



# Walsham-le-Willows Parish Council

## Guidance for Volunteer Litter Pickers

Currently Litter Picks are organised by Trevor Roberts, Chair of Walsham le Willows Parish Council, who is your first point of contact should you encounter problems, Tel: 01359 251144. If he is unavailable, please contact Kevin Boardley, Clerk, on 01359 259 794.

There are a number of easily avoidable hazards that volunteer litter pickers may be exposed to. This guide has been produced to help volunteers identify these hazards to make their involvement safe and enjoyable.

### **Protective clothing and equipment**

When litter picking volunteers should always use/wear the following items

- Gloves
- Suitable footwear & clothing
- Hi-visibility reflective waistcoat or coat
- Litter picking stick

The litter pick organiser currently holds stocks of equipment to be distributed prior to Litter Pick dates.

### **Things to take care with or avoid**

The following materials may be encountered during litter picking and should be treated with caution:-

- Broken glass; remove using a litter picker or a brush and shovel. Avoid any contact by hand and if possible wrap before bagging.

The following should not be moved under any circumstances and contact should be made with the organiser so that they can arrange for these items to be removed by trained Council staff:-

- Drug related litter and hypodermic needles
- Unknown liquids in containers
- Asbestos (or something you think may be asbestos)

If you have any doubt about an item leave it and report to the organiser.

### **General safety and onsite inspection**

Litter picking of areas beside roads should be carried out with care and caution due to the risk of being struck by vehicles. Volunteers should always work facing oncoming traffic and should be wearing reflective hi-visibility clothing of some sort. Volunteers should avoid litter picking in poor visibility caused by onset of dusk, or adverse weather conditions. Volunteers should never consider removing litter from the live carriageway.

Volunteers should avoid reaching into hedges or undergrowth in such a way as to expose the face, eyes and skin to scratches from thorns or branches. Avoid working on steep slopes including steep

sided ditches as there is an increased risk of slips and falls. Do not enter areas where access is restricted.

It is recommended that a visual inspection and assessment of any potential risks or problems is completed by volunteers on every occasion. Volunteers have a duty towards themselves, fellow volunteers and the public to work safely. If you have any doubts about the safety of a site or any material then you should avoid it.

Volunteers should not attempt to carry any individual bulky items; the location of these can be passed to the Parish Council or the organiser for separate collection. Volunteers should also think of the weight of collection bags and if necessary only part fill bags.

To avoid injury the following basic principles of manual handling should be applied:-

- Use litter picking sticks to prevent constant bending and stretching.
- Make sure an item is safe to handle with no sharp edges
- Only move an item if it can be done so without straining.
- When lifting an item bend the legs and keep the back straight

#### **Young volunteers**

Volunteers under the age of 18 should be supervised by an adult and permission for their participation should be gained from a parent or guardian. Those allowing under 18's to take part in litter picking duties should check their obligations with regard to Criminal Records Bureau checks.

#### **Collection and disposal of litter**

For annual community litter picks where large volumes of litter are likely to be collected, the Council supplies bags and arranges for the litter to be collected and disposed of after the event. Currently, our 'dump site' is at the Village Memorial Hall Car Park, to the right hand side of the entrance gate.

#### **Note**

Volunteers should understand that in order to be covered by our insurance, they must wear their Hi-vis vests, use the correct equipment and be following the directions given in this document.

#### **What do I do if I find evidence of where litter may come from?**

Please report this information to the Clerk, the litter pick organiser or Mid Suffolk District Council, who will follow up your report and take action depending on the strength of the evidence. Always keep any evidence found for collection.

<b>ACTION</b>	<b>DATE</b>	<b>CLERK</b>	<b>CHAIR</b>
Written	March 2012	?	?
Reviewed	12 March 2013	?	?
Reviewed	7 February 2017	AC	MB
Reviewed and readopted	10 April 2018	KB	MB
Reviewed and readopted	14 May 2019	KB	TR

Reviewed for re-adoption at AGM (no changes)	March 2020		
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