

**West Sussex Local Access Forum
Wednesday 5th February 2014 10:30am
Committee Room 2, County Hall, Chichester**

Members Present

Tricia Butcher (Chairman) –TB
Glynn Jones (Vice Chairman) - GJ
Bill Acraman – BA
Helen Baldwin - HB
Peter Brown - PB
Duncan Crow – DuC

Derek Crush - DCr
Graham Elvey - GE
Roger Hobbs - RH
Derek Whittington - DrW
David Whyberd - DaW

Member Apologies

David Burden – DB
Alison Poole - AP

Ann Janes – AJ

Officers Present

Jane Noble - JN
Charlotte Eastley -CE
Jon Perks – JP
Sharon Andrews - SA

Forum Officer (WSCC Senior Access Officer)
WSCC Countryside Manager
WSCC Principal Rights of Way Officer
WSCC Note taker (Capita)

Other apologies

Tom Weedon

WSCC PROW Volunteer Co-ordinator

Observer

Martin Leigh-Pollitt (MLP), Steyning Community Partnership

1.	Apologies and welcomes TB welcomed everyone to the meeting and went through the apologies: Anne Janes, David Burden, Tom Weedon	
2.	Minutes of previous Forum meeting 30 October 2014 Minutes were approved as correct.	
3.	Actions and matters arising from the Minutes not covered by the agenda	
3.1	Item 3.1 Centurion Way – TB received update from Dan Saunders (DS) Nov 2013. Work would not be underway by end of year, need permission and support from Chichester DC, and need to protect area against motorbikes, but no further news. RH commented that motorbikes are not really an issue as can already get round, and RH has never seen one despite regular use. DaW concerned nearly 2 years have passed since original request for mobility scooter access was received. BA requested CE follow up. Roger Hobbs will also raise it as an item at the next County Local Committee (CLC). Action: CE to follow up. RH to raise at CLC.	CE /RH
3.2	PB asked about WSLAF's initial request for equestrian access. TB advised this is being pursued north of Lavant so is SD LAF issue.	
3.3	Item 3.2 Eartham (Forestry Commission) Forestry Commission (FC) has proposed additional access routes for cyclists, equestrians and carriage drivers. Discussions are ongoing	

	and TB to attend further meeting with FC and National Trust. The high-sided vehicle parking area is up and running. Action: TB to attend meeting.	TB
3.4	Item 3.3 E-gov alerts – JN confirmed this had been done and first invite has been sent out. Only TB registered from WSLAF. JN to send out note to all outside contacts usually sent emails advising these will be replaced with e-gov and to register if still interested. Action: JN to email outside contacts.	JN
3.5	Item 3.5 Huddle Champion - those (5) registered, to raise issue if of interest to WSLAF.	
3.6	Item 3.6 Rampion Offshore Wind Farm, E-On - draft Development Consent Order circulated in Dec 13. Examination completed 18th Jan. Final recommendation to Govt in April 14.	
3.7	Item 5.1 Highways Agency (HA), Route Based Strategy – TB sent further evidence supplied by PB to Peter Philips (HA) in Nov 13.	
3.8	Item 6.1 WSLAF Matters- Letter from Natural England for Section 94 Bodies – Local distribution – JN referred to the General Report of the previous meeting and asked Forum Members to let her know any additional organisations that the NE letter, raising awareness of LAFs, should be sent to. Suggestions included Parish Councils, District and Borough Councils, SDNPA, Chichester Harbour AONB and High Weald AONB. Action: TB to compose covering letter and take opportunity to also advertise for new members. Members to provide contact names to TB/JN by end of month.	TB/All
3.9	Item 6.3(d) Health and Wellbeing Board GE reported that boards were established from April 2013 to improve the health of local people by encouraging health care commissioners to work in a joined up way with the intention of improving health & well being. The question was raised as to whether WSLAF should become involved and it was agreed that there is a link with recreation activities, although would not be beneficial for a member to attend. Action: GE will look into this further and it was suggested that one of the WSLAF leaflets be sent to the Board to make them aware of what WSLAF is doing. Board to be added to list of organisations NE letter being sent to. Louise Goldsmith is the contact.	GE
3.10	Item 7.2 Shoreham Society – Access at Shoreham Train Station TB now has information and will circulate. Members to let TB know their views on sending a letter of support which TB will draft. Action: TB to send letter if Members agree.	TB / ALL
4.0	Any urgent matters to be considered not on the agenda None	

5.0	Rights of Way Improvement Plan	
5.1	a) North of Downs project update Updated project spreadsheet had been circulated previously. All agreed ok.	
5.2	HW5 a,b,c, - Crawley. Dedications now signed and completed. Members thanked Crawley BC for agreeing to dedication. Action: JN to arrange to add to News section on WSCC web pages so DuC can link to it.	JN
5.3	LW112 - Burgess Hill (Green Circle). Southern section dedications completed. PB asked if benefit due to development, as important to have examples. TB advised northern section will be more linked to development. There are a number of PRoW infrastructure gains linked to development in the county.	
5.4	HW9 - Slaugham. BA asked if new link would be completed on time. TB advised being built now.	
5.5	HW63 - Balcombe. BA advised landowner adamant no diversion using Stemple Underbridge, complicated as near fracking site. NR unlikely to have funding for footbridge.	
5.6	ai) Downs Link Crossing A283 at Bramber Jon Perks, WSCC Principal Rights of Way Officer, provided an update on progress on the Local Sustainable Transport Fund project to provide a route using the underpass alongside the River Adur. JP passed round plans which he will be presenting to the WSCC Rights of Way Committee in support of a Highways Act 1980 Section 26 Creation Order. Funding of £50,000 is available but project must be completed by April 2015. Stakeholders have examined the following options: <ol style="list-style-type: none"> 1. Controlled crossing of the road closer to the Steyning roundabout. Concerns expressed about the effect on traffic flows, urbanisation due to lighting required, expense exceeding budget, lack of landowner agreement, and not deliverable in timescale. 2. Alternative route using River Adur road bridge. Land needed on southern side of the road owned by WSCC and private landowner. Both parties are agreeable to dedication. 	
5.7	Land on northern side of road in multiple ownership, but grid of access tracks held by Crown Estate (CrE). CrE unable to dedicate by creation agreement, however have indicated they would not object to a creation order. Action: Members voted to write letter of support for project 2 to provide alternative Downs Link route under River Adur bridge. Cllr DrW and Cllr BA abstained after declaring an interest as Members of the Rights of Way Committee.	TB
5.8	Walk for All Bramber: A briefing paper, letter and map were tabled from Martin Leigh-Pollitt, on behalf of the Steyning and District Community Partnership, who asked for WSLAF support for	

	their Walk for All project.	
5.9	In addition to improving the Downs Link an opportunity has arisen to improve access locally. JP introduced MLP who has identified a number of footpaths in the area that could be used for wheelchair access. A plan showing the route around Bramber was handed round the meeting and MLP requested the Forum's support for this proposal. Bramber was chosen as it has good car park with toilets for disabled, project would benefit local economy (hotel/restaurants). The aim is to provide circular route; some work will be required e.g. surfacing and structures.	
5.10	DaW thought a very good idea and thanked MLP from disabled users. There was discussion on costs, MLP has some funding available, JP to pick up legal costs and for some works if necessary. Action: Members voted to send MLP letter of support for this project. DrW and BA abstained as they declared an interest as Members of Rights of Way Committee.	TB
5.11	b) South of Downs project update AY has not contacted DrW so no further work has been undertaken on project list. DrW and TB had met and agreed some projects needed to be changed. Following discussion it was agreed to take up DrW's offer to look at list and update projects he knows about. Action: DrW to update list and send to PB. JN to send DrW relevant maps. HB to provide DrW with list of equestrian related projects.	HB/JN DrW
5.12	bi) Vinnetrow Road No change. HB had raised project at PC meeting, but PC did not want to get involved as they are against moving the bridleway. Action: HB/PB to monitor.	HB/PB
5.13	bii) Medmerry See General Report. PB advised you can go on line to see which paths are open. PB reported Green Links around Medmerry group had been renamed Green Links around Manhood and had wider remit. Group chaired by CDC had lots of energy, now involving political interests and Manhood Partnership. http://www.environment-agency.gov.uk/homeandleisure/floods/109062.aspx	
6.0	Update on work of WSCC Rights of Way Volunteers Tom Weedon, WSCC PROW volunteer co-ordinator was unfortunately not available to attend the meeting.	
7.0	WSLAF Matters	
7.1	Feedback from Sub Group meeting held 3rd February when TB/GJ/RH met with CE and JN. Spreadsheet tabled showing support WSLAF could expect from WSCC as agreed at the meeting.	
7.2	JN's increasing workload has made it necessary to set out clear roles and responsibilities for WSLAF secretarial/admin work, which it is hoped will make it easier, and relieve JN of work, whilst enabling efficient running of WSLAF. There is a need for Members	

	to consider how they might be able to help with some of the tasks. Action: TB requested Members send any comments on the spreadsheet to her, including if they feel anything has been left off.	ALL
7.3	Members appointment and recruitment A further meeting of the above Sub Group has been arranged for 25 February 2014 to review membership and plan a recruitment campaign.	
7.4	All Members have now received appointment letters and some responses have been received. Action: JN asked that remaining responses be received by 20th February. Information can then be taken to the meeting on 25th February.	ALL
7.5	SE LAF Annual Report 2012-13 The report was noted. TB would recommend all to read as some interesting points.	
7.6	Draft WSLAF Annual Report 2013-14 DaW commented that he thought the report was well done. TB has received comments from RH and GE, any others are welcome.	
7.7	WSLAF are now responsible for photos and more are needed. Discussion took place about the need for Members to take photos throughout the year and submit them to JN so a library can be built up. Action: TB asked that photos be submitted for the Annual Report by the middle of March.	All
7.8	LAF National Conference; Bristol, 4 February 2014 GJ attended and reported back to Members. LAF's find it hard to remain positive due to cuts, all agreed difficult decisions have to be made. Presentations on Deregulation Bill, dogs, Ramblers, CLA, NR. Also discussed LAF effectiveness, raising awareness and lots of good ideas on recruitment which GJ thought would be very helpful to WSLAF; papers are on Huddle.	
7.9	TB reported many comments on Huddle about it being a very long day. GJ felt there should only be one national conference not two as difficult to network effectively.	
7.10	SE regional conference; London, 20 May 2014 See General Report. TB would like to spread attendance at conferences around Members and asked for volunteers and also any items for the agenda. Action: DrW volunteered with RH as first reserve.	DrW
7.11	LAF News Circulated separately for information. TB suggested all read EA Access for all Design Guide which could be a useful tool. JN had printed and was on table to view.	

8.0	Current / future consultations and advice given West Sussex Strategic Transport Investment Programme Schemes Long List Engagement – WSCC	
8.1	Schemes List had been circulated and comments received from GE /PB. List is mainly road schemes. All agreed need to point out that NMUs should always be taken into consideration. DL mentioned as cycling route but is multi-user. List is very cycle orientated.	
8.2	DrW struggling to get information on Centurion Way extension from other partners. He has written to SDNPA and questioned if WSLAF should also write. Suggested this should be SDLAF, GJ agreed more scope to be proactive. Action: TB to draft response based on comments discussed.	TB /GJ
8.3	b) To note the Forum's advice/response to: i) Revised Draft Adur Local Plan 2013 - Adur District Council ii) Common Agricultural Policy (CAP) Review Consultation - DEFRA	
8.4	iii) Disposal of WSCC Land - WSCC Property BA stated he was not happy with a statement in the last minutes which reports that Property Department will accommodate and improve where they can, but will not jeopardise their own plans for the sake of PRoW. RH said it is a commercial entity so WSCC has to support looking after revenues. Officers are following CC policy to secure maximum income, so won't put new PRoW on land before selling. DrW - what is not looked at is value to community rather than just ££. BA - strongly believes officers should consider community benefit. GJ - Cllrs must strive to change policy (BA and DrW say they do). CE - officers need to be given lists advising of schemes. TB - need to know what land is being sold or is owned by WSCC. JN - offered WSLAF member opportunity to see mapping layers with WSCC owned land on it (on computer). PB - should concentrate on what is being sold plus renewals of tenancy agreements, a list used to be produced. TB- felt issue should be revisited when recruitment drive completed. DuC is Deputy to Cabinet Member and will bring the matter to his attention. Action: DuC to discuss issue with Cabinet member.	DuC
9.0	WSCC Future Council CE explained the County Council needs to made savings in the region of £141m. Countryside Services' (CS) share is £275k from a total of budget of around £1.4m. This saving needs to be achieved by April 2015. At present looking at proposals, including review of the 9 month inspection cycle, and WSLAF will be consulted. She informed the group that there was statutory duty to support WSLAF but agreed this was not highest priority.	

10.0	Work Programme	
10.1	<p>a) Review of current work programme. CE and TB have put together spreadsheet showing progress to date and this was circulated to Members. There were no comments or new suggestions. All agreed should be renamed as rolling work programme.</p>	
10.2	<p>TB asked for members to volunteer to be WSLAF Local Plan reps for each district / borough: RH offered to cover Chichester & Arun, GE Horsham, TB Crawley. Action: Agreed to rename, take out dates and put names against planning areas. TB to update.</p>	TB
10.3	<p>b) How WSLAF can work with Parishes, County Local Committees (CLCs) etc. Discussion followed. GJ and TB have visited Bramber PC who subsequently requested more leaflets. PCs take more notice if a Forum Member attends meeting. Several Members offered to take leaflets to local PC meetings.</p>	
10.4	<p>PB feels CLCs are key partners, however TB/DrW/DuC commented no time for presentation as CLCs usually over-run. BA thinks better to go to CLC than PC as each one has a 'have your say' session, they don't welcome random presentations not connected to main items. Website: http://www.westsussex.gov.uk/your_council/meetings_and_decisions-making/meetings/county_local_committees.aspx Action: TB asked all to visit local PC/CLC meetings if possible and take leaflets, please advise TB which are visited. JN to add CLC link to minutes.</p>	ALL / JN
10.5	<p>c) New topic suggestions Suggestions included - Tom Weedon (WSCC PRow volunteers) - Medmerry visit (would like in July) - Pressures of farming/diversification (NFU/CLA/Tenant Farmers Assoc.). PB/ DeC to liaise and find speaker. Action: JN to ask TW to attend and liaise with RSPB over Medmerry visit. PB / DeC to find a farming / landowner speaker.</p>	JN/PB /DeC
10.6	<p>GJ mentioned some LAFs at conference held evening meetings, attracts different members, NE felt could be better. JN - most LAFs with evening meetings seem to cover unitary areas with less distance to travel so more feasible. General agreement not feasible/desirable in WS.</p>	
11.0	Dates for future meetings and Agenda items for future meetings	
11.1	<p>Table outlining proposed dates, venues and potential meeting topics/speakers for 2014 can be found in General Report. JN - Leconfield Room in Edes House booked for July and provisionally Oct as can't find room in Horsham.</p>	

	<p>It was noted that Members feel strongly these meetings need to take place in Horsham as well as Chichester.</p> <p>Action; JN to confirm rooms and to add to web</p>	JN
12.0	Feedback on work of neighbouring Forums of interest to WSLAF	
12.1	<p>a) South Downs - GJ - very interesting topics discussed including riparian access (canoes and fishermen don't mix well), Hants PATHH, NE dedication of NNRs. Consulted on SWT fencing Iping and Stedham Common, SDNPA Green Infrastructure policy and Local Plan.</p> <p>b) Brighton & Hove - AY not present and no report sent.</p> <p>c) East Sussex: GE - The main items were the recruitment of a member with equestrian interests, the presentation by NE regarding Coastal Access, specifically the Camber to Folkestone section and trialling off a Path Warden Scheme. Equestrian person has been recruited.</p> <p>d) Hampshire - AJ not present and no report sent.</p> <p>e) Surrey - GJ - could not attend as changed venue at short notice. Agenda and minutes not on line.</p>	
13.0	<p>General Report</p> <p>The General Report was noted. No issues were raised.</p>	
14.0	Election of Chairman and Vice-Chairman	
14.1	JN took the Chair for this item. Chairman - no nominations received. PB asked RH but he has too many other commitments. Following discussion TB offered to stand for one more year. Proposed by PB, seconded by DrW. Agreed unanimously, vote of thanks to TB proposed by DuC.	
14.2	GJ offered to remain as Vice-Chairman to support TB but did not intend to become Chairman. Proposed by BA, seconded DaW - agreed unanimously. The Chair was returned to TB.	
15.0	<p>Any Other Business</p> <p>None</p>	
16.0	<p>Date of Next Meeting</p> <p>The next meeting of the Forum will be held at 10.30am on Wednesday 16 April 2014 in the Bodiam Room County Hall North, Horsham.</p>	