

## Winter Management Plan

Objective	<p>Responsibility for salting and gritting roads and pavements rests with WSCC, however they have to prioritise when the weather deteriorates and they depend upon local residents to take responsibility for maintaining access within their Village.</p> <p>The focus of the Horsted Keynes Winter Management Plan is on maintaining access <b>to</b> the Village (buses, deliveries such as heating oil / food etc. and emergency vehicles) and ensuring that people can safely move about the main areas of the Village.</p> <p>The Parish Council (as a Corporate body) is unable to undertake snow / ice clearance as its only employees are the Clerk and RFO and it does not employ any maintenance staff. However, it acts as liaison between residents and WSCC when weather conditions are adverse.</p>
Winter Management Plan Co-ordinator	<p><b>Cllr. Sarah Webster</b>            Tel: 01825 791129            Email: <a href="mailto:coopsw@gmail.com">coopsw@gmail.com</a>            Role:</p> <ul style="list-style-type: none"> <li>◦ Advising the Parish Council (via the office) what additional resources are needed in extreme bad weather</li> <li>◦ ensuring that salt is suitably dispersed around the Village,</li> <li>◦ providing advice on <u>spread rates</u> and identifying problem areas that require clearing / salting / gritting</li> </ul>
Assistant Co-ordinator	<p><b>TBA</b>            Tel:            Email:            Role as above</p>
Winter Plan Owner	<p>The Parish Council is responsible for the Plan and its update.            Tel: 01825 791919            Email: <a href="mailto:hkparishcouncil@gmail.com">hkparishcouncil@gmail.com</a>            Copies of plan held by Co-ordinator, Asst. Co-ordinator, Parish Clerk, Councillors, WSCC &amp; Emergency Planning at MSDC</p>
West Sussex County Council (Roads)	<p>West Sussex County Council (WSCC) will treat 1,600km of the county's roads as part of their precautionary salting network.</p> <p>Priority Routes for Salting:            Main routes into the Village including the main bus route            Lewes Road/Sugar Lane also to be included (School bus route)</p> <p>WSCC does not undertake any of the following.</p> <ul style="list-style-type: none"> <li>● Hand treat footways / Cycle ways / or precincts</li> <li>● Treat private, 3rd party or non highway land.</li> <li>● Refill salt bins / replace Hippo Bags when stocks are critical.</li> </ul>
Department for Transport	<p>Provides advice on what individuals can do to help clear footpaths - See Department for Transport Snow Code</p>
Parish Clerk	<p>Michaela Frost            Tel: 01825 791919            Email: <a href="mailto:hkparishcouncil@gmail.com">hkparishcouncil@gmail.com</a></p>

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	<p>Role:</p> <p>To act as central point of communication between Co-ordinator, Parish Council and WSCC / MSDC as appropriate</p> <p>To order / re-order salt as required</p> <p>To post information on disruption to buses and rubbish collection – ideally on a daily basis (i.e. office days) on notice board, website, in the Shop and Post Office</p>
Parish Map detailing problem areas, salt bins, etc...	<p>Copies held by:</p> <p>Co-ordinator, Clerk, Councillors, WSCC</p>
<p>Problem Areas – ROADS</p> <p>Assumption – that Priority Routes identified by WSCC within the Precautionary Salting Network will be gritted</p> <p>Note: nearly all, access roads to HK have steep hills.</p> <p>HK has no gas so most people heat with oil which has to be delivered by road</p>	<p><b><u>Areas not gritted by WSCC</u></b></p> <p><u>Central Areas</u></p> <p>Burn Hill/Church Lane (School will have grit for its own use)</p> <p>Sugar Lane/Jefferies/Boxes Lane</p> <p>Bonfire Lane entrance</p> <p>Westall House (residential home)</p> <p><u>Outlying Areas</u></p> <p>Danehill Lane where it crosses into ESCC</p> <p>Birchgrove Road – bends beyond Warren Farm</p> <p>Treemans Lane – around brook</p> <p>Birch Grove Road/Twyford</p> <p>Station Approach - Bluebell Railway access (they will take care of this area)</p> <p><b><u>Areas normally gritted but which are a problem if gritting not carried out</u></b></p> <p>Station Road</p> <p>Ludwell junction</p> <p>Waterbury Hill/Cinder Hill</p> <p>Keysford Lane between Tyehurst and Medhurst Hill if the gullies are blocked</p>
Problem Areas - Footpaths	<p>Station Road (hill, bus stop)</p> <p>Lewes Road (access to bus stop)</p> <p>Church Lane (access to school)</p> <p>Post Office (Village Hall) /Shop /Pubs</p>
Salt Bins (Councillors have responsibility for checking contents. (Clerk to re-order grit/advise WSCC when notified by Councillor)	<p>Station Road (Near Bus Stop)</p> <p>Burn Hill (junction Church Lane)</p> <p>Cheeleys</p> <p>Hamsland (junction Lewes Road)</p> <p>Station Approach</p> <p>MSDC Car Park (new 2015)</p> <p>Boxes Lane (new 2015)</p>
Other Volunteers	All residents are asked to adopt good neighbour behaviour
People who may be able to help with snow clearance	(Farmers) Nic Geering, Tim Griffiths, Rory Clarke Bluebell Railway
Communication:	Publicise plan in P&P, website, notice board, shop and post office, pub, school, church - giving info on liability, salt spread rates, request for good neighbour behaviour

## Winter Management Plan

### Contact Telephone Tree:

In the event of snow, WSCC / MSDC should initially contact the Co-ordinator

(Co-ordinator) Cllr. Sarah Webster  
Tel 01825 791129

If unable to make contact with the Co-ordinator, please contact the Clerk during office hours.



Michaela Frost (Clerk)  
(01825 791919)

The Clerk will contact Councillors as required

### **SALT BAG MANAGEMENT – General information**

Bulk Bags – No additional delivery Winter 2016.17
Point of Contact: Co-ordinator and Clerk (Parish Office)
Area to be treated: Village centre
Method to be used to treat area: Hand spreading
Spread Rate: 20g. per square metre

4 x “Snow Clearance Kits” consisting of a snow shovel, hi-viz vest, warm hat and gloves and emergency blankets are held by the Council and are for use by Volunteers helping to clear snow from footpaths and other priority areas.

**PLEASE NOTE SALT/GRIT IN BINS AROUND THE VILLAGE  
IS NOT FOR USE ON PRIVATE LAND  
IT IS ONLY FOR USE ON ROADS AND PAVEMENTS NOT TREATED BY WSCC**