

## TRANSITION HASLEMERE APPLICATION FOR A GREEN GRANT

Documents supplied with this application

1. Application form
2. Account of costs
3. Quote from Front Yard Company
4. Aims and objectives of Transition Haslemere
5. Briefing sheet: the case for more cycle parking in Haslemere
6. List of proposed cycle stand sites
7. Additional notes for application
8. Letters of support from local businesses
9. Statement from RNIB



# HASLEMERE TOWN COUNCIL

## Small Grant / Green Grant Application Form<sup>1</sup>

### CONTACT DETAILS

Name of Organisation	TRANSITION HASLEMERE
Contact Name	LIVE DAVIDSON
Position in Organisation	CHAIR
Address	28 COURTS MOUNT ROAD HASLEMERE GU27 2PP
Telephone	07535 016381
Email	cdauidson@cix.co.uk

### PROJECT DETAILS

Name of Project	HASLEMERE ACTIVE TRAVEL
What aspect of the project will grant money be used for. Please be as specific as possible. <sup>2</sup>	SEE SEPARATE SHEET
What benefits for the Haslemere community do you expect will result from the project? <sup>3</sup>	SEE SEPARATE SHEET
Scheduled project start and finish date	APPROX 1 OCTOBER - 30 NOVEMBER

### FUNDING DETAILS

Total estimated cost of the project	£ 3,193.60
Amount of grant requested from the Town Council	£ 2,893.60
Have you or will you be applying to other bodies for financial assistance? <sup>4</sup>	<input checked="" type="radio"/> Yes <input type="radio"/> No
If yes please state: To whom applied	TRANSITION HASLEMERE
Amount(s) applied for	£300 EQUIVALENT IN BEDDING PLANTS
Amount(s) received	PLANTS WILL BE SOURCED WHEN BIKE STANDS ARE IN PLACE

<sup>1</sup> Delete as appropriate

<sup>2</sup> Use a separate sheet if required

<sup>3</sup> Use a separate sheet if required

<sup>4</sup> HTC will not accept applications for 100% of project funding

Have you received a grant from the Town Council before? If so for how much and for what purpose? <sup>5</sup>	YES. 2009. £100 FOR TRAINING COURSE
What fundraising activities will your organisation be doing to fund this project?	ONGOING FUNDRAISING, EA MARKET STALL

### ORGANISATION DETAILS


Is your organisation a Registered charity or trust? (If yes please provide Registration Number)	Yes <input checked="" type="radio"/> No Registration Number:
Is it affiliated to a National Body? If yes please specify.	<input checked="" type="radio"/> No TRANSITION NETWORK
What are the aims and objectives of the organisation?	SEE SEPARATE SHEET
What is the geographical area covered by your organisation?	HASLEMERE AND SURROUNDING AREA
Bank account to which payment should be made  This must be in the name of your organisation. Payments cannot be made to individuals.	Account Name: TRANSITION TOWN Sort Code: HASLEMERE 084299 Account Number: 65345179

### VALIDITY CHECKLIST

For your project to be considered you must be able to confirm the following statements:

Criteria	Tick to confirm
The project is of benefit to residents of the Council's electoral area	<input checked="" type="checkbox"/>
You hold a bank account in the name of the organisation applying, not an individual	<input checked="" type="checkbox"/>
This application is accompanied by either the latest audited financial report or, where this does not exist, a forecast budget of income and expenditure relating to the grant application.	<input checked="" type="checkbox"/>
The grant is not for a project already completed	<input checked="" type="checkbox"/>
The grant is not to contribute to a surplus for charitable distribution or to increase your organisation's reserves	<input checked="" type="checkbox"/>
You consent to acknowledge HTC's contribution in your marketing / promotional material	<input checked="" type="checkbox"/>

### DECLARATION

In submitting this application on behalf of the stated organisation I certify that all statements made or enclosed to be true.  This application and all supporting information may be made publicly available	Signed:   Print name: MIKE DAVIDSON
Date 15 SEPTEMBER 2021	

<sup>5</sup> HTC will not accept applications from organisations which have been awarded a grant in the last two years.

## ACTIVE TRAVEL CYCLE RACK GRANT APPLICATION

10 x PlantLock planter cycle rack, plus delivery and VAT – see invoice attached (Supplier: Front Yard Company Ltd)	£2,560.80
10 x 25kg bag of gravel @ £4.50 = £45 (Supplier: Jewson)	£45.00
20 x 60litre peat free compost @ £6.99 = £139.80 (Supplier: Haslemere Garden Centre)	£139.80
20 x cycle stand decals = £148 (Supplier: via Arran)	£148.00
TOTAL	£2,893.60
Note: Transition Haslemere will provide bee-friendly and other appropriate plants to the value of £300	



# FRONT YARD COMPANY ESTD 2007

Customer:

Alastair Bayliss  
Haslemere Active Travel Group

115 Bartholomew Road  
London NW5 2BJ

t: 020 7485 7618  
[info@frontyardcompany.co.uk](mailto:info@frontyardcompany.co.uk)  
[www.frontyardcompany.co.uk](http://www.frontyardcompany.co.uk)

Company No. 5976434  
VAT no. 920 1020 00

Quote date:

6 July 2021

Quote number:

PL/21/3370

QUOTE

	Unit price	Quantity	
<b>Quote for:</b>			
PlantLock - Green	£198.40	10	£1,984.00
Delivery cost		10	£150.00
<b>Nett total amount:</b>			<b>£2,134.00</b>
Value Added Tax @ 20%			£426.80
<b>Total payable:</b>			<b>£2,560.80</b>

Payment can be made by **internet banking** or **cheque** to:

Account Name: Front Yard Company Limited  
Account Number: 69321115  
Sort Code: 08 92 99  
Bank: The Co-operative Bank

Please include your invoice number and name as a reference.

Delivery details and notes:

[Alastair Bayliss](mailto:Alastair.Bayliss)  
[alastair.bayliss@gmail.com](mailto:alastair.bayliss@gmail.com)

# About Transition Haslemere

Transition Haslemere was set up in 2008 by local residents concerned about the advancing climate emergency and sustainability crisis. It is an unincorporated not for profit association and follows the model of the Transition Network, a now global movement of community groups taking local action on climate change, sustainability, biodiversity and social justice. It continues to undertake a range of projects, including promoting active travel, running a community allotment, operating a secondhand bookstall, informing and raising awareness, and networking with local like-minded organisations and individuals.

Transition Haslemere is an open and active group that has an established presence in the town and has coordinated and led efforts to improve local sustainability. The organisation also often works in partnership on projects, for example with the Haslemere Active Travel Group, National Trust, Love Haslemere Hate Waste and Haslemere Vision.

Organisational objectives:

- \* To raise awareness of the issues arising from climate change and the biodiversity crisis.
- \* To develop and communicate a vision for the Haslemere area as a sustainable and resilient community.
- \* To develop locally-relevant, practical and positive solutions to the issues arising from climate change and the biodiversity crisis.
- \* To encourage public policy makers to take climate change and biodiversity into consideration in all aspects of public planning.
- \* Offer an on-going annual programme of events, films, talks, presentations and workshops on our core issues.



## Briefing Sheet - The Case for More Cycle Parking in Haslemere

Haslemere today has some cycle parking. Several key locations have cycle stands and public buildings such as Haslewey have racks by the entrance. However the current parking provision has many gaps. This is a disincentive to cycle and often leads to unsatisfactory parking as can be seen in these photos taken in late May 2021.

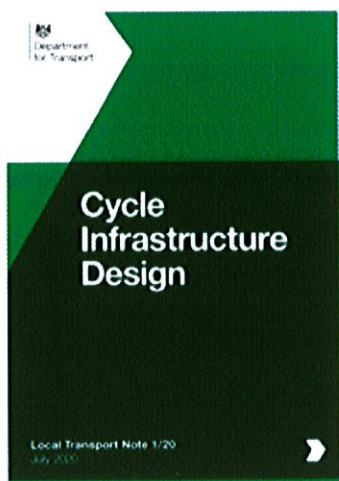


Additional cycle parking is crucial in support of current and future demand. It is very likely there will be more cycling in Haslemere because;

- It is a lifestyle choice for those wishing to reduce their environmental impact.
- It is a lifestyle choice for those wishing to increase physical activity as part of a healthy daily life.
- The advent of e-Bikes removes hills and enables longer journeys.
- Incoming residents from places where cycling is much more common expect to be able to cycle. London is the number one origin and a city which has seen very significant year on year increases in cycling.
- There are campaigns for increasing cycling locally and nationally.
- Improvements to infrastructure will lead to further cycling. Local and national authorities are allocating funds to active travel infrastructure.
- Surrey's Draft Transport Plan 2021 indicates a strong desire to heavily promote active travel.
- The population is increasing.
- More people are working in the town during the day rather than commuting out. Workspaces in town are asking for cycle parking.
- Cycle tourism and the businesses catering for this are increasing in the town and asking for cycle parking.
- If cycling is supported, people like to cycle. Two thirds of Dutch adults associate the word "joy" with cycling.

### Strategy

Demand has been assessed based on local knowledge, speaking to retailers, businesses and property owners as well as input from a wide range of local organisations.



Implementation has been guided by "Cycle Infrastructure Design LTN1/20", which gives best practice on the type of cycle parking required, where it should be and how it should be configured. This Government document, released last year, is held in high regard and is being used by groups across the country.

A few key principles will be followed;

Parking should be as close to the destination as possible. This makes cycling more often the preferred choice. Small scale cycle parking can be easily placed conveniently, but not in the way. Every stand provides two additional parking spaces directly in front of the destination. To this end we aim to find as many locations for small numbers of stands as broadly distributed as possible. Cycle parking increases free parking at the very best locations.

Cycle parking should be visible, safe, secure, functional and attractive.



Where the location is identified as Surrey County Council public maintainable highway we will work with a Surrey Highways engineer to identify the exact location and ask them to get a quote from their contractor.

Where the location is on privately owned land there are two options;

1. Buy a planter-style stand. A heavy plant box against which two bikes can be locked. The stand would be owned by Haslemere and can be moved if necessary.
2. Buy and pay for installation of a fixed stand.

All options have been shown to have a purchase and installation cost of approximately £280 per stand. A stand is parking for two bikes. Sites have one or more stands.

### Notes on the Waverley Proposal

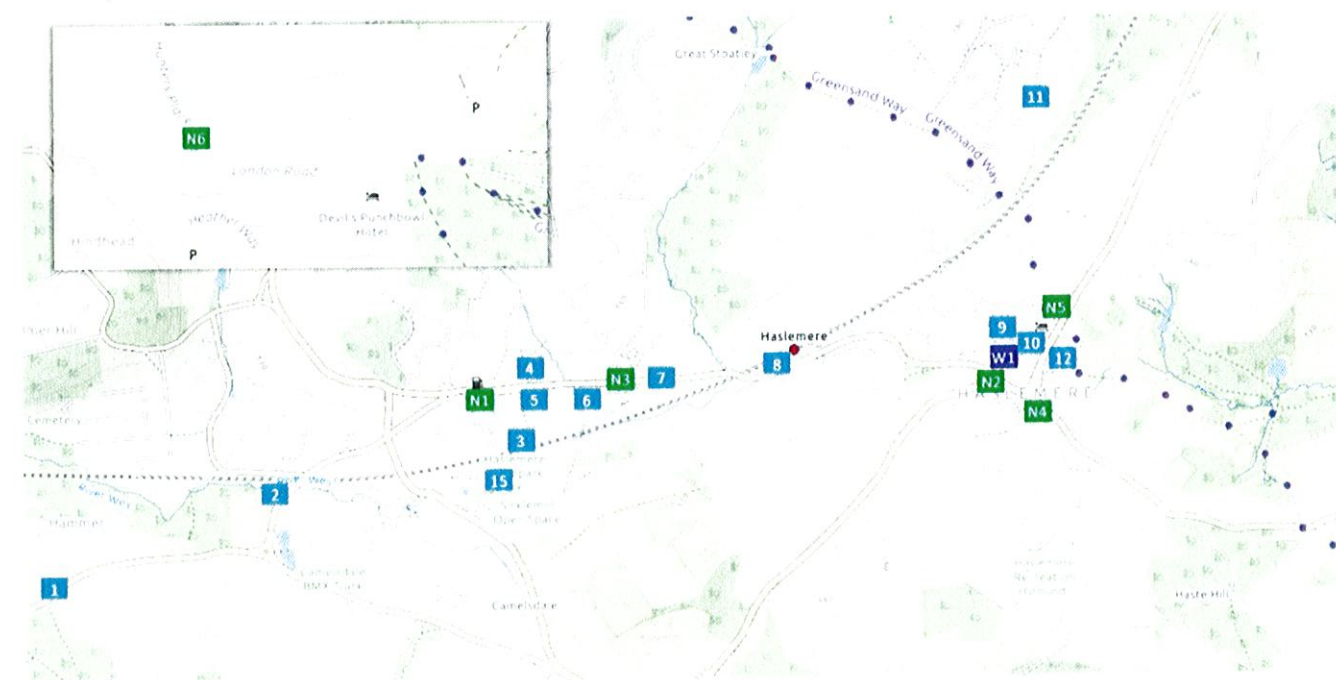
A cycle shelter has been proposed for Haslemere in the High Street car park opposite the end of Charter Walk by Waverley Borough Council. The Active Travel Group have been consulted on this proposal. If this shelter had not been proposed here it would have been a suggested location for a smaller number of stands. The shelter, while not identified as the immediate priority, does meet needs otherwise not catered for.

Guidance suggests that for stays over two hours covered storage should be provided. This caters for employees or simply those staying longer who arrived in the sunshine only to get caught out by rain in-between. Guidance also suggests that 5% of storage should be for non-standard cycles such as bikes for those with physical disability and cargo bikes. The shelter caters for this. Lighting provided by a shelter and an open location adds safety and security.

A larger number of stands at a single location additionally caters for touring groups of cyclists. The location is within meters of a number of cafes and restaurants and next to the public conveniences thus providing pit-stop style parking for the tourist pound.

### Locations

The map below shows existing and potential locations.



**Existing:** 1. Three Counties Church 2. The Mill Pub 3. Tesco 4. Lion's Den / Apple Tree 5. Behind Haslewey Offices 6. Library 7. Majestic Wine 8. Station Hub 9. Waitrose 10. WH Smith 11. High Lane Community Centre 12. High Street 13. Hospital 14. GP Surgery 15. The Herons

**Proposed:** N1. Junction Place - N2. Shepherds Hill/Lower Street - N3. Upper Wey Hill - N4. Petworth Road - N5. Upper High Street - N6. Hindhead

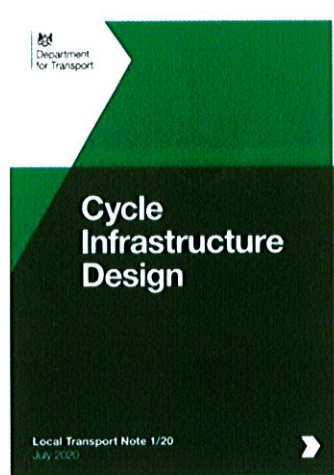
**Waverley Proposed:** W1. High Street Car Park

In addition upgrades to the stands at the Health centre are being pursued and a stand at the Pathways center is being looked into.



## Cycle Parking in Haslemere

This document aims to identify a number of sites for small-scale cycle storage, 2 to 6 bikes at each location. To best meet functional and quality requirements it is recommended each site selection should be made using the help of the Department for Transport's Cycle Infrastructure Design (LTN 1/20).



Page 131 onwards focusses on cycle parking and includes tables such as the following.

**Table 11-2: Recommended and minimum dimensions for banks of Sheffield stands**

	Recommended	Minimum
Bay length (length of cycle parked on a stand)	2m	2m
Bay length (tandems, trailers and accessible cycles)	3.0m	2.5m
Access aisle width (if larger cycles use the end bay only)	3m	1.8m
Access aisle width (if large cycles use internal bays)	4m	3m
Edge access aisle + one bay to the side	5m-6m	3.8m-5m
Central access aisle + one bay to each side	7m-8m	5.8m-7m
Spacing between stands	1.2m	1.0m
Gap between stand and wall (part of bay width)	700mm (typical wheel diameter)	500mm

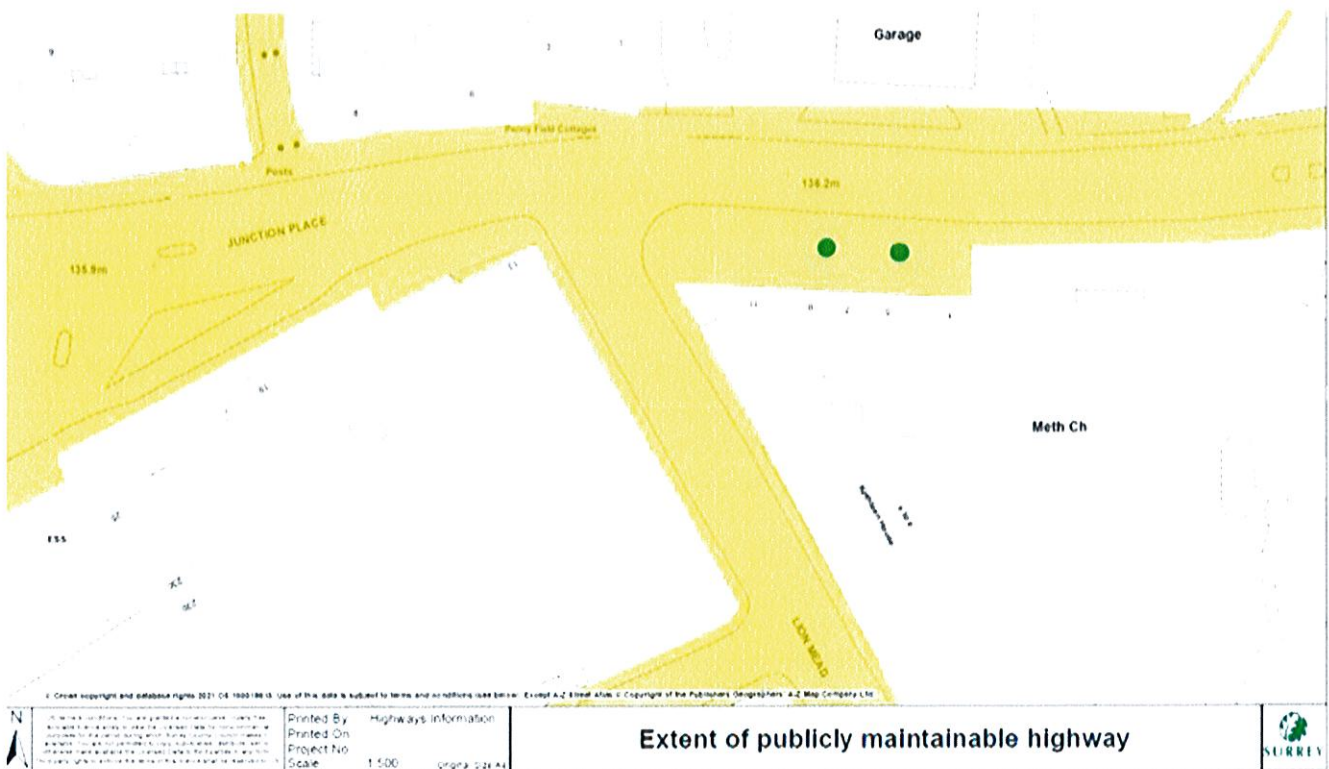
Cycle planter boxes are the chosen type of stand. These stands are heavy enough to be considered an immovable object by insurance companies, but are not permanently fixed to the ground. This enables the location and orientation of the stand to be tweaked to best suit the site. If one site was overused and another underused a planter could be moved between sites. If over time the demand increased further key sites could be made permanent and the planters moved to new sites. Sites have been selected where other provision does not exist. Sites have the support of the businesses at those locations. Sites are not obstructing line-of-sight pedestrian routes and will be placed specifically to be convenient, attractive, but not in the way.



## 1. Junction Place



The land is owned and maintained by Surrey Highways. Surrey Highways conducted a site visit and have agreed that this is an appropriate location. Dylans are keen for cycle parking at this location. The Pharmacy indicated support, but suggested their property department at head office should be contacted. Repeated attempts were made and messages left, but no reply was received. The pharmacy staff would be kept informed out of courtesy.



## Proposal

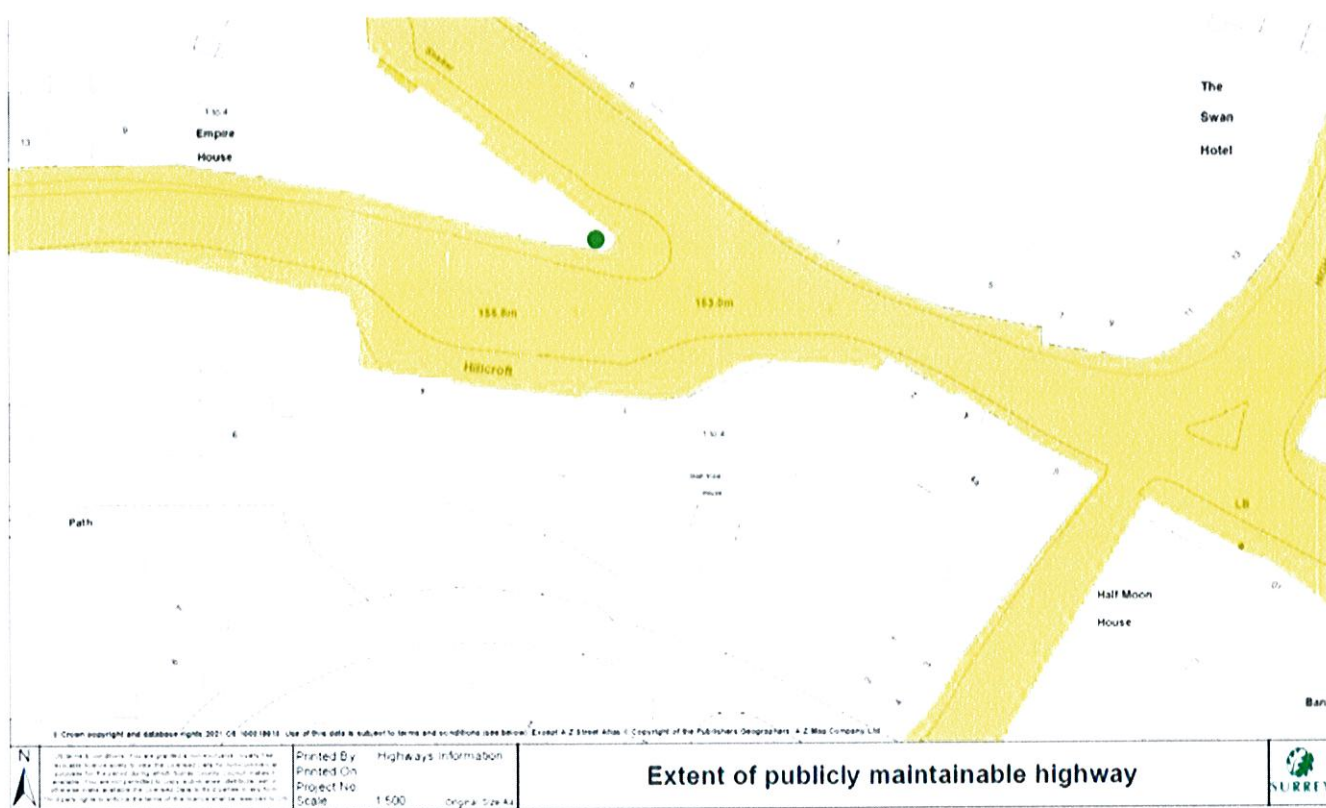


Two planter stands



## 2. Shepherds Hill / Lower Street

There is currently no storage for shops clustered around this junction. There are known enhancement plans for the Borough/County owned parcel of green space including installing a small number of steps and low level fencing. The best location is where the steps may be installed in future. No other sites have been identified.



### Proposal

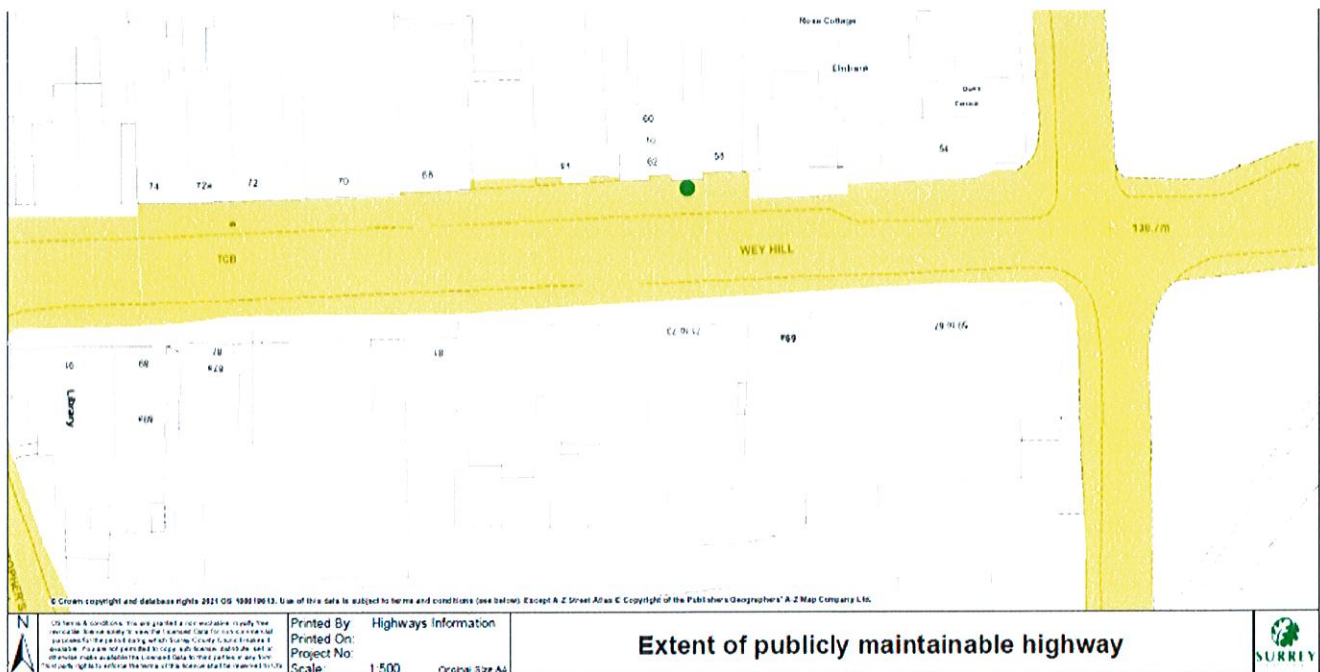
Place a cycle planter in the identified location in the knowledge that this will need to be moved should the pocket park be updated. If moving is required first preference would be another site at this junction, but alternative sites could be used should a new location fail to be agreed upon.





### 3. Upper Wey Hill

Towards the top end of Wey Hill the land owned and maintained by Surrey CC Highways widens before abruptly narrowing again. Surrey Highways have reviewed and agreed this site and stipulated that the rack is lengthways, parallel to the road.



### Proposal

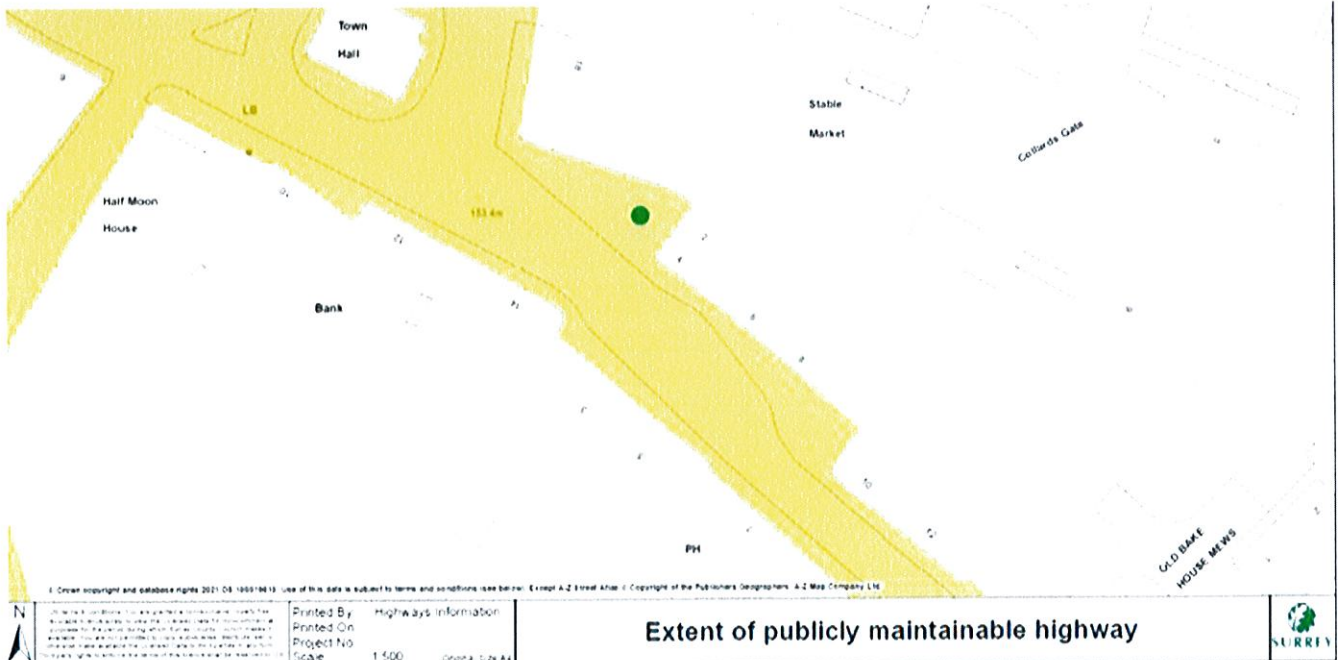
A single planter outside the convenience store.





#### 4. Petworth Road / High Street

This land is owned and maintained by Surrey County Council. Surrey Highways visited the site and agreed it was appropriate. It was quite tricky to find the right location due to pedestrian routes. However space for one stand was identified.



#### Proposal

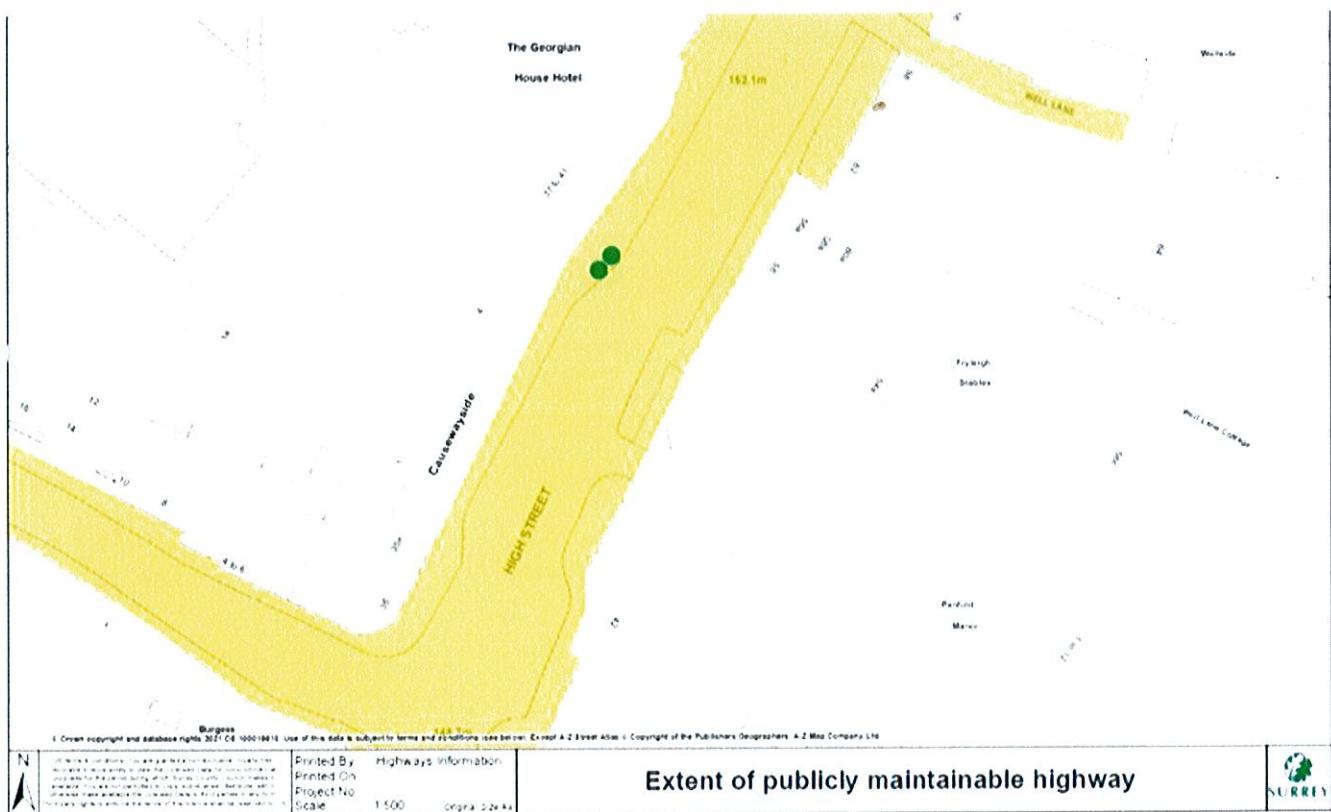
A single planter behind and to the side of the bench.





## 5. Mid High Street, North Side

This serves shops and eateries along this stretch where there is no current provision. There is strong demand from cafes for more provision. The land is owned and maintained by Surrey County Council. A site visit by Surrey Highways confirmed it was an appropriate site. Stands would be at 45 degrees to the carriageway.



## Proposal

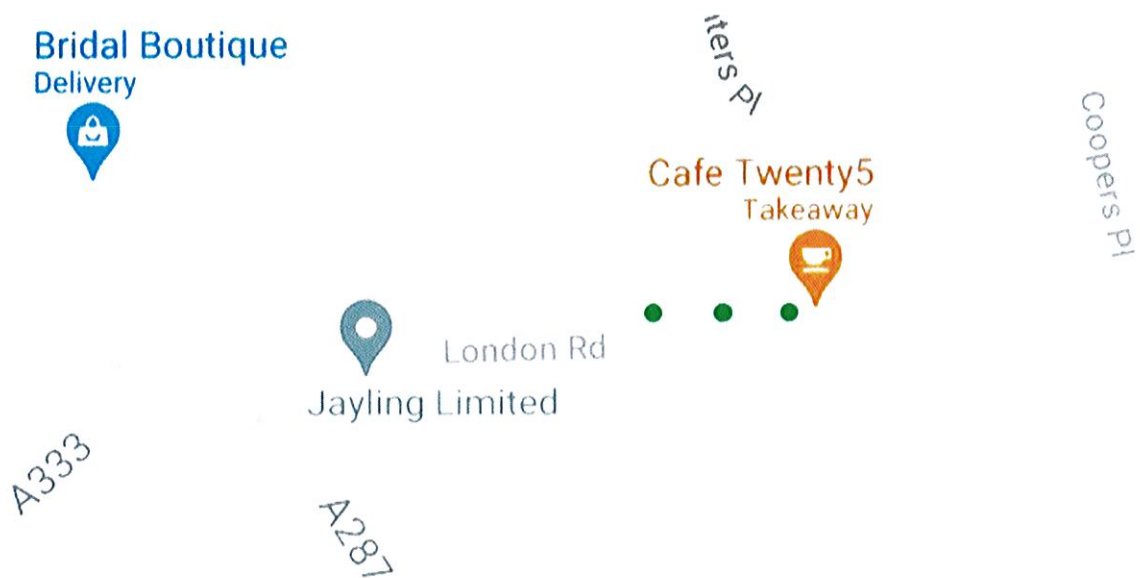
Two planter stands.





## 6. London Road, Hindhead

Several options exist along the London Road towards the Punch Bowl. The land outside the café is most appropriate and the café are keen for cycle storage as they frequently have groups of cycle tourists visiting. The land is owned and maintained by Surrey County Council. A site visit by Surrey Highways confirmed it was an appropriate site.



Stepping Stones

### Proposal

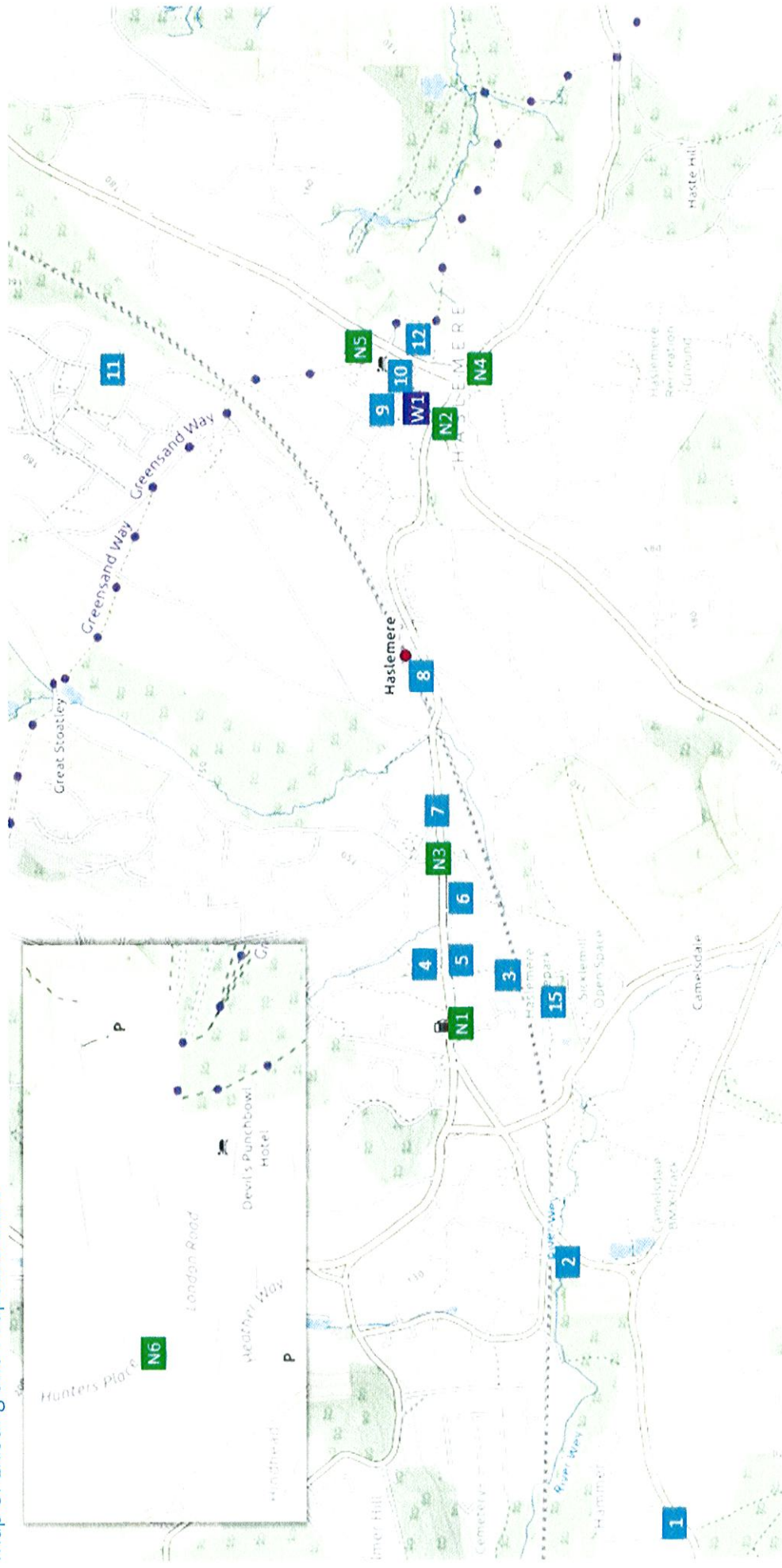
Two (or three if available) planter stands.



### Summary

There is a requirement for ten planter boxes. Further sites have been identified, but not yet secured.

Map of Existing and Proposed Sites



**Existing;** 1. Three Counties Church 2. The Mill Pub 3. Tesco 4. Lion's Den / Apple Tree 5. Behind Haslewey Offices 6. Library 7. Majestic Wine 8. Station Hub 9. Waitrose 10. WH Smith 11. High Lane Community Centre 12. High Street 13. Hospital 14. GP Surgery 15. The Herons

**Proposed;** N1. Junction Place - N2. Shepherds Hill/Lower Street - N3. Upper Wey Hill - N4. Petworth Road - N5. Upper High Street - N6. Hindhead

**Waverley Proposed;** W1. High Street Car Park



Formal (and not so formal) cycle storage in use in May/June 2021





# Additional notes to the application put to the July '21 Town Council meeting

## Background to the Haslemere Active Travel Group

The application for the grant for funding for cycle stands is being made by Transition Haslemere with the full support of the Haslemere Active Travel Group. This group was formed by the coming together of a number of groups which were keen to encourage active travel. Initially, this included Transition Haslemere, Haslemere Vision and Haslemere Society. Liaison Town Councillors for these groups became involved. The group has since steadily increased its reach and now includes representatives from Haslemere U3A, The Community Rail Partnership, The Rotary Club of Haslemere, the Confederation of Schools, Haslemere Heath Centre and Haslemere Churches (specifically St. Stephens and Three Counties), as well as a number of concerned residents (some of whom have been injured in traffic incidents recently). We have a nominated liaison with Waverley Borough Council, their Sustainable Transport Projects Officer. We have links with the Chamber of Commerce and propose to do a presentation to them in the near future.

## Evidence of demand

The gathering of evidence of the demand for better and safer cycling facilities in the town began at a critical mass cycle in Spring 2019. The approximately 80 people who took part were asked to draw on maps and suggest ideas for improvements. These ideas were collated and investigated by Transition Haslemere and the kernel of the Active Travel Group over the subsequent two years.

For cycle stands, the proposals were reviewed on site by members of the group in consultation with a Surrey Highways engineer. The sites were discussed with neighbouring businesses, many of whom have expressed strong support (see letters of support attached). Some sites where the perfect location has not been found (such as the museum) have been excluded. Some organisations that own their sites and have funding have installed stands themselves, e.g. St Stephen's Church. The Active Travel Group is also currently in negotiation with NHS Property Services to upgrade existing stands and install further stands at Haslemere Hospital and Health Centre.

The Active Travel Group has been monitoring cycle parking in the town for several months. This covers both existing storage and bikes parked anywhere else. Our findings show that cycle parking is in demand in many diverse locations. Cafés and restaurants are particular draws where cycle tourists especially want to see their bikes, many of which are expensive, from where they are sat. This links with national guidance (LTN 1/20) to site cycle parking as close to destinations as possible and close to as many different destinations as possible. This marries with our initial aims of providing small numbers of stands, widespread across the town.

## Consideration for the blind




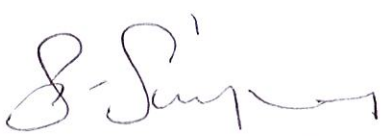



Surrey Highways engineers take into consideration the blind and those with other disabilities when reviewing potential stand sites. All sites in our grant application have been approved by a Surrey highways engineer. In addition, we have contacted RNIB and attach a copy of their formal reply. In discussion with RNIB, they commended our endeavours to encourage active travel and install cycle stands. Vehicular traffic is dangerous for the blind and any proposal which may reduce traffic is considered a benefit. Specifically four points are worth noting;

1. RNIB's first preference is to have cycle stands in car parking bays. Our proposed sites do not coincide with parking bays so this cannot be met and additionally may be contentious.
2. They ask that cycle parking is not an obstacle on logical walking routes ('desire lines'). All our proposed sites meet this requirement. It is also a Surrey Highways consideration.
3. They prefer stands with a pavement footprint which represents the object supported above. Therefore a planter style box, as we have selected, would be preferable to a "Sheffield" stand with posts.
4. Stands are preferable to randomly parked cycles. This proposal aims to address that.

## **Hindhead and Beacon Hill**

Our original proposal included a site in Hindhead - site 6 on London Road. We continue to include this site. In our consultation with cyclists over the past two years, no site has been put forward for Beacon Hill. We have recently raised the issue again with the Beacon Hill community through their social media groups but have not received any suggestions as to demand or sites.

**Haslemere Active Travel Group, a voluntary community group comprising representatives from Haslemere Society, Haslemere Vision, Transition Haslemere, Haslemere Health Centre, U3A, the Federation of Haslemere Schools, and 3 Counties and St Stephen's Churches, as well as town councillors and residents, is working towards improving facilities for pedestrians and cyclists in the town. As part of this programme, the group is proposing to install a number of new bike stands at key locations. We, the undersigned, support the group's application to Haslemere Town Council for funding for the bike stands.**

Name	Business	Signature
NIKKI DEAR	Hemingways Coffee Shop Haslemere	
Joe Jackson	Apothecary 27	
R. Ashoori	Darnleys	
S. Sivapalan	PREMIUM	
Oliver Leach	Oliver's Coffee Shop Haslemere	
Ben Govier	Dylan's Ice cream.	
TAN ROWLEY	THE HASLEMERE BOOKSHOP	
HELEN BOWDOCK	HASLEWORKS	SEE SEPARATE LETTER



## LETTER OR SUPPORT FROM HASLEWORKS

From: Helen Bowcock <helen@hazelhurst.org.uk>

Date: Tue, Sep 14, 2021 at 1:26 PM

Subject: Re: Sheffield stand/plant lock outside Haslemere Travel building

Mr Alastair Bayliss  
Active Transport Group  
Haslemere Vision

14th September 2021

Dear Alastair,

I write to confirm our support for Haslemere Vision's plan to increase bike storage in the town. We opened HasleWorks four weeks ago to provide co working facilities for the growing number of people who seek an alternative to working from home. Prior to opening we conducted a small market survey to understand more about the requirements of people who may opt for co working locally. This revealed that out of 50 respondents 27% find it difficult to park in town and 20% do not normally drive into the town centre, of which a proportion already choose to cycle. Although we have only been open for four weeks, two of our members routinely cycle in and a temporary arrangement with the landlord next door has enabled them to store their bikes during the working day. It is likely, based upon data and experience so far, that more would opt for cycling if facilities for cycle storage in the town were to be increased.

There are several good reasons why it is important to offer people the option of cycling into their workplace in the town centre. So far a notable number of our members have recently moved from London to seek a higher quality of life, to spend more time outdoors and to increase their overall health and fitness with cycling an important part of this. In providing a co working space in the town centre we are offering people choice and a better work life balance and this needs to include different options for getting here, including cycling. Co working spaces are being recognised internationally as a way of reducing commuter journeys and carbon emissions and offering bike storage will help the town of Haslemere to deliver on this potential benefit of changes in work arrangements.

We are pleased to provide this letter of support to Haslemere Vision for the case for more cycle parking in Haslemere.

Best wishes,

Helen

Helen Bowcock - Director HasleWorks Ltd  
2-4 Petworth Road  
Haslemere GU27 2HR

## CONSULTATION WITH RNIB

\*From:\* Lindsay Coyle <Lindsay.Coyle@rnib.org.uk>  
\*To:\* "cdavidson@cix.co.uk" <cdavidson@cix.co.uk>  
\*Date:\* Wed, 11 Aug 2021 14:01:42 +0000

Hello Clive

I am writing in response to your email below. I have ran this past our policy lead for Inclusive Journeys who has come back with the following response:

"We don't have a policy position on this as such, but our general asks would be for bike stands to be located on the carriageway where possible, for example by adapting a parking space originally for cars. Where carriageway space is not possible for bike stands or racks, we would ask to leave at least a 2 meter wide clear and unobstructed pathways for pedestrians along logical desire lines. We would also ask for some kind of tapping rail or kerb around bike racks which are located on pavements so these can be located and avoided."

Should you have any further queries, please don't hesitate to get back to me.

Kind regards

Lindsay

Lindsay Coyle  
Local Campaigns Manager  
Tel: 07827 872 402  
Email: Lindsay.Coyle@rnib.org.uk  
Web: www.rnib.org.uk

-----Original Message-----

From: digitalteam@rnib.org.uk <digitalteam@rnib.org.uk>  
Submitted on Thursday, 5 August 2021 - 1:05pm

Message subject: Other

Your message: A voluntary group in Haslemere, Surrey, is proposing to install more cycle stands in the town. We consulted with Surrey Highways engineers about the siting of the stands and they have approved all our proposed locations and their engineer tells us they take the potential impact on those with disabilities into account when assessing sites. However, we would like to check whether there is any further considerations for the blind we should be aware of with the installation of the stands. These stands will take the form of box planters with rails attached for locking bicycles - see this link for more information: <https://www.frontyardcompany.co.uk/products/plantlock>. The proposed sites are all in wide areas of pavement where the stands will have limited impact on pedestrians. We believe that providing these secure fixed stands for cycles will be better for all pedestrians compared with the random parking of bikes locked to railings, lampposts or simply lent

Last name: Davidson

Email: cdavidson@cix.co.uk

Phone: 07535016881

Address: 28 Courts Mount Road, Haslemere, GU27 2PP, United Kingdom