



Public Rights of Way Team

Guidance to volunteers on the waymarking of PROW

The Public Rights of Way Team is assisted on a regular basis by volunteer groups who survey, waymark and cut minor vegetation along the PROW network.

The purpose of this guidance note is to explain how waymarking should be carried out by volunteers. This note should be read in conjunction with the most recent Risk Assessment on waymarking.

Location

Waymarks are small discs in different colours for different categories of path: -

- Footpath – yellow arrow, black background
- Bridleway – blue arrow, yellow background
- Restricted byway – plum arrow, white background
- Byway open to all traffic – red arrow, black background
- Permissive path – white arrow, black background

The arrow should point to the direction of the path beyond the feature it is affixed to.

Waymarks should only be fixed to features which are overtly "Council" provided (e.g. stiles, kissing gates) – fence posts belong to the landowner and should not be waymarked without their permission. NEVER fix a waymark to a tree or other living object, or a post or pole belonging to a utility company. The need for a new waymark post should be reported to the PROW Team.

We need to avoid 'littering' the countryside with waymarks. Only attach a single disc and only where it is required to guide a user who is unfamiliar with the route for example, at a change of direction, or at a field boundary.

Method

Waymarks should be positioned to indicate the onward direction of the path from the feature they are attached to. If you are not sure of the direction of the next stile, get your colleague to walk to it and then line up the marker. If you are at the end of a path where there is a stile leading to either a road or some other track or path then DO NOT fix any waymarker to the field side of the stile UNLESS the road, track or path beyond is also a Public Right of Way.

The Council does not provide tools and volunteers are responsible for providing their own. Only hand tools should be used, such as hammers (not power drills). Waymarks should be attached with short nails or tacks – not screws. Volunteers are responsible for ensuring:-

- 1) that all tools are in a good condition;
- 2) that all volunteers know how to use them properly; and,
- 3) that spare or old nails or tacks are not left around where they could pose a hazard to other users or animals.

Power tools should never be used.

Informing someone of your whereabouts

All volunteers should inform a suitable person of their intended whereabouts, expected time of return and what to do should they not return by that time.

Personal protective equipment

Volunteers are responsible for providing their own personal protective equipment and for ensuring it is in a fit condition for the planned activity. For waymarking, this could include: -

- Gloves/gauntlets (gloves should not be worn when using wooden handled tools such as hammers);
- Sturdy footwear;
- Waterproofs (as necessary); and,
- Long-sleeved clothing.

This list is not exhaustive. Additional PPE may be required according to specific weather conditions (e.g. hot weather may require sun cream, sun hat) and volunteers are responsible for determining what is required for any given activity.