

PLAISTOW & IFOLD PARISH COUNCIL

WINTER RESILIENCE PLAN

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The purpose of the Winter Resilience Plan ('the Plan') is to identify the arrangements in place as a response to significant weather events only: the clearing of snow and ice and the actions to be taken by: -

- a) West Sussex County Council (WSCC) Highways,
- b) The Parish Council ('the Council')
- c) Self-help within the community.

The Plan is to be read in conjunction with WSCC's 'Winter Maintenance FAQ's' document at Appendix 2.

1. WSCC Highways Commitment

WSCC Highways undertakes to do the following:

- 1.0. 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.
- 1.1. Treat the Winter Service Network – 42% of the county's 4,000km road network.
 - A map of WSCC's gritting routes is via their website [here](#)
- 1.2. Purchase and store at our five depots at least 8,000 tons of de-icing road salt during the summer months when prices are advantageous.
- 1.3. Liaise with the Government's "Salt Cell" and actively participate in Mutual aid with adjacent Highway Authorities.
- 1.4. Maintain a fleet of 20 gritters (bulk spreaders) between October and April.
- 1.5. 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.
- 1.6. Details of WSCC's Winter Service can be found on its website [here](#)

WSCC Highways does not undertake any of the following:

- 1.7. Treat any roads not identified as part of the Winter Service Network.
- 1.8. Hand treat footways / cycleways / precincts as a precautionary exercise.

- 1.9. Treat private, 3rd party or non-highway land.
- 1.10. Refill salt bin or replace Hippo Bags during the winter period free of charge.
- 1.11. Deliver salt bins or hippo bags once winter has started free of charge.
- 1.12. Fund farmers to clear roads that have not been identified in the agreed Local Winter Plan or clearance has been undertaken without consent to activate from WSCC.

2. The Council's Commitment

The Council commits to do the following:

2.0 Maintain a Winter Resilience Plan document which aims to help coordinate activities, identify local assets, and inform residents during periods of extreme weather.

2.1 Keep the Plan updated and review annually.

- Changes in contact details
- Changes to identified gritting and snow clearing routes
- Locations of salt bins/bags
- Confirmation that the local Farmer / Contractor is participating
- Facilitate approval for the Local Farmer / Contractors Agreement from WSCC Highways

2.2 Share the Plan with WSCC via active.communities@westsussex.gov.uk

2.3 Establish a Winter & Emergency Plan Committee, which meets at least bi-annually in March and September.

2.4 Maintain an annual earmarked Winter & Emergency budget.

2.5 Maintain a designated webpage with details/information on how to report problems and access information related to winter issues, such as: -

- how to report a fallen tree
- Preparing for winter, including road gritting and WSCC and CDC's Winter Service Plans
(not an exhaustive list)
- <https://www.plaistowandifold-pc.gov.uk/resilience>

3. The Council's Responsibilities

3.0 Whilst the Council would ideally like to grit the entire Parish area, it must be mindful of the potential financial impact. We live in a rural area, and it must be accepted that in adverse weather we sometimes must endure access difficulties.

3.1 Plaistow and Ifold Parish covers Plaistow, Ifold, Shillinglee and Durfold Wood, with the two main centres of population being Plaistow and Ifold with smaller communities at Shillinglee and Durfold Wood.

3.2 Within the Parish are two areas of private roads, each with their own management company:

- Private roads within Ifold Estate are managed by Ifold Estates Ltd (IEL).
- Private roads within Durfold Wood are owned and managed by Durfold Wood Ltd (DWL).

The private roads of Ifold and Durfold Wood are not included in this Plan.

3.3 Other areas, which may emerge as problematic will be dealt with from the Council's existing Salt Bins and/or Hippo Bag if that is possible, given weather conditions and distances involved.

3.4 Two locations to be kept under review will be the exteriors of Winterton Hall, Plaistow and Kelsey Hall, Ifold, both of which are designated as emergency centres and could be brought into use in severe weather.

3.5 The following action will be undertaken by the Council:

3.6 Preparing for Winter – Reminders

3.6.1 A reminder to ensure that residents are prepared for severe weather and potential power cuts will be included on our website and social media.

3.6.2 The Council will remind residents that in snow / ice conditions 'self-help' will be required and that there is no law stopping residents from clearing snow and ice on the pavement outside homes or from public spaces.

3.6.3 It is unlikely that residents would be sued or held legally responsible for any injuries caused if the area has been cleared carefully. In 2015, the Sarah Act came into force. Since this Act was made law, there has not been a civil claim levied at someone acting in good faith and responsibly. However, the snow-clearer does have a duty to clear with reasonable care so as not to create a new and worse risk.

- WSCC has provided information from the Ministry of Justice that states: -
"The prospects of a person who volunteers to clear snow from a pavement being successfully sued for damages by a person who subsequently slips on the cleared area and is injured are very small."

3.6.4 The Council will promote the use of [The Snow Code](#) by residents, when clearing snow and ice from paths, roads and cycleways

- Central Government provides the following guidance on [how to safely clear snow from a road, path, or cycleway](#)

When you clear snow and ice:

- ✓ do it early in the day - it's easier to move fresh, loose snow

It's easier to move fresh, loose snow rather than hard snow that has packed together from people walking on it. So, if possible, start removing the snow and ice in the morning. If you

remove the top layer of snow in the morning, any sunshine during the day will help melt any ice beneath. You can then cover the path with salt before nightfall to stop it refreezing overnight.

- ✓ use salt if possible - it will melt the ice or snow and stop it from refreezing overnight.

You can use ordinary table or dishwasher salt - a tablespoon for each square metre you clear should work. Be careful not to spread salt on plants or grass as it may damage them.

- ✓ you can use ash and sand if you don't have enough salt - it will provide grip underfoot.

Although it won't stop the path icing over as effectively as salt.

- ✓ pay extra attention when clearing steps and steep pathways - using more salt may help

- ✓ Clear and prevent slips

- ✓ Offer to clear your neighbours' paths

If your neighbour will have difficulty getting in and out of their home, offer to clear snow and ice around their property as well – especially if they're elderly or disabled and depend on social care services which need to reach them. Check that any elderly or disabled neighbours are alright in the cold weather. If you're worried about them, contact the Council.

- ✗ don't block people's paths or drains - take care where you shovel your snow

Make sure you make a path down the middle of the area to be cleared first, so you have a clear surface to walk on. Then shovel the snow from the centre of the path to the sides.

- ✗ don't use water - it might refreeze and turn to black ice. Black ice increases the risk of injuries as it is invisible and very slippery.

3.7 The Parish Council undertakes to do the following:

- Publish self-help information on its website and via social media and 'be prepared for winter' advice in the bi-annual E-Newsletters.
- Identify Parish Council representatives to receive WSCC weather updates and coordinate activities should additional action / snow clearance be required.
- Support WSCC and the local contractor to undertake limited snow clearance and gritting in key areas in the Parish.

- Provide Salt Bins at key locations within the Parish and ensure that WSCC Highways is notified of the locations and annual audit.
- Provide guidance for residents when spreading salt/grit.

4. Winter Resilience Plan Coordinators:

Role	Name	Address	Phone	Email	Responsibility
Primary Coordinator	Catherine Nutting	c/o Winterton Hall, Loxwood Road, Plaistow, RH14 0PX	07798631410	clerk@plaistowandifold- pc.gov.uk	<ul style="list-style-type: none"> • Primary contact • Receive audit of salt bins & bulk bags • Check daily decision for weather conditions
Emergency & Winter Plan Committee					<ul style="list-style-type: none"> • Review the Plan • Purchase of additional salt bins, bags, equipment
Local Contractor	David Smith	[redacted for publication]	[redacted for publication]	[redacted for publication]	<ul style="list-style-type: none"> • Undertake limited snow clearance and gritting on key areas in the Parish.
Chairman	Paul Jordan			Paul.jordan@plaistowandifold-pc.gov.uk	<ul style="list-style-type: none"> • Check daily decision for weather conditions
WSCC Winter Service Manager	Ben Whiffin Brian Lambarth (backup)	Southern Area Office, Clapham Common, Worthing. BN13 3UR	01243 642105	benjamin.whiffin@westsussex.gov.uk benjamin.whiffin@westsussex.gov.uk	<ul style="list-style-type: none"> • WSCC Contact Point
IEL Director / Chairman	Jonathan Pearce	Kelsey Hall, Chalk Road, Ifold, RH14 0UD	[redacted for publication]	jon@ifold.estate	<ul style="list-style-type: none"> • IEL Contact Point

DWL Secretary	Nicky Millard	[redacted for publication]	[redacted for publication]	[redacted for publication]	<ul style="list-style-type: none"> • DWL Contact Point
Winterton Hall Management Committee	Sallie Baker	[redacted for publication]	[redacted for publication]	[redacted for publication]	<ul style="list-style-type: none"> • WHMC Contact Point
Kelsey Hall Management Committee	Mrs Sarah Segar-Thomas		[redacted for publication]	info@kelseyhall.org.uk	<ul style="list-style-type: none"> • KHMC Contact Point
Plaistow Village Stores	Lorraine and Jon Paine	Plaistow, Billingshurst RH14 0NR	01403 871236	plaistowstores@hotmail.co.uk	<ul style="list-style-type: none"> • Plaistow Stores Contact Point
Ifold Stores & Craig's Diner	Craig Knight	Plaistow Road Ifold West Sussex RH140SZ	01403 900 615	thecoffeecupsouth@hotmail.com	<ul style="list-style-type: none"> • Ifold Stores Contact Point
Plaistow and Kirdford Primary School	Mr Charlie King, Headmaster		01403 871 275	office@plaistowkirdford.com	<ul style="list-style-type: none"> • School Contact Point
Scout Hut	Dave Jordan		[redacted for publication]	[redacted for publication]	<ul style="list-style-type: none"> • Scouting Contact Point
Councillor volunteer	Sophie Capsey	[redacted for publication]	[redacted for publication]	sophie.capsey@plaistowandifold-pc.gov.uk	

5. Pre-Winter Actions

The following pre-winter actions will be undertaken by the Council during summer months and the details described below will be completed and filed with WSCC Highways no later than **1st September**.

5.1 Maintain the Parish Salt Bins at a minimum level of 75% full.

5.2 Using the WSCC "Salt Bin and Bulk Bag Audit" Form, all Salt Bins and bulk bags need to be checked for quantity, condition of salt and condition of storage by: - **4th August**.

5.3 Once the Salt Audit has been completed (5.2), additional salt will be requested from WSCC, where necessary. The local stores of salt/grit (5.4) to be use before requesting salt/grit from WSCC.

5.4 Salt bulk bags (hippo bags) stocks to be checked. The location of the Parish's salt bags stock is Willow Tree Farm, Plaistow Road, RH14 0TX.

- Storage: To keep the salt/grit at its best bags should be stored on pallets, preferably indoors or in a covered location.
- Existing Stores: Where the bags are beginning to deteriorate replacement, bags are available from WSCC on request; the Council will decant their existing supplies into the new bags. Tarpaulins to cover stores are also available from WSCC on request.

5.5 All Salt Bins need to show clearly the Statement defined in Appendix 1.

5.6 Replenish the Parish Salt Bins as required during the winter months with salt from the bulk bags stored locally (5.4).

5.7 Farmers/Contractors to confirm as follows for the coming winter: -

- Copies of Public Liability Insurance
- Current Map(s) of the roads the Farmer/Contractor will cover
- The centre of Plaistow and along Loxwood Road to Ifold stopping at the start of Loxwood Parish
- Shillinglee Road from Plaistow through Shillinglee stopping at the start of Northchapel Parish towards the A283.
- Dunsfold Road from Plaistow to Durfold Wood.
- The centre of Plaistow to Kirdford stopping at the start of the Kirdford Parish

6. Local Farmer / Contractors Agreements with WSCC

6.0 Gritting of key areas in the Parish

It is understood that WSCC is not able to fund clearance of all key areas in the Parish. As such, a 'Local Farmers and Contractors Agreement' is in place between WSCC and a local farmer/contractor to clear key areas which are essential to keep the area operational. This Agreement is intended as a response to significant weather events only.

6.1 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
- WSCC will not pay for clearance of roads not identified in the relevant Winter Resilience Plan.
- 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.

6.2 The Council will support the Agreement between WSCC and the local contractor by: -

- Providing WSCC with the information set out above at 5.7 no later than 11th November

6.3 Should an event occur, the trigger mechanism to activate the 'Local Farmers and Contractors Agreement' will be via an advisory email to the Primary Coordinator identified in this Plan (section 4). The email from WSCC Highways will approve the use of the contractor for: Precautionary Salting and / or snow clearance. The roads are as identified as: -

- The centre of Plaistow and along Loxwood Road to Ifold stopping at the start of Loxwood Parish
- Shillinglee Road from Plaistow through Shillinglee stopping at the start of Northchapel Parish towards the A283.
- Dunsfold Road from Plaistow to Dursfold Wood.
- The centre of Plaistow to Kirdford stopping at the start of the Kirdford Parish

6.4 In discussion with WSCC, additional areas may be sanctioned at the Council's expense.

6.5 Funded by WSCC:

- Precautionary Salting: farmers and/or local contractors to move bulk bags, undertake precautionary salting.
- Snow Clearance: farmers and/or local contractor's snow clearance is 2" (50 mm) 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 has no objection to the Council / Community using the salt provided at their discretion and cost, however **activities undertaken without instruction from WSCC will not be funded.**

7. Winter Actions

7.1 Daily Decision

The Primary Coordinator (section 4) will sign up to receive the Daily Decision via X (formally twitter) @WSHighways between October and April. The daily decision is made by the WSCC Duty Manager each day based on all available information and states which parts of the Precautionary network is to be treated and when. The Primary Coordinator will also register to receive a pre-snow trigger email.

7.2 Coordination

When the Daily Decision indicates action is required, the Primary Coordinator will notify the other Winter Resilience Plan Coordinators as listed in section 4, with a view to spreading salt at the following locations: -

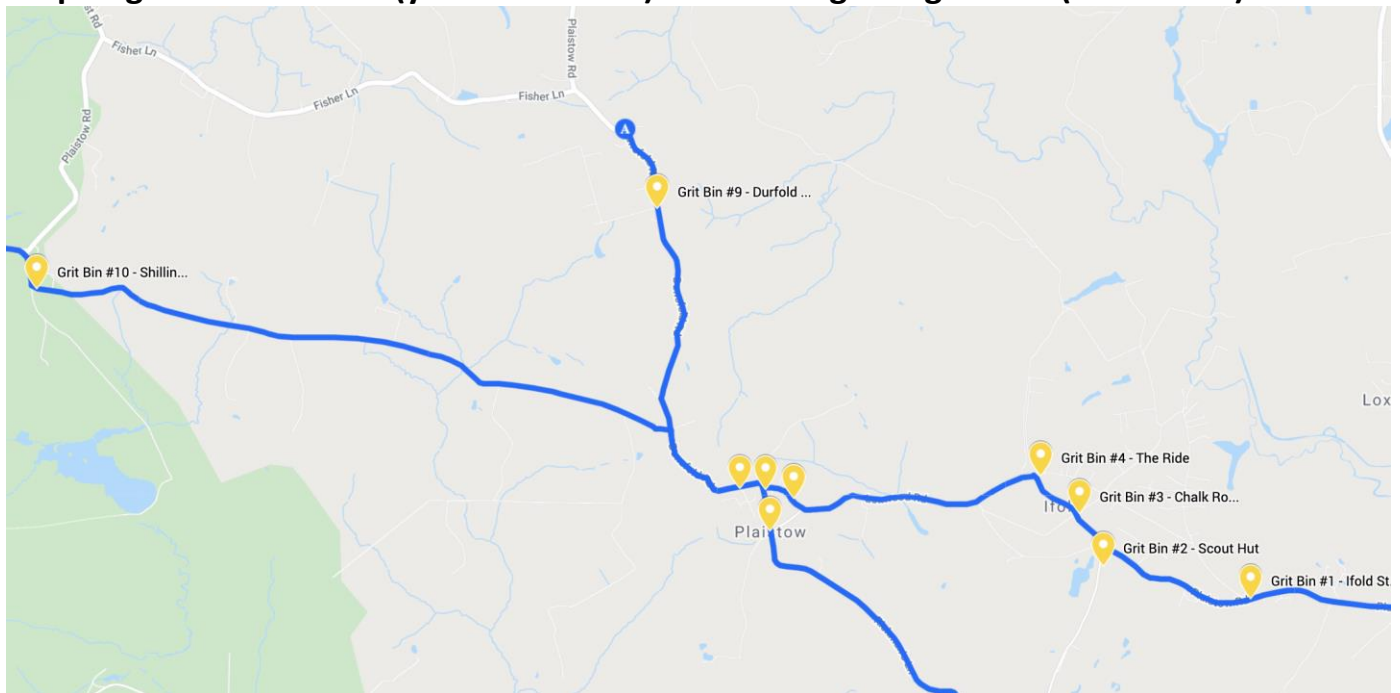
- Outside the two village shops (Plaistow and Ifold)
- Loxwood Road footpaths – around the School and Pre-School
- Village hall access (Winterton and Kelsey Halls)
- Key bus stops in the Parish (via IEL / DWL)
- Scout Hut

However, it must be remembered that all those involved are volunteers and the response will depend on weather conditions, time of day or night and other commitments.

8. Salt/Grit Bins

8.1 Salt Bins are located at the following sites: -

Map of grit bin locations (yellow markers) and WSCC gritting routes (blue roads)



Access the map online at: https://www.google.com/maps/d/edit?mid=1J8fk1sv-HyCPyyTfjsggUF1Q8dS_8ljB&usp=sharing

Ifold

1. Ifold Stores Bus Stop, Plaistow Road, junction of The Drive. Use for the bus stop, The Drive at this junction and around the village shop
2. Scout Hut (Micklem Building) on Foxbridge Lane. For the users of the Scout Hut car park and parking along Foxbridge Lane.
3. Chalk Road Bus Stop, junction with Plaistow Road.
For the users of the bus stop and on the junction of Chalk Road with Plaistow Road.
4. The Ride Bus Stop, junction with Loxwood/Plaistow Road. North verge on The Ride behind the road sign for the users of the bus stop and the junction of The Ride with Plaistow Road, especially on the sharp right-hand bend.

Plaistow

5. Winterton Hall, Loxwood Road. Right side of the front parking, against the fence by the telegraph pole. For use on the car park, pavement / road outside the hall from the village stores to the school.
6. The Sun Inn, The Street. East verge, next to the BT phone box opposite the church. For use at the bus stop, on the pavements around the church, the pub, and on the road junction.
7. Chapel House, The Street meets Rickman's Lane. For use on the bend, the incline of Rickman's Lane and junction of Rumbolds Lane.
8. Nell Ball Bus Stop, Dunsfold Road at the junction with Dunsfold Road. For use on the pavements around Nell Ball and at the junction with Dunsfold Road.

Durfold Wood

9. Durfold Wood Bus Stop, estate entrance at junction of Durfold Wood and Dunsfold Road. For use at the junction with Dunsfold Road and around the Council's Notice Board, Post Box and bus stop.

Shillinglee

10. Corner of Shillinglee Road near entrance to Deer Tower track. Set back against fence behind road sign. For use on the sharp corner, and around Shillinglee as required.

8.2 All Salt Bins are unlocked and contain a handheld spreading device.

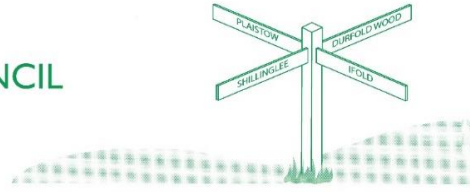
8.3 The primary method for all Salt Bins will be spreading by hand utilising either the handheld spreading device, or shovels and wheelbarrows provided by whoever uses the bin.

8.4 The salt is intended for precautionary treatment to take place before predicted ice or hoar frost to allow time for the salt to turn into brine.

8.5 The Council will submit the annual Salt Audit (5.2 above) to WSCC. Any Salt Bin less than 75% full will be filled by WSCC. Using grit provided by WSCC, the Council will be responsible for topping up other bins as necessary (those not covered by WSCC) and any subsequent replenishment during the winter. The Council has provided the current bins and will liaise with WSCC should further bins be considered necessary.

8.6 In prolonged severe weather conditions, if an additional supply of salt is required WSCC should be contacted for advice subject to section 1 above.

PLAISTOW AND IFOLD PARISH COUNCIL



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Plaistow and Ifold Parish Council have supplied this Salt Bin and grit/salt for use by and for the benefit of the community. 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 grit/salt: the handheld salt spreader provided within the Salt Bin; a high visibility vest/jacket (can be loaned from the Parish Council), warm gloves, sturdy non-slip waterproof footwear, warm clothing, a snow shovel and a fully charged mobile phone.

It is advised NOT to undertake salt spreading during periods of poor visibility, or hours of darkness.

Be mindful of the outside temperatures and the risk of hyperthermia.

Wherever possible we would recommend that you do not act as a 'lone worker' but instead, buddy up with someone to ensure you remain safe and well.

However, if you are working alone, always contact someone when starting and finishing.

clerk@plaistowandifold-pc.gov.uk
www.plaistowandifold-pc.gov.uk

