WSCC notification in advance of a significant snow event.
- Clear snow as a result of a significant snow event, from local roads identified in the Local Farmers and Contractors Agreement and whose activities have been activated through the agreed Trigger Mechanism
- Fill salt bins as required during the winter with salt from the bulk bags stored locally following a significant snow event.

**Please Note: In order to claim funding Farmers or Contractors must be covered by their own Public Liability Insurance at the date they carry out the work.**

All Local Farmers and Contractors Agreements should be submitted by the latest and must be approved by WSCC Highways otherwise they will not be funded.

**If you have an existing arrangement in place you should check that your local Farmer or Contractor is still happy to support your winter plan for 2019/20.**

## ➤ **Trigger Mechanism activating farmers/contractors**

The 'Local Farmers and Contractors Agreement' is intended as a response to significant weather events **ONLY**. This may be directed to particular areas within the county warning of a significant weather event.

Should an event occur the trigger mechanism to activate the agreement will be via an advisory email to the key contacts identified in your plan. Your key contacts should ensure that they check the daily decision emails. The email from WSCC Highways will approve the use of farmers or contractors for:

- **Precautionary Salting:** farmers and/or local contractors to move bulk bags, undertake precautionary salting.

### **And /or**

- **Snow Clearance:** farmers and/or local contractor's snow clearance is 2" (50mm) of accumulated snow.
- Fill salt bins as required during the winter with salt from the bulk bags stored locally following a significant snow event.

WSCC have no objections to local councils/community groups using the salt provided at their discretion and cost **HOWEVER Activities undertaken without instruction from WSCC will not be funded.**

## Winter Maintenance FAQ's 2019/20

<b>Question</b>	<b>Response</b>
<b>What will the new Winter Maintenance Plan include?</b>	<p>The Winter Maintenance Plan sets out how we respond to icy and snowy weather during the winter period.</p> <p>The Plans includes details of the new 'Winter Service Network'. This network focuses on areas of local importance and includes roads such as major bus routes, Police Stations, Ambulance Stations, Fire &amp; Rescue stations, hospitals and routes to large industrial establishments.</p> <p>It is important that we focus our efforts on treating these roads during cold weather to reduce the potential for ice forming.</p> <p>Under the new plan, we would continue to keep watch on the winter weather forecasts, ready to deploy gritter's on a priority basis, to keep main routes open and passable with care.</p>
<b>What is the Winter Service Network and how does it differ from the Resilient Winter Network</b>	<p>The Winter Service Network is the network we treat as a precaution to help prevent ice forming. It is a larger network than the Resilient Winter Network. It comprises areas of local importance and includes roads such as major bus routes, Police Stations, Ambulance Stations, Fire &amp; Rescue stations, hospitals and routes to large industrial establishments.</p> <p><a href="https://www.westsussex.gov.uk/roads-and-travel/maintaining-roads-verges-and-pavements/winter-service/gritting-routes/">https://www.westsussex.gov.uk/roads-and-travel/maintaining-roads-verges-and-pavements/winter-service/gritting-routes/</a></p> <p>The Resilient Winter Network is a smaller network which is focussed on key roads in periods of severe weather.</p>
<b>What is the Resilient Winter Network?</b>	<p>The <a href="#">Resilient Winter Network</a> This is the extent of the network that will be treated/ploughed in the event of heavy snowfall, 5cm +. This network will be driven in both directions on all roads with only the nearside lane being driven on dual carriageways/multi-lane roads.</p> <p>The Resilient Winter Network is based on the Resilient Network has regard to:</p> <ul style="list-style-type: none"> <li>• Connectivity between major communities;</li> <li>• Links to the strategic highway network;</li> <li>• Connectivity across authority boundaries where appropriate;</li> </ul>

	<ul style="list-style-type: none"> <li>• Links to transport interchanges;</li> <li>• Access to emergency facilities including Fire and Rescue, Police, Ambulance Services and Hospitals;</li> <li>• Links to critical infrastructure (ports, power stations, water treatment works etc.);</li> <li>• Principle public transport routes, access to rail and bus stations, and to bus garages and other depots; and</li> <li>• Other locally important facilities.</li> </ul>
<p><b>During a significant snow event how does the new Resilient Winter Network differ to the old Priority 1 &amp; Priority 2 network?</b></p>	<p>The new Resilient Winter Network is similar to the old priority one and two network so customers will not experience a major change in service during Significant Snow events.</p> <p>Previously during periods of adverse weather the Highway Authority concentrated their Winter Service on the priority 1 and 2 roads (A &amp; B Roads) and only treated the priority 3 roads once the "A" and "B" road network was secured (passable with care).</p>
<p><b>What was considered when reviewing the gritting routes?</b></p>	<p>In reviewing historical gritting routes, we have taken into consideration the requirements of the National Code of Practice. A Winter Resilient Network has been developed to ensure that it provides:</p> <ul style="list-style-type: none"> <li>• Connectivity between major communities;</li> <li>• Links to the strategic highway network;</li> <li>• Connectivity across authority boundaries where appropriate;</li> <li>• Links to transport interchanges;</li> <li>• Access to emergency facilities including Fire and Rescue, Police, Ambulance Services and Hospitals;</li> <li>• Links to critical infrastructure (ports, power stations, water treatment works etc.);</li> <li>• Principle public transport routes, access to rail and bus stations, and to bus garages and other depots; and</li> <li>• Other locally important facilities.</li> </ul> <p>We have;</p> <ul style="list-style-type: none"> <li>• Focused on A &amp; B road network (The M23, A27 and A23 Trunk Roads are the responsibility of Highways England)</li> <li>• Invested in upgrading weather stations – for more accurate forecasting</li> <li>• More active community support – over 155 Parish &amp; Town Councils supporting their communities. 850 Grit bins. At least 50 farmers/volunteers supporting</li> </ul>
<p><b>Why has my road been removed from the Winter Service</b></p>	<p>The Code of Practice recognises that it is not practical to provide treatment to all parts of the highway network. It should be recognised that many authorities will have difficulty treating all bus routes as part of their Winter Service salting routes.</p>



<p><b>Network when it is still an existing bus route?</b></p>	
<p><b>Why grit the main roads when drivers can't get out of local residential roads?</b></p>	<p>The National Code of Practice, Well Managed Highway Infrastructure, requires, in conjunction with legislation that, a highway authority are under a duty to ensure, so far as is reasonably practicable, that safe passage along a highway is not endangered by snow or ice. The Code of Practice further states that, "Given the scale of financial and other resources involved in delivering the Winter Service, it is not considered reasonable either to:</p> <ul style="list-style-type: none"> <li>• Provide the service on all parts of the network; and</li> <li>• Ensure carriageways, footways and cycle routes are kept free of ice or snow at all times, even on treated parts of the network."</li> </ul> <p>It is, therefore, really important that motorists drive according to the conditions of the road and with extreme caution, regardless of whether the roads have been salted or not.</p>
<p><b>Why is the road to my school no longer gritted as it will be dangerous for teachers and children to get to school?</b></p>	<p>Priority is given to the Resilient Network of major and other important roads giving connectivity between major communities, links to the strategic network, links to transport interchanges and access to emergency services and hospitals. Consideration also has to be given to critical infrastructure such as power stations and water treatment works. It is recognised that it is not possible to treat all parts of the highway network or all bus routes.</p> <p>Those who drive on public highways do so in a manner and at a speed that is safe having regard to such matters as the nature of the road, the weather conditions and the traffic conditions. Drivers are first and foremost themselves responsible for their own safety.</p>
<p><b>Is there provision for the Parish/Town Council to pay WSCC highways gritting contractor for roads to be gritted using precept funds?</b></p>	<p>This facility isn't currently available winter 2019/20 but the aim is to have a mechanism in place for Parish &amp; Town Councils to engage with the winter Contractor for winter 2020/21 under Improving Local Places &amp; Spaces.</p> <p>A number of other local gritting contractors within the county currently work with Parish &amp; Town Councils to support local Community Winter Plans or Emergency Plans.</p> <ul style="list-style-type: none"> <li>• EFP Gritting <a href="https://efpgritting.co.uk/">https://efpgritting.co.uk/</a> based in Balcombe</li> <li>• Sussex Gritting Services <a href="https://www.sussexgrittingservices.com/contact-us/">https://www.sussexgrittingservices.com/contact-us/</a> based in East Grinstead</li> <li>• Sussex Manures <a href="https://sussexmanures.com/gritting_and_winter_services.php">https://sussexmanures.com/gritting_and_winter_services.php</a> based in Findon.</li> </ul>

<p><b>Why have a high number of residential roads in the coastal communities and some towns been removed from the Resilient Network?</b></p>	<p>The majority of residential roads have never been on a winter service route. Given the scale of financial and other resources involved in delivering the Winter Service, it is not considered reasonable either to:</p> <ul style="list-style-type: none"> <li>• Provide the service on all parts of the network; and</li> </ul> <p>Ensure carriageways, footways and cycle routes are kept free of ice or snow at all times, even on treated parts of the network.</p>
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## Winter Management Offer 2019/20 Frequently Asked Question's

Question	Answer
<p><b>Can the existing Winter Plan roll over to this winter?</b></p>	<p>All existing plans and agreements with local farmers/contractors need to be reviewed annually in case there are changes and resubmitted to WSCC.</p> <p>You will need to review and highlight any changes including:</p> <ul style="list-style-type: none"> <li>• Contact Details of nominated persons.</li> <li>• Gritting and Snow Clearing routes identified in the plans.</li> <li>• Locations of salt bins/bags and highlighting any additional bins or bins that have been removed.</li> <li>• Check with your local farmer/contractor is still happy to support your winter plan.]</li> </ul>
<p><b>What is the pre-arranged financial contribution towards local farmers and contractors?</b></p>	<p style="text-align: center;"><b>To be able eligible you must have submitted following information by the 1<sup>st</sup> Dec 2019:</b></p> <ul style="list-style-type: none"> <li>• A plan showing the roads that Farmer / Contractor will be gritting or snow ploughing which is agreed by the local Area Highway Manager</li> <li>• Email addresses for 2 key contacts that will receive the winter trigger information – one of whom should be the Farmer/Contractor.</li> <li>• Farmer / Contractor details and contact information</li> <li>• A valid Public Liability Insurance (covering Winter 2019/20) document for the Farmer / Contractor</li> </ul> <p>WSCC will enter into an Agreement with the local Farmer / Contractor based on the information provided in your plan.</p>

<p><b>How much is the pre-arranged financial contribution towards local farmers and contractors?</b></p>	<p style="text-align: center;"><b>Financial Contribution consists of:</b></p> <p><u>Financial Contribution can only be claimed for once a Trigger Email has been sent from WSCC Highways advising of a forecasted significant snow event and to put the Winter Maintenance Plan into Action.</u></p> <p>In line with national agreed standards with the NFU and other neighbouring authorities WSCC will:</p> <ul style="list-style-type: none"> <li>• Provide £35 per hr towards farmers/local contractor to carry out precautionary salting to local roads identified in the agreed Local Community Winter Maintenance Plans <b>as a result of a WSCC notification in advance of a significant snow event.</b></li> <li>• Provide £35 per hr towards farmers/local contractor to clear snow <b>as a result of a significant snow event</b>, from local roads identified in the agreed Local Community Winter Maintenance Plans and whose activities have been activated through the agreed Trigger Mechanism</li> </ul> <p><b>In order to take part in the “Local Farmers and Contractors Agreement” the contractor must be covered by their own Public Liability Insurance at the date they carry out the work.</b></p>
<p><b>What is the Trigger Mechanism to activate Winter Maintenance Plans and Farmers/Contractors?</b></p>	<p>The Winter Management Plan is intended as a response to <b>significant weather events ONLY.</b></p> <p>WSCC Highways will issue an email directed at the particular areas forecasted to experience significant weather event.</p> <p>Example Email: <i>(Insert Appropriate Location Name)</i> is forecasted to have a significant snow event in the next 3 to 4 days’ time please put your Winter Maintenance Plans into Action.</p> <ul style="list-style-type: none"> <li>• <b>Precautionary Salting:</b> Advisory email of a significant weather event will be the trigger mechanism for paying farmers and/or local contractors to move bulk bags, undertake precautionary salting.</li> <li>• <b>Snow Clearance:</b> Advisory email of a significant weather event will be the trigger mechanism for paying farmers and/or local contractor’s snow clearance is 2” (50mm) of accumulated snow.</li> </ul> <p><b>WSCC have no objections to local councils/community groups using the salt provided at their discretion and cost.</b></p>
<p><b>How do we pay the local farmer/contractor for any work relating to our</b></p>	<p>WSCC will only cover the costs of filling salt bins, precautionary salting and snow clearance when the trigger has been activated.</p>

<b>winter plan?</b>	If the trigger is activated the payment from WSCC will be made directly the local Farmer/Contractor. <b>This will only happen where there is an agreement in place.</b>
<b>Can we request extra bulk bags on top of what they already have stored for filling up their bins?</b>	Communities have the option to purchase any additional salt. Contact <a href="mailto:active.communities@westsussex.gov.uk">active.communities@westsussex.gov.uk</a> and contact the Routine and Cyclical Maintenance Team  Local Councils, schools and hospitals that wish to purchase bulk bags in conjunction with an agreed plan may do so: <ul style="list-style-type: none"> <li>• £80 per 1 ton bag: To supply, fill and deliver if part of a programme of countywide bag deliveries.</li> <li>• £150 per 1 ton bag: To supply, fill and deliver as a one off operation (ad hoc)</li> </ul>
<b>What are the arrangements to fill the bin this winter?</b>	<ul style="list-style-type: none"> <li>• <b>Salt/Grit held locally:</b> If you have salt/grit stored at a local farmer this needs to be used to fill up the salt/grit bins before requesting further supplies from WSCC.</li> <li>• <b>No salt/grit held locally:</b> WSCC Highways will top up bins less than 75% full and identified through the community audit submitted by end <b>September 2019</b>. <b>No bins will be filled after Nov 2019.</b></li> </ul>
<b>The Parish or Town Council or Community group would like some new bins is this possible?</b>	WSCC will not be supplying any new bins in 2019/20. You will need to obtain agreement to place a salt/grit bin on the highway from the Highway Manager for the area before obtaining a new bin.
<b>Existing Hippo bags – Removed or Moved</b>	WSCC will not remove or move Hippo Bags once they have been delivered. If communities wish to move existing hippo bags they can utilise any local agreements with Farmers/Contractors at their own cost.
<b>Bins/hippos bags where salt has risen to the top, gotten wet or is clumpy.</b>	Salt/Grit mix is still usable if salt has risen to the top or gone clumpy and can be mixed by a stick or shovel/spade to break up. If salt/grit mix has become very wet this should be left to dry and then can be used. Place the hippo bag on a wooden pallet and cover with tarpaulin
<b>How will Daily Decisions by Highways are communicated?</b>	Daily forecast will be monitored between October and April and appropriate action taken. Issue a Daily Decision to all interested parties via <b>@WSHighways</b> <a href="#">sign up here</a>

**Salt/grit supplies in the event of either a prolonged or several extreme winter weather events**

In the event of a prolonged or several extreme weather events priority will remain to the precautionary salting network and we would have to consider the position of whether any salt/grit would be available more widely at that point on a needs basis e.g the areas that have had snow will get priority.



Wednesday, 27 November 2019  
**Westbourne Parish Council**  
 Clare Kennett  
 53 Skylark Avenue,  
 Emsworth,  
 PO10 7GB

**Ground Control Limited**  
 Kingfisher House  
 Radford Way, Billericay  
 Essex, CM12 0EQ

**T:** 01277 650 697  
**F:** 01277 630 746  
**E:** info@ground-control.co.uk  
[www.ground-control.co.uk](http://www.ground-control.co.uk)

Dear Clare,

**Proposal: Winter Maintenance - Outstanding Gritting & Snow Clearance Services**

Thank you for the opportunity to be able to provide you with a proposal for Winter Maintenance services. Our proposal will cover the following items:

- |   |   |
|---|---|
| <b>1. Most Accurate Weather Forecasting</b>           | <b>4. Industry Leaders - Our Reputation &amp; Recognition</b> |
| <b>2. Our Services</b>                                | <b>5. Outstanding Customer Service</b>                        |
| <b>3. Communication, Reporting &amp; Transparency</b> | <b>6. Pricing for Winter 19/20</b>                            |

**Ground Control** is proud to be the largest specialist winter maintenance provider in the UK, Last year we have further strengthened our winter maintenance capabilities through strategic acquisitions, and as a result increased nationwide economies of scale and significantly improved operational efficiencies. We are now nearly three times the size of our nearest competitor, responsible for over 9000 commercial sites across the country; see → [here](#).

**1. Most Accurate Weather Forecasting**

**Ground Control** is the **Met Office's largest private customer**, we have also been proud members of the Royal Meteorological Society since 2015; see → [here](#).

Impressively, this is **statistically the most accurate forecast in the world** and our forecast includes a complete 24hr breakdown of the weather conditions for all 3200+ postcode zones including: minimum RST's with precise timings, rainfall accumulation (mm), falling snow (cm); see → [here](#).

We use the **premier Met Office High Density OpenSite forecast** to monitor local RST's (road surface temperatures) and road states across each & every 'first half' of every postcode in the country, for example: Tower of London (EC3) or Edinburgh Castle (EH1). This forecast is geared specifically for independent gritting operations in the UK; see → [here](#).

Met Office   OpenSite		Radscock																							
219		Friday, 23 Feb												Saturday, 24 Feb											
TIME, DATE & COLOUR STATE		12:00	13:00	14:00	15:00	16:00	17:00	18:00	19:00	20:00	21:00	22:00	23:00	00:00	01:00	02:00	03:00	04:00	05:00	06:00	07:00	08:00	09:00	10:00	11:00
ROAD SURFACE TEMPERATURE (°C)		10.5	11.8	11.8	10.7	8.5	8.4	2.3	0.7	-0.2	-0.7	-1.1	-1.5	-2.0	-2.4	-2.9	-3.3	-3.8	-4.2	-4.6	-5.0	-5.5	-6.0	-6.5	-7.7
ROAD STATE		Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry
RAIN ACCUMULATION (MM)		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
SNOW FALLING (CM)		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

220		Friday, 23 Feb												Saturday, 24 Feb											
TIME, DATE & COLOUR STATE		12:00	13:00	14:00	15:00	16:00	17:00	18:00	19:00	20:00	21:00	22:00	23:00	00:00	01:00	02:00	03:00	04:00	05:00	06:00	07:00	08:00	09:00	10:00	11:00
ROAD SURFACE TEMPERATURE (°C)		11.7	13.2	13.2	12.0	9.8	6.6	3.8	2.0	0.8	-0.1	-0.6	-1.0	-1.5	-2.0	-2.4	-2.8	-3.2	-3.7	-4.1	-4.6	-5.0	-5.5	-6.2	-7.7
ROAD STATE		Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry
RAIN ACCUMULATION (MM)		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
SNOW FALLING (CM)		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

221		Friday, 23 Feb												Saturday, 24 Feb											
TIME, DATE & COLOUR STATE		12:00	13:00	14:00	15:00	16:00	17:00	18:00	19:00	20:00	21:00	22:00	23:00	00:00	01:00	02:00	03:00	04:00	05:00	06:00	07:00	08:00	09:00	10:00	11:00
ROAD SURFACE TEMPERATURE (°C)		7.2	7.6	7.2	6.3	4.8	3.3	2.8	2.4	2.3	2.2	2.5	2.5	2.5	2.7	3.1	2.9	2.7	3.2	2.9	2.8	3.3	4.1	5.2	5.8
ROAD STATE		Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry
RAIN ACCUMULATION (MM)		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
SNOW FALLING (CM)		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

222		Friday, 23 Feb												Saturday, 24 Feb											
TIME, DATE & COLOUR STATE		12:00	13:00	14:00	15:00	16:00	17:00	18:00	19:00	20:00	21:00	22:00	23:00	00:00	01:00	02:00	03:00	04:00	05:00	06:00	07:00	08:00	09:00	10:00	11:00
ROAD SURFACE TEMPERATURE (°C)		8.0	8.7	8.3	7.3	5.5	3.5	1.8	1.2	1.0	0.9	0.9	1.2	1.3	1.2	1.2	1.1	1.1	1.5	1.5	1.5	1.9	3.3	4.8	6.1
ROAD STATE		Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry
RAIN ACCUMULATION (MM)		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
SNOW FALLING (CM)		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

223		Friday, 23 Feb												Saturday, 24 Feb												
TIME, DATE & COLOUR STATE		12:00	13:00	14:00	15:00	16:00	17:00	18:00	19:00	20:00	21:00	22:00	23:00	00:00	01:00	02:00	03:00	04:00	05:00	06:00	07:00	08:00	09:00	10:00	11:00	
ROAD SURFACE TEMPERATURE (°C)		7.5	8.8	8.8	7.5	5.6	3.4	1.2	0.3	-0.1	-0.3	-0.4	-0.4	-0.4	-0.4	-0.5	-0.5	-0.5	-0.6	-0.6	-0.6	-0.8	-0.6	1.1	3.7	5.3
ROAD STATE		Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	Dry	
RAIN ACCUMULATION (MM)		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
SNOW FALLING (CM)		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	

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### ❁ Gritting

Our flagship, fully proactive gritting services are planned & scheduled for all of your sites for the entire winter maintenance season (usually 1st November to 31st March) and delivered overnight between 19:00hrs and 07:00hrs when triggered. Our standard gritting trigger is a **Met Office Red Warning** which is issued when road surface temperatures are forecast at 0°C or below, with a road state that excludes 'dry', i.e. frost, ice and/or snow are forecast. We can however easily work to other triggers more suitable to your risk profile and budgets etc. We do not use air temperatures to base service on as the relationship between air and road surface temperatures can fluctuate daily; see → [here](#).

24 Hour Site Specific Forecast for Ground Control Ltd

Warning State	Site Specific Service Trigger
Red	Frost, Ice and/or Snow are forecast to occur
Orange	Road Surface Temperatures (RST's) are forecast to be +0.5°C or below (including DRY roads below 0.0°C) - there is still a risk of frost, ice or snow
Yellow	RST's are forecast to be between +0.6°C and +1.9°C - there is a lower risk of frost, ice or snow
Green	RST's are forecast to be between +2°C or higher

When gritting is activated, our specialist field teams are notified at the same time as our clients and will plan, prepare and mobilise to deliver gritting services overnight. Our field teams are trained and encouraged to use application/spread rates (on average 25grams/m<sup>2</sup> which is above the industry standard) in keeping with both the weather forecast and actual conditions on site - for example, heavy in snow events; light in dry conditions. Large open areas are covered using vehicle mounted spreaders and smaller areas (such as key pedestrian routes, walkways and footpaths) are serviced manually using pedestrian spreaders, buckets and scoops. Should additional Gritting service visits be required over and above those triggered by the forecast, this can be requested by contacting our 24hr Winter Helpdesk. **Note:** This service is only offered in conjunction with proactive Gritting and is subject to only a £30 premium on the standard cost per visit rate.

### ❁ Snow Clearance

Our proactive Snow Clearance service is provided when **snowfall accumulations exceed 5cm** and is only undertaken overnight to minimise risk to vehicles and pedestrians (for example) and ensure maximum surface clearance ability. Whenever possible this is undertaken prior to any scheduled Gritting visit/s, and importantly before snow becomes compacted with any site traffic. For larger areas, snow is cleared using bespoke mechanical snow ploughs, tractors & JCB's and for smaller pedestrian areas, this is manually undertaken using hand pushed snow ploughs, sweeps and hand shovels.

Where snow has been forecast with **accumulations of less than 5cm**, we will automatically double our salt application spread rates to at least 50grams/m<sup>2</sup> and at no additional cost. Crucially, this is so as to establish a highly effective 'de-laminating' salt layer preventing the snow from bonding with exposed road surfaces. Should any daytime / reactive Snow Clearance be required, this can be requested by contacting our 24hr Winter Helpdesk. **Note:** This service is only offered in conjunction with our proactive Gritting services.

24hr Winter Maintenance Helpdesk

0845 180 1272 | [gritting@ground-control.co.uk](mailto:gritting@ground-control.co.uk)



### 'Worth Our Weight in Salt'

At any time, **Ground Control** have ring-fenced a 50,000 metric tonne salt contingency, ensuring an uninterrupted supply across the country. As standard, we use a renewable pure white marine salt (BS 3247:2011 compliant) which is the highest quality salt in the industry and significantly more effective than typical brown or pink rock salt given its high sodium chloride content. It is far more environmentally friendly, less damaging to hard surfaces given it has no sand/rock content, and unlike brown rock salt that has up to 12% impurities, has no tendency to stain entrances and building interiors and potentially cause drains to block. Our salt stocks are procured through multiple supply chains out of winter and stored across strategic depots nationally. Salt is hygroscopic in nature meaning it attracts water from the immediate surrounding environment, turning ice/snow/frost etc. into a saline or brine solution. This solution acts as an impurity which essentially lowers the freezing point of water, causing a de-icing effect which is why salt spreading is so effective (up to -9°C).

**"No job is so urgent or important that it cannot be done safely.  
It is everybody's responsibility to work safely."**



### 3. Communication, Reporting & Transparency

"How much time and money is spent monitoring and managing winter maintenance services and your facilities / maintenance contractors?" **Ground Control** doesn't just offer you superior service - we prove it. Over the years we have developed a multiple award winning 'live' reporting service called **TotalView**. This is a one of a kind system, unmatched by any competitors within the industry, providing you with streamlined service delivery, a reduction in cost of service and unprecedented operational visibility. For a short video, see → [here](#).

Details of each and every visit are recorded by the field teams on site, using our newly enhanced bespoke smart phone application. This specialist ICT system is an advanced platform for optimised work scheduling and an accurate database showing all planned and historical service activity, including live operator tracking using mobile phone app technology. Completion reports with comprehensive service information and photographic evidence are updated in real-time and you are able to analyse this all through your own maps, tables, charts and reports. For more information, see → [here](#).

**TotalView** ensures our Contract Managers and their teams are able to view their workload for any given shift, the locations for which they are to attend, and full service details with instructions. Once on site teams must:

- ✓ *'clock in' with exact location*
- ✓ *report any access issues*
- ✓ *confirm on-site weather conditions*
- ✓ *identify any areas not able to be serviced*
- ✓ *record how much salt has been applied*
- ✓ *take photographic evidence of service*
- ✓ *make detailed comments on any observations*
- ✓ *obtain a signature on-site if possible*

"**Communication is everything**" and when the weather activates service all nominated site contacts will receive a pre service notification, followed by a closedown report the following morning. This information is used to drive and enhance performance monitoring and evidence service delivery to every customer via **TotalView**. This incredibly comprehensive and detailed audit trail is completely submissible as a robust defence of your Duty of Care and proof of "every reasonable precaution" having been taken, should a spurious claim ever be made against you.

**Live Reporting**

Instant access to real-time information from mobile field applications provides our customers with complete visibility of our mobile workforce schedules.







#### 4. Industry Leaders - Our Reputation & Recognition

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In Her Majesty's 90<sup>th</sup> year (2016), **Ground Control** has been awarded **The Queen's Award for Innovation** in recognition of its pioneering role in creating leading edge technology to help maintain external spaces that are safe and enjoyable for all. The award specifically identifies the significant contribution of the application of technology to servicing its customers including live reporting systems that enables the company to respond rapidly to evolving customer demands.

Over the last decade, **Ground Control** has strived to bring innovation to the grounds and winter maintenance sector by applying bespoke and cutting edge technologies to its wide range of services.

Marcus Watson, Ground Control's Managing Director, said:

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*"We are extremely honoured to receive such a prestigious endorsement for our innovation and service to our customers. Across circa 50,000 sites throughout the UK, our upwards of 3,000 people working hard to deliver to our customers, are justifiably proud of their personal contribution to this fantastic achievement. It is humbling to be recognised as world-class in all that we do and this extraordinary award is testament to everyone's hard work and innovative spirit here at Ground Control."*

*"The progress we have made as a business since we started in 1973 has exceeded all our expectations, having diversified into many sectors and been driven through a continuous process of innovation, service delivery and customer focus. Our ambition is to enrich and improve our offering constantly and become the undisputed partner of choice across the private and public sectors."*

*"For example, by creating our Winter Maintenance technologies and integrating them with the Met Office systems, our aim was to facilitate the timely delivery of weather-triggered gritting services across national and regional contracts and report service updates to customers in real-time. We are proud to say we have achieved this in no small measure."*

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More broadly across the business, the challenge for **Ground Control** revolved around the need to allocate resources and people with the highest degree of accuracy, speed and efficiency, directing hundreds of teams nationally at any one time based on customer demand. The company developed its own software technologies that provides each of its clients with full real-time visibility into the works being carried out anywhere in the UK. See → [here](#) for official press coverage.

#### "Our Work Matters"

Our work really matters because, by managing snow and ice in winter, we enable millions of people to keep moving and maintain their right to access everyday services.

This includes services provided by local councils, doctor's surgeries, shops, offices, hotels, banks, pubs, post offices, theatres, courts, places of worship and so on.

Our responsibility is to keep people safe and businesses operational throughout the winter season.

*"Through the incredibly important work that we do, we help society and our communities thrive. We are proud of the work we do."*





## 5. Outstanding Customer Service

*"We must know what customers think of our service, anticipate their needs and fix any issues before they vote with their feet and leave Ground Control. We must have their phone numbers on speed dial."*

*"We win customers on value and being flexible to their needs. We retain them on quality on site and on the strength of our relationships."*

*"We work in partnership with our clients to help them meet their core values."*

### Testimonials

- "Ever since we sat down and discussed what Ground Control could provide Thames Water I have felt reassured we made the right decision. Great communication between two companies and you guys made it easy". ~ **Thames Water**
- "We use Ground Control for the reasons being, ability to undertake the works, communication is fantastic, we believe they are the only company to fulfil the contract terms to the max and we would not use any other company for our winter maintenance needs - we cannot recommend Ground Control highly enough". ~ **Edgerley Simpson Howe**
- "Ground Control took full control and met our needs throughout winter. They turned up when needed and kept us informed as to when they next expected to visit. A very worthwhile and, in some cases an essential service". ~ **Cisco**
- "On behalf of the Facilities team on our large 22 acre site, a very big 'THANK YOU' for all the gritting and the wonderful service we have received again this winter. Nothing has been too much trouble and you reply to and action everything we ask for. It is always a pleasure working with such a professional team!" ~ **Undisclosed**
- "We have been extremely happy with the service you provided. It was the first year we have contracted with you and you have given us a marked improvement on previous services received. Well done!" ~ **BMI Healthcare**
- "Another stress-free winter and faultless service again this year." ~ **Brakes Group**
- "We have used your company for a number of years now and the service has been excellent each year and we look forward to working with Ground Control next season." ~ **ISS World**
- "The team are proactive, approachable and consistently deliver excellent service across all grounds maintenance not just winterisation" ~ **Aramark**
- "Just wanted to say a big thank you to the whole Ground Control team. The winter maintenance programme so far has been the best service in a long time and the team have helped maintain the site for patients and staff to get in safely again today. Pre Ground Control, this was very hit and miss so keep up the great work. There has been lots of praise from our patients, visitors, consultants and staff I felt this needed be to shared. I would also like to say the winter grounds work being done is looking great too -not seen the site looking as good since outsourcing all those years ago!" ~ **Undisclosed**

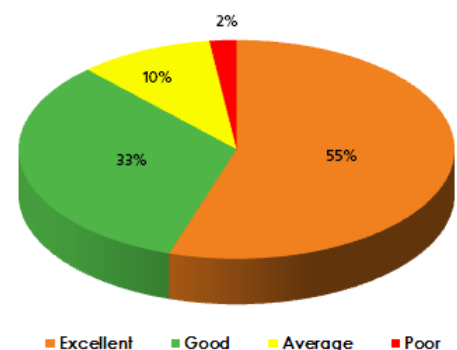
### So what does outstanding service delivery look like?

*"It means delivering a quality service, on time, following customer requirements and always going the extra mile to exceed their expectations."*

### What do our clients think?

*"Every winter season we survey all our clients and as part of this we request formal feedback rating our service so that we may identify shortfalls. We are very proud of the last Winter 18/19's results, and will continue to work hard to improve on this."*

Customer Service Rating - Winter 19/20





## 6. Pricing for Winter 19/20

Please find below our pricing for both for Gritting & Snow Clearance services for Winter 19/20. This includes both cost per visit and fixed seasonal costs for Gritting services, and rates for Manual & Mechanical Snow Clearance - with full accompanying notes below.

### Gritting

Cost per Visit	<b>£190.00</b>	<b>Option 1</b> Met Office Red Warning trigger
Fixed Seasonal Cost	<b>£3926.00</b>	<b>Option 2</b> Met Office Red Warning trigger

### Manual (Pedestrian) Snow Clearance

Cost per Operative	<b>£26.00/hr</b>
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### Mechanical Snow Clearance

Cost per Machine (per Operative)	<b>£75.00/hr</b>
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- ✓ All pricing submitted is based on the associated draft site maps which Ground Control has provided in support and therefore indicative and subject to full site surveys. All costs submitted are excluding VAT.
- ✓ The site may opt for either a Cost per Visit or Fixed Seasonal Cost for Gritting services. Fixed Seasonal Costs have been based on and allow for 1 service visit within a 24hr period.
- ✓ Cost per Visit services will be invoiced monthly based on the number of service visits undertaken for that month, and the Fixed Seasonal Costs will be invoiced on 1st Nov (50%) & 1st Feb (50%).
- ✓ Services delivered outside of the standard winter season (1st Nov - 31st Mar) will be invoiced on a Cost per Visit basis. Call Out (reactive requests) rates will be invoiced in addition to the Fixed Seasonal Cost. Call Out (reactive requests) rates include a £30.00 premium on the standard Cost per Visit rates (unless agreed otherwise).
- ✓ Ground Control do not offer reactive only services, and as such reserve the right to charge for any cancelled scheduled services.
- ✓ No allowance has been made for any multi-storey buildings, where access, height restrictions and use of alternative non-corrosive products may need to be considered and therefore costed for separately.
- ✓ No TUPE implications have been taken into consideration, nor has this been costed for.
- ✓ Ground Control requires 30 days' notice to terminate services to all/any sites.

I trust what the information we have provide you is fit for purpose and should you have any queries or require any further clarification at this stage, please do not hesitate to contact us. We look forward to hearing from you.

I very much look forward to hearing from you.

Kind regards

**Daniel Bridgen**  
Winter Maintenance Procurement Officer



DD: 01277 844078 | T: 0845 180 1272 | E: [Daniel.Bridgen@Ground-Control.co.uk](mailto:Daniel.Bridgen@Ground-Control.co.uk)  
Ground Control Limited | Kingfisher House, Radford Way, Billericay, Essex, CM12 0EQ

**Draft Service Plan**

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**Westbourne Village Roads – Monks Hill, River Street, North Street, Whitechimney Row and Old Farm Lane**



## Minutes



**Westbourne**

Parish Council

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Emsworth  
PO10 7GB

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**Minutes of Westbourne Parish Council's Public Services Committee which took place on Thursday 21 November 2019 at 7.00pm at The Meeting Place, North Street, Westbourne.**

Present: Cllr Roy Briscoe, Cllr Richard Hitchcock, Cllr David Mack, Cllr Ann Pearcey, and Clare Kennett, Clerk to the Parish Council

Meeting chaired by Cllr Mack. No members of the public were present.

1. Apologies for absence: Cllr Lade Barker and Cllr Mike Magill sent their apologies.

2. Declarations of interest in the items on the agenda: None.

3. Minutes of the meeting on 27 June 2019: The minutes were agreed to be a true record and were signed as such by the Chair.

4. Issues and updates from the minutes of 27 June 2019:

**Item 7, parking in The Square:** The Clerk confirmed that WSCC Highways have not given permission for a sign to be placed on the railings opposite the art framing shop in The Square. They have said that: "The public highway is there to be used and if a sign of this nature was erected it would cause confusion and would likely generate complaints for us which means we would likely have to take some action. If there is a particular issue at a location which affects the wider community, the Parish Council should consider making a TRO application to introduce waiting restrictions".

Members agreed to leave this issue until plans to reconfigure the layout of The Square are progressed.

**Item 7, gateways:** Cllr Briscoe confirmed that WSCC Highways are responsible for cutting the grass around the gateways. The Clerk will inform them that the grass needs cutting

**Item 7, fingerposts:** Cllr Hitchcock reminded members that the cycle stands in The Square have been secured and the works were paid for by Greening Westbourne.

**Item 7, dog fouling:** Cllr Briscoe said that there is just one dog officer at CDC who is also responsible for animal welfare and as a result is unlikely to be able to provide much support in tackling the issue. It was agreed that the Parish Council would do all it could to promote the issue to residents through its communications.

5. Update on projects around the Parish: Members discussed the following updates.

**Parking in The Square:** Parking notices is an ongoing issue which has been discussed recently at Parish Council meetings. The Clerk will be contacting PCSO Reed to find out that the police, who have overall responsibility for enforcement, are happy for the Council to place parking notices on vehicles.

**Westbourne's buses:** The Parish Council has received good feedback from residents who use the taxibus. It is running well and providing a good service to

## Minutes

those who would like to use public transport to get to Havant. With regards to the number 54 bus service, members agreed that it was not in the financial interest of the Parish to contribute towards the service as the additional services would not stop in Westbourne. It was discussed that it is not the Parish Council's responsibility to provide public transport and that the County Council is best placed to do this. Members agreed to ask WSCC again about the school bus from Westbourne to Bourne Community College, which was recently cancelled, to see if the service from Thorney Island could stop in the village to pick up students. This would also provide additional revenue for the service.

**CCTV:** In principle members were in favour of installing CCTV in The Square. Cllr Mack has received quotes from three companies. A number of businesses have offered to link the system to their power supply and put cameras on their buildings. Cllr Mack said that he has allowed for five cameras which would cover the whole of The Square and he would like to know if members think more are needed. This will be taken to full council for further discussion and agreement.

**Village gateways:** No further update.

**Noticeboards:** Cllr Briscoe will speak to the landowner of the grass triangle in the centre of Woodmancote for permission to put up a noticeboard.

**Fingerposts:** No further update.

**Traffic Regulation Order for Monks Hill and Aldsworth:** No further progress has been made for the TRO on Monk's Hill and discussions are ongoing with WSCC and Gillian Keegan MP. It was recommended that Cllr Roger Elkins may be able to help progress the issue with support of the new county councillor. Cllr Mack will bring it up at a meeting he is attending with Chief Inspector Jon Carter and Katy Bourne, PCC.

**Community Speedwatch Group:** A number of members on the group are unwell which has meant that they have not been able to monitor the traffic for a few months. New volunteers are required to help give more support. Cllr Mack has downloaded data from the SID on Foxbury Lane and from 28 August, when it was installed, to 13 November the following information has been collected:

- The maximum recorded speed was 74 mph on 13 October 2019
- 11.1% of vehicles exceeded the speed limit.
- The average speed over the three month period was 34.3 mph.
- The average speed over a week was 38.7 mph.
- The total number of vehicles coming into the village over the three month period is 105,918 (this is just one way).
- The average number of vehicles on each day of the week are as follows:
  - Mondays: 1487 vehicles
  - Tuesdays: 1630 vehicles
  - Wednesdays: 1831 vehicles
  - Thursdays: 1869 vehicles
  - Fridays: 2141 vehicles
  - Saturdays: 1826 vehicles
  - Sundays: 1463 vehicles

## Minutes

Cllr Mack said he will collect the data once a month and will put the information into a graph which could be published on the website and on Facebook to highlight speeding. It was agreed that the data is useful information when in discussion with other organisations about traffic calming measures.

**Tree Wardens:** Members have agreed at Full Council to pursue the issue of planting more trees on the verges of Ellesmere Orchard with the new county councillor. The Council will continue to look for more places to plant trees. Cllr Mack will be speaking to the Cricket Club about planting new trees on the edges of the Cricket ground at The Common on Monk's Hill.

6. Winter maintenance plan: The Clerk has worked on the document to make it into the Council's Emergency Plan, listing the contact details of organisations responsible for issues in case of emergency. The communications channels are all listed so that information can be sent to residents quickly. The contact details of all of the councillors have also been updated.

7. New issues for the Committee to consider: None.

8. Announcements and items for the next meeting: None.

9. Date of next meeting: The next meeting of the Committee is scheduled to be held on Thursday 19 March 2020 at 7.00pm.

Meeting closed at 8pm.

## Minutes



**Westbourne**  
Parish Council

53 Skylark Avenue  
Emsworth  
PO10 7GB

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### **Minutes of Westbourne Parish Council's Recreation Leisure and Amenities Committee which took place on Thursday 21 November 2019 at 8.00pm at The Meeting Place, North Street, Westbourne.**

Present: Cllr Roy Briscoe, Cllr Richard Hitchcock, Cllr Ann Pearcey, Cllr Nigel Ricketts and Clare Kennett, Clerk to the Parish Council.

Meeting chaired by Cllr Ricketts. No members of the public were present.

1. Apologies for absence: Cllr Lade Barker sent her apologies.

2. Declarations of interest in the items on the agenda: None.

3. Minutes of the meeting on 27 June 2019: The minutes were agreed to be a true record and were signed as such by the Chair.

4. Issues and updates from the minutes of 27 June 2019:

**Item 1:** Cllr Hitchcock nominated Cllr Ricketts as Chair of the Committee, seconded by Cllr Pearcey and all were in favour. Cllr Ricketts was elected as Chair.

**Item 3:** Cllr Pearcey proposed Cllr Hitchcock as Vice-Chair of the Committee, seconded by Cllr Ricketts and all were in favour. Cllr Hitchcock was elected as Vice-Chair.

5. New Homes Bonus and S106 funding for Monk's Hill: Members discussed the purchase and installation of equipment following the receipt of monies from CDC. It was agreed to go ahead with the purchase of the two football goal posts, the items to create a trim trail (the step up ladder, the pull and press bars, the paired dip bars), and the seats (keyston metal seat, bench and picnic table).

Members discussed that the equipment for the playground should be changed as the items chosen were too similar. It was agreed to go ahead with the purchase of the play tractor with trailer and the following:

- A three way shooter: <https://www.sovereignplayequipment.co.uk/ball-games-and-sports/284-three-way-shooter.html>
- A springie: <https://www.handmadeplaces.co.uk/products/whale-springy/>
- Seasaw rocker: <https://wicksteed.co.uk/products/traditional/see-saws-rockers/cobra/>

These changes will be brought to the Parish Council at its next meeting on 5 December for final agreement and the Clerk will consult with CDC to ensure they are happy with the changes to the original application for funding.

6. Issues and updates from inspections of the two recreation grounds: It was agreed to proceed with the works to repaint the play equipment at Mill Road following the quote received from Ralph Restorations. It is likely that the playground will be renovated in the next few years if affordable housing is built in the village, however,



## Minutes

members agreed that repairs need to be made to ensure safety for members of the public especially as they have been identified on the inspection reports. The quote from Tim Ralph is included in Appendix 1. The Clerk reminded Cllr Ricketts that the nuts on the cradle swing seats at Monk's Hill are suffering from corrosion and should be renewed as identified on the inspection reports in August. Cllr Ricketts said he has some of the nuts and will replace them.

7. Announcements and items for the next meeting: None.

8. Date of next meeting: The next meeting of the Committee is scheduled to be held on Thursday 19 March 2019 at 8.00pm.

Meeting closed at 9.10pm

## Minutes

### Appendix 1: Quote from Ralph Restorations for works to the play equipment at Mill Road.

#### APPRAISAL

As I stated at the time, I am confident that the corrosion is mainly confined to the surface and that it does not affect the structural safety of the equipment. There are a few areas of deeper corrosion but again they appear to be structurally sound. The Zurich report backs up my comments. Their report mentions that the angle-iron step support lugs on the small Multi-activity unit for 2-5 years are corroded and should be remedied. I also noted that, but they are substantial brackets which have not been weakened by the rust. The rough finish of the corrosion is a bigger issue than the strength of them.

The Zurich report also mentions about some of the plastic bolt covers being missing. I would need to have another check on these to be sure of the extent of the problem but I believe that it was mainly that some of the security shear nuts had covers missing. Covers may also be missing from some of the bolt heads though. Plastic covers for the shear nuts would probably have to be obtained from the equipment manufacturer to ensure compatibility but generic covers for the bolt heads may be available.

1. I am confident that the play equipment can be refreshed and brought up to a very acceptable standard for a fraction of the price of new equipment.
2. Corroded areas should have as much of the rust removed as possible. I use an aggressive wire-brush system which is very effective at stripping off rust.
3. Any loose, flaky paint should be scraped off and then thoroughly sanded to give a good key for subsequent repainting. Stripping off basically-sound paintwork would be extremely time-consuming and is not necessary as long as the paint is well-abraded.
4. It may be necessary to remove some strengthening bars and some panels to allow access to get at and remove some of the rust. This will involve cutting through the fixings and replacing with new security fixings.
5. I would apply at least 2 coats of high quality red oxide primer to the metalwork to provide rust protection and good adhesion for the subsequent top coats. Some of the larger main panels showing no sign of corrosion and with a sound acceptable finish may not require repainting at all.
6. 2 coats of a high quality enamel finish should be used over the red oxide primer.
7. Fencing will be required to securely cordon off each piece of play equipment as it is being refurbished. It was stated that your Grounds contractor should be able to install this as required.

#### TIMING OF THE WORK

To ensure longevity of the new paint finish and rust protection it will be necessary to wait until at least the Spring before the refurbishment is carried out. The weather is simply too cold and damp over the winter for the treatment to be truly effective. The last Zurich inspection was carried out on 2/8/2019 so the next one will be required before the works will have been started. I do not expect the corrosion to have advanced significantly by this time and certainly not enough to make it structurally unsound. Provided you have a planned

## Minutes

refurbishment in place I would expect this would satisfy any requirements from the next inspection.

### **COSTS**

Unfortunately it is very difficult to estimate how long the refurbishment work will take. Until some work is undertaken I cannot be sure how effectively the paint is adhering to the metalwork and how long it will take to get it ready for repainting. This can vary greatly depending on the particular coating used, how well it was applied and how thickly. From my initial inspection it appeared that the majority of the finish is likely to be a sound base for repainting. However, if it is found that a fair amount of it comes off readily during preparation then that may increase significantly the time taken to get a suitable finish ready for recoating as the rest of it will need additional checking to make sure it is indeed sound and extra work would be required to avoid any sharp or marked steps between where the new paint goes over old paint/bare metal which could affect small hands.

Although I have much experience with dealing with this sort of corrosion it has generally been on much smaller items and this, combined with the uncertainty high-lighted in the previous paragraph means I would not like to provide an overall quote for the whole job as my prediction for the time it will take could be considerably out either way.

I suggest that a trial should be carried out to enable a much better prediction to be made. I would suggest starting on the larger MULTI-ACTIVITY UNIT 6-10 as this has the most corrosion present. An initial trial of about 4 or 5 days should give a good indication of how the work will progress. I would hope that much of the refurbishment on the unit would be finished within that time.

I would charge a daily rate of **£240** for this work to include the paint used.

I am sorry that I cannot be more precise about overall costs at this time but as David and I discussed and agreed, it is very difficult to predict until some work has been undertaken. What is certain though is that the overall cost for all the equipment would be much less than the cost of just 1 new item of equipment.

**Westbourne Parish Council, 5 December 2019****Agenda item 13: Payments for approval**

(DD: payment made by Direct Debit, IB: payment made by Internet Banking, C: cheque payment including number, PC: payment made by petty cash, \*movement of an earmarked reserve, \*\* paid from No 2 account)

<b>Payments for approval</b>	<b>Total</b>	<b>Net</b>	<b>VAT</b>
DD EE&T Mobile	28.73	24.06	4.81
IB Confidential payments Nov 2019	1,313.00	1,313.00	0.00
IB WSCC LGPS Oct 2019	426.20	426.20	0.00
L Mortimer reimbursement plants for			
IB troughs, The Square	24.99	24.99	0.00
IB SLCC subscription 2020-21	180.00	180.00	91.00
IB			
	<b>1,972.92</b>	<b>1,968.25</b>	<b>95.81</b>

**Payments for retrospective approval**

Westbourne Baptist Church, Community Chest Grant for event on			
IB 14/12/19	50.00	50.00	0.00
Longmeadows removal of money			
IB bars and repairs to fences	1,028.99	1,028.99	0.00
Monster Creative copy and scan			
IB documents	14.40	12.00	2.40
	<b>1,093.39</b>	<b>1,090.99</b>	<b>2.40</b>

**1. Treasurers account number 1**

<b>Balance per statement 30/11/19</b>	<b>150,052.86</b>
Less outstanding payments	0.00
Outstanding receipts	0.00
Add petty cash	0.00
<b>Revised bank</b>	<b>150,052.86</b>

**Cashbook control**

<b>Balance forward 01/04/19</b>	<b>103,994.25</b>
Add total receipts to date	103,721.51
Less total payments to date	57,662.90
<b>Cashbook at 30/11/19</b>	<b>150,052.86</b>

**5 December 2019 Westbourne Parish Council**  
**Agenda item 14: Correspondence list**

Councillors are invited to bring forward any items of correspondence for further discussion at the meeting.

- As you may be aware the Home Office has issued a new consultation on strengthening police powers to tackle unauthorised encampments. The consultation document can be found at [https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/844954/Unauthorised Encampments - consultation paper.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/844954/Unauthorised_Encampments_-_consultation_paper.pdf)

Response should be sent to [Jessica.Lancod-frost@nalc.gov.uk](mailto:Jessica.Lancod-frost@nalc.gov.uk) by Wednesday 19 February 2020

- Parish Online: Subscription to cost £150 pa (£180 total which includes £30 VAT to be reclaimed)
- WSCC Highways newsletter. New communication to keep communities better informed.
- Data protection fee renewal fee of £35 if continue to pay by Direct Debit.
- Invitation from Neil Attewell to attend the Neighbourhood Nativity event on 14 December at The Meeting Place. Book your place at <https://www.eventbrite.co.uk/e/neighbourhood-nativity-tickets-82902614953>