



**PLYMOUTH LOCAL ACCESS FORUM**

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**PLYMOUTH LOCAL ACCESS FORUM**

**DATE: MONDAY 16 DECEMBER 2013**

**TIME: 10.30 AM**

**PLACE: COUNCIL HOUSE, PLYMOUTH (NEXT TO THE CIVIC CENTRE)**

**Committee Members–**

Mr Fairchild, in the Chair

Mr Stewart, Vice Chair

Mr Attrill, Mr Curno, Mr Emery, Councillor K Foster, Councillor Fox, Mr Goddard,

Mr Harvey, Ms Hitchens, Mr Pawley, Mrs Rodgers, Mr Skinner, Councillor Wheeler

***Members are invited to attend the above meeting to consider the items of business overleaf***

## **PLYMOUTH LOCAL ACCESS FORUM**

### **1. APOLOGIES**

To receive apologies for non-attendance submitted by Forum Members.

### **2. DECLARATIONS OF INTEREST**

Members will be asked to make any declarations of interest in respect of items on this Agenda.

### **3. MINUTES (Pages 1 - 4)**

The Forum will be asked to confirm the minutes of the 2 September 2013.

### **4. CHAIR'S URGENT BUSINESS**

To receive reports on business which, in the opinion of the Chair, should be brought forward for urgent consideration.

### **5. TRACKING RESOLUTIONS (Pages 5 - 6)**

To monitor progress on previous resolutions.

### **6. PROPOSED SOUTH WEST COAST PATH MANAGEMENT STRUCTURE AND PROCESS (Pages 7 - 10)**

To receive a report on the proposed South West Coast Path management structure and process and discuss any issues related to the South West Coast Path.

### **7. COOPERATIVE WAY BROCHURE**

To review the Co-operative Way brochure as provided by the Public Rights of Way Officer.

### **8. LOCAL ACCESS FORUM (LAF) ANNUAL REVIEW FORM: (Pages 11 - 14) APRIL 2012 TO MARCH 2013**

The Forum will receive a copy of the Plymouth Local Access Forum annual report submitted to Natural England in October 2013.

### **9. PATHS FOR COMMUNITIES UPDATE - SEPTEMBER 2013 (Pages 15 - 24)**

The Forum will receive a report providing an update on the Paths for Communities (P4C) scheme.

**10. WORKING GROUPS**

To agree any working groups for items on this agenda.

**11. WORK PROGRAMME**

**(Pages 25 - 26)**

To receive the Forum's Work Programme for 2013 - 2014.

**12. CORRESPONDENCE**

**(Pages 27 - 42)**

To consider any correspondence received and note any correspondence sent by the Forum.

**13. DATE OF NEXT MEETING**

The next meeting will be held at 10.30am on Monday 17 March 2014 at the Council House, Plymouth.

**14. ISSUES ARISING FROM FORUM MEMBERS**

To discuss any issues brought forward by members of the Forum.

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**Plymouth Local Access Forum****Monday 2 September 2013****PRESENT:**

Mr Fairchild, in the Chair.

Mr Stewart, Vice Chair.

Mr Attrill, Mr Curno, Councillor K Foster, Ms Hitchens, Mr Pawley and Councillor Wheeler.

Apologies for absence: Mr Emery, Councillor Fox, Mr Harvey and Mr Skinner.

The meeting started at 10.30 am and finished at 12.25 pm.

*Note: At a future meeting, the committee will consider the accuracy of these draft minutes, so they may be subject to change. Please check the minutes of that meeting to confirm whether these minutes have been amended.*

**16. DECLARATIONS OF INTEREST**

The following declaration of interest was made by a member in accordance with the Code of Conduct –

<b>Name</b>	<b>Subject</b>	<b>Reason</b>	<b>Interest</b>
Mr Pawley	South West Coast Path Update (minute 20 refers)	Is the Plymouth local representative for the South West Coast Path	Personal

**17. MINUTES**

Members reviewed the minutes and commented that Minute 5 (a) should read ‘with regard Minute 50 (3) – 18.03.13, Bob Harvey, LAF member, had contacted Stephen Jenkinson and was attempting to organise a joint event with Torbay LAF that would discuss the issues of dogs and trees in urban environments’.

Agreed that subject to minute 5 (a) being amended as above the minutes of the meeting held on 17 June 2013 are confirmed as a correct record.

**18. CHAIR'S URGENT BUSINESS**

There were no items of Chair's Urgent Business.

**19. TRACKING RESOLUTIONS**

The Forum noted its tracking resolutions.

20. **SOUTH WEST COAST PATH UPDATE**

The Forum received a report submitted by the Public Rights of Way Officer and were informed by Dave Pawley, LAF member that –

- (a) the steps at Royal William Yard had now been opened, however, the lack of media coverage for the launch event was disappointing;
- (b) there was no official signage promoting the Royal William Yard steps, although, following a request to the Public Rights of Way Officer, he had been placing stickers around Admiral's Hard, Royal William Yard, Devil's Point and the Barbican in an attempt to promote the steps;
- (c) the section of South West Coast Path around Jennycliff which was blocked off earlier this year had now been fully re-opened, however, the area had become overgrown and a request had been made to the Council via the Public Rights of Way Officer to clear this area of all overgrown brambles and hedges;
- (d) the steps which were part of the section of the South West Coast Path around Jennycliff had shown serious signs of deterioration, with one step now completely collapsed, making the footpath a significant hazard to walkers;
- (e) the South West Coast Path booklet was excellent and had been circulated really well.

Agreed that a letter is written to the Public Rights of Way Officer requesting that urgent attention is given to repair the steps on the section of the South West Coast Path around Jennycliff.

21. **CO-OPERATIVE WAY BROCHURE**

The Forum noted the report submitted by the Public Rights of Way Officer.

22. **LOCAL NATURE PARTNERSHIPS REVIEW**

Agreed that this item is deferred until the Forum's next meeting.

23. **PLYM VALLEY CONNECTIONS PROJECT**

The Forum received an update from Chris Coldwell, Senior Project Manager on the Plym Valley Connections Project. Members were informed that –

- (a) the project involved a bid to the Heritage Lottery Fund for £2.3 of funding that would be used to design and improve recognised important landscapes, restore historic features and areas of heritage and promote and improve access to these sites within the Plym Valley;

- (b) the project involved a two stage bid process with the first stage of the bid submitted in May 2013 highlighting the importance of the landscape that project was seeking to restore, demonstrating partnership arrangements and the ability of the project to provide match funding of over 30 per cent;
- (c) if the first bid was successful then the project would receive development money in November which would be used to provide the detail and scope of the project which would then be judged in the second bid stage;
- (d) the project would find out if the stage one bid was successful in November 2013 following the bid being judged by both a regional and national board.

Following members' questions it was reported that –

- (e) the Heritage Lottery Fund recommended that the China Clay area within the Plym Valley was included in the initial bid;
- (f) the project if successful would improve access to the Plym Valley for many residents, including residents living in areas of deprivation adjacent to the Valley;
- (g) the project also aimed to improve connections and gateways to the Plym Valley with work already underway to identify ways to improve connections between Marsh Mills and Saltram;
- (h) one of the key aims of the project was to encourage people to explore the countryside and use public transport and this was already being worked on with the National Trust working with the Railway Trust to provide a train ride into Plymbridge followed by them delivering a guided walk;
- (i) if the bid was not successful in this phase of bidding it was hoped that the project would be awarded funding in a future bid process.

Agreed that Chris Coldwell will inform the Local Access Forum of the outcome of Plymouth City Council's and its partners' bid for money from the Heritage Lottery Fund for the Plym Valley Connections Project.

#### 24. **DEFINITIVE MAP UPDATE**

The Forum received a report submitted by the Public Rights of Way Officer and commented that –

- (a) information on changes to the Definitive Map needed to be available for members of the public in an easier to understand

format, rather than just in the format of public notices;

- (b) the council should consider publishing on the council's webpages and making available a publicly accessible and regularly updated working map, highlighting all new public rights of way, that were not included on the council's published Definitive Map, and footpaths that were subject to modification orders and new applications.

Agreed that –

- (1) a further update on the Definitive Map is provided to the Forum at its meeting on 17 March 2014;
- (2) the Public Rights of Way Officer be requested to consider providing a regularly updated map which highlights all new public rights of way, that are not included on the council's published Definitive Map, and any footpaths that were subject to modification orders and new applications.

25. **WORKING GROUPS**

There were no reports from the Forum's working groups.

26. **WORK PROGRAMME**

The Forum reviewed its work programme and agreed that a site visit to the Plym Valley cycle trail is organised before the Forum's next meeting.

27. **CORRESPONDENCE**

The Forum noted its correspondence and agreed that a further letter is sent to Mr Gillhespy, copying in Anthony Payne, the Director for Place, requesting a response to the Forum's comments regarding Coombe Dean School.

28. **DATE OF NEXT MEETING**

Agreed that the next meeting of the Forum is held at 10.30am on Monday 16 December 2013.

29. **ISSUES ARISING FROM FORUM MEMBERS**

Members of the Forum commented that there had recently been an unconfirmed report of Ash-Dieback in Radford Woods, which was being investigated by Plymouth City Council's Green Infrastructure Team.



## PLYMOUTH LOCAL ACCESS FORUM

### TRACKING RESOLUTIONS

Date / Minute number	Resolution	Explanation / Minute	Action	Progress
02.09.13 MINUTE 20	<u>Agreed</u> that a letter is written to the Public Rights of Way Officer requesting that urgent attention is given to repair the steps on the section of the South West Coast Path around Jennycliff.		Ross Johnston	Letter sent on 1 October 2013 (hardcopy and email).
02.09.13 MINUTE 22	<u>Agreed</u> that this item is deferred until the Forum's next meeting (Local Nature Partnerships Review)			Added to LAF's work programme and included as an agenda item on 16.12.13.
02.09.13 MINUTE 24 (1)	a further update on the Definitive Map is provided to the Forum at its meeting on 17 March 2014;			Added to the LAF's work programme.
02.09.13 MINUTE 24 (2)	the Public Rights of Way Officer be requested to consider providing a regularly updated map which highlights all new public rights of way, that are not included on the council's published Definitive Map, and any footpaths that were subject to modification orders and new applications.			This was emailed to the PROW Officer on 30 September 2013 and an update will be provided at the LAF meeting on 16.12.13.

02.09.13 MINUTE 26	<u>agreed</u> that a site visit to the Plym Valley cycle trail is organised before the Forum's next meeting.			A Doodle account was created to seek the most appropriate date for all members and following the responses the site visit was arranged for 11 November 2013 at 12noon.
02.09.13 MINUTE 27	<u>agreed</u> that a further letter is sent to Mr Gillhespy, copying in Anthony Payne, the Director for Place, requesting a response to the Forum's comments regarding Coombe Dean School.			Letter sent on 1 October 2013 (hardcopy and email).



= Complete resolution



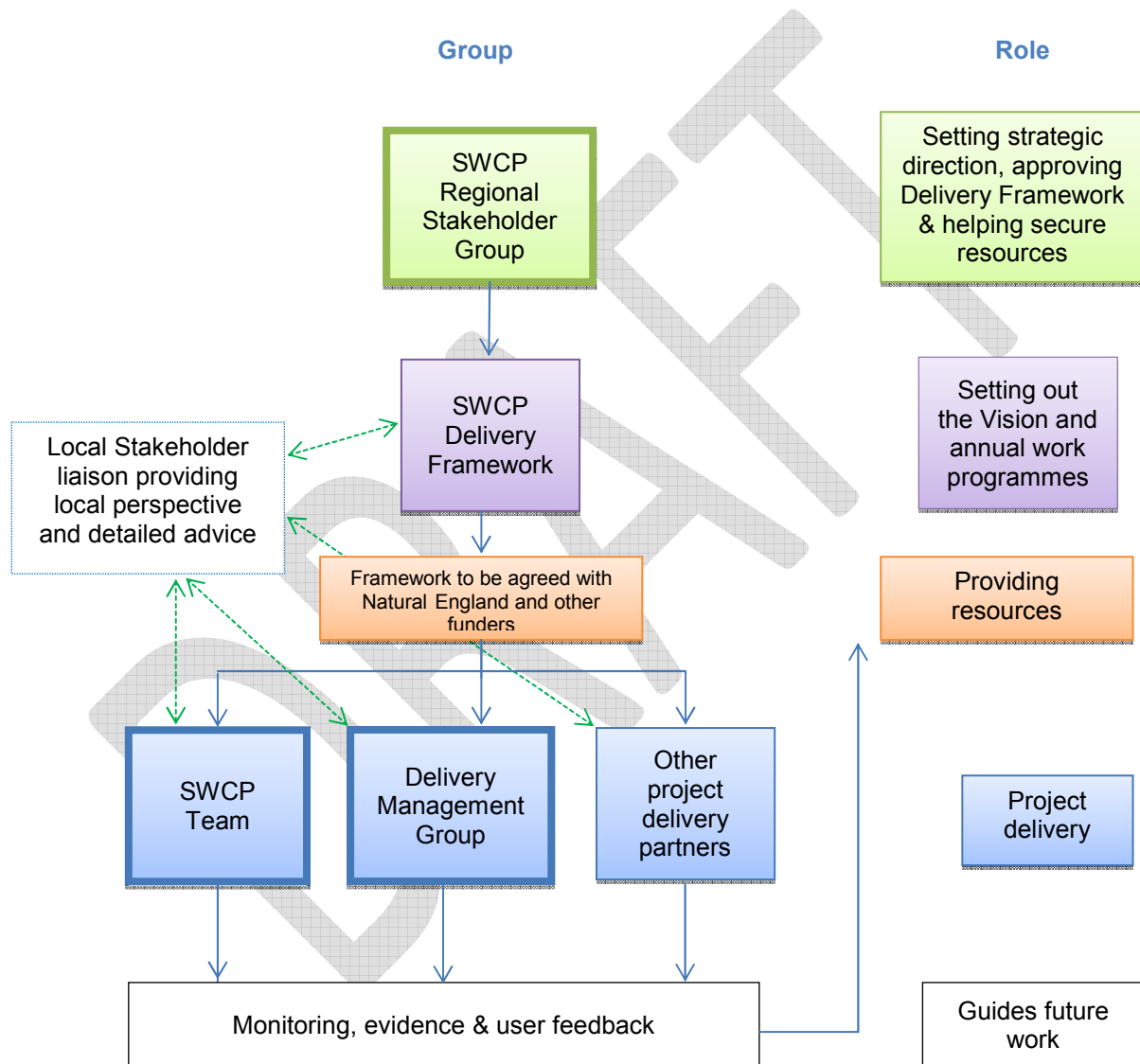
= Outstanding resolution

### Proposed South West Coast Path management structure and process

As a way of resolving the current issues and create a productive management structure in line with the National Trail review recommendations, it is proposed to formally discontinue the existing management structure (SWCP Forum, Strategic & Practical Managements groups) and replace it with a new structure. The key component parts of this new structure are:

- Regional Stakeholder Group
- Delivery Management Group
- Local Liaison Group
- SWCP Team

The way in which these new groups will interact and link with the Delivery Framework, funding and monitoring, is outline in the diagram below, with further details overleaf .



## **Role & Remits of Management Groups**

### **SWCP Regional Stakeholder Group:**

#### **Purpose:**

To provide leadership, influence & direction, within the organisations they represent and the networks to which they belong as a part of the overall SWCP partnership and its objectives for the SWCP. A key element of their work will be to formally approve the SWCP Delivery Framework prior to its submission to Natural England.

#### **Terms of reference:**

- Provide strategic direction and overview in pursuit of the SWCP partnership objectives
- Work with the SWCP Delivery Group and SWCP team to produce and implement a SWCP delivery Framework.
- To help secure resources to deliver the Delivery Framework, in particular for projects relating to improving the economic, health and corridor benefits the trail can deliver in a sustainable manner.
- Review progress and set priorities within the Delivery Framework to ensure that the SWCP contributes to regional and sub-regional targets and to the well-being of users and communities.
- To provide assistance to the Delivery group to ensure the trail is maintained to a high standard.
- To help secure additional funding and where appropriate deliver projects that will improve users' enjoyment of the trail.
- An annual business planning will be held each March to review progress of the SWCP Delivery Framework, and work programme for the following year, prior to its submission to Natural England.

#### **Proposed Membership of Regional Stakeholder Group:**

Members of the group are organisations that benefit from having a high quality trail and are able to provide support and commitment on behalf of their organisation to develop the trail to achieve its full potential.

<b>Person</b>	<b>Organisation</b>
Mark Owen (National Trail Officer)	SW Coast Path Team
Mark Harold (Regional Director)	National Trust
Peter Chamberlain (Environment Manager)	Devon CC (in role of hosting the Team)
Portfolio holder with officer support	Devon CC (path management)
Portfolio holder with officer support	Cornwall Council
Portfolio holder with officer support	Plymouth City Council
Portfolio holder with officer support	Exmoor National Park
Portfolio holder with officer support	Dorset County Council
Portfolio holder with officer support	Torbay Council
Steve Church (Secretary)	SW Coast Path Association
Graham Bryant (Partnership Manager)	Natural England
Malcolm Bell	Visit Cornwall
	SW Tourism Alliance
	CLA
	NFU
Tina Henry	Devon (also representing other SW Health & Well Being boards)
	LEPs
	Local Nature Partnerships
Hilary Winter	SW Local Access Forums
Tim Braund	SW Protected landscapes

#### **Voting procedure:**

Each representative attending the meeting (apart from the SWCP NTO) will have a single vote, with decisions being agreed by a majority, but with a minimum of 8 votes in favour being required to ratify a decision. In the event of a tie, the Chair will have the deciding vote. If there is insufficient attendance or consensus at a meeting to ratify a decision, then the Chair will have the option of either asking for non-attendees to vote by email on the proposal or recommend that a revised proposal is brought back to the group.

**Chair:** To be confirmed by the Group at their 1<sup>st</sup> meeting, with the option of either a fixed 3 year term or rotating each meeting between each of the Highway Authorities and the National Trust.

## **Delivery management group**

**Purpose:** To manage the Coast Path route and infrastructure to a high standard, with delegated (by the Stakeholder Group) executive powers for operational issues.

### **Terms of reference:**

- Lead the delivery of path maintenance and route improvement projects
- Be responsible for the Trail management elements of the Delivery Framework
- Debate and resolve practical management issues
- Maintain communications with all path managers
- Agree the allocation of the annual maintenance funding
- Providing evidence for the path condition performance indicators
- Provide information about path issues, opportunities and priorities for improvement to the SWCP Team, the Stakeholder Group and use in the Delivery Framework.
- To help secure additional funding and where appropriate deliver projects that will improve users' enjoyment of the trail.
- To assist the SWCP Team provide information about the path.
- To meet at a minimum annually, with additional meetings when deemed necessary.

### **Proposed Membership of Delivery Management Group:**

Membership of the group will be from practical path management organisations and key partners, namely:

<b>Person</b>	<b>Organisation</b>
Toby Lowe	Cornwall Council
Peter Chamberlain	Devon CC (in role of hosting the Team)
Steve Gardner	Devon CC (path management)
Carmel Wilkinson	Dorset County Council
Dan Barnett	Exmoor National Park
Alex Reader	National Trust
Graham Bryant	Natural England
Robin Pearce	Plymouth City Council
Steve Church	SW Coast Path Association
James Nicholas	Torbay Council
Mark Owen	SWCP Team

### **SWCP Team**

**Purpose:** The SWCP Team will continue to coordinate Trail management and promotion, and develop strategic projects or act as the catalyst to do so. One of its strengths is the flexibility to work with a wide range of organisations to help deliver projects, and ability to quickly respond to opportunities that will improve the Coast Path.

### **Terms of Reference:**

- To be a representative agent and lead contact for the SWCP partnership.
- Be responsible for producing & updating an annual SWCP Delivery Framework on behalf of the partnership, including collating evidence for Quality Standards and Performance Indicators.
- To hold the strategic overview of the entire SW Coast Path.
- To provide an independent voice on behalf of the SW Coast Path and to influence appropriate organisations for the benefit of the National Trail.
- To be a centre of expertise on the management issues of the Coast Path and advise those carrying out management.
- To provide path wide information and marketing materials, including web content for the SWCP site and the National Trail site.
- To help secure additional funding and where appropriate deliver projects that will improve users' enjoyment of the trail.
- To provide a single point of contact for users, media, partners and businesses.
- Sharing best practice within the SW and the wider National Trail and access community

## **Local Stakeholder liaison meetings**

### **Purpose:**

Running alongside the other groups will be local stakeholder meetings. These will enable coordination of Coast Path work to be delivered at a local level, and priorities and issues to be fed into the Framework and to the management groups. Held each Spring, these will bring together a range of organisations and individuals with an interest in the Coast Path to discuss current projects, issues and opportunities.

The boundaries of each area will be determined following discussions with partners, but are likely to match administrative boundaries.

Whilst the format of the meetings will evolve and be adapted to meet local needs, indicatively they will consist of:

- SWCP Team to provide overview of national / regional Coast Path news, issues and opportunities
- Local path managers (Highway Authority & National Trust) to briefly outline their priorities & work programmes for the next year, any issues and ideas for improvement projects if additional funding was available.
- If appropriate include partner organisations (e.g. AONB & World Heritage Sites) to outline any projects they are planning that are related to the path.
- Users & other interested parties (e.g. reps from SWCPA, LAF, RA, local SWCP supporting businesses etc.) to identify any improvements they would like to see undertaken, and help they may be able to provide.
- Discussion over best way to collaboratively resolve issues and undertake improvements.

The results of these meetings will then be incorporated into local work programmes and the updated SWCP Framework.

### **Terms of reference:**

- To focus on local specific SWCP issues and opportunities within their area.
- To contribute towards the production and delivery of local work programmes and the SWCP Framework.
- To help identify specific projects and resources to deliver the aims of the SWCP Framework locally.
- Will meet at least annually each Spring

### **Proposed Invitees to Local Stakeholder Liaison Meetings:**

Membership of these groups will be open to any individuals or organisations with an interest in Coast Path management. The meetings will be structured so that attendees are able to attend just the relevant part of the meeting, rather the entire session.

<b>Person</b>	<b>Organisation</b>
National Trail Officer	SW Coast Path Team
Path manager(s)	Highway Authority
Path manager(s)	National Trust
	Protected Landscape / World HS teams
SW Coast Path Association Area Rep	SWCPA
SW Coast Path Association Path Reps	SWCPA
Business Development Manager	SWCPA
Other interested parties	Various

### **The SWCP Delivery Framework**

The SWCP Delivery Framework is the document that translates the nationally set National Trail Quality Standards into local outcomes and describes how these will be delivered by the SWCP Trail Partnership. It will be produced and updated annually each Spring by the SWCP Team, in consultation with delivery partners and local path groups and others, prior to being presented to the SWCP Stakeholder Group. If endorsed by the Stakeholder Group it will accompany the annual maintenance grant application to Natural England and be used to support other funding applications.

Name of LAF: Plymouth Local Access Forum

Name of LAF Chair: Ray Fairchild

Name of LAF Secretary: Ross Johnston

Number of LAF members: 14

### **1 - Involvement and Representation**

What interests does your current membership cover? Walking, cycling, landowners, sailing.

What skills, sectors, interest groups, experience are missing? None.

Describe any difficulties you had recruiting members from particular sectors: Landowners have been difficult to recruit to the PLAF. Forum operates with 2 landowners.

### **2 - Operation of LAF**

What procedures (e.g. expense claims, new applications etc) do you follow that help you work effectively? Are these effective? Plymouth Local Access Forum terms of reference.

How do you ensure that your members are able to work as a team? Plymouth Local Access Forum terms of reference.

In what ways do you reach consensus? Plymouth Local Access Forum terms of reference.

How do you ensure proper conduct and/or resolve any conflicts? Plymouth Local Access Forum terms of reference.

Give up to 3 examples of where you have encountered operational difficulties (e.g. lack of resources); explain what mechanisms could be put in place to alleviate such issues:

1 - Progress in developing the Definitive Map.

2 - Planning applications dealing with footpaths - meeting arranged with senior planning officers who have taken PLAF's concerns on board.

3 - There is no public rights of way improvement plan at present.

### **3 - Partnership and Progress**

Do you work well with the access authority? If not, why not? Yes.

Do you work well with your planning authorities? If not, why not? Yes. Weekly planning lists copied to Secretary for onward circulation.

Have you established a clear role for the LAF in the local area? Yes, statutory consultees for ROW; open spaces land access.

Were you successful in meeting the achievements set out in your work programme (please provide supporting information)? PLAF played a major role in the developments of the SWCP brochure. Derriford Countryside Park - responded to consultation.

Have you achieved something else? Relationship built with other LAFs through shared members and regional meetings.

Main or notable achievements?

#### **4 - Profile and Direction**

Has anything changed over the last year? No.

What changes / barriers can you see ahead? The Forum has a need to recruit more members to the usual operating membership of 16.

What are your priorities for the year ahead (list up to 3)?

- 1 - More involvement in the development of LNP.
- 2 - Regular monitoring of South West Coast Path (SWCP) section through Plymouth.
- 3 - Development of the Cooperative Way - updating of brochure.

What support or training do you need to deliver your priorities?

#### **5 - Section 94 Bodies**

Give up to 3 examples of advice given by your LAF to section 94 bodies:

- 1 - Public slipways and landing stages. Gave advice to Council and Marine Liaison Committee about public access to slipways and landing stages.
- 2 - Parks and greenspaces - wrote letter offering suggestions and giving advice to the Council's Parks & Green Spaces Manager.
- 3 -

#### **6 - Open Access Work**

How many Restriction Cases have you been consulted on? None.

How many cases have you responded to? None.

Detail any informal involvement with Open Access Restriction cases: None.

#### **7 - Number of consultations, meetings and initiatives your LAF has been involved with over the year (please add numbers into the boxes below)?**

Public meetings	4	Working groups	2
Training days	1	Definitive map modification orders	1
Highway orders	0	Green Infrastructure strategies	1
Gating orders	0	Local transport plans and traffic management schemes	0
Cycle projects	1	Disabled access	0
Dog exclusion/on leads/fouling orders	0	Housing development schemes	1



Planning applications	2	PROW network and projects	0
ROWIP planning and objectives	1	Local development frameworks and planning strategies	1
Local Nature Partnerships	0	Recording of paths and promoting use	0
Expiring permissive agreements under Higher Level Stewardship schemes - assessing the value and future of and liaison with landowners to improve access	0	Flood defence works - Environment Agency consultations and planning applications regarding	0
Slipways and landing stages - public access to	1	Improvement of access through the Paths for Communities (P4C) scheme	0
Disposal and development of land owned by the Council	0	Parish Council or local improvement grant schemes	0
Shoreline management plans	0	Rail freight interchange strategic development	0
Network rail and rail crossing closures	0	Access and nature conservation	0
Horse routes and equestrian provision	0	Multi user routes	0
National Parks	0	Coastal access	1
Motorised vehicle access	0	Access to MOD land	0
New town & village green registration government consultation	0	Natural England consultations	1
Defra consultations	0	Commons grazing proposals	0
Highways Agency consultations	0	Department for Transport consultations	0
Other (please specify):			

#### 8 - Final comments from Appointing Authority:

The Plymouth Local Access Forum have been involved in a number of issues the past year and there has been some useful feedback and suggestions made. Specifically the views of particular forum members on how we can improve access to information relating to the changes to the Definitive Map has been both insightful and interesting for us. We will be

making a series of changes to our working practices as a result of that. However outside of this it has been something of a challenging year and from our point of view a step backwards for the PLAF after the success it achieved in previous years. There have been a number of important strategic opportunities missed such as engagement with the Plymouth Plan (City Development Plan), the establishment of the LNP and the Paths for Communities funding stream with the LAF instead placing its focus on isolated operational issues such as minor repair works and single footpath issues.

Apathy has been a key problem. Training sessions that were requested by the forum were only attended by 2 members, engagement opportunities offered by the planning authority weren't taken up and there is a disproportionate focus on public rights of way. The Membership is strongly biased towards access users and we are keen to attract a more varied member base representing areas such as water sports, tourism and cycling. The Forum also appears to be alienating key partners and is struggling to build or maintain professional relationships or to establish itself a reputation as a strategic body by looking inwards rather than outwards. We see the current weaknesses of the forum as being symptomatic of our inability to afford it the time and detailed support it clearly requires. We have recently implemented measures to tackle this such as reducing the frequency of meetings to encourage a more strategic focus, establishing a Forward Work Programme to help the forum better plan its agendas, limiting opportunities for members to introduce 'any other business' which detracts from properly planned agenda items and providing a system to record outstanding resolutions to enable the forum to keep track of its activities. In the future we would wish to see more variety in the leadership of the forum with a lack of competition for the posts having resulted in the same chair for the past 7 years. A broader range of interests will help create opportunities for other interests to influence the future direction of the LAF.

**9 - Final comments from LAF Chair:** Acknowledge the Appointing Authority statement, will discuss it further as soon as possible with Rights of Way Officer when available.

### **Paths for Communities Update – September 2013**

#### **Schemes approved in the SW:**

1. West Penwith, Cornwall- The project will create 500 metres new bridleway, comprising total new construction of 160m and clearance and resurfacing of current 340m non designated track. The new bridleway will provide “access for all” and link the medieval St Euny Wells to Chapel Carn Brea Neolithic/bronze Age site. The bridleway will be created by EDCL, recorded on the Definitive Map and then maintained by Cornwall Council.
2. Penrose, Cornwall - This is the first time the National Trust has considered the wholesale conversion of a network of permissive footpaths to public multi-user paths in the SW. The objective is to encourage more people to be active and explore, enjoy and understand the natural environment. The permissive footpath network is fragmented, in poor state and under-used and because it is National Trust there is a perception that access is limited. The project will create 12.3 kilometres of new bridleway.
3. Kilmersdon, Somerset - This project is to create a new 60 metre length bridleway to link the village of Kilmersdon to the Colliers Way, Sustrans SNR24 from Frome to Bath.
4. Chipping Sodbury, S Gloucestershire. - This project will create a new all weather “access for all” footpath, 900m long and 1.5m wide, to link playing field areas at Mead Ridings, with the existing footpath network that leads south to the population centre of Chipping Sodbury and to the north to Sodbury Common and Golf course.
5. Bishops Canning, Wiltshire- tunnel crossing A361 dual carriageway. This project seeks to create a new public rights of way “interchange hub” by making use of a disused agricultural tunnel under the A361 dual carriage trunk road from Swindon to Devizes, creating two new bridleway links (65 and 45metres) and one new footpath link (150metres), all 2 metres wide, to enable safe access to the extensive PROW network on the downland, long distance and ancient routes to the north of the A361 from the population centres to the south of the road.
6. Buckland Monochorum, Devon- A new footpath will be created linking with an existing popular footpath, for which improvements are sought to the surface and realignment to avoid a traditional Dartmoor stone stile, to enable “access for all”. The proposal is to provide a car free safe route to village centre, school and improved access to Dartmoor NP and local visitor attractions.
7. Berrow coast road path, Somerset- The project will create a new 750 metre length bridleway to link Berrow with Burnham-on-Sea, to provide a safe route adjacent one of the busiest B roads in the country on land owned by Burnham and Berrow Golf Club. The proposal will enable visitors and locals to access safely businesses and attractions including a holiday camp at Burnham-on Sea with those at Berrow and reduce short car journeys. The bridleway will be created by a Somerset CC supported agreement under s.30 of the Highways Act 1980.
8. Priests Way, Dorset -An ancient track once used by 15<sup>th</sup> C clergy, the Priests’ Way starts in the seaside town of Swanage and runs westwards for 4.76km to Worth Matravers village. Today the route is highly valued by local people but it is often unusable due to regular, seasonal flooding. By creating new sections of bridleway and improving existing stretches this project will enable all year round access for all users.

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# P4C News

Autumn 2013

The Paths for Communities e-newsletter

## Budget committed - project delivery well underway!

Welcome to the third edition of the P4C news. At the end of the September Grants Panel, we had fully allocated our £2m budget and the scheme was closed to new applications.

Grants have been offered to 44 projects which are on target to deliver over 70km of new public rights of way - over 42km of new bridleway and nearly 30km of new footpath.

The Secretary of State for the Environment, Owen Patterson said in October "The Paths for Communities scheme shows how Defra's network can successfully work with local partnerships. As well as the obvious benefits to the local communities, projects like this have the potential to boost the local economy, for example through tourism. The scale and scope of bids from communities have proved this is working well. More than 40 communities have committed almost 1480 volunteer days to the projects. The leadership role of civil society at the local level is vital to the formation of working partnerships of this kind "

Also, over 100 rural businesses who expect to see economic benefits as a result of their local P4C project, have provided letters of support.

It's fantastic that we attracted such a range of interesting high calibre applications but in some ways the real work starts here.

Three projects have had their final claims paid, the rest are working hard to get all the agreed work done, paid and claimed for before the end of February 2014.

This newsletter gives you a flavour of some of the excellent work underway. It's exciting to see how P4C has mobilised and empowered local communities to make a difference to the path network in their area - from planning, through delivery to making use of the final product. We've also included information on how to find other funding sources and a helpful guide to generating publicity for your projects, including how to develop your own 'case story'.

Martin Shaw, P4C Project Manager

## In this issue

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Wakefield District Cycle  
Forum  
Connecting North  
Litchfield  
Greno Woods

### General tips/news

Non P4C funding  
Case stories  
Writing a press release

## Useful contacts

P4C Central team  
Tel : 0300 060 1238  
[p4c@naturalengland.org.uk](mailto:p4c@naturalengland.org.uk)

## Useful links

P4C webpages  
Frequently asked Questions  
Applicants Handbook



# Project News

## To Burghley and beyond....



photo courtesy Michael Jarman

A mass “non-trespass” by children from local Barnack Primary School marked the opening of a new footpath with cycling rights from Pilsgate village through the Burghley Estate in Stamford, Lincolnshire.

“My Mum said it wasn’t far – but it was!” said one. The route spans 1.4km with 50m improved verge giving beautiful views both of the Estate and north towards the River Welland. After their walk, the children were treated to an ice cream and a talk on Elizabethan life from the team at Burghley House.

The new path avoids a dangerous road and enables villagers to get to Burghley House and continue on to Stamford, leaving the car behind. It also forms an important link in the established public right of way network.

“The Burghley House Preservation Trust wants to be a good neighbour,” said a spokesman on the generous dedication of land by the Trust. The project also received substantial financial donations from Stamford Stone and Ringway, and support from Peterborough Local Access Forum, Peterborough City Council and Community Payback, among others.

Bringing the partners together and driving the project through to success was Dr Margaret Palmer of Barnack Parish Council. “People have been so generous and helpful,” said Margaret. The path has been an aspiration of the Parish Council for many years. “This is great for children and families,” said Tim Cockerell from the Peterborough Cycling Forum.



photo courtesy Michael Jarman

The winning team: L to R – Sarah Mayhew (Assistant Agent Burghley Estate), Miranda Rock (BH Director), Shane Wilding (Ringway), Margaret Palmer, Ivor Crowson (Stamford Stone), Tim Cockerell (PCF), Steve Horner (PLAF), David Over (PCC Councillor), David Roxburgh (Chair Barnack PC), Philip Gompertz (BH Manager).

## Smiles all round at Weald Country Park opening

Essex Bridleways Association celebrated the opening of their new bridleway in glorious sunshine. Horse riders, cyclists and walkers came out to enjoy the 6 mile stretch of new bridleway.

“The project has really improved the understanding between different types of user”, said applicant, Helen Chester, for whom education about different users’ needs was a key part of her bid.

But it wasn’t all plain sailing and the strong partnership was put to the test when initial concerns about the proposal led to a public meeting. “There



was a room full of people against the project,” explains Helen. “I reassured people that the routes, through P4C, would be open to all because we could improve the surface. But most importantly, people could enjoy them: as of right - permanently. By the end of the meeting, there was a roomful of people in favour. That was a fantastic feeling!”



Helen Chester and Katie Haines cutting the ribbon to the new bridleway through Weald Park

Claire Mennin, the Country Parks Area Manager and representative of the landowner at Weald says, “The route’s been getting fantastic feedback especially from our mobility scooter users now the autumnal weather has started to arrive.”

## Wakefield District Cycle Forum

Progress by the Wakefield District Cycle Forum to turn a disused railway line adjacent to Newmillerdam Country Park into a bridleway with an all-weather surface for multi-user use has been brisk. Phase two of the project has now been completed and the project team have had approval for P4C funding for phase three which will complete the bridleway.

This will then link the Trans Pennine Trail at Old Royston to Newmillerdam Country Park and Wood Lane. The project manager, Sandy Clark told Phil Robinson from Natural England, “We will be having a grand opening when the project is completed and we hope as many members as possible will be able to join us to celebrate another milestone in the progress of Wakefield District Cycle Forum.”

Photo courtesy David Keighley



Phil Robinson & Sandy Clark

## Connecting North Lichfield

Over a number of years, the Forest of Mercia team have developed effective partnerships to invest in the redevelopment of Christianfields Local Nature Reserve (LNR), a former refuse site on the edge of north Lichfield. More recently they identified the need to improve part of the Erasmus Darwin Walk, a 10 mile circular route around the edge of Lichfield, running alongside the LNR. Part of the route was not designated as a public right of way and was in a state of neglect. The P4C project has provided an opportunity to formally designate the footpath, which connects to a number of other public rights of way.



Conservation volunteers working

Much of the site work has been undertaken by Growwell volunteers, a group of local adults with enduring mental health challenges. New steps have been installed to improve access to a new cemetery, and improvement have been made to existing steps linking the Erasmus Darwin Walk to an old Saxon walkway known as The Dimbles. The volunteers have undertaken site works whilst improving their health and wellbeing through the structured outdoor activities in their locality. Two adult learning courses have been provided to train the volunteers to design, build and install infrastructure including benches, habitat boxes and waymarkers. The bird boxes made by the volunteers are now in situ.

Community Forest Manager for the Forest of Mercia, Jane Rodd said, “The scale of the improvements achieved has only been possible through effective partnership working between



statutory, private and community groups and individuals. The improvement and formal designation of the part of the Erasmus Darwin Walk adjoining Christianfields significantly enhances the visitor experience at the LNR, preserves the Erasmus Darwin route for future generations to enjoy and has increased usage of the LNR and Erasmus Darwin Walk by the local community. The support of Natural England has played a key role in facilitating a step change in a deprived area, enhancing this for local residents.”

Earlier in 2013, Forest of Mercia won the Royal Forestry Society’s Sylva Cup in recognition of its work in general and the step-change achieved at Christianfields LNR, in particular. P4C funding has helped to continue with this good work.



The new bird boxes

## Opportunities to explore Greno Woods

Greno Woods are owned by the Sheffield Wildlife Trust who put an application to P4C on behalf of the local community. The woods sit on the hilly urban fringe of Sheffield and are popular with downhill mountain bikers. More sedate cyclists commute to work or just enjoy the Trans Pennine Cycle route which skirts the south eastern edge of the woods. Walkers in the area are catered for by an extensive network of rights of way, however the options for horse riders and those wanting to explore the woods by cycle were limited - but not anymore!

Jim Milner made his final visit to Greno woods last month accompanied by the local public rights of way officer Sam and the Wildlife Trust operations manager Roy. This was the first completed project of the seven Jim has in the North East and he commented, “This is a great moment for me. The new route has been constructed to a very high standard using local sandstone

aggregates which has produced a good hardwearing and smooth surface. We are very happy with the work and eager to dedicate the route now. I have been encouraged to see a conservation organisation such as the Trust apply for Paths for Communities funding, and I know the panel were also pleased that they applied.”

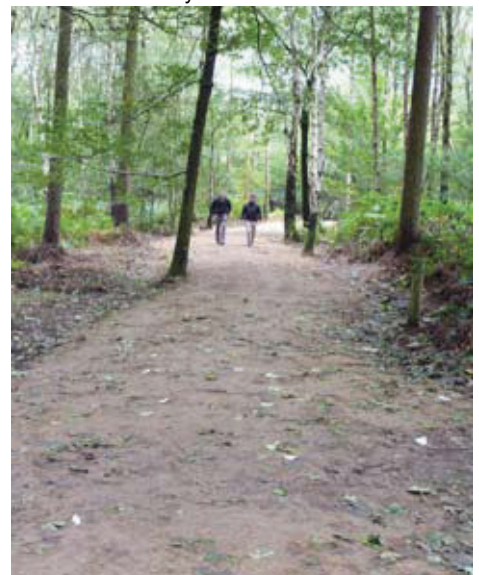
The Wildlife Trust is keen to ensure all users can enjoy the woods equally. Cleverly designed chicanes are placed where downhill routes meet the new bridleway, thus slowing down the more energetic users of the woods.



Sam and Roy discuss the new route

The Trust are gradually removing non-native coniferous woodland and replanting with native species to mirror the woodland to the north of Greno woods. The new bridleway gives a great circular loop throughout the woodland and users will have the opportunity to see this woodland develop over the years.

The new bridleway at Greno Woods





## Finding funds for paths projects elsewhere....

We are aware there are a lot of projects out there which didn't benefit from P4C funding for one reason or another. For those of you still wishing to take forward projects, we have brought together, information on funding sources which may be of interest to you. (see link in the right hand column)

There is currently a lot of competition for funding so it's more important than ever to put together a good quality application. There is plenty of advice online but the main things to remember are:

- Do your research to ensure you target the right funds. Look at what has been funded in the past? How much? Is the fund happy to fund capital works? Does it want to see social benefits? Will it only fund charities? How much match funding does the fund expect? Does it fund projects in your location? Think about who else might be applying at the same time.
- Read the guidance carefully and follow it to the letter. If there is an opportunity to talk to the funder first or submit an expression of interest use it, it may save you both time.
- Use plain English and avoid jargon.
- Demonstrate the need for your project and the problem that you are planning to address.
- Explain how any grant will be spent with a focus on what you will achieve and value for money.
- Be realistic - make sure your figures add up, and don't necessarily apply for the largest grant available. Equally, don't forget to include admin costs or other reasonable overheads if the grant will fund them.
- Describe how you intend to measure the success of your project. Explain the difference it will make.
- Describe the long term sustainability of your project – who will maintain any capital items in the future?
- Tell them about the organisation and individuals who will manage the project and their experience.
- Get the application proof read. Ask someone who is less familiar with the project to look for typographical errors or bits that aren't clear.

## Making a case for case stories

For a fantastic project like Paths for Communities (P4C), there are so many opportunities to write great case stories about the variety of projects which have benefitted from this scheme and how amazing groups of local people made a dream become a reality. Natural England are keen to capture as many case stories as possible. "We see them as an invaluable and powerful tool for explaining and selling the benefits that a project like P4C can bring," said Wendy Thompson, Natural England Principal for access local delivery, "but we need the help of our project partners to do this." To make the process as straightforward as possible, we've produced a Case Story Template. Each of our projects will shortly be sent a copy and your local grant officer will be working with you to encourage you to make use of it, and to offer help and advice where needed.

If anyone else is interested in seeing the template, then drop an email to our central contact address and we'll get one to you.

## Finding Funds...

There are lots of information sources online, [here are few to get you started](#)

## Countryside Code



It is important that all visitors to the countryside understand how to enjoy it responsibly, and for land managers providing access across their land to understand their responsibilities.

The Countryside Code applies to all England and Wales and is designed to help everyone to respect, protect and enjoy the countryside. Ensure that you are familiar with the Code. Leaflets and further advice and [guidance is available on our website.](#)

## A rough guide to writing a press release

### 1. Write a genuine headline

It should be brief, clear and to the point: an ultra-compact version of the press release's key point.

### 2. Write the body copy

The press release should be written as you want it to appear in a news story. Keep it as short and concise as possible. Most journalists are very busy, and don't have time to research your big announcement, so, much of what you write for your press release will be what the journalists use in their write up – and they will have low word counts for their news items. Whatever you want them to say, this is where you put it. Include quotes from your key spokespeople.

### 3. Communicate the “5 Ws” (and the H) clearly

Who, what, when, where, why – and how – should tell the reader everything they need to know. Consider this checklist to guide you when writing the content:

- Who is this about?
- What is the actual news?
- When does this event happen?
- Where does this event take place?
- Why this is news?
- How is this happening?

With the basics defined, fill in the gaps with information about the people, products, items, dates and other things related to the press release.

### 4. Style

Make it clean, crisp, and applicable to your audience. Odds are that whoever you sent your press release to has a dozen just like it in his/her inbox just waiting to be ignored. If you want yours to be chosen, it's got to be good. Not only does it have to be good, but it has to be as close to “ready for press” as possible.

### 5. Timing

The journalist will care more if you send it in the morning. That gives them time to pad your piece into what they're already working on. Be considerate.

### 6. Format

The journalist will prefer it if you issue it within the body of an email, rather than as an attachment or a PDF. Write a line or two of introduction at the top, saying that below is a press release about Paths for Communities. Write that photos are available on request, rather than clogging up their In Box by sending large unsolicited images. Write a line offering to arrange interviews on request with your spokesperson (who has been media-trained) .

### 7. Contact details

Always include your phone number plus an email address. If the journalist wants to act quickly and find out more, they will want to call you – not write an email.

### 8. Web links and social media

Embed useful web links in the copy in your email so they can find out more. Upload your press release on to your web site. Prepare short tweets that you can issue on Twitter and include a link to your release live online, as well as any relevant '@' for interested parties

## Feedback

We would really like to hear what you think about this newsletter and any suggested content for future editions would be welcomed. Please email feedback to [p4c@naturalengland.org.uk](mailto:p4c@naturalengland.org.uk).

If you wish to unsubscribe from future P4C newsletters, please reply to this email with “unsubscribe” in the title.

## Funding sources and places to find them

**The Landfill Communities Fund (LCF)** encourages and enables Landfill Operators (LOs) to support a wide range of environmental projects by giving them a 90 per cent tax credit against their donations to Environmental Bodies (EBs). This may sound complicated but the distributors are very helpful! The larger funds include:

- The Veolia Environmental Trust
- Sita Trust
- Biffa Award
- Waste Recycling Environmental Ltd (WREN)

You can find out whether there is a Distributing Environmental Body for LCF in your area via [Entrust \(the regulator of the LCFs\) website](#). Many of the funds will only support projects within a given radius of their sites. [The Environment Agency's website](#) includes a facility for searching for your nearest landfill site.

**National Lottery funds** support £35m worth of good causes every week. They have a funding finder which will signpost you to relevant schemes. [BIG also has a useful search facility for its particular funds on its website.](#)

**People's Post Code Lottery** offers funding for projects of up to 6 months in length ranging from £500 up to £10,000: [find the website here.](#)

**Co-operative Group – Community Fund** is particularly interested in local groups that demonstrate self-help, equality, democracy and concern for the community. Charitable organisations and community groups can apply for grants of between £100 and £2,000.

**Community foundations** manage funds from individuals, businesses and other donors who want to support causes in their local area. They are a good source of funding for small community organisations. There are around 60 community foundations in the UK: [find the website here.](#)

**Funding Central** is a free resource for charities, voluntary organisations and social enterprises. It lists thousands of funding and finance opportunities, plus a wealth of tools and information supporting you to develop a sustainable income strategy: [find the website here.](#)

**GRANTnet** a straightforward free-to-use service from GRANTfinder, can help small businesses, charitable and community groups in some areas to find suitable funding. [The website includes](#) useful guides on business plan writing, writing a fundraising strategy etc.

**Other grant search** sites such as [Funding Information](#) will provide detailed news and information about new sources of funding for all those involved in raising money for not-for-profit organisations throughout the UK. They may charge a subscription fee but often offer free trial memberships.

**The Charity Commission** has an [advanced search function](#) which means you can search for charitable trusts under a variety of headings. It can be a good place to look for local trusts that want to spend money in a specific location.

**Environment Agency website** contains advice notes to help organisations, individuals and Environment Agency staff to apply for funding for river catchment projects. This can include access improvements where those improvements contribute to the river catchment objectives.



Department  
for Environment  
Food & Rural Affairs



The European Agricultural  
Fund for Rural Development  
Europe investing in rural areas



This project has been funded under the Rural Development Programme for England

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## PLYMOUTH LOCAL ACCESS FORUM

## Work Programme 2013/14

[illegible]

[illegible]



Mr R Fairchild  
Chair Plymouth Local Access Forum  
Floor 1 Civic Centre  
Plymouth  
PL1 2AA

#### **Economic Development**

Plymouth City Council  
Civic Centre  
Plymouth PL1 2AA

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E [ian.gillhespy@plymouth.gov.uk](mailto:ian.gillhespy@plymouth.gov.uk)  
[www.plymouth.gov.uk](http://www.plymouth.gov.uk)

Please ask for: Ian Gillhespy

Date: 6 November 2013

My Ref: IG02let(E4181)

Your Ref:

Dear Mr Fairchild

#### **Coombe Dean School – Footpath from Charnhill Way to Furzehatt Avenue, Elburton**

Firstly I apologise for having not responded to previous correspondence from the Plymouth Local Access Forum.

In respect of the letter of 1 October 2013 I reply as follows;

1. The current status of the footpath is unadopted highway.
2. I am in contact with Plymouth Transport and Highways regarding the potential and process to designate the footpath as a Public Right of Way or Highway Maintainable at Public Expense.
3. The footpath remains in Plymouth City Council's ownership.
4. Please see point 2. above.
5. The footpath is already fenced along the boundary with Coombe Dean School and there are boundary features to the residential properties nos. 46 Charnhill Way and 13-21 (odds) Furzehatt Avenue.
6. Please see point 2. above.
7. Currently responsibility for maintenance of the footpath sits with Plymouth City Council's Corporate Property section.

I will advise further in due course in respect of points 2.,4. and 6.



I trust this initial response updates the Plymouth Local Access Forum in respect of this matter.

Yours sincerely



Mr I Gillhespy  
Valuation Surveyor  
Land and Property Team





**PLYMOUTH LOCAL ACCESS FORUM**

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1 October 2013

Ian Gillhespy  
Senior Valuation Surveyor (Corporate Estates Team)  
Corporate Services  
Plymouth City Council  
Civic Centre  
Floor 13  
PL1 2AA

**This letter constitutes formal advice from the Plymouth Local Access Forum. Plymouth City Council is required, in accordance with section 94(5) of the Countryside and Rights of Way Act 2000, to have regard to relevant advice from this forum in carrying out its functions.**

When calling or telephoning please ask for: **Mr Ross Johnston**

Dear Mr Gillhespy,

At the meeting of the Local Access Forum on 2 September 2013 under the agenda item 'Correspondence' the Forum discussed its letter sent to you on 23 July 2013 (attached as an appendix to this letter). The Forum commented that they were disappointed that they had not received any response from you to this letter or the previous letter sent on 10 April 2012 regarding their comments on Coombe Dean School and agreed to write to you again.

The Forum have expressed their disappointed at having to write to you for a third time and request that you respond to their comments on Coombe Dean School.

Members felt that the letter you sent on 12 March 2012 confirming the exclusion of land from long term lease for the footpath at Coombe Dean School failed to explain:

1. The status of the footpath.
2. The designation of the footpath as a public right of way on the Definitive Map and statement or as a footpath on the Highway Register.
3. Confirmation that the footpath would remain in the ownership of Plymouth City Council.
4. How the footpath would be protected or maintained.
5. Whether the footpath would be fenced.
6. In defining the footpath what costs would be incurred and how will these costs be met and by whom.

7. Who would be responsible for the maintenance of the footpath

Please provide a response to all the points above. The Forum would like to receive a response to this letter by 2 December 2013, in time for its inclusion on the agenda for the next meeting on 16 December 2013 at 10:30am.

Yours Sincerely,

Ray Fairchild,  
Chair of the Plymouth Local Access Forum

Encs:  
Appendix A – all previous correspondence

cc. Anthony Payne, Director for Place

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23 July 2013

Ian Gillhespy  
Senior Valuation Surveyor (Corporate Estates Team)  
Corporate Services  
Plymouth City Council  
Civic Centre  
Floor 13  
PL1 2AA

**This letter constitutes formal advice from the Plymouth Local Access Forum. Plymouth City Council is required, in accordance with section 94(5) of the Countryside and Rights of Way Act 2000, to have regard to relevant advice from this forum in carrying out its functions.**

When calling or telephoning please ask for: **Mr Ross Johnston**

Dear Mr Gillhespy,

At the meeting of the Local Access Forum on 17 June 2013 the issue of Coombe Dean school was discussed. The Forum agreed:

- that a letter is sent to Plymouth City Council Officers requesting a response on the Forum's comments regarding Coombe Dean School.

The Forum last wrote to you on 10 April 2012 (letter attached as Appendix 4) (all previous correspondence between you and the Forum is attached as appendices to this letter), where it was commented that the letter sent to the Forum on 12 March 2012 confirming the exclusion of land from long term lease for the footpath at Coombe Dean School failed to explain:

1. The status of the footpath.
2. The designation of the footpath as a public right of way on the Definitive Map and statement or as a footpath on the Highway Register.
3. Confirmation that the footpath would remain in the ownership of Plymouth City Council.
4. How the footpath would be protected or maintained.
5. Whether the footpath would be fenced.
6. In defining the footpath what costs would be incurred and how will these costs be met and by whom.

7. Who would be responsible for the maintenance of the footpath

The Forum would like a response to this letter providing an answer on all seven points raised above. The Forum would like to receive a response to this letter by 20 August 2013, in time for its inclusion on the agenda for the next meeting on 2 September 2013 at 10:30am.

Yours Sincerely,

Ray Fairchild,  
Chair of the Plymouth Local Access Forum

Encs:

Appendix 1 – Letter from the LAF of 13 April 2011

Appendix 2 – Letter from Mr Gillhespy of 13 July 2011

Appendix 3 – Letter from Mr Gillhespy of 1 March 2012

Appendix 4 – Letter from the LAF of 10 April 2012

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13 April 2011

Ian Gillhespy  
Senior Valuation Surveyor  
Plymouth City Council  
Civic Centre  
Armada Way  
Plymouth  
PL5 2UB

**This letter constitutes formal advice from the Plymouth Local Access Forum. Plymouth City Council is required, in accordance with section 94(5) of the Countryside and Rights of Way Act 2000, to have regard to relevant advice from this forum in carrying out its functions.**

When calling or telephoning please ask for: **Mr Ross Johnston**

Dear Mr Gillhespy,

Plymouth Local Access Forum Members at a meeting held on 28 March 2011 received Notice of Statutory Land Transfer reports for Ridgeway School and Coombe Dean School. It was agreed by the Forum that they formally respond on the notice's for both schools.

The minute of the meeting is as follows –

*Members received a report on the Notice of Statutory Land Transfer for Ridgeway School and Coombe Dean School. The PROW Officer informed members that –*

- (a) a number of schools had applied for academy status; if granted these schools would no longer be in the control of the local authority;*
- (b) the local authority would need to lease land to the schools who were granted academy status which could impact on public rights of way and other highways issues;*
- (c) the two schools had presently been provided with temporary leases, with formal leases being consulted on and it was important that the land leases correctly incorporate all highway's issues.*

*Members commented that –*

- (d) before the Coombe Dean lease was finalised existing footpaths should be formally adopted as public rights of way and recorded on the definitive map;*

- (e) *if footpath's were not recorded on the definitive map then they should remain as permissive footpath's or not be included in the lease;*
- (f) *if the footpath's were not recorded and they were to be included in the lease then there should be conditions in the lease that ensure the school do not obstruct the footpath;*
- (g) *local resident's could also apply for the footpath's to be adopted as public rights of way;*
- (h) *the Ridgeway school extinguishment order was a separate issue and should not be considered with the notice of land transfer.*

Agreed that –

- (1) *the LAF Secretary in consultation with the Chair formally respond to Ian Gillhespy, Senior Valuation Surveyor on the notice of land transfer at Ridgeway School;*
- (2) *the LAF Secretary in consultation with the Chair formally respond to Ian Gillhespy, Senior Valuation Surveyor on the notice of land transfer at Coombe Dean.*

**Ridgeway School response**

The footpath running through the school is a legal public right of way and as such it is the local authorities obligation to maintain the footpath. It was noted that Ridgeway School had applied for an extinguishment order for this footpath in the past, however, this was considered to be a entirely separate issue by the Forum.

It was therefore agreed by the Forum that at present they had no comments to make regarding the Notice of Statutory Land Transfer at Ridgeway School but should a future extinguishment order be successful then the LAF would respond on both issues at that time.

**Coombe Dean School**

In respect of the Notice of Statutory Land Transfer at Coombe Dean School it was agreed by the Forum that when approving the lease of land the local authority should apply one of the following three proposals –

1. The footpath (in the diagram contained within the report marked blue as A – B) is understood to be the freehold of Plymouth City Council. It is felt by the Forum that the Council should therefore adopt and dedicate this footpath as a public right of way before the lease is agreed with Coombe Dean School;

2. If the Council are not prepared to dedicate the footpath as a public right of way then it was felt that the footpath should remain as a permissive footpath and be excluded from the lease with Coombe Dean School;
3. If neither of the above options are possible then the Council should include the footpath within the lease with Coombe Dean School but there should be conditions contained within the lease that prevents Coombe Dean School from obstructing the path in any way.

It was stated by the Local Access Forum that their preferred option for the lease with Coombe Dean School was proposal 1 above.

The Local Access Forum would like to request that an update on the lease's for both Ridgeway School and Coombe Dean School be provided at a future meeting. For your information the next meeting of the Forum is Monday 13 June 2011.

Yours Sincerely,

Ross Johnston  
Secretary to Plymouth Local Access Forum

**BEST ACHIEVING**  
COUNCIL OF THE YEAR



Mr R Johnston  
Secretary to Plymouth Local Access Forum  
Floor 1, Civic Centre  
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**Finance, Assets and Efficiencies**  
Department for Corporate Support

Plymouth City Council  
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[www.plymouth.gov.uk](http://www.plymouth.gov.uk)

Please ask for: Ian Gillhespy

Date 13 July

My Ref IG011et

Your Ref

Dear Mr Johnston

**Re: Notices of Statutory Land Transfer for Ridgeway School and Coombe Dean School**

Thank you for your letter of 13 April following the Plymouth Local Access Forum Members meeting of 28 March 2011. I respond to the formal advice as follows.

**Ridgeway School**

The Council proposes to exclude the public right of way from the lease to be granted to the Ridgeway Academy Trust.

**Coombe Dean School**

As a minimum the Council will follow proposal 2 in that the footpath will remain as a permissive footpath and be excluded from the lease with Coombe Dean Academy Trust.

Discussions are ongoing in relation to the adoption and dedication of the Coombe Dean School footpath as a public right of way.

I trust this response is sufficient for the Forum.

Yours sincerely

Ian Gillhespy  
Senior Valuation Surveyor (Corporate)  
Corporate Property



**BEST ACHIEVING**  
COUNCIL OF THE YEAR



Mr R Johnson  
Secretary to Plymouth Access Forum  
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[www.plymouth.gov.uk](http://www.plymouth.gov.uk)

Please ask for: Ian Gillhespy

Date 1 March 2012

My Ref IG02let

Your Ref

Dear Mr Johnston

**Re: Notices of Statutory Land Transfer for Ridgeway School and Coombe Dean School**

I write by way of update to the Plymouth Local Access Forum in relation to the above matters.

**Ridgeway School**

The Ridgeway Academy Trust have been granted a Tenancy at Will of the School site pending completion of the long term lease both of which exclude Geasons Lane and Footpath No. 2 from Moorland Road to Geasons Lane.

**Coombe Dean School**

The Coombe Dean Academy Trust have been granted a Tenancy at Will of the School site pending completion of the long term lease both of which exclude the land to the north east corner of that School site which provides a footpath linking Charnhill Way to Furzehatt Avenue.

Yours sincerely

Ian Gillhespy  
Senior Valuation Surveyor (Corporate Estates Team)  
Corporate Property

**PLYMOUTH LOCAL ACCESS FORUM**

Floor 1  
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Plymouth  
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10 April 2012

Ian Gillhespy  
Senior Valuation Surveyor (Corporate Estates Team)  
Corporate Services  
Plymouth City Council  
Civic Centre  
Floor 13  
PL1 2AA

**This letter constitutes formal advice from the Plymouth Local Access Forum. Plymouth City Council is required, in accordance with section 94(5) of the Countryside and Rights of Way Act 2000, to have regard to relevant advice from this forum in carrying out its functions.**

When calling or telephoning please ask for: **Mr Ross Johnston**

Dear Mr Gillhespy,

At the last meeting of the Local Access Forum on 12 March 2012 members discussed the updates provided on the Notice of Statutory Land Transfer for Ridgeway School and Coombe Dean School and agreed that Mr John Emery, LAF member would provide a written response and list of questions to the LAF Secretary who would then use this to formally respond to Mr Ian Gillhespy, Senior Valuation Surveyor (Corporate Estates Team).

The Forum indicated that they had no concerns with regard to the Ridgeway School update, however, there were a number of concerns raised in response to the update on Coombe Dean School.

The Forum has requested that a further written update is provided at the next meeting in June 2012 which addresses the concerns raised. It was felt that the concerns identified needed answering in order to prevent any long term problems with the footpath.

It was commented that the letter submitted to the Forum on 12 March 2012 confirming the exclusion of land from long term lease for the footpath at Coombe Dean School failed to explain:

1. The status of the footpath.
2. The designation of the footpath as a public right of way on the Definitive Map and statement or as a footpath on the Highway Register.
3. Confirmation that the footpath would remain in the ownership of Plymouth City Council.
4. How the footpath would be protected or maintained.
5. Whether the footpath would be fenced.

6. In defining the footpath what costs would be incurred and how will these costs be met and by whom.
7. Who would be responsible for the maintenance of the footpath

Yours Sincerely,

Ross Johnston  
Secretary to Plymouth Local Access Forum

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1 October 2013

Robin Pearce  
Public Rights of Way Officer  
Plymouth City Council  
Civic Centre  
Plymouth

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When calling or telephoning please ask for: **Mr Ross Johnston**

Dear Mr Pearce,

At the recent meeting of the Local Access Forum on 2 September 2013 the issue of the Jennycliff section of the South West Coast Path was discussed.

During this discussion the deterioration of the steps at Jennycliff was mentioned and the Forum noted that one of the steps leading down to the path was broken and in urgent need of repair. The Forum agreed that a broken step on this popular section of the South West Coast Path was dangerous to users and request that urgent attention is given to repairing this step.

Further to this it was mentioned that large sections of the footpath around Jennycliff were suffering from overgrown hedgerows and the path would benefit from some clearance.

The Forum therefore requests that the overgrown hedgerows are cleared and the broken step is urgently repaired with an update on these requests provided at the Forum's next meeting on 16 December 2013.

Yours Sincerely,

Ray Fairchild,  
Vice-Chair of the Plymouth Local Access Forum

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