

COMPLETING YOUR EVIDENCE STATEMENT

Please read the first page of the user evidence statement (UES) carefully because it details how the information you give will be used by the council. Guidance on each section on the UES is set out below.

Declaration

Please print your name, give telephone numbers, and an email address in the space provided. Sign and date the statement of truth.

About you

Please complete this section fully. It is important to add your occupation or occupations during the period you used the route. This is because some occupations carry rights of access to property and so are not classed as public rights.

About the application route

Please describe the route you used as fully as you can in terms of where it starts, where it ends, and any significant places you pass when using it. If you can, please give Ordnance Survey grid references for each end of the way.

Map of the application route

Carefully draw the route you used on the map. It is advisable to add it in pencil first and then get another user of the way to check that you have added it correctly. Once you are satisfied it is important to go over the pencil in ink.

If you ever came across any signs, gates, stiles, fences or bridges when you used the route please mark their location on the map and add a note to explain what they are.

If you ever saw anyone using a different route to you please mark this on the map as well. Make sure that the line you use is different from the line you used to indicate your route. For example, show the route you used as a continuous line and show the alternative as a dashed line.

Your use of the application route

1. Please give the years you used the route. For example, 1985 to 2005, please do not put things like "all my life" or "since I was a child".
2. Again please enter years when you did not use the route. For example "1993 to 1995 because I was living abroad".
3. Please tick every box that applies and give years for each one you tick.

4. Please tick the appropriate box and if the route you used has changed please note down how it changed and when this change happened.
5. Please enter the reason or reasons you used the route. For example “weekend walks” or “shortcut to the shop”.
6. Please enter how wide the route is; metres, feet, yards etc are all fine, just note down what measurement you are using. If the route varies in width a lot please give a minimum width.
7. Please note down what the surface is generally, you do not need to note down every surface change. For example, if the route is almost all tarmac but there is a short section surfaced with concrete it is fine to just say “tarmac”. We will conduct an extensive survey before any order is made.
8. Please tick all the items that you found on the route. If you never came across a particular type please leave that section blank. If you did find one of these on the route please mark its approximate location on the map
9. Please tick the appropriate box and enter the details if you tick yes.
10. Again tick to one that applies and enter as much detail as possible. Please mark up the map with the location of any signs.
11. Please tick the box that applies to you and give as much information as you can about the other people you saw using the route.

Land ownership

12. If you do know the details of any of the land owners please enter them here. If they no longer own the land please give a year when you think they sold the land.
13. Please tick the correct box and enter as much information as possible.
14. Please tick the correct box and enter as much detail as possible. Permission is usually explicit, in other words the land owner or occupier gave you permission directly. However, sometimes there can be a general understanding that the land owner grants permission for access. If this is the case please make this clear on the form.
15. Please tick the correct box and enter as much information as possible.
16. Please tick the correct box and enter as much information as possible. It is important to give at least a year if you were ever turned back on the route.
17. Please tick the correct box and enter as much information as possible.
18. Please tick the correct box and enter as much information as possible.

Other information

19. Please tick the correct box and enter as much information as possible.

20. Please give any further information you think may be useful in reaching a decision in this section.
21. Please tick whether or not you would be willing to be interviewed by someone from the council. Interviews are usually done over the telephone. Where there is a need to show you documents, photographs, or maps we will arrange a convenient time to meet you. Please note, the council will not turn up on your doorstep without arranging an appointment first.
22. Please tick whether or not you would be willing to attend a local hearing or public inquiry to give evidence. The evidence you provide in the UES will be placed before any hearing or inquiry regardless of whether you are willing to attend. However, being willing to give your evidence verbally to a hearing or inquiry gives it more weight than just placing this UES before them.