

Public Right of Way User Evidence Form

UEF Number (for office completion)

CP...../.....

This form should be completed and returned to the person making the application so that it can be submitted with or form part of an application seeking a change to the Definitive Map and Statement of Public Rights of Way.

It is intended to provide preliminary evidence about the application. When the Order- Making Authority (OMA) commences detailed research, an officer from that authority may contact you to seek further information or ask you to be interviewed about your evidence.

The form is designed to help establish whether or not the route being claimed in the application is a public right of way. It also provides evidence of how it is used (for example on foot, on horseback, by vehicles etc).

You should answer the questions as fully as possible and not keep back any information, whether for or against the public claim. This is important if this information is to be of real value in establishing the status of the application route. The information given may be examined at a public inquiry.

This form should be completed by one person only and should relate to only one route. If you need more space please continue on a separate sheet which will need to be attached to this form.

If completing the form by hand, please ensure it is written legibly and in black ink.

Confidentiality – Please Read Carefully

The information you give in this form cannot be treated as confidential.

- It may be necessary for the OMA to disclose information received from you to others, which may include other local authorities, the Planning Inspectorate and other government departments, public bodies, other organisations, landowners and members of the public.
- If the OMA proceeds with the application but it is contested (for example by a landowner), there may be a public inquiry. This will be held locally and your evidence will be made available to it. If you are unable to attend your evidence will be given in writing, but user evidence is of much greater value if you attend in person and are prepared to answer questions about it. Inquiries are kept as informal as possible and the OMA will help you with the procedure.
- The information you give in this form will be processed in accordance with the Data Protection Act 1998. It is held by the OMA's Rights of Way Service for the sole purpose of processing the application for the route referred to.

DECLARATION

UEF Number (for office completion) CP...../.....

Data Protection Act 1998

Under the Data Protection Act the OMA has a duty to inform you about how your personal data will be handled. In order to decide if a public right of way exists it may be necessary to disclose information received from you. The information provided on this form cannot be treated as confidential. You should only provide us with the information requested if you are happy for it to be placed in the public domain. Do not include information about another person.

This form and the details contained therein will be considered by the OMA to establish whether a public right of way exists and, in signing it, you are acknowledging that it may be made publically available and published on the OMA's website.

ABOUT YOU

Name (MR/MRS/MISS/MS/OTHER)

Address

Please print your name

Home Telephone Number

Mobile Telephone Number

Email Address

STATEMENT OF TRUTH

I BELIEVE THAT THE FACTS AND MATTERS CONTAINED IN THIS FORM ARE TRUE AND I HAVE READ THE DECLARATION ABOVE

Your Signature:

Date:

You should keep a copy of the completed form

Warning: If you dishonestly enter information or make a statement that you know is, or might be, untrue or misleading, and intend by doing so to make a gain for yourself or another person, or to cause loss or the risk of loss to another person, you may commit the offence of fraud under section 1 of the Fraud Act 2006, the maximum penalty for which is 10 years' imprisonment or an unlimited fine, or both.

THE INFORMATION ON THIS PAGE WILL ONLY BE MADE PUBLICLY AVAILABLE ONCE AN ORDER HAS BEEN MADE

PUBLIC RIGHT OF WAY USER EVIDENCE FORM

UEF Number (for office completion)

CP...../.....

ABOUT YOU

1. Year of Birth

2. Have you lived at any other addresses during the time you have used the path or way?

If so, please provide details and years [full addresses are not required]

ABOUT THE APPLICATION ROUTE

3. Describe the application route (include start and finish points and provide OS grid references if you can)

4. MAP OF THE APPLICATION ROUTE

Please mark the route on the attached map and annotate it with anything you provide details about in this form. Please sign and date your map.

YOUR USE OF THE APPLICATION ROUTE

5. In which years did you use the application route?

From	<input type="text"/>	To	<input type="text"/>
From	<input type="text"/>	To	<input type="text"/>
From	<input type="text"/>	To	<input type="text"/>

6. Were there any extended periods during which you did not use the route at all? If so, please state when and why?

UEF Number (for office completion)
 CP...../.....

7. How did you use the application route and how often?
 [Please tick any that apply]

	Daily	Weekly	Monthly	Every few months	Once a year	Other (please describe)
On foot						
On horseback						
By pedal cycle						
By car						
Other [please specify]						

8. For what purpose were you using the application route?

9. Has the application route always followed the same course?

- Yes
 No
 Don't know

If no – how and when was the route altered?

10. Approximately how wide is the application route?

[Please give your estimate of the width across which you used the route including the width used when passing others or walking with others. Take care to consider the overall width of the route. If this varies, please describe how] [Or please state 'Don't know']

UEF Number (for office completion)

CP...../.....

11. **What type of surface does the application route have?**
 (for example grass, gravel, earth)
 [For varying surfaces, please describe with reference to your map]

--

12. **Have there ever been any of the following on the application route?** (state location and show on your map)

	Where were they?	How long were they in place
Stiles <input type="checkbox"/> Yes <input type="checkbox"/> No		

	Where were they?	How long were they in place	Were they locked?	When were they locked?
Gates <input type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Yes <input type="checkbox"/> No	

	What were they?	Where were they?	How long were they in place
Other Barriers <input type="checkbox"/> Yes <input type="checkbox"/> No			

13. **Did any of the above prevent you from using the application route?**

No Yes

If yes, please give details

--

UEF Number (for office completion)

CP...../.....

14. **Have you ever seen any signs or notices suggesting whether or not the application route is a public right of way?**
(for example “Private”, “Keep Out”, No Right of Way “Trespassers will be Prosecuted”)

No Yes Don't know

If yes – state when and give details, including when they were present and mark their location on your map. If possible please include the wording of notices.

15. **Have you seen other people using the application route whilst you have been using it?**

No Yes

If yes, please provide any additional information about this

Land Ownership

16. **Were you working for any owner or occupier of land crossed by the application route at the time when you used it, or were you then a tenant / licensee of any such owner?**

No Yes

If yes, provide details and dates

17. **Did the owner or occupier ever give you permission (or did you seek permission) to use the application route?**

No Yes

If yes,

From whom?	
When?	

UEF Number (for office completion) CP...../.....

18. Has anyone ever told you the application route was not public (including by an owner, tenant of the land or by anyone in their employment)?

- No Yes

If yes, by whom and when?

19. Have you ever been stopped or turned back when using the application route?

- No Yes

If yes, please give details including when this happened

20. Has anyone else ever told you that they were prevented from using the application route?

- No Yes

If yes, please give details including when this happened

21. Have you ever had a private right to use the application route? (for example, an easement, private right of access, licence, etc)

- No Yes

If yes, please give full details, including who gave the permission, why and when

UEF Number (for office completion)

CP...../.....

Other Information

22. Do you have, or do you have knowledge of, any documentary evidence which is relevant to the application route or which indicates public use? (for example photographs, guidebooks, letters, sale documents, old maps, etc)

- No Yes

If yes – please provide details

23. Please give any further information which you consider would be helpful in reaching a decision as to whether the application route should be recorded as a public right of way?

[Continue on a separate sheet if necessary]

[If you wish to provide a separate sketch map, please do so and attach to this form]

24. During the investigation the OMA may want to interview some or all of the claimants in order to gather additional information. Would you be willing to talk to an officer from the OMA about your knowledge of the application route?

- Yes No

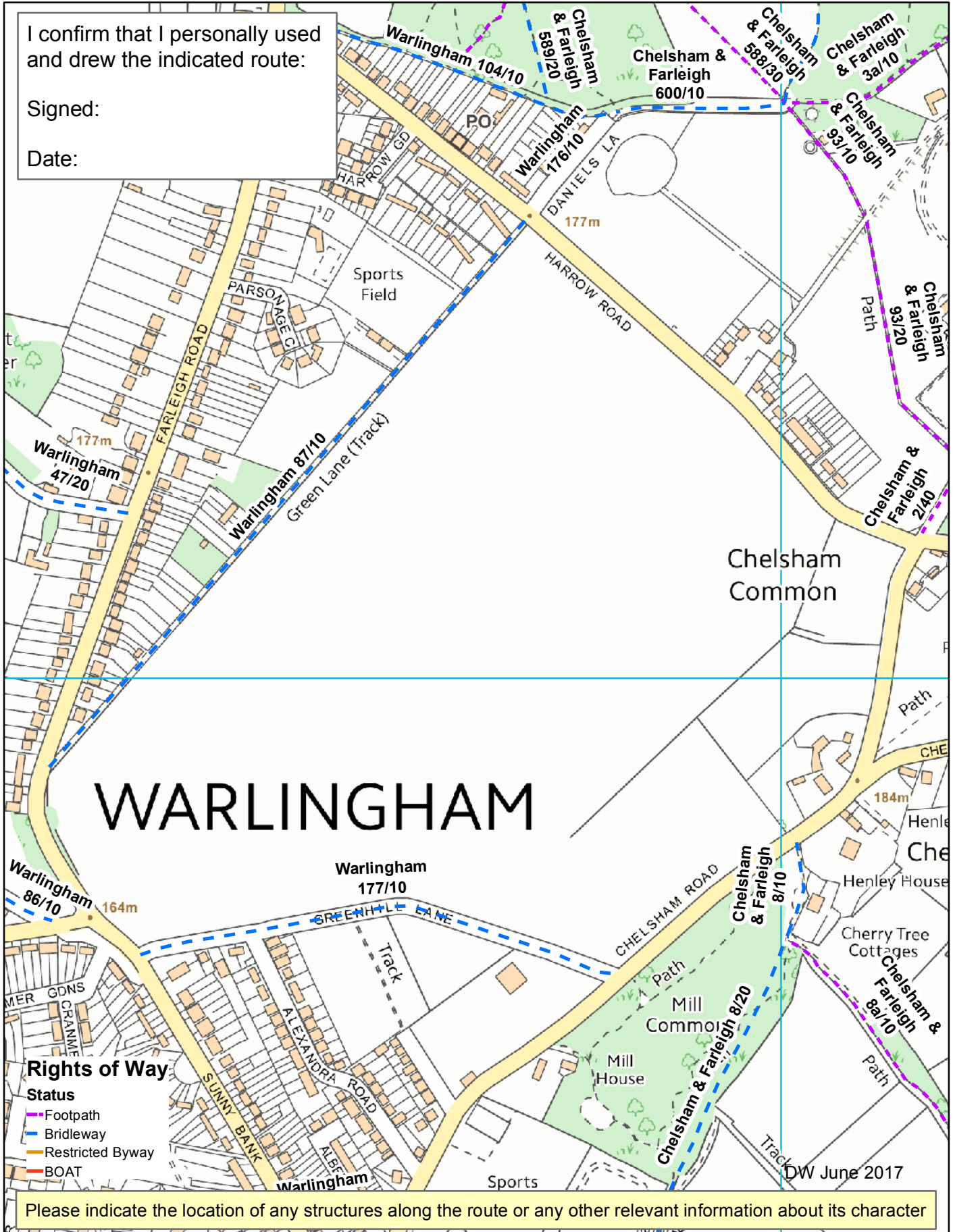
25. Would you be willing to attend a hearing or public inquiry to give evidence if necessary?

- Yes No

I confirm that I personally used and drew the indicated route:

Signed:

Date:



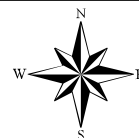
Please indicate the location of any structures along the route or any other relevant information about its character



**Alleged public rights of way across
Kennel Farm Field, between
Harrow Road and Greenhill Road, Warlingham**

1:5,000

© Crown Copyright and database rights 2014 Ordnance Survey 1000019613.
Except A-Z Street Atlas © Copyright of the Publishers Geographers' A-Z Map Company Ltd.



Please annotate
ONE route with a
dark coloured pen.
One form per person

PLEASE READ BEFORE COMPLETING YOUR FORM

- The purpose of this form is to help establish whether or not there is a public right of way over the route(s) claimed, and if so, what kind of way it is (i.e. footpath, bridleway, restricted byway or byway open to all traffic). Please complete the questions as **fully and as accurately** as possible, making it clear where the given dates are approximate. Try to avoid generalities where possible.
- The information you give in this form will **NOT** normally be treated as confidential unless specifically requested. The legal procedure requires that evidence is available for public inspection. If requested any statement or evidence form can be submitted without name and address so long as it is accompanied by an identifying covering letter.
- This form should be completed by **ONE** person only and relate to **ONE** route only (except where forms allow for this). If multiple routes have been used this should be made as clear as possible. If you need extra forms the County Council will supply them.
- Each person filling in a form should **PERSONALLY** draw the route they used onto the **plan on the back of this note** using a **black or dark coloured pen¹** and draw **only** the route relevant to this claim. They should also then sign and date this plan. Any claim should pass from one public place (or right of way) to another.
- Each person should also indicate on the plan the location of any **gates, stiles, notice or obstructions**.
- If the County Council proceeds with the claim and it is contested, there may be a Public Inquiry. These are usually held locally (e.g. in the Village Hall etc.). The evidence you give on the form will be presented at the Inquiry but it would carry much greater weight if you could attend to answer questions about it. That is why you are asked on the form to say whether you would be prepared to attend. Inquiries are kept as informal as possible and you do not need to be available for the whole Inquiry.

Many thanks.



¹ But preferably NOT a highlighter pen as these do not photocopy well.