

Mr Peregrine Eastaugh
33 Ruston Park
Rustington
Littlehampton
West Sussex
BN16 2AD

11th July 2018

Our Reference: 2479153

Dear Mr Eastaugh

Re - Requesting Permission for Vehicle Cross Over, VCO Pack Enc.

If you are going to construct any form of hard landscaping in your front garden (for example a vehicle hard standing) you will need to contact your Local District or Borough Council to check if planning permission is required. You will also need to check if planning permission is required for a new, or to widen an existing, "vehicle access" (the part of a driveway across the pavement or verge). These are separate matters, although they can usually be included within one planning application.

A contact telephone number for District & Borough Council's has been attached to this letter to assist you. In addition to planning permission, you will also need highway consent from us (West Sussex County Council). The highway 'Consent' gives your builder or contractor the necessary authority to carry out the work on the highway and to the required specification. This consent is obtained from us by your chosen builder or contractor.

There are various safety regulations associated with working on the public highway. We therefore need to check that your contractor has the necessary insurance cover and can comply with requirements listed on the attached specification. The contractors listed in the accompanying list all have the necessary level of Public Liability Insurance cover and technical requirements.

However, there are other contractors, listed in publications such as the Yellow Pages and other directories, who may also hold the necessary insurance cover and qualifications. The local authority cannot make recommendations about contractors, but you are strongly advised to obtain at least three quotations before committing to any work.

Once you have decided which contractor to use, you will need to give them the attached specification form (titled 'Contractor's Information for Construction of Vehicle Crossover').

Your contractor will then need to email us at: highways.licencing@westsussex.gov.uk to request an application form for permission to construct the vehicle access.

West Sussex County Council will invoice your contractor directly, please check our website as current VCO Licence fee will apply. Subject to approval and receipt of payment, the Highways Licencing Team will issue the licence directly to your contractor.

Please Note: Licence costs are subject to an increase as of 1st of April each new financial year, please check dates in which licence has been issued for the current price.

If you have any queries, please do not hesitate to contact me via our Contact Centre on 01243 642105. However, please be aware that since my duties involve me being out of the office for much of the day, I may not be available when you call. In which case, please talk to one of our Customer Service Officers, or leave a message and I will endeavour to get in touch with you as soon as possible.

Yours sincerely



Matt Southern
Highways Steward
West Sussex County Council Highways

Enc: Site Spec, Standard VCO Spec and Contractors List.



Enquiry No. 2479153

West Sussex Highways
County Hall North
Chart Way
Horsham
West Sussex
RH12 1YA

Contractors' Information for Construction of Vehicle Crossover

Name of householder:	PEREGRINE EASTAUGH
Address:	33 RUSTON PARK, RUSTINGTON..

- All work is to be carried out in accordance with WSCC Standard detail for Vehicle Crossover to drawing KWS19D and the provisions detailed in the Requirements, Specification and Workmanship for Vehicle Accesses and Footway Crossings VCO/10/10
- The above mentioned standard detail and additional requirements should be attached to this form, but if either is missing, it is the Contractor's responsibility to obtain a copy from the West Sussex County Council's Highways Office

Specific Requirements in addition to standard detail

- | | |
|--|---|
| ☐ Heavy Vehicle Specification | ☐ Kerb upstand if not 20mm..... |
| ☐ Re-use existing kerbs | ☐ Use granite setts in lieu of kerbs |

Other:

I can allow an extension the the existing VCO at this address

The crossing can be extended by another 1.8m (2 Kerbs)

The extension should be concrete tied into existing.

As per W.S.C.C specifications.

Date Issued: 11/07/2018

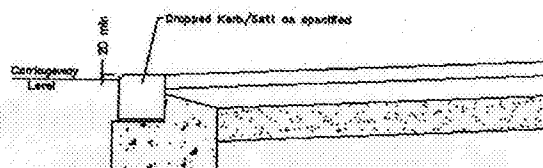
Highway Office Matt Southern

THIS SPECIFICATION EXPIRES AFTER 6 MONTHS FROM THE DATE ISSUED AND
MUST BE ATTACHED TO THE CONTRACTOR'S CONSENT APPLICATION

Requirements, Specification and Information for the Construction of Vehicular Accesses

- Your company must hold public liability insurance to a minimum value of £10,000,000 for any one event. A copy of the insurance certificate is required to be attached to your application for consent to construct the vehicle access.
- At least one operative needs to remain on site during the works who is accredited under NRSWA (Operatives Course units 001 to 007) and proof of the qualification will be required before the consent form is issued. Proof of accreditation must be held on site for inspection by the Highway Officer; failure to produce may result in the site being closed down.
- You will be responsible for the rectification of any defects with the new construction for a period of 1 year dated from the completion date of the construction. You will also be responsible for the rectification of subsequently uncovered latent defects and specification non-compliance for a period of 6 years from the date of completion. All defects and breaches of specification shall be rectified by the contractor within 28 days of notification.
- Each stage of construction must be made available for inspection, and if any underground cables, pipes or mains are uncovered, you must inform the Highway Officer who will need to make an additional inspection. Failure to make construction stages available for inspection may result in the entire works being rejected.
- Material delivery tickets must be made available to the Highway Officer upon request, indicating the time batched, and the grade of materials.
- New kerbs shall be used conforming to BS EN 1340 unless otherwise specified in "special requirements". New concrete bed and backing must also be used complying with the requirements of ST1 or greater.
- Where a crossing is over a verge or other area requiring lateral restraint, precast concrete edging to BS EN 1340 shall be used on a 75mm minimum ST1 concrete bed. Bull Nose edgings are not permitted and the top face of the edging shall be laid flush with the adjacent new construction.
- Where a drainage ditch has to be crossed by the vehicular access, a culvert shall be formed with the dimensions and type approved by the Environment Agency and the Highway Manager. Details of the design must be submitted to the Area Office for approval.
- Hot Rolled Asphalt shall conform to BS EN 13108-4 and have aggregate to match as close as possible with the adjacent footway areas. Please note that many footways in West Sussex have gravel aggregate, where this is the adjacent material, the new HRA is specified as HRA 30/10F bitumen range 160/220. Binder courses shall be close dense AC 20mm complying with BS EN 13108-1 and have a bitumen grade range 160/220.
- The above list of specification requirements will cover most circumstances, however, if in doubt, the precise requirements of the Highway Officer must be ascertained prior to commencing work. The above specifications do not relate to highway construction subject to a s38/278 Road Agreement.
- It is necessary for the contractor to inform and obtain consents from statutory undertakers in accordance with the NRSWA Act 1991. If you experience difficulty in obtaining telephone numbers, please contact the Area Office. Contractors should note that failure to comply with this requirement may have serious Health & Safety and financial implications. Licence details may be copied to the Statutory Undertakers for information.
- The existing longitudinal fall of the footway immediately adjacent to the private property frontage must be maintained at all times

Flexible Footway Crossing



Note
Light vehicle construction to be used unless otherwise specified.

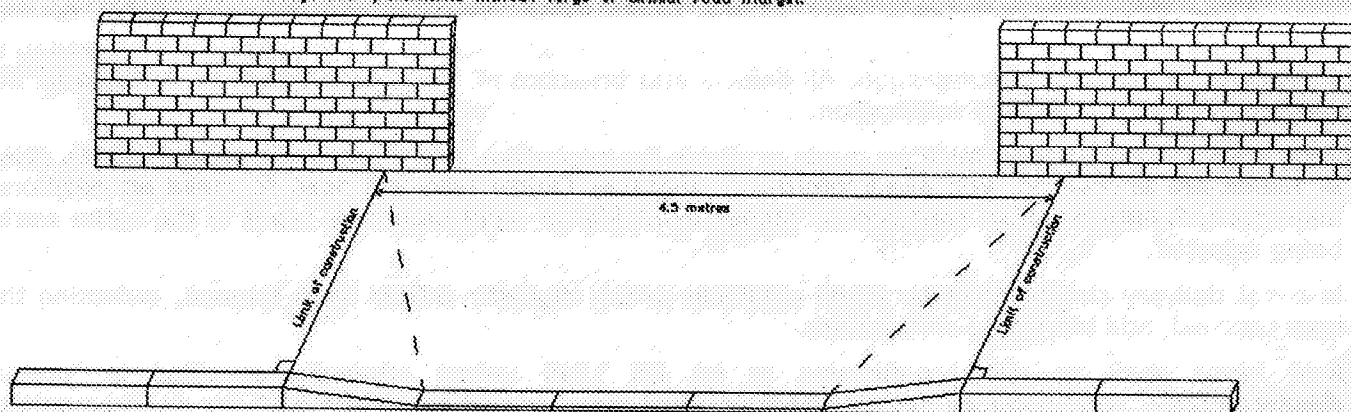
Light Vehicles

40 Surface Course - H.R.A. to Cl. 11055
80 D.B.M. Binder Course - D.B.M. to Cl. 906
150 Type 1 Sub-Base to Cl. 803

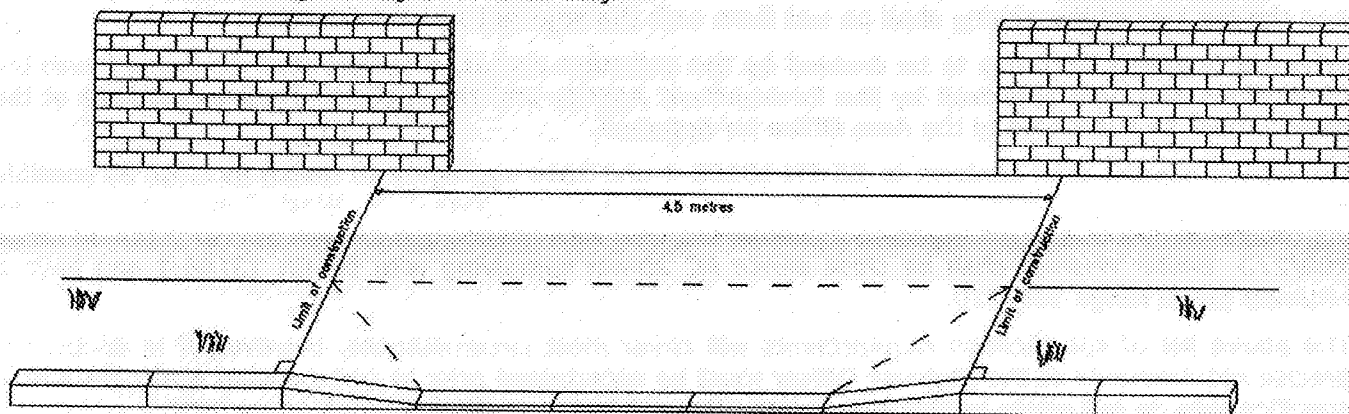
Heavy Vehicles

40 Surface Course - H.R.A. to Cl. 11055
80 D.B.M. Binder Course - D.B.M. to Cl. 906
200 D.B.M. Base Course - D.B.M. to Cl. 903
150 Type 1 Sub-Base to Cl. 803

To be used for crossings over pavements without verge or similar road margin.



To be used for crossings with verges or similar road margin.



NOTES

Drawn: S.Meachim	✓	For comment
Chkd: B.Candy		For tender
Appd:		For construction
Date: 11/09/2010		As constructed

File ref: H:\Southern\Engineering\AutoCAD
RWP Ref:

Original Drawing Size: A4

Scale: not to scale Dimensions:

Project Name

Drawing Title

Highway Construction Details
Typical Footway Crossing

Drawing No

KWS19

Rev

D

Original drawing

11/09/2010

Rev

Revision details

Chkd

Appd

Date

Director Operations Infrastructure

County Hall,

West Street

Chichester

West Sussex

PO19 1RH

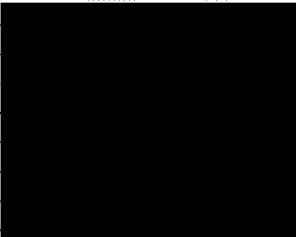
(01243) 642105



**west
sussex
county
council**

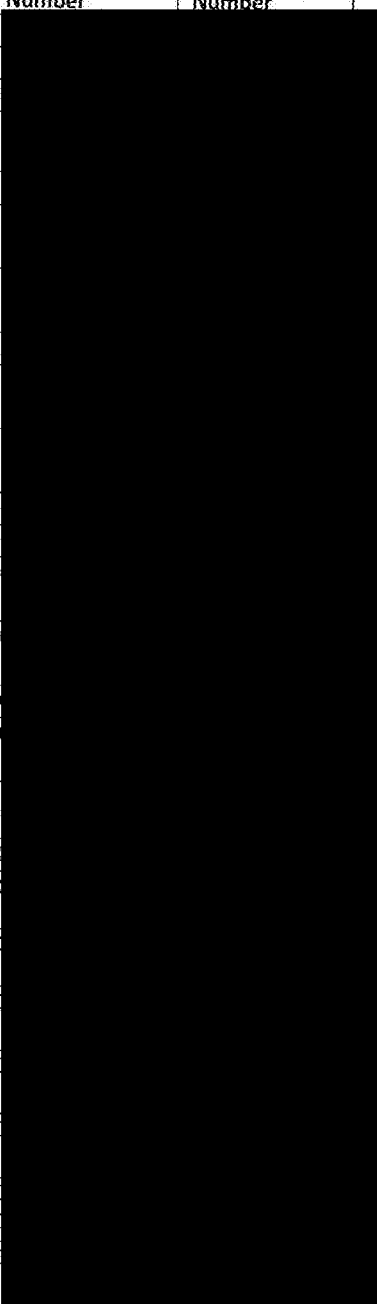
REPRODUCED FROM 2007 ORDNANCE SURVEY
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REPRODUCTION INFRINGES CROWN COPYRIGHT
AND MAY LEAD TO PROSECUTION OR CIVIL
PROCEEDINGS. LICENCE No. V.S.C.C. J00018485

PLANNING AUTHORITIES

Adur DC		When calling ask for the Planning Department
Arun DC		
Crawley BC		
Horsham DC		
Mid Sussex DC		
Worthing BC		
West Sussex Highways		

Vehicle Access Contractors

Please note that you are advised to obtain at least three written quotations. Whilst we cannot recommend any particular contractor, below is a list of contractors who we know meet our minimum Public Liability insurance requirements and New Roads and Street Works Act qualification standards. However there are other contractors, which are listed in publications, such as Yellow Pages and the local Press, who also may meet these standards. This list is in alphabetical order only and suggests no recommendation by WSCC as to price or quality.

Contractor	Address	Telephone Number	Mobile Number
A&M Paving	72 Haynes Road, Worthing BN14 7LA		
A C Farley	26 Kempshott Road, Horsham RH12 2EY		
All Driveways	9 Ullswater Road, Sompting, Lancing BN15 9UF		
Ayres & Son (Southern) Ltd.	76 Durrington Lane, Worthing, BN13 2QU (ayresandson@live.com)		
CSL Concise Surfacing Ltd.	55 Gloster Drive, Pagham, Bognor PO21 3JN		
Drivepoint Construction Ltd.	Westwood Business Centre, Ditchling Common, Hassocks BN6 5SG		
Edburton Contractors Ltd.	Truleigh Manor Farm, Edburton Road, Henfield BN5 9LL		
Gilbert Driveways	27 Shardeloes Road, Angmering BN16 4LD		
JD Groundworks Ltd.	59 Cuckmere Crescent, Gossops Green, CRAWLEY RH11 8DJ (info@jdgroundworkssoutheastltd.com)		
James Hennessy Construction Ltd	The Old Brickyard, Elsted Marsh, Midhurst, GU29 0JT (hennessyconst@btconnect.com)		
Kenyon Driveways	2 Tilbury Way, Brighton BN2 2QU		
Langshott Landscapes Ltd.	66 Crescent Way, Horley , Surrey, RH6 7LL		
Landmark Paving Company Ltd	Crofters, Rock Road, Washington , RH20 3BQ		
M Thomas & Son Tarmac Contractors	38 Durrington Lane, Worthing BN13 2QU		
Maguire Contractors Ltd.	35 Broome Close, Horsham RH12 5XG		
Nu-Drives	Woodlands, 2 Peregrine Road, Littlehampton BN17 6DT		
Paul Watts Groundworks	13 Lavington Close, Ifield, Crawley RH11 0HX (paulwattsgroundworks@hotmail.co.uk)		
PH Construction	5 Camber Close, Pound Hill, Crawley RH10 7DQ		
PSM Building Services Ltd.	The Orchard, Birdham Road, Chichester PO20 7EQ (psmservices@btconnect.com)		
ROSSCO Contractors	85 Salisbury Road, Crawley RH10 5LU (rosscocontractors@gmail.com)		
Southdown Contractors	Southdown Cottage, Langley Walk, Langley Green, Crawley RH11 7LW		
Tidey & Webb	Greenacres, Broomers Corner, Shipley, Horsham RH13 8PX		
TT Construction	Toddington Farm Cottages, Toddington Lane, Littlehampton BN17 7PN		
Vintage Driveways Ltd.	Caldyne Park, Wallage Lane, Rowfant, Crawley, RH10 4NQ (info@vintagedriveways.co.uk)		
West Sussex Driveways	April Cottage, 8 Pentland Road, Worthing BN13 2PP		