



North Horsham Parish Council

OPEN SPACES POLICY

POLICY STATEMENT

It is the Policy of North Horsham Parish Council to protect all open space owned by the Parish Council and ensure a safe and well managed environment for all users.

KEY PRINCIPLES

The Parish Council:

- Recognises that the provision of open space and their design and layout are important for play and recreation and are important in contributing to the quality of the environment
- Will build into the Council's Risk Assessment procedures clear processes for the management of Parish Council owned Open Spaces, including play equipment and trees
- Provide and maintain safe and healthy working conditions, equipment and systems of work for all employees and the Council's contractors
- Provide such information, training and supervision, as they need for this purpose
- Give a high level of commitment to health and safety and will comply with all statutory requirements.

WHO DOES THE POLICY APPLY TO

The Policy applies to all users of Parish Council owned Open Spaces, employees and Councillors of North Horsham Parish Council and Council contractors.

1. AREAS OF OPEN RECREATIONAL SPACE

1.1. Open Spaces

- Amberley Close Open Space
- Birches Road Open Space
- Earles Meadow
- Holbrook Tythe Barn Open Space

1.2. Play Areas

- Amberley Close Play Area
- Birches Road Play Area
- Earles Meadow Play Area
- Holbrook Tythe Barn Play Area
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1.3. Allotment Sites

- Amberley Close Allotment Site
- Harwood Road Allotment Site

1.4. Other areas of Open Space

- Land at Chennells Brook – part of
- North Heath Hall – rear garden
- Roffey Corner – part of

2. PROHIBITIONS ON THE USE OF OPEN SPACES AND PLAY AREAS

2.1. The Parish Council seeks to protect the physical environment of the Open Spaces, the wildlife and the public by putting into place, prohibitions on activities, which may cause damage to the Open Spaces and the public.

2.2. The following activities are prohibited, unless the permission of the Parish Council has been obtained in writing:

- The removal of any barrier, post, seat or any other item provided for use on the Open Spaces and Play Areas or for the maintenance of them
- The erection of any barrier, post, ride, swing or any other structure
- The removal of any plants, trees or soil from the Open Spaces
- The killing, injuring, taking or disturbing of any animal; and no person shall engage in hunting, shooting or the setting of traps or the laying of snares
- The turning out of or permitting any animal to graze on the Open Spaces
- The erection of a tent or the use of a vehicle, caravan or other structure for the purpose of camping
- The lighting of fires or the disposal of a match or any other thing likely to cause a fire
- The use of fireworks or other pyrotechnic devices
- Engaging in the sport of archery
- The throwing of or the striking of a hard cricket ball with or without a bat

- The playing of golf, including the driving, chipping or pitching of a hard golf ball
- The holding of any event, be it charitable, commercial or private, without seeking the consent of the Parish Council beforehand
- That there be no driving or other use of any motor vehicle, motorcycle or other mechanically propelled vehicle
- The depositing or dumping of litter or other waste materials of any description
- Metal detecting unless it is part of an archaeological dig in which case applications for permission must be made in writing to the Parish Council
- The flying of drones and model airplanes.

3. DAMAGE TO OPEN SPACES

- 3.1.** Any damage or faults to items on the Open Spaces or any other related issues should be reported as soon as reasonably practicable to the Parish Office at Roffey Millennium Hall.

4. PLAY AREAS

- 4.1.** The Parish Council seeks to provide Play Areas to a high standard which offer a wide range of enjoyable and stimulating play opportunities to all children visiting the Play Areas.
- 4.2.** All Parish Council owned Play areas are inspected as follows:
- October to March –once a week – by visual and basic operational inspection
 - April to September – twice a week - by visual and basic operational inspection
 - June of each year – by the Royal Society for the Prevention of Accidents (RoSPA) – full operational inspection
- 4.3.** Gates into the Play Areas should be kept shut at all times.
- 4.4.** Dogs, with the exception of assistance dogs, are not permitted in any of the Play Areas.
- 4.5.** The play equipment provided by the Parish Council is suitable for children up to the age of 14 years. Users and visitors to the Play Areas can obtain more specific information on the various facilities available, by contacting the Parish Office at Roffey Millennium Hall.
- 4.6.** The safety of children whilst using and visiting the Play Areas is the responsibility of the child's parent, guardian or carer.
- 4.7.** Any damage or faults with the play equipment, fencing, gates or other items in the Play Areas; or any other related issues should be reported as soon as reasonably practicable to the Parish Office at Roffey Millennium Hall.

5. ALLOTMENT SITES

- 5.1.** The Allotment site at **Amberley Close** is owned and managed by the Parish Council; to which separate conditions apply. Further details can be obtained by contacting the Parish Office at Roffey Millennium Hall.
- 5.2.** The Allotment site at **Harwood Road** is owned by West Sussex County Council and managed by the Harwood Road Allotment Association. Further details can be obtained by contacting the Parish Office at Roffey Millennium Hall.

6. OTHER AREAS OF OPEN SPACE – SPECIFIC AREAS

- 6.1.** The land alongside **Chennells Brook** owned by the Parish Council forms part of the wider Riverside Walk network.

Users of this area should take care at times of heavy rain or snow and walk on the tarmac path, so as to avoid injury by slipping down the bank into the water.

The Parish Council would encourage cyclists using the path to dismount when using this area of the Walk.

7. DATE OF REVIEW

- 7.1** This Policy will be reviewed by the Property Committee every 2 years for recommendation to the Parish Council to adopt. The next scheduled review is due in August **2026**.