

ACTION AND PROJECT PROGRESS LIST

E&A - Item 6

Blue - completed or moved on and will be deleted after next meeting of relevant committee. Green = update. Grey background = confidential items. Violet = long term action. Red - priority

COUNCIL / COMMITTEE	MINUTE REF	MEETING DATE	SUBJECT	ACTION AGREED	WHO	DATE DONE	NOTES
E&A	105.2	11-Apr-24	Climate Change	It was AGREED to authorise the expenditure of up to £250 (including use of the debit card) to purchase a swift nesting box.	Clerk		Box has been purchased and received. We have asked one of our contractors to install.
E&A	129	06-Jun-24	Wilderness Field	It was AGREED that the (silt pond) proposal should be researched further by the working group and that a report be made to a future committee meeting.	Clerk & WFWG		In progress
E&A	149	01-Aug-24	Lithium Batteries	It was agreed that the Council would support the Private Member's Bill.	Clerk		Email of support has been sent.
E&A	150	01-Aug-24	Fairtrade Lindfield	It was agreed that an article would be placed in the next Lindfield Life newsletter and on the Council's website. Advice would be sought from WSCC Highways regarding the proposed signage (permissions/restrictions etc). Once this has been clarified this will be brought back to members for further consideration.	Clerk		Article has been placed in Lindfield Life. WSCC have been contacted regarding potential of a changes to existing signage.

E&A Committee Budget – 31st August 2024

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
110 Environment & Amenities							
4450 Street Lighting Energy/Mainten	2,948	4,900	1,952		1,952	60.2%	
4460 Street Lighting Purchase	0	3,000	3,000		3,000	0.0%	
4465 Christmas Lights	4,710	18,000	13,290		13,290	26.2%	
4471 Maintenance/Gardening	350	2,000	1,650		1,650	17.5%	
4480 Christmas Festival Night & Com	50	1,500	1,450		1,450	3.3%	
4500 Digital Mapping	390	525	135		135	74.3%	
4510 Grass Cutting	0	2,200	2,200		2,200	0.0%	
4521 Wilderness Field S106	2,880	0	(2,880)		(2,880)	0.0%	2,880
4530 Village Orderly Equip/Expenses	0	1,000	1,000		1,000	0.0%	
4560 Denmans Lane Toilets Repair	0	5,000	5,000		5,000	0.0%	
4561 Denmans Lane Toilets Utilities	5,193	14,000	8,807		8,807	37.1%	
4565 Toilets on Common Utilities	0	9,000	9,000		9,000	0.0%	
4650 Climate Change Projects	236	1,500	1,264		1,264	15.7%	
4750 Replacement Street Furniture	0	1,000	1,000		1,000	0.0%	
4800 Emergency Equipment	0	300	300		300	0.0%	
4825 Community Equipment	0	300	300		300	0.0%	
4900 Village Archives	0	200	200		200	0.0%	
Environment & Amenities :- Indirect Expenditure	16,758	64,425	47,667	0	47,667	26.0%	2,880
Net Expenditure	(16,758)	(64,425)	(47,667)				
6000 plus Transfer from EMR	2,880						
Movement to/(from) Gen Reserve	(13,878)						
120 Allotments							
1200 Allotment Income	1,197	1,243	46			96.3%	
Allotments :- Income	1,197	1,243	46			96.3%	0
	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4600 Allotment Expense	557	2,500	1,943		1,943	22.3%	
Allotments :- Indirect Expenditure	557	2,500	1,943	0	1,943	22.3%	0
Net Income over Expenditure	640	(1,257)	(1,897)				

Expenditure from Earmarked Reserves

	<u>Opening Balance</u>	<u>Expenditure</u>	<u>Closing Balance</u>
Wilderness Field S106 Maintenance	12,845.58	2,880.20	9,965.38

E&A Expenditure from General Reserves

	<u>Actual Year to Date</u>	<u>Current Annual Bud</u>	<u>Variance Annual Total</u>
Plan 23-27	0	5,000.00	5,000.00

COMMUNITY WINTER RESILIENCE PLAN 2024-25

1 Main Contacts

Parish Council Office:	01444 484115	clerks@lindfieldparishcouncil.gov.uk
Councillor Will Blunden	01444 483504 07899 982446	w.blunden@lindfieldparishcouncil.gov.uk

2 Legal Duties and Powers for Winters Service on Local Authorities

2.1 Parish & Town Councils

Parish and town councils have no legal duty to remove snow and ice from the public highway (adopted roads & footpaths).

2.2 West Sussex County Council

The Highways Act 1980 sets out the main duties of Highway Authorities in England and Wales. In particular, section 41 imposes a duty to maintain highways maintainable at public expense. The County Council, as a Highway Authority (West Sussex Highways), has a duty to maintain the public highway in West Sussex. ⁽¹⁾

The UK Roads Liaison Group states⁽²⁾:

Given the scale of financial and other resources involved in delivering the Winter Service, it is not considered reasonable either to:

- *provide the service on all parts of the Network; and*
- *ensure carriageways, footways and cycle routes are kept free of ice or snow at all times, even on the treated parts of the network.*

3 Community involvement

Residents are therefore asked to be patient and help themselves as much as possible. Anyone can clear snow and ice from the pavement outside their home or public spaces to prevent slips and falls. Follow the snow code to clear snow and ice safely (see Appendix 1).

4 Actions

Monitor weather forecasts

Monitor the West Sussex County Council Highways X (formerly Twitter) feed ([@WSHighways](https://twitter.com/WSHighways))

If significant snow is forecast then:

- Padlocks will be opened on the LPC-owned grit bins
- Volunteers will be asked to grit/salt priority pavements.

If snow has fallen, volunteers to sweep/grit/salt High Street pavements.

Shopkeepers and residents asked to clear pavements in front of their properties using grit/salt in bins provided.

¹ This does not include the A23 and A27 trunk roads or the M23. These are the responsibility of Highways England.

² Well-Managed Highway Infrastructure: A Code Of Practice (October 2016)

5 Gritting Route

Appendix 3 shows roads to be treated by WSCC.

6 Lindfield Village

Appendix 2 shows the locations of LPC grit/salt bins. Padlock keys are retained by the Parish Office, some councillors, and volunteers.

7 Priority areas

DOCTORS' SURGERY

Lindfield Medical Centre: (by road): B2028 (High Street) > Hickmans Lane or Denmans Lane > Compton Road > Tollgate car park. (On foot): the path from High Street

SCHOOLS

- Lindfield Primary Academy, School Lane: B2028 (High Street/Black Hill) Backwoods Lane > School Lane
- Blackthorns Primary Academy, Blackthorns Close: B2028 (West Common) > Appledore Gardens > Blackthorns > Blackthorns Close
- Oathall Community College, Appledore Gardens: B2028 (West Common) > Appledore Gardens

SHELTERED/NURSING/RESIDENTIAL HOMES

- Summerlands, Summerhill Lane, in Haywards Heath: B2028 (Oathall Road / West Common) > Summerhill Lane
- Crossways, Sunte Avenue: B2028 (Oathall Road / West Common) > Summerhill Lane
- Compton House/Little Compton, Compton Road: B2028 (High Street) > Hickmans Lane or Denmans Lane > Compton Road
- Oaklee, Compton Road: B2028 (High Street) > Hickmans Lane or Denmans Lane > Compton Road
- Arthur Bliss House, Finches Gardens: Hickmans Lane > Finches Gardens

OTHER HOUSING WITH CONCENTRATIONS OF ELDERLY / VULNERABLE RESIDENTS

- Harvest Close: B2111 (Lewes Road) > Luxford Road > Harvest Close
- St Nicholas Court: B2028 (High Street/Black Hill) > Backwoods Lane > School Lane
- Littlecote, Compton Road: B2028 (High Street) > Hickmans Lane or Denmans Lane > Compton Road
- Appledore Court, West Common: B2028 West Common
- Tollgate, off Compton Road: B2028 (High Street) > Hickmans Lane or Denmans Lane > Compton Road

MAIN OUTLETS FOR ESSENTIAL FOOD SUPPLIES

- Co-op: High Street. Deliveries at the rear off Denmans Lane (deliveries are made in large vehicles for which access is particularly difficult in snowy and icy conditions).

9 Liability

Any individual using the grit/salt will be acting on their own initiative and this action will be entirely at their own risk. It is recommended that the following equipment is used when spreading the salt; a high visibility vest/jacket, warm gloves, sturdy non-slip waterproof

footwear, warm clothing, a snow shovel and a fully charged mobile phone. If you are working alone, always contact someone when starting and finishing.

10 Equipment

The parish council retains a small stock of snow shovels, gloves and hi-viz jackets.

Appendices

- 1 Snow code
- 2 Grit bin locations
- 3 WSCC gritting routes

Appendix 1

Clear snow from a road, path or cycleway

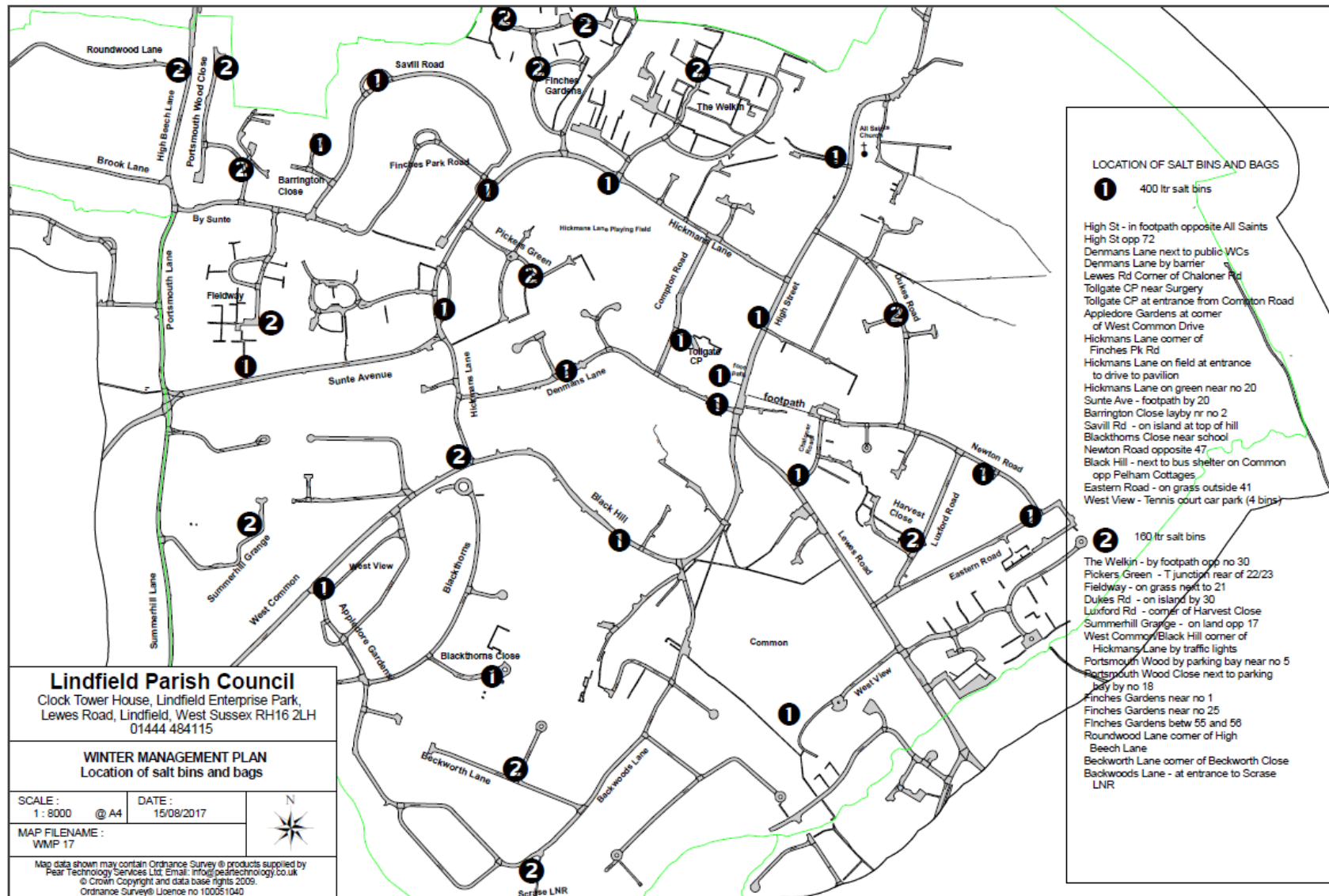
You can clear snow and ice from pavements yourself. It's unlikely that you'll be sued or held responsible if someone is injured on a path or pavement if you've cleared it carefully.

How to clear snow and ice

When you clear snow and ice:

- do it early in the day - it's easier to move fresh, loose snow
- don't use water - it might refreeze and turn to black ice
- use salt if possible - it will melt the ice or snow and stop it from refreezing overnight (but don't use the salt from salting bins as this is used to keep roads clear)
- you can use ash and sand if you don't have enough salt - it will provide grip underfoot
- pay extra attention when clearing steps and steep pathways - using more salt may help

Appendix 2



Appendix 3

