



## PNFS - Managing Donations for Funding Improvements Policy

### Aims

The Society may offer a donation to a Highway Authority (HA), other relevant organisation with a public access remit<sup>1</sup> or landowner, towards the cost of making improvements<sup>2</sup> to an open space or public access right including definitive rights of way, within the PNFS area. Improvements may include replacing stiles with gates, steps, boardwalks, drainage and ditch crossing (i.e. draining the path/digging a ditch alongside) pitching/levelling<sup>3</sup>.

- 1 The Society will not itself buy, own, install or maintain any structures that may form part of any agreed improvements including gates<sup>4</sup>, steps and boardwalks.
- 2 The following criteria will be used for determining which open space or public access right might be suitable
  - Is it of sufficient importance to users of the open space or public access right as determined by the Trustees?
  - Is it feasible to carry out the proposed improvements?
  - Does the benefit to the public justify the expenditure?
- 3 Final approval of the amount of the donation rests with the Trustees. The donation may come from the Society's funds, from a member of the Society, or from a legacy left to the Society. Normally as a donation, no VAT will be payable, however in certain circumstances, for example dealing directly with a contractor, VAT will be included in the donation.
- 4 The HA, landowner etc., must agree in writing, to take responsibility for the design, installation and maintenance of any agreed structures including gates, steps or boardwalks.
- 5 The HA, landowner etc. may be asked to demonstrate that they have considered their obligations under the Equality Act 2010 in respect of the above structures. Where existing stiles are replaced with gates, compliance with the current BS 5709 or locally adopted standard must be demonstrated.
- 6 The Society will be able to attach small plaques to any installed structures (where practicable) which publicise the Society and its contribution towards the funding of the structure. Where there is no structure or post located at either end of the Improvement then a post must be installed to enable PNFS to affix their plaque, the minimum size of the post required is 100mm x 100mm and a minimum of 1200mm above ground level.
- 7 The Society must approve the cost and details of the improvement works before it is carried out. These details may include plans showing the construction, elevation and cross-section of any proposed structure and its location.
- 8 The offer of a donation is valid for a period of twelve months from the date of the letter formally offering the donation. If the improvement works to the open space or public access right are not completed to the Society's reasonable satisfaction within this time, the Society reserves the right to withdraw its offer of a donation.

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<sup>1</sup>Wildlife Trusts, charities (such as the Woodland Trust, Land Trust), community groups, parish councils, national parks authorities, footpath restoration groups.

<sup>2</sup>The Society has agreed that 'improvement' may be defined as 'anything that makes the footpath/right of way/open space better/safer/ more accessible/more convenient/more enjoyable than when it was first dedicated'. It excludes clearing obstacles that prevent passage or cutting back overgrown vegetation etc.

<sup>3</sup>This list is not exhaustive.

<sup>4</sup>Except in certain circumstances when PNFS trustees may decide it is expedient to buy and install gates.



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- 9 The Society's donation will be paid to the HA, landowner etc. when the Society is reasonably satisfied that all the agreed improvement works have been carried out.
- 10 A "handing-over" event will normally be arranged by the HA and the Society to publicise the Society's involvement.



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### Version Control

Policy	Version	Created / Updated	Owner
Managing Donations for Funding Improvements Policy	1	Created and adopted May 28 <sup>th</sup> 2021	Secretary
	2	Revised 26th November 2021	
	3	Revised 18 <sup>th</sup> July 2023 to add information about a post being installed to support a PNFS plaque	