



KINGSTON PARISH COUNCIL

Community Winter Resilience Plan 2025-26

This Community Winter Resilience Plan has been produced to complement and supplement the West Sussex County Council (WSCC) policy 'Supporting Local Community Winter Resilience 2025/6'

The Parish Council does not have a statutory duty to prepare for and deal with snow and ice, but we are in a good position to work with West Sussex County Council and draw attention to local needs and also to convey information and advice to our community. This Plan sets out to clarify what the community can expect from West Sussex County Council in respect of the public highway and what the Parish Council has put in place so that we can be better prepared to help ourselves. It is intended this Community Winter Resilience Plan will be consistent with, and form part of Kingston Parish Council's Emergency Plan and will be reviewed annually.

Main Action:

Prior to the winter season WSCC will fill salt bins at three locations along Kingston Lane, the only public highway in Kingston. Members of the public can self-help by spreading the salt across public footways and highways – this is best done as a preventative measure before snowfall or ice formation. **BUT** please note that any action by members of the public is undertaken at their own risk.

CONTACTS		
WSCC - Highways Dept.	Winter Services	Report online: https://www.westsussex.gov.uk/roads-and-travel/make-an-enquiry-or-report-a-problem-with-a-road-or-pavement/ or Tel: 01243 642105 to report emergency issues such as fallen trees blocking a road
Parish Co-ordinator	Mrs Val Knight, Parish Clerk	33 The Ridings, East Preston, BN16 2TW Tel: 01903 771922 Email: clerk@kingston-wsx-pc.gov.uk
Parish Deputy Co-ordinator	Cllr Roger Wetherell	Newcote Farm, Kingston Lane, Kingston BN16 1RP Tel: 01903 787205 Email: cllr.wetherell@kingston-wsx-pc.gov.uk
Local Contractor	Kennard Plant Gritting and Winter Services	Muntham Farm, North End, Findon, BN14 0RQ. Tel: 01903 877689 email: richard@sussexmanures.com

ROLE OF WEST SUSSEX COUNTY COUNCIL - Highways

WSCC service includes

Monitor the daily forecast provided by our weather forecast provider between October and April and take appropriate actions. Issue a Daily Decision to all interested parties via @WSHighways. Sign up here: [West Sussex Highways \(@WSHighways\) / X](#)

- Issue a trigger email in the event of a significant weather event to advise communities when to activate the Local Farmer and Contractor Agreement for WSCC funded activities.
- Arrange a pre winter top up to salt bins that have been identified through a localised audit and are **less than 75% full** before winter.
- In line with national agreed standards with the NFU and neighbouring authorities WSCC will:
 - Provide £35 per hr towards farmers/local contractor to carry out precautionary salting to local roads identified in the agreed Local Community Winter Resilience Plans as a result of a WSCC notification in advance of a significant snow event.

- Provide £35 per hr towards farmers/local contractor to clear snow as a result of a significant snow event, from local roads identified in the agreed Local Community Winter Resilience Plan and whose activities have been activated through the agreed Trigger Mechanism
- In order to take part in the “Local Farmers and Contractors Agreement” the contractor must be covered by their own Public Liability Insurance at the date they carry out the work.
- **Winter Service Network** <https://one.network/uk/westsussex> - this is the whole treatable network that WSCC will grit as a precaution for the prevention of the formation of ice, so far as is reasonably practical. **None in Kingston.**

ROLE OF KINGSTON PARISH COUNCIL

As stated in the opening paragraph, Parish Councils do not have a statutory duty to deal with snow and ice (except the area around their own property) and we do not have the resources to make a commitment to provide a snow clearing service. What we hope to do therefore is to encourage and facilitate self-help as far as possible and to liaise with other authorities and agencies. To achieve this we will take the following action:

- Establish and maintain links with key personnel of WSCC and Arun District Council
- Agree with WSCC the location of salt bins and how salt supplies will be managed/replenished
- Inform WSCC if Kingston Lane becomes severely affected/impassable (and arrange clearance by a contractor as agreed in the Local Community Winter Resilience Plan when possible)
- Nominate a Co-ordinator and Deputy Co-ordinator
- Receive the Daily Decision from WSCC and liaise with key personnel and local contacts regarding any action to be taken
- Review the Local Community Winter Resilience Plan annually

INFORMATION

Roads of concern	Kingston Lane leading to Sea Lane – the only County highway in the parish. Hazard: sharp bends and adjacent ditches
Map	See Appendix 1
Footpaths of concern	None identified to date
Existing salt bins	Three

LOCATION OF SALT BINS - WSCC will deliver salt to fill salt bins to locations identified by the Parish Council at the beginning of the winter period:

Locations are all in Kingston Lane - See Appendix 1 for Map:

Bend 1 - just south of Elm Avenue junction

Bend 2 - Newcote Farm Corner

Bend 3 - at the Peak Lane Junction

Note: The bend at to pond corner is not included as no suitable location has been identified.

VOLUNTEERS: will keep an eye on the level of salt in the salt bins. Salt spreading may be carried out on a ‘self-help’ basis by members of the community at their own risk.

Two residents have come forward to register as a volunteer with responsibility for keeping a general eye on the salt bins and letting the Parish Council know if there are any problems or the salt need replenishing. This Council would like to recruit additional volunteers. The volunteer list is maintained by the Parish Co-ordinator – See APPENDIX 2. There may be a facility for Volunteers to work under WSCC insurance if they undergo training – BUT this does not currently apply to spreading salt on the public highway so is not applicable to roads in Kingston.

KINGSTON LANE/SEA LANE - SNOW PLOUGH CLEARANCE AND GRITTING

The Parish Council will use a contractor in accordance with the WSCC guidance for Local Roads not covered by the WSCC Priority 1, 2 and 3 Precautionary Salting Routes

- See Map at APPENDIX 1
- The local contractor that the Parish Council will use is:

Kennard Plant Gritting and Winter Services,
Sussex Manures, Muntham Farm, North End, Findon, West Sussex BN14 0RQ
Tel: 01903 877689 email: richard@sussexmanures.com web: <http://www.sussexmanures.com/>

RISK ASSESSMENT

Volunteers/self-help Members of the public should be aware that they spread salt on the footway and highway at their own risk. Always Undertake a dynamic risk assessment each time you spread salt. The risks associated with spreading salt and clearing snow, include:

1. Risk from oncoming traffic
2. Risk of slipping on ice
3. Risk of overexertion
4. Risk of injury to others

Precautions to be taken include:

1. Wear suitable clothing and footwear: a high visibility vest/jacket, warm gloves, sturdy non slip waterproof footwear and warm clothing.
2. Equip yourself with a snow shovel and a fully charged mobile phone.
3. If you are working alone, always contact someone when starting and finishing
4. Take care not to injure or overexert yourself
5. Check the roads are clear of traffic and pedestrians
6. Make sure a supply of salt is accessible
7. Be aware of other people around you as you work, to avoid injury
8. Pay particular attention to steps and steep slopes
9. Spread salt/grit evenly and at appropriate spread rates.
10. Avoid applying salt to plants or grass
11. It is easier to clear fresh snow, so make a start before it becomes compacted, if safe to do so

GOVERNMENT GUIDANCE FOR THE PUBLIC: THE SNOW CODE

All volunteers and residents should be aware of the government snow clearance advice <https://www.gov.uk/clear-snow-road-path-cycleway> and other advice on preparing for Winter published on the County website <https://www.westsussex.gov.uk/fire-emergencies-and-crime/dealing-with-extreme-weather/heavy-snow-and-ice/>

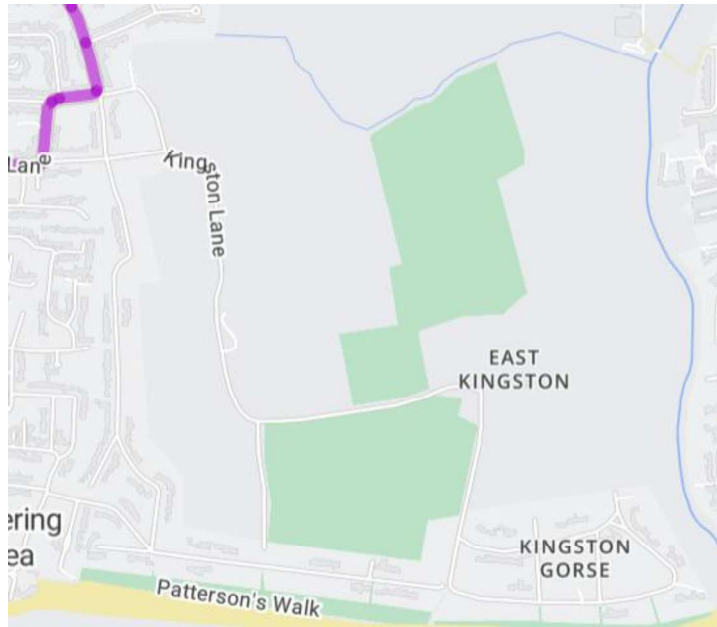
USEFUL INFORMATION FOR RESIDENTS

1. Refer to our Kingston Parish Emergency Plan for help in an emergency. This includes information on: emergency rest centres and contact numbers for essential service suppliers. There is a link on our website homepage: <https://kingston-wsx-pc.gov.uk/>
2. Sign up to the British Red Cross app to find out about the help available in an emergency <https://www.redcross.org.uk/get-help/prepare-for-emergencies/free-emergency-apps>
3. Find out about keeping warm this winter and getting your flu jab <https://www.westsussex.gov.uk/fire-emergencies-and-crime/dealing-with-extreme-weather/heavy-snow-and-ice/>

APPENDIX 1

Kingston Parish – Kingston Lane:

1. WSCC Winter Service Network and the Resilient Winter Network – No routes in Kingston



2. Local Roads - The Parish Council will use a contractor in accordance with the WSCC guidance for Local Roads not covered by the WSCC Networks as shown on map below in item 3: Kingston Lane from the junction with North Lane to the entrance to Kingston Gorse Estate via Sea Lane.

3. Salt/Grit Bin sites:

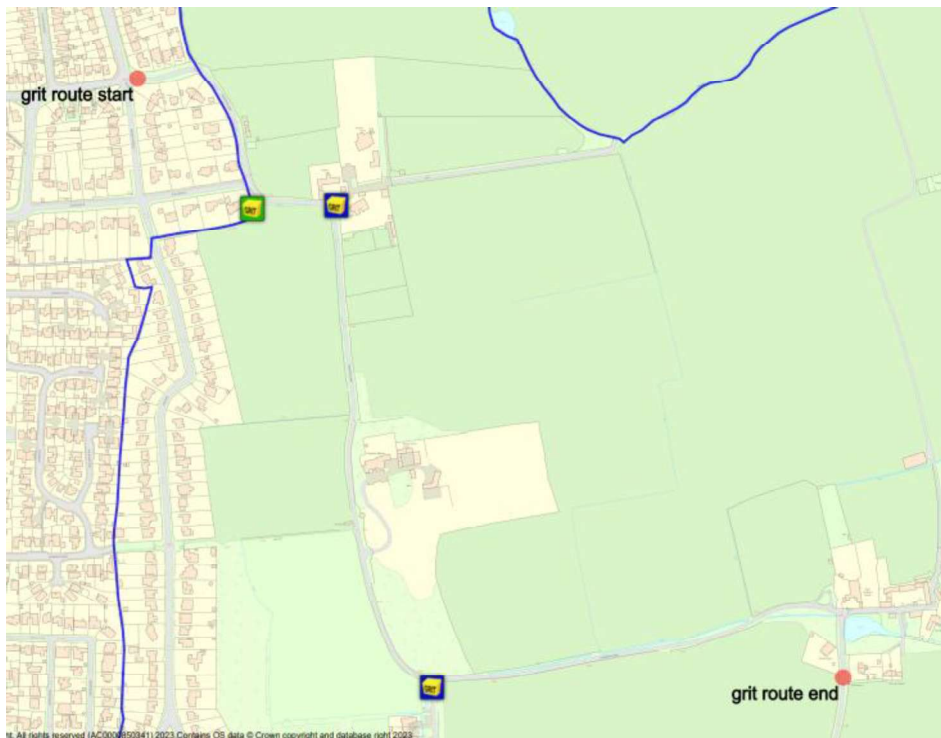
Bend 1 - just south of Elm Avenue junction

Bend 2 - West Kingston Barn corner

Bend 3 – at the Peak Lane Junction (south side of road if possible – for safety reasons)

Map showing salt/grit bins and Kingston Lane/Sea Lane parish gritting route:

Red dots indicate start and end of route parish gritting route



Kingston Parish Council: Local Community Winter Resilience Plan**VOLUNTEERS**

Currently two residents have come forward to register as regular volunteers with responsibility for keeping a general eye on the salt bins and letting the Parish Council know if there are any problems or the salt need replenishing. Volunteers may benefit from the County training if they choose to do so.

VOLUNTEER LIST	
Cllr Roger Wetherell	Newcote Farm, Kingston Lane, Kingston BN16 1RP Email: cllr.wetherell@kingston-wsx-pc.gov.uk <i>Note: Will keep an eye on Bends 1 & 2, Kingston Lane</i>
Mr Keith Buckenham	Peak Lane, Kingston BN16 1RN Email: cllr.buckingham@kingston-wsx-pc.gov.uk <i>Note: Will keep an eye on Bend 3, Kingston Lane</i>

INSURANCE (not currently applicable to spreading salt on the highway)

NOTE – this does not currently apply to Kingston volunteers because cover is not available for spreading salt on the highway.

Mrs Val Knight
Clerk to Kingston Parish Council

Date: 16th October, 2025