

HASSOCKS PARISH COUNCIL

You are summoned to a meeting of the **Parish Council** on 14th March 2017
at 7.30 pm in the Council Chamber, Parish Centre, Adastra Park, Hassocks.

Parish Clerk

AGENDA

1. **APOLOGIES**

- 1.1 To Accept Apologies for Absence.

2. **DECLARATIONS OF INTEREST**

- 2.1 Disclosure by Councillors of personal interests in matters on the agenda, and whether the Councillor regards their interest as prejudicial under the terms of the Code of Conduct.

3. **MINUTES**

- 3.1 To accept the minutes of the:

Parish Council Extraordinary meeting 19th December 2016 (amended minutes previously circulated)

Parish Council meeting held on 14th February 2017.

4. **PUBLIC PARTICIPATION**

*Up to fifteen minutes will be available to allow for the public to make representations, answer questions or give evidence **in respect of any item of business included in the agenda**, in accordance with Standing Orders.*

5. **MINUTES**

To accept the following Minutes

- 5.1 **Grounds & Environment Committee** –27th February 2017 (For noting only)

- 5.2 **Planning Committee** – 13th February 2017

6. **FINANCE**

- 6.1 To approve the Financial Report and authorise the list of payments for the period ending 31st January 2017 set out in (**Appendix 1.**)

7. REPORTS

- 7.1 Police Report
- 7.2 District Councillors' Report
- 7.3 County Councillor Report
- 7.4 Rail Matters (oral report, Leslie Campbell)
- 7.5 Youth Initiatives (oral report Justine Fisher)
- 7.6 Report from Councillors on meetings of outside bodies where the Council is represented.
- 7.7 Update on Cabinet Members & Parish/Town Council meeting – Burgess Hill Transportation.

8. CHAIRMAN'S REPORT

- 8.1 Current matters (oral report)

9. CLERK'S REPORT

9.1 COMMITTEE MEMBERSHIP

Following the co-option of Cllr Georgia Cheshire, Council may wish to review and alter its Committees memberships as necessary.

Council is requested to determine this matter.

9.2 LIGHT UP HASSOCKS ROAD CLOSURE

Members are requested to consider the draft Road closure order for Keymer Road, Orion Parade, Grand Avenue, Dale Avenue and Parklands Road on 1st December 2017 (**Appendix2**) and indicate whether they wish the clerk to submit any representations on behalf of the Council.

9.3 BUS SHELTERS ON LONDON ROAD

Grounds & Environment Members considered a report regarding the arrangement for the monthly cleaning of the two bus shelters together with the option to consider planning for the replacement of the two shelters over the next two years (G & E report and minutes produced as (**Appendix 3**))

G & E Members RESOLVED to RECOMMEND to full Council that funding is agreed for the replacement of two bus shelters located at the bus stop on the west of London Road just north of Stonepound crossroads, and the other on the east of London Road just south of Little Copse Road. Full costings and details to be presented to Full Council.

Of the two shelters the one located on the east of London Road just south of Little Copse Road has been a target for vandalism including the lighting of a small fire in the last year.

We have now received detailed quotes from our existing supplier which are set out in (**Appendix 4**) and are based on the 'Hassocks' and 'Rettenden' design shelters. Due to the location of the sites additional groundworks would be required to enable the proposed shelters to be installed which has been included within the quotes.

| Shelter design | Location | Cost (Excluding Vat) | Quantity |
|-----------------|-----------------------|----------------------|----------|
| Hassocks style | Stone Pound (A) | £9,637.50 | 1 |
| Rettenden style | Stone Pound (A) | £10,437.50 | 1 |
| Hassocks style | Little Copse Road (B) | £8,837.50 | 1 |
| Rettenden style | Little Copse Road (B) | £9,637.50 | 1 |

Option: 1

| Hassocks Style | Cost (Excluding Vat) |
|-----------------------|----------------------|
| Stone Pound only (A) | £9,637.50 |
| Little Copse only (B) | £8,837.50 |
| Replace both (A & B) | £18,475.00 |

Option: 2

| Rettenden Style | Cost (Excluding Vat) |
|-----------------------|----------------------|
| Stone Pound only (A) | £10,437.50 |
| Little Copse only (B) | £9,637.50 |
| Replace both (A & B) | £20,075.00 |

Option: 3

Alternatively Members may choose a combination of the above shelters or request officers to explore alternative suppliers / designs.

OR

Option: 4

Defer installation of one or both shelters to enable the Council to establish whether they are able to access other funding streams to finance the replacement programme.

Members are requested to consider the above options taking into account the officer's report received by G & E (**Appendix 3**). At present no budgetary provision has been allocated therefore any replacement would have to be met from capital whereas any repair would be funded from revenue expenditure.

10. **Urgent Matters** at the discretion of the Chairman for noting and/or inclusion on a future agenda.

FILMING, RECORDING OF COUNCIL MEETINGS AND USE OF SOCIAL MEDIA

During this meeting members of the public may film or record the Committee and officers from the public area only providing it does not disrupt the meeting. The Confidential section of the

Parish Clerk Ian Cumberworth, Parish Centre, Adastra Park, Keymer Road, Hassocks BN6 8QH
Tel: 01273 842714, email: info@hassocks-pc.gov.uk

meeting may not be filmed or recorded. If a member of the public objects to being recorded, the person(s) filming must stop doing so until that member of the public has finished speaking. The use of social media is permitted but members of the public are requested to switch their mobile devices to silent for the duration of the meeting

Please Note

All members of the public are welcome to attend meetings of the Parish Council and its Committees.

Item 4 – a period of 15 minutes will be set aside for the public statements and questions relating to the published non-confidential business of the Meeting.

It may be necessary to consider particular items in confidential session and where this arises, these items will be considered at the end of the agenda

| Hassocks Parish Council | | | | | |
|--|-----------------------------|---|-----------------|--------------------------------|--|
| List of Payments made 1/1/17 to 31/1/17 | | | | | |
| Date Paid | Payee Name | Reference | Amt Paid | Transaction Detail | |
| 03/01/2017 | Standen's of Ditchling Ltd | 5243 | 624.00 | Built step Memorial Gardens | |
| 03/01/2017 | Parker Building Supplies | 5244 | 43.20 | MOT N. Field car park repairs | |
| 03/01/2017 | Rob Eager- Rooted Gdn | 5245 | 375.00 | Burial Ground Maintenance | |
| 03/01/2017 | Biffa Waste Services Ltd | 5246 | 450.66 | Biffa Waste 19/11/16-23/12/16 | |
| 03/01/2017 | Easy Space | 5247 | 76.09 | EasySpace Mailbox Yearly fee | |
| 03/01/2017 | Mid Sussex District Council | D/D | 726.00 | Business Rates Jan 16 | |
| 03/01/2017 | British Telecom | D/D | 452.32 | P/O Phone to Dec16 | |
| 06/01/2017 | KCS Professional Services | 5249 | 201.91 | Photocopier Contract Oct-Dec | |
| 06/01/2017 | Mark Mulberry | 5250 | 108.00 | Payroll Services Oct-Dec 2016 | |
| 06/01/2017 | Jane Barker (reimburse) | 5251 | 57.45 | Hospitality - reimburse | |
| 20/01/2017 | HMRC/PAYE | 5252 | 2009.37 | PAYE/NI January 17 | |
| 13/01/2017 | Salaries | 5248, 5253, 5254, 5255, 5256, 5257, 5280 | 6594.39 | Salaries | |
| 09/01/2017 | Barclays Bank | D/D | 37.08 | Bank Charges 14.11-12.12.16 | |
| 10/01/2017 | James Wilson Tree Care | 5258 | 550.00 | Tree Work Adastra Park Inv0117 | |
| 10/01/2017 | Foster Playscapes Ltd | 5259 | 84.00 | Adastra Safety Inspect Nov/Dec | |
| 12/01/2017 | Shredded Neat | 5260 | 18.00 | Shredding | |
| 12/01/2017 | Rialtus Business Support | 5261 | 237.60 | Annual Support-financeSoftware | |
| 17/01/2017 | Close Invoice Finance/TSS | 5262 | 114.66 | Pavilion Legionella - Jan | |
| 16/01/2017 | SSALC Ltd | 5263 | 81.00 | LCR Magazine Subs 17/18 | |
| 16/01/2017 | Void Cheques | 5264, 5266, 5272 | 0.00 | Void Cheques | |
| 16/01/2017 | Trigger Solutions | 5265 | 48.00 | Website amendments | |
| 16/01/2017 | edf energy | 5267 | 920.15 | Pav Elec 30.6.16-12.1.17 | |
| 16/01/2017 | Merlin Lighting Ltd | 5268 | 1920.00 | Xmas Lights - 2nd installment | |
| 16/01/2017 | Barcombe Landscapes Ltd | 5269 | 1992.90 | B/G & Adastra Grounds Maint | |
| 16/01/2017 | Dowsettmayhew Planning | 5270 | 4811.40 | NP Consultation/Representation | |
| 16/01/2017 | Foster Playscapes Ltd | 5271 | 42.00 | Re-issue May Safety Inspection | |
| 17/01/2017 | British Telecom | D/D | 4.80 | Phone Bill adjustment | |
| 20/01/2017 | Barclays Bank | D/D | 25.00 | Cancelled chq fees | |
| 20/01/2017 | British Gas | D/D | 157.94 | P/O Gas Sept-3 Jan17 | |
| 23/01/2017 | Shredded Neat | 5273 | 6.00 | Shredding - Parish Office | |
| 23/01/2017 | G Jeffcott | 5274 | 35.00 | Radiator bleed/Fire door clean | |
| 23/01/2017 | Solway Direct | 5275 | 366.00 | Bench for children's playpark | |
| 23/01/2017 | Petty cash | 5276 | 91.58 | Top Up Petty cash | |
| 23/01/2017 | Biffa Waste Services Ltd | 5277 | 360.53 | WasteCollection 24.12.16-20.17 | |
| 24/01/2017 | Viking | 5278 | 99.92 | Office supplies | |
| 25/01/2017 | edf energy | D/D | 96.71 | P/O elec 11..11.16-9.1.17 | |
| 30/01/2017 | Bee Cleen (Southern) Ltd | 5281 | 216.00 | Pavilion Cleaning Jan 17 | |
| | | Total | 24034.66 | | |

Date: 14/02/2017

Hassocks Parish Council New 2016/17

Time: 13:51

Receipts and Payments Summary - Cashbook 1

Current Bank A/C 2114

| | <u>Receipt Totals</u> | <u>Payment Totals</u> | |
|---------------------------|-----------------------|-----------------------|-----------------------|
| Total Year to Date | 238,397.68 | | |
| Total Year to Date | | 233,306.15 | |
| Total Receipts / Payments | 238,397.68 | 233,306.15 | Closing Trial Balance |
| Opening Balance | 21,300.61 | | |
| Closing Balance | | 26,392.14 | 26,392.14 |
| | <u>259,698.29</u> | <u>259,698.29</u> | |

Date: 14/02/2017

Hassocks Parish Council New 2016/17

Summary Bank Reconciliation Statement as at
14/02/2017 for Cashbook 1 –
Current Bank A/C 2114

| <u>Bank Statement Account Name (s)</u> | <u>Statement Date</u> | <u>Page No</u> | <u>Balances</u> |
|--|-----------------------|-----------------------------|------------------|
| Current Bank A/C 2114 | 31/01/2017 | 448 | 30,685.78 |
| | | | <u>30,685.78</u> |
| Unpresented Cheques (Minus) | | | 4,293.64 |
| Receipts not Banked/Cleared (Plus) | | | 0.00 |
| | | | <u>26,392.14</u> |
| | | Balance per Cash Book is :- | 26,392.14 |
| | | <u>Difference is :-</u> | <u>0.00</u> |

Date: 14/02/2017

Hassocks Parish Council New 2016/17

Time: 14:25

Receipts and Payments Summary - Cashbook 2

Tracker A/C 3548

| | <u>Receipt Totals</u> | <u>Payment Totals</u> | |
|---------------------------|-----------------------|-----------------------|-----------------------|
| Total Year to Date | 183,167.21 | | |
| Total Year to Date | | 200,000.00 | |
| Total Receipts / Payments | 183,167.21 | 200,000.00 | Closing Trial Balance |
| Opening Balance | 421,293.67 | | |
| Closing Balance | | 404,460.88 | 404,460.88 |
| | <u>604,460.88</u> | <u>604,460.88</u> | |

LIGHT UP HASSOCKS

**LOCAL GOVERNMENT ACT 1972, SECTION 180
TOWN POLICE CLAUSES ACT 1847, SECTION 21**

MID SUSSEX DISTRICT COUNCIL (TEMPORARY PROHIBITION OF TRAFFIC ORDER) 2017

NOTICE IS HEREBY GIVEN that the Mid Sussex District Council, in pursuance of their powers under the above Acts have ordered and directed that, as:

| | |
|-----------------------|---|
| KEYMER ROAD | (Woodland Road to Adastra Park) |
| ORION PARADE | (Budgens to Sussex Hardware) |
| KEYMER ROAD | (Woodlands Road to Orion Parade) |
| GRAND AVENUE | (Keymer Road to Kings Drive) |
| DALE AVENUE | (Keymer Road for 60m) |
| PARKLANDS ROAD | (No exit on to Keymer Road) |

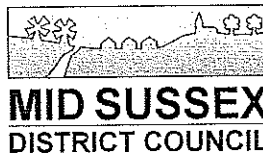
will be thronged and liable to be obstructed, that the aforesaid streets, and parts of streets, will be closed to vehicular traffic (including pedal cycles) between the hours of **16.00hrs to 20.00hrs** on **Friday 1st December 2017** or such lesser period as may be required for the **Christmas Event** to take place.

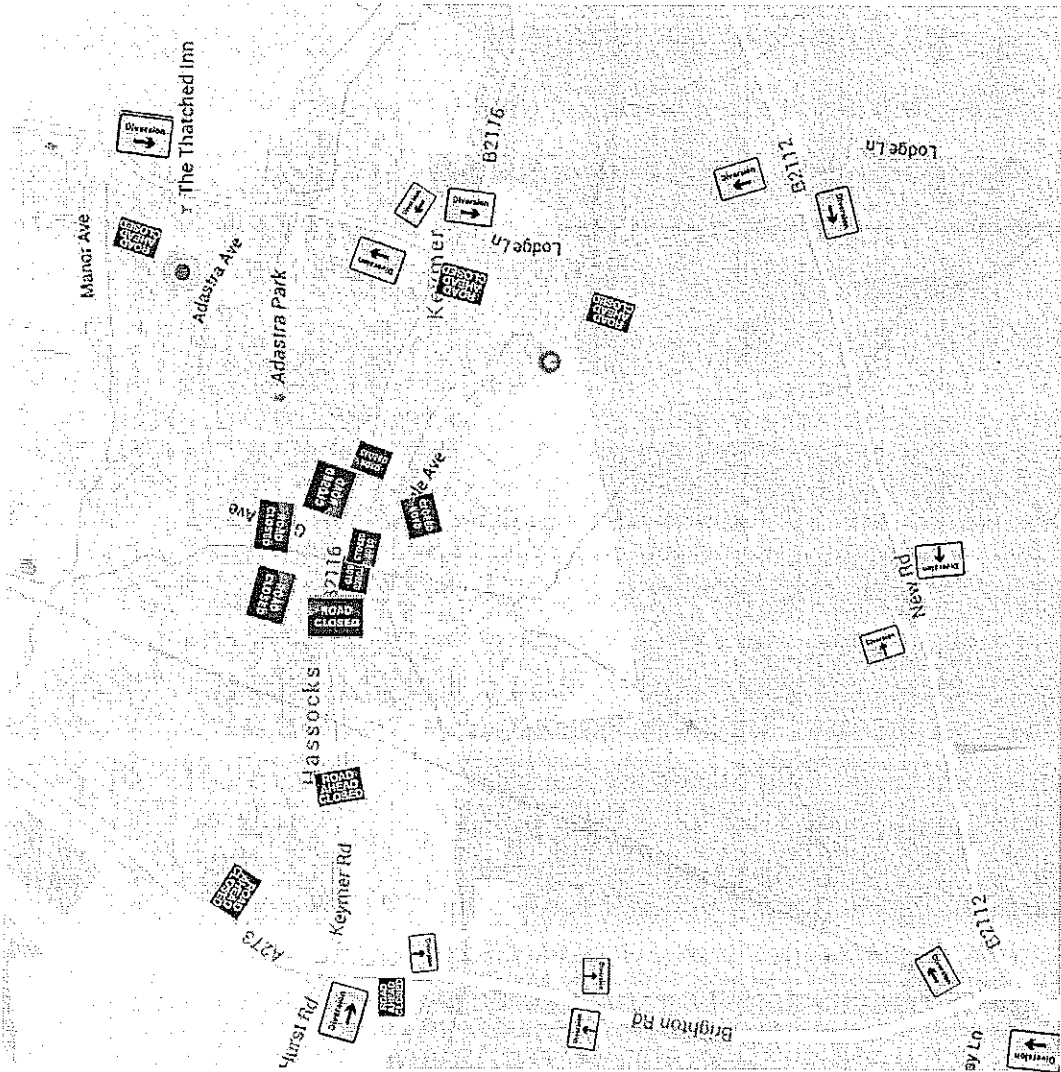
PROVIDED THAT this temporary closure is subject to any direction, which may be given by a police constable in uniform.

Wilful breach of this Order renders offenders liable to a penalty not exceeding Twenty Pounds.

Date.....

Head of Regulatory Services





Light Up Hassocks

Road Closure Plan

Showing signage and diversion route

01 December 2017

16:00 to 20:00hrs

Diversion route using
Lodge Lane, New
Road, Brighton Road

N.B. entry into Woodland
Road from Keymer Road and
entry exit from the southern
station carpark will be closed
to traffic by marshalls during
the passage of the
children's parade 16:30 -16:40
and 17:30-17:40

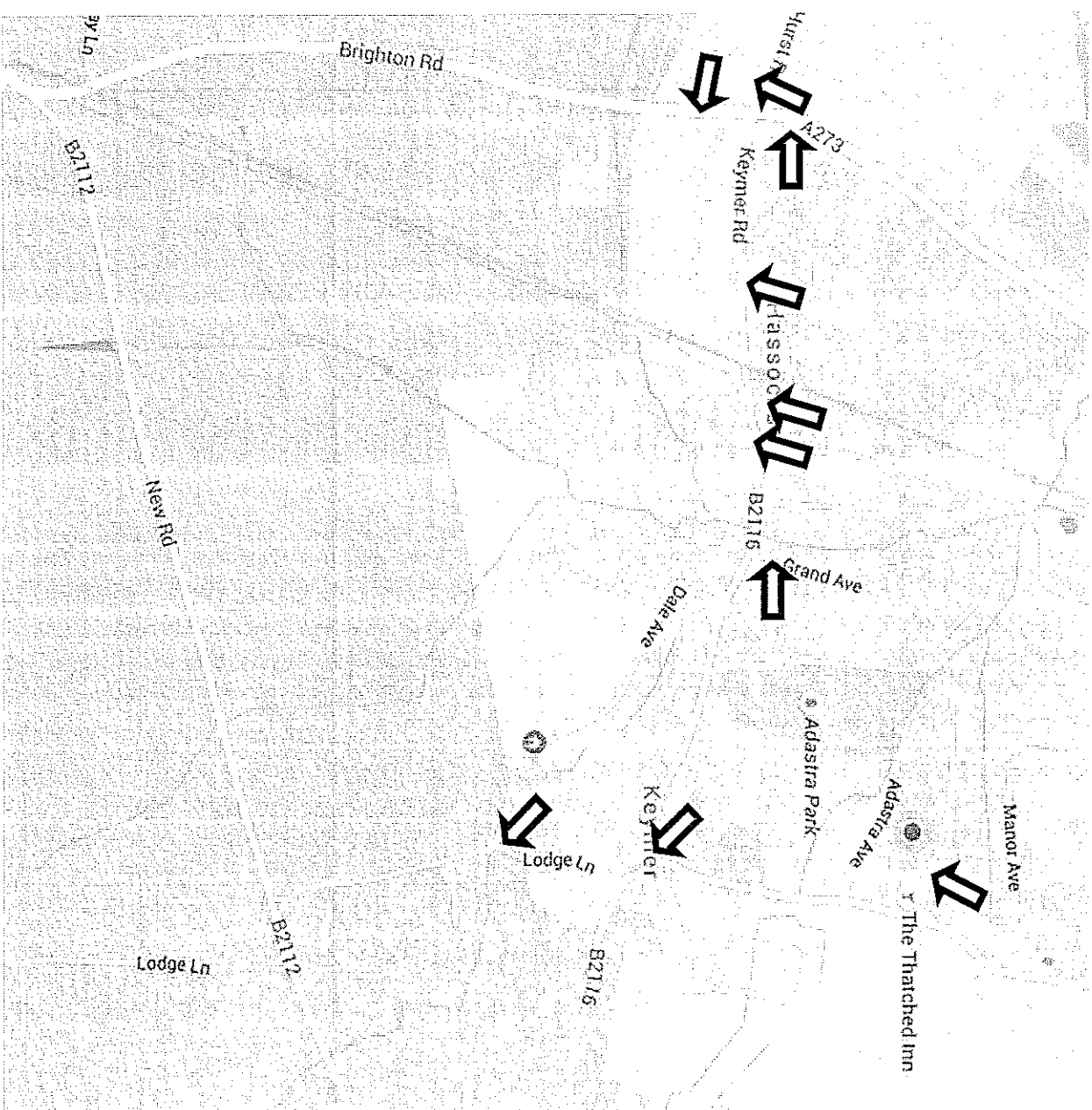
Light Up Hassocks Road Closure Plan 2017

Showing advance warning signage to be erected

four weeks prior to the event

Signs will be positioned as shown there will be two signs on the station approach roads

| |
|--|
| ADVANCE WARNING OF ROAD CLOSURE |
| KEYMER ROAD WILL BE CLOSED |
| FROM 16:00HRS UNTIL 20:00HRS |
| ON FRIDAY 01st December |
| FOR THE LIGHT UP HASSOCKS EVENT |
| AND CHILDRENS PARADE |



Application For Temporary Road Closure

Applicant's Details

Use Of The Form

Form Ref. No.

496529

Information will only be used by Mid Sussex District Council and its employees in accordance with the Data Protection Act 1998. Mid Sussex District council will not supply information to any other organisation or individual except to the extent permitted by the Data Protection Act and which is required or permitted by law in carrying out any of its proper functions.

Applicant's Details

Title

Mr

Forenames

Bernard

Surname

O'Rourke

Address Line 1

Address Line 2

Address Line 3

Town/Village

Hassocks

County

Postcode

Telephone

Email Address

Group / Organisation
applying for temporary road
closure

Light Up Hassocks Events Committee

Event Details

Event Details

Event

Light Up Hassocks Annual Event Children's Parade, Light Switch on Street Fair

Road(s) to be closed

Keymer Road from Woodsland Road to Orion Parade Lay-by
(Budgens)
Temporary closure of Station Approach South and Woodsland Road
under Marshalls for children's parade crossing

(if major or through road, alternative routes for traffic are required to be shown on the attached plan)

Closure Details

Date of closure

01/12/2017

Time of closure (NOT before 6 am or after midnight)

From

16:00

To

20:00

Have the Traffic Police been
contacted for advice with
regard to this event? (tel
101)

Yes

Reference No

awaited

You will need to have £10 million of Public Liability Insurance Cover. (£5 million for Street Parties)

Name and Address of
Insurance Company

Tennyson Insurance, 10 Cloisters House, Battersea Park Road,
London SW6 4BG

Policy Number

P/01/31790475

Kindly confirm that you will
be contacting the frontagers
and any other persons
affected by the closure

Yes

Submit**Notes for Organisers**

Before any order is made the organisers are advised of the following:

- Barriers should be provided and manned by responsible stewards, so as to be easily removable should emergency services require access. Route diversion signs and advance warning notices are required by the Police and Highways Authority to warn traffic of the closure.
- Organisers are responsible for informing frontagers and residents who are directly affected by the closure.
- The District Council can accept no responsibility for injury, accident or damage to persons or property
- Bonfires and barbecues are prohibited on the highway.
- Organisers are responsible for the clearance of any resultant rubbish on completion of the event.

**I agree to these notes for
Organisers**

Agree

Appendix 3

HASSOCKS PARISH COUNCIL

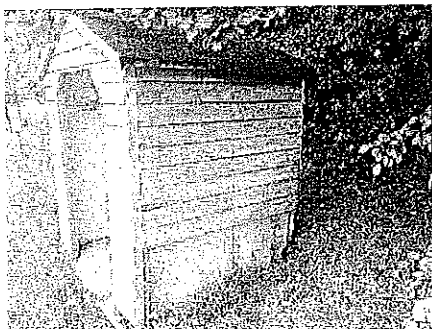
To: Grounds & Environment Committee

Date: 30 January 2017

Contact for this report: Deputy Clerk

Subject: BUS SHELTERS ON LONDON ROAD

1. The Purpose of this report is to draw member's attention to two bus shelters on London Road. One is located at the bus stop on the west of London Road just north of Stonepound crossroads (Shelter A), and the other on the east of London Road just south of Little Copse Road (Shelter B).
2. Both shelters are showing signs of deterioration and in need of attention either through maintenance and repair, or replacement. Both shelters are enclosed which makes it difficult for passengers to see buses coming and also provides an ideal environment for anti-social behaviour. The shelters also tend to collect litter and leaf/natural debris due to their closed in style.
3. Shelter B has frequently been a target for vandalism including the lighting of a small fire last year. Damaged wood has been removed from both sides of the shelter leaving the internal walls exposed to the elements.



4. Members are asked to consider planning for the replacement of the two shelters over the next two years with shelters which are more open and less inviting for anti-social behaviour, and will provide a more pleasant environment for waiting passengers. The proposed shelters matches those already installed at bus stops further north on London Road, west and at Stonepound west. A quote for the removal of an existing shelter, and the installation and supply of a new shelter is provided below.

5. **RECOMMENDATION.** In the interim, members are asked to approve a monthly maintenance cleaning schedule for both shelters by Burgess Hill Town Council at a current cost of £37.00 in total per month.

Members may find it useful to make a site visit to inspect the shelters referred to.

G & E Minute

17/633 LONDON ROAD BUS SHELTERS. Members were asked to consider the condition of two bus shelters on London Road.

One located at the bus stop on the west of London Road just north of Stonepound crossroads, and the other on the east of London Road just south Stonepound crossroads, and the other on the east of London Road just south of Little Copse Road. Full costings and details to be presented to Full Council.

It was noted that both bus shelters are in varying states of deterioration, and due to their enclosed nature, the shelters provide a perfect location for anti-social behaviour. Members had been provided with a quote for the complete replacement of a bus shelter with a shelter of a style similar to two newer shelters installed by HPC. The proposed new shelter is marginally deeper to provide a bit more protection to passengers from the elements. The cost inclusive of removal of existing shelter and installation of the new shelter would be in the region of £10,000 per shelter.

After some discussion it was agreed that both shelters were in need of replacement. Some discussion was given as to design and glazing. It was decided that the Deputy Clerk would produce a full quote for the replacement of both shelters which would be presented to Full Council for consideration.

633.1 RESOLVED to RECOMMEND to full Council that funding is agreed for the replacement of two bus shelters located at the bus stop on the west of London Road just north of Stonepound crossroads, and the other on the east of London Road just south of Little Copse Road. Full costings and details to be presented to Full Council.

633.2 It was RESOLVED to approve a monthly cleaning contract on both of the above shelters in the interim. To be carried out by Burgess Hill Town Council at a current total cost of £37 plus VAT per clean for both shelters.

DATE 3rd March 2017
Page 1 of 1

Littlethorpe Order No:

Customers order No:

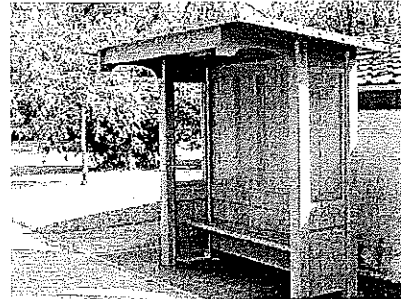
Quote No: Q-1483B

Tracy Bates
Hassocks Parish Council
Parish Centre
Adastra Park
Keymer
Hassocks
West Sussex BN6 8QH

Tel: 01273 842714

E-mail: tracy.bates@hassocks-pc.gov.uk

HARDWOOD BUS SHELTERS
Littlethorpe
OF LEICESTER LTD
ESTABLISHED 1983
Tel: 0116 260 3777



The "Hassocks" bus shelter.

Product

"Hassocks" style bus shelter with 6.4mm laminated glazing, arrivals end only
Remove and dispose of old shelter
Delivery to site with a crane lorry (two shelters on one lorry)
Installation by Littlethorpe to include a new base
Digging into bank with heavy machinery
Subtotal

VAT @ 20%

Total £10,605.00 *but not any optional extras chosen from below*)

| Quantity | COST |
|---------------|------------|
| 1 | £4,580.00 |
| 1 | £250.00 |
| half delivery | £357.50 |
| 1 | £2,950.00 |
| 1 | £700.00 |
| | £8,837.50 |
| | £1,767.50 |
| | £10,605.00 |

The shelter is guaranteed for 5 years against being burnt down or kicked in.

The 15mm (optional) toughened glass is guaranteed for 12 months against breakage.

A care and Graffiti pack is supplied free with every shelter.

All the hardwood we use is from well managed sustainable FSC certified forests

Delivery address;

A273 London Road, Hassocks (Bus Stop Name adj. Little Copse Road)

SITE B

*Parish Council to provide the statutory underground surveys

Optional Extras

VAT needs to be added to the prices below

15mm thick toughened glass side vision panel
Perforated steel glazing side vision panel
Flag bracket to take "bus stop" plate @ £80 each
Metal timetable display case in silver @ £250 each
Hardwood notice board @ £500 each
12 volt LED lighting inc. transformer (for mains power) @ £450 each
Solar Powered lighting @ £1200 each
Plastic glazing (instead of 6.4mm laminated glass)
AutoCAD drawing of associated ground works

| Quantity | COST | Yes/No |
|----------|-----------------|--------|
| 1 | £145 | Yes/No |
| 1 | £145 | Yes/No |
| 1 | £80 | Yes/No |
| 1 | £250 | Yes/No |
| 1 | £500 | Yes/No |
| 1 | £450 | Yes/No |
| 1 | £1,200 | Yes/No |
| | No extra charge | Yes/No |
| | Free on request | Yes |

* To order the optional extras please initial in the yellow boxes above*

Yes please; I would like to order the bus shelter(s) & optional extras as initialled above

| | | | |
|---------------------|------|----------------|------------------------------------|
| your name (printed) | Date | Your signature | Your official position / job title |
|---------------------|------|----------------|------------------------------------|

Terms; payment 30 days from the date of our invoice
The prices on this quote can be held for four months

Thank you for your custom.
Andrew Robinson

Littlethorpe of Leicester Ltd 142, Church Hill Road, Thurmaston, Leicester LE4 8DE
www.littlethorpe.com E-mail: sales@littlethorpe.com

Tel: 0116-260-3777
Reg. In England and Wales No. 4768528

DATE 3rd March 2017

Page 1 of 1

Littlethorpe Order No:

Customers order No:

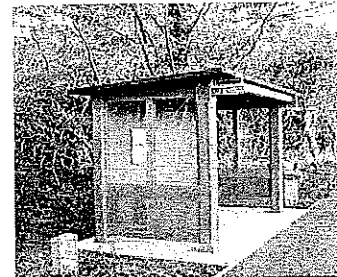
Quote No: Q 1483

Tracy Bates
 Hassocks Parish Council
 Parish Centre
 Adastra Park
 Keymer Hassocks
 West Sussex
 BN6 8QH

Tel: 01273 842714

E-mail: tracy.bates@hassocks-pc.gov.uk

Tel: 0116 2603777



The "Rettendon" shelter shown with solid rear

| Product | Quantity | COST |
|--|----------|-------------------|
| "Rettendon" style bus shelter, 6.4mm laminated glazing, arrivals end only | 1 | £5,380.00 |
| Remove & dispose of old shelter | 1 | £250.00 |
| Delivery to site with a crane lorry (half delivery per shelter) | 1 | £357.50 |
| Installation by Littlethorpe to include a new concrete base. | 1 | £2,950.00 |
| Digging into bank with heavy machinery | 1 | £700.00 |
| Subtotal | | £9,637.50 |
| VAT @ 20% | | £1,927.50 |
| Total (including vat) *but not any optional extras chosen from below* | | £11,565.00 |

The shelter(s) are guaranteed for 5 years against being burnt down or kicked in.

The 15mm (optional) toughened glass is guaranteed for 12 months against breakage.

A care and Graffiti pack is supplied free with every shelter.

All the hardwood used is from sustainable well managed FSC certified forests

Delivery address;

A273 London Road, Hassocks (Bus Stop name adj. Little Copse Road) **SITE B**

*Parish Council to provide the statutory underground surveys

| Optional Extras | VAT needs to be added to the prices below | Quantity | COST |
|--|---|----------|---------------|
| 15mm thick toughened glass panels @ £145 each | | 2 | £290 Yes/No |
| Perforated steel glazing side panels @ £145 each | | 2 | £290 Yes/No |
| Flag bracket to take "bus stop" plate | | 1 | £80 Yes/No |
| Metal display case in silver | | 1 | £250 Yes/No |
| 12 volt LED lighting including transformer (for mains power) | | 1 | £450 Yes/No |
| Hardwood locking notice board | | 1 | £500 Yes/No |
| Solar Powered lighting | | 1 | £1,200 Yes/No |
| Plastic glazing (instead of 6.4mm laminated glass) | No extra charge | | Yes/No |
| AutoCAD drawing of associated ground works | Free on request | | Yes |

* To order the optional extras please initial in the yellow boxes above*

Yes please; I would like to order the bus shelter & optional extras as initialled above

| | | | |
|---------------------|------|----------------|------------------------------------|
| | | | |
| Your name (printed) | Date | Your signature | Your official position / job title |

Terms; payment 30 days from the date of our invoice

The prices on this quote can be held for four months

Thank you for your custom.

Andrew Robinson

Littlethorpe of Leicester Ltd 142, Church Hill Road, Thurmaston, Leicester LE4 8DE
www.littlethorpe.com E-mail: sales@littlethorpe.com

Tel: 0116-260-3777
 Reg. In England and Wales No. 4768528

DATE 3rd March 2017
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Littlethorpe Order No:

Customers order No:

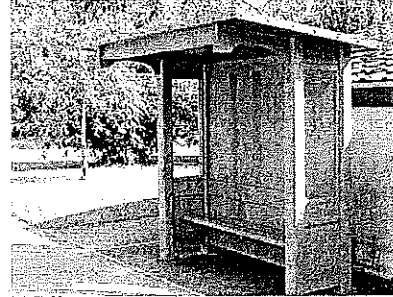
Quote No: Q-1484B
Tracy Bates
Hassocks Parish Council
Parish Centre
Adastra Park
Keymer
Hassocks
West Sussex BN6 8QH

Tel: 01273 842714

E-mail: tracy.bates@hassocks-pc.gov.uk



Tel: 0116 260 3777



The "Hassocks" bus shelter.

| Product | Quantity | COST |
|--|---------------|-------------------|
| "Hassocks" style bus shelter with 6.4mm laminated glazing, arrivals end only | 1 | £4,580.00 |
| Remove and dispose of old shelter | 1 | £250.00 |
| Delivery to site with a crane lorry (two shelters on one lorry) | half delivery | £357.50 |
| Installation by Littlethorpe to include a new base | 1 | £3,150.00 |
| Digging into bank & alterations to the bus shelter to allow for 250mm gradient | 1 | £1,300.00 |
| Subtotal | | £9,637.50 |
| VAT @ 20% | | £1,927.50 |
| Total (including vat) *but not any optional extras chosen from below* | | £11,565.00 |

The shelter is guaranteed for 5 years against being burnt down or kicked in.

The 15mm (optional) toughened glass is guaranteed for 12 months against breakage.

A care and Graffiti pack is supplied free with every shelter.

All the hardwood we use is from well managed sustainable FSC certified forests

Delivery address;

A273 London Road, Nr. Hurst Road, Hassocks (Bus Stop Name Stone Pound)

SITE A

*Parish Council to provide the statutory underground surveys

| Optional Extras | VAT needs to be added to the prices below | Quantity | COST | Yes/No |
|---|---|-----------------|--------|--------|
| 15mm thick toughened glass side vision panel | | 1 | £145 | Yes/No |
| Perforated steel glazing side vision panel | | 1 | £145 | Yes/No |
| Flag bracket to take "bus stop" plate @ £80 each | | 1 | £80 | Yes/No |
| Metal timetable display case in silver @ £250 each | | 1 | £250 | Yes/No |
| Hardwood notice board @ £500 each | | 1 | £500 | Yes/No |
| 12 volt LED lighting inc. transformer (for mains power) @ £450 each | | 1 | £450 | Yes/No |
| Solar Powered lighting @ £1200 each | | 1 | £1,200 | Yes/No |
| Plastic glazing (instead of 6.4mm laminated glass) | | No extra charge | | Yes/No |
| AutoCAD drawing of associated ground works | | Free on request | | Yes |

* To order the optional extras please initial in the yellow boxes above*

Yes please; I would like to order the bus shelter(s) & optional extras as initialled above

| | | | |
|---------------------|------|----------------|------------------------------------|
| | | | |
| your name (printed) | Date | Your signature | Your official position / job title |

Terms; payment 30 days from the date of our invoice

The prices on this quote can be held for four months

Thank you for your custom.

Andrew Robinson

Littlethorpe of Leicester Ltd 142, Church Hill Road, Thurmaston, Leicester LE4 8DE
www.littlethorpe.com E-mail: sales@littlethorpe.com

Tel: 0116-260-3777
Reg. In England and Wales No. 4768528

DATE 3rd March 2017

Page 1 of 1

Littlethorpe Order No:

Customers order No:

Quote No: Q 1484

Tracy Bates

Hassocks Parish Council

Parish Centre

Adastra Park

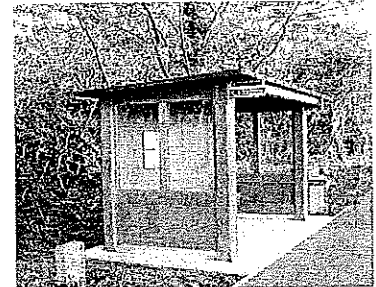
Keymer Hassocks

West Sussex BN6 8QH

Tel: 01273 842714

E-mail: tracy.bates@hassocks-pc.gov.uk

Tel: 0116 2603777



The "Rettendon" shelter shown with solid rear

Product

"Rettendon" style bus shelter, 6.4mm laminated glazing, arrivals only
 Remove & dispose of old shelter
 Delivery to site with a crane lorry (half delivery per shelter)
 Installation by Littlethorpe to include a new concrete base.
 Digging into bank & alterations to the bus shelter to allow for 250mm gradient
 Subtotal

| Quantity | COST |
|----------|-------------------|
| 1 | £5,380.00 |
| 1 | £250.00 |
| 1 | £357.50 |
| 1 | £3,150.00 |
| 1 | £1,300.00 |
| | £10,437.50 |
| | £2,087.50 |
| | £12,525.00 |

VAT @ 20%

Total (including)

but not any optional extras chosen from below)

The shelter(s) are guaranteed for 5 years against being burnt down or kicked in.

The 15mm (optional) toughened glass is guaranteed for 12 months against breakage.

A care and Graffiti pack is supplied free with every shelter.

All the hardwood used is from sustainable well managed FSC certified forests

Delivery address;A273 London Road, Hassocks (Stone Pound Bus Stop) **SITE A**

*Parish Council to provide the statutory underground surveys

Optional Extras VAT needs to be added to the prices below

15mm thick toughened glass panels @ £145 each

Perforated steel glazing side panels @ £145 each

Flag bracket to take "bus stop" plate

Metal display case in silver

12 volt LED lighting including transformer (for mains power)

Hardwood locking notice board

Solar Powered lighting

Plastic glazing (instead of 6.4mm laminated glass)

AutoCAD drawing of associated ground works

Quantity

| Quantity | COST |
|----------|------------------------|
| 2 | £290 Yes/No |
| 2 | £290 Yes/No |
| 1 | £80 Yes/No |
| 1 | £250 Yes/No |
| 1 | £450 Yes/No |
| 1 | £500 Yes/No |
| 1 | £1,200 Yes/No |
| | No extra charge Yes/No |
| | Free on request Yes |

* To order the optional extras please initial in the yellow boxes above*

Yes please; I would like to order the bus shelter & optional extras as initialled above

| | | | |
|---------------------|------|----------------|------------------------------------|
| | | | |
| Your name (printed) | Date | Your signature | Your official position / job title |

Terms; payment 30 days from the date of our invoice

The prices on this quote can be held for four months

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Thank you for your custom.

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