

Parish Steward Tasks

This list was prepared by Wiltshire council and included in the contract documents, which describe the activities that the Parish Stewards are likely to become involved in. The list is indicative and so I have enhanced the description of several of the items to assist you. It is offered to you for some early guidance in the sort of work that your Steward may be able to do to help you and your council.

- Hand clearing and cutting of growth from drainage grips and drain gully covers;
- Hand clearing of blocked drainage gullies, culverts, pipes and pits;
- Clearing storm debris from the roads and footways;
- Clearing collision debris, clinical waste etc;
- Pedestrian barriers repairs, preparation and painting;
- Cleaning, re-installation and straightening of small road signs, street nameplates and bollards;
- Installation of small road signs, verge marker posts and supplied street name plates;
- Removal of limited graffiti from road signs, bollards and street nameplates;
- Hand cutting of grass and vegetation in visibility areas;
- Hand treatment of weeds in rural areas;
- Removal of Ragwort and other noxious weeds;
- Clearance of encroaching growth and soils from footways;
- Repair of minor surface defects in roads and on footways.

As you can see the range and nature of tasks are quite varied. The limitations in the extent to which your Parish Steward can do this work are those that result from the capabilities of one man working alone with hand tools and a small vehicle. Wiltshire council, through its various contracted services has access to many other resources to address greater challenges and I encourage you to liaise regularly with your Highways Engineer when in any doubt.

This list is supported by some guidance notes I have prepared for you. As with all things, there are certain times of the year which favour different activities. These notes are based on many years of experience in Highway maintenance and are intended to assist you in identifying work that will benefit your community during the various seasons of the year.

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