



Walsham-le-Willows Parish Council

Guidance for Volunteer Litter Pickers

Litter-Picks are organised by Trevor Roberts, Chair of Walsham le Willows Parish Council, and Parish Councillor Nick Mecrow who are your first point of contact should you encounter problems. If they are unavailable, please contact Kevin Boardley, Parish Clerk.

Parish Councillor Trevor Roberts (Chair)	01359 251 144 / 07768 077 915
Parish Councillor Nick Mecrow	01359 258 243
Parish Clerk	01359 259 794 / 07783 297 914

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. At all times litter pickers must remain fully aware of road users, particularly motor vehicles, and should not pick litter directly from the carriageway.

Protective clothing and equipment

When litter picking always use/wear the following items

- Gloves
- Suitable footwear & clothing
- Hi-visibility reflective waistcoat or coat
- Litter picking stick & Refuse Sack Hoops (to hold necks of sacks open)

The litter pick organisers hold stocks of equipment to be distributed prior to Litter Pick dates.

Things to be wary of, 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 District Council staff:

- Drug related litter and hypodermic needles
- Unknown liquids in containers
- Asbestos (or something you think may be asbestos)
- Dog fouling which may be difficult to spot in grassy areas

If you have any doubt about an item leave it and report to one of the organisers.

General safety and onsite inspection

Litter picking of areas beside roads should be carried out with care and attention to the risk of being struck by vehicles.

- Always work facing oncoming traffic and should be wearing reflective hi-visibility clothing of some sort
- Avoid litter picking in poor visibility caused by onset of dusk, or adverse weather conditions
- Never remove litter directly from the live carriageway
- 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
- Be aware of Utility Inspection Covers – some may be open and therefore a trip hazard
- Do not enter areas where access is restricted
- One mobile phone should be carried by each litter pick group in case emergency assistance is required

Assessment

Stop and give some thought to any potential risks before proceeding. On every occasion, a visual inspection and assessment of any potential risk or problem should be completed. Volunteers have a duty towards themselves, fellow volunteers and the public to work safely. If you have any doubts about the safety of a particular site or any materials found, then you should refrain picking or collecting and advise the location to the organisers.

Lifting

Volunteers should not attempt to carry any individual bulky items; the location of these can be passed to the organisers for separate collection. Volunteers should also pay attention to the weight of material added to collection bags and only part fill where if necessary.

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 regarding 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 temporary 'collection site' is at the Village Memorial Hall Car Park, to the right hand side of the entrance gate. Please do not pile against any fences.

If bags are too heavy or numerous to transport to the collection site please advise Trevor Roberts who will collect once he has been advised of the location(s). If you are able to use a mobile phone and the WhatThreeWords App this can be useful to pinpoint exact locations where these are not obvious. [What3Words for iPhone](#) [What3Words for Android](#)

Important 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 follow all 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 litter pick organisers or the Clerk or directly to Mid Suffolk District Council, who will follow up your report and take action depending on the strength of the evidence. Always keep any evidence for collection by MSDC.

ACTION	DATE	CLERK	CHAIR
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		
Reviewed for Litter Pick	March 2021	KB	