

BURGHCLERE PARISH COUNCIL

Portal Hall, Church Lane, Burghclere, RG20 9HX
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Footpaths Officer Role Description

Introduction

The Parish Council will appoint one of its members to act as as Footpaths Officer. The appointment will usually be made at the Annual General Meeting, or more frequently should the role become vacant. The Footpaths Officer will personally monitor all footpaths within the Parish Boundary at regular intervals.

Objective: To advise the Parish Council and parishioners about the status and condition of the footpaths within the parish boundaries; be the point of contact for and liaise with Hampshire Countryside Services, and arrange as necessary any volunteer support for their maintenance.

Activities

- Be aware of rules and regulations associated with public rights of way (PRoW).
- Check that footpaths are clear and accessible.
- Check that route signs are clearly visible and stiles, gates and bridges are in good order.
- Report to the Parish Council on footpath issues in the parish.
- Improve awareness and use of the footpaths by parishioners, to include articles in the monthly news magazine and information on the Parish website.
- Encourage parishioners to help maintain footpaths with a view to keeping them “walkable”, to include arranging and leading volunteer work parties.
- Be the point of contact for local enquiries and reports on footpath matters.
- Liaise with landowners and HCC on occasional remedial works, which might lead to undertaking minor maintenance works (e.g. trimming, repairing or replacing signs, installing gates etc).
- Liaise with neighbouring Parish Councils where Burghclere PRoW cross boundaries.

Reviewed and approved at meeting held on: 9th June 2022