

**Local Winter Management Plan 2017/18 (18.10.17) Copy for website.
for Hurstpierpoint & Sayers Common Parish Council (in conjunction with West Sussex County Council)**

This is the Plan of the Parish Council (based on the model plan issued by WSCC 7 July 2010).

1. Coordinating person: Stephen Hoyles, Clerk to the Parish Council

Tel: 01273 833264 (office)

2. Other Parish Council staff involved: Contact at Parish Council Office (01273 833264)
Maintenance Officer
Richard Lechmere, Cemetery Officer
Roberta Taylor, Assistant Clerk

3. Contact email (office): hurstpierpoint.pc@btinternet.com

4. Supply and delivery of bags. Storage of one-ton salt/grit hippo bags (as detailed in WSCC Local Winter Management Plan) has been arranged at Ernest Doe Power Albourne, Ernest Doe & Sons Ltd, Sovereign House, London Road.

Ernest Doe currently have 10 hippo bags stored on their premises, with salt/grit left over from 2012, 2013, 2014, 2015 and 2016 winter seasons. The bag coverings were replaced last year and are in satisfactory condition.

[For future noting: The Parish Council requests that the delivery of bags be in early October, during the open hours of Ernest Doe and within their premises. The Parish Council requests prior notice before the bags are delivered so that Ernest Doe can be informed.]

Replacement bags: WSCC has informed the Parish Council that no replacement bags will be available during the winter season when salt/grit bags are used up.

5. Delivery of bags to drop points. Ernest Doe will deliver 8 of the hippo bags to the 8 designated drop points, marked on the attached map. Parish Council staff (either the Maintenance Officer or Richard) will accompany Ernest Doe staff to the drop points to ensure that the bags are sited safely.

Trigger Mechanism activating farmers/contractors: The decision of when to have the bags delivered to the drop points will be made by WSCC, via a 'Local Farmers and Contractors Agreement', intended for response to significant weather events only. Should an event occur, the trigger mechanism to activate the agreement will be via an advisory email to the key contacts identified in this plan; for moving the bags, the key contacts are Phil Bush (Ernest Doe Power Albourne) and the Parish Council office.

The locations of the hippo bags are as follows:

- a. Western Road, in front of Allotments gate,
- b. Blackthorns, corner of Willow Way,
- c. Iden Hurst, corner of Cuckfield Road,
- d. Marchants Road, corner of Cuckfield Road,
- e. Charity Shop/Chantry Stables noticeboard,
- f. Health Centre, Trinity Road, next to the footpath/bench,
- g. Cherington Close, corner of Highfield Drive,
- h. Village Hall, Sayers Common.

6. After the bags have been delivered to the designated drop points, the distribution of salt/grit from the hippo bags will be by our own Council personnel, MSDC Local Snow Volunteers, and volunteer members of the public. [Empty hippo bags do not need to be returned to WSCC and can be used for other purposes.]

7. During the first snow event, 8 hippo bags will be put out, which will leave 2 bags at Ernest Doe for future snows. At any time, one bag may be used for 'mobile' spreading, when Richard and trailer are available (i.e. the Maintenance Officer and Richard spreading from the back of a trailer).

8. Use of Local Farmer/Business to clear secondary roads. Mr Vic Harvey has agreed to clear secondary roads in Hurstpierpoint that are considered vital to be cleared. The minimum payment Mr Harvey would need to cover his time and use of machinery is £50 per hour. To cover this amount, Mr Harvey will be paid by WSCC £35/hour and the Parish Council £15/hour, for a maximum of 4 hours/snow event. Vic Harvey, Newhouse Farm.

Trigger Mechanism activating farmers/contractors: The decision of when to have the designated secondary roads cleared will be made by WSCC, via a 'Local Farmers and Contractors Agreement', intended for response to significant weather events only. Should an event occur, the email from WSCC Highways will approve the use of farmers/contractors for snow clearance - 2 inches of accumulated snow (or 50 mm). The key contacts identified in this plan, for clearing the secondary roads are Vic Harvey and the Parish Council office.

Roads in Hurstpierpoint to be cleared of snow, identified in order of priority:

- a. Trinity Road - leads past St Lawrence Primary School, Mid Sussex Health Centre, Ribbetts House (supported housing for older people, Affinity Sutton) and The Glebe (supported housing for older people, Anchor);
- b. Western Road – main access between Cuckfield Road and Albourne Road;
- c. Marchants Road – secondary road that gives additional access to Mid Sussex Health Centre, Ribbetts House and the Glebe;
- d. College Lane, from Wickham Hill as far as is possible (possibly Hurst Wickham Close) – access to Wickham Hill from eastern roads such as Highfield Drive and nearby roads.

9. MSDC Local Snow Volunteers. Volunteers will be asked to sign the Volunteer's Induction Checklist, which will then provide them with WSCC liability cover. Each volunteer will be advised as to priority areas in the village and risks/safety issues attached to the work being requested. A wheelbarrow is available for use by the Volunteers; it is stored in the South Ave Cemetery Store, which can be accessed by the Maintenance Officer or the Cemetery Officer.

A list of Volunteers and their contact details will be kept by the Parish Council staff.

Any injury to a Volunteer should be reported to the Parish Council office as soon as is possible.

At times of snow, the Parish Council (Stephen, the Maintenance Officer or Richard) will contact each of the Volunteers to check on their availability and organise where and with whom they will work. A Volunteer List (with names, dates and times of work) will be completed by the Parish Council for each snow event/date.

10. Follow-up. After the winter ends, the Parish Council will contact Phil Bush, our Local Snow Volunteers, and Vic Harvey to find out how they felt it went and if any improvements are needed. Phil Bush will also be asked if Ernest Doe Power is happy to continue storing the hippo bags for the next year and for any feedback.

11. New Snow Volunteers needed. If new Snow Volunteers are needed for the next winter season, notices should be placed on noticeboards, the Parish Council Newsletter (Autumn edition) and on the Parish Council website in early Autumn.
