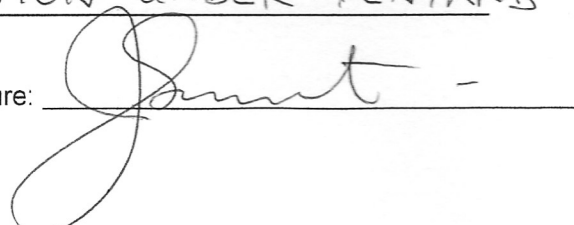


PARISH FOOTPATH OFFICERS [PFO] GUIDELINES

1. Parish Footpath Officers (PFOs) are representatives of Herefordshire Council and should be diplomatic and unbiased at all times. The essence of the job is co-operation. Conflict with landowners and Public Rights of Way users must be avoided. If such a situation is likely to arise the PFO should withdraw and report to the Locality Steward.
2. You will be given official Herefordshire Council/ Balfour Beatty authorisation and will be directly responsible to the Locality Steward.
3. PFOs will have to differentiate between Herefordshire Council responsibility and landowner responsibility, for example with regard to the maintenance of gates and stiles, obstructions, and overgrowth from hedgerows, trees etc.
4. The Locality Steward may request a PFO to undertake inspections and/or liaise with landowners within the parish or parishes they are responsible for.
5. You are encouraged to investigate and seek to resolve problems on your own initiative and paths should be inspected on a regular basis. Many complaints or defects can be resolved through immediate and/or direct action by the PFO. Others should be redirected to the Locality Steward.
6. PFOs are authorised to undertake waymarking of routes. On no account should waymarkers be given to anyone else. PFOs may carry out minor maintenance, for example clearing growth from around stiles, gates and signposts.
7. PFOs are encouraged to advise the Locality Steward on problems in their areas that they are not able to resolve themselves, and in particular to seek advice or guidance on any matter they are not sure of. There are laws pertaining to Public Rights of Way, some of which are complex and it is important that all legalities are adhered to.
8. You will not enter into written correspondence with landowners in any event or make any verbal agreement without first consulting the Locality Steward.
9. PFOs are expected to attend ongoing training meetings from time to time. Such meetings will give guidance on Public rights of Way law, installation of stiles and gates, way marking, land owner responsibilities, etc. Day to day advice is always readily available from the Locality Steward and PFOs are encouraged to seek advice where necessary, either by phone or email.
10. The role only concerns Public Rights of Way as shown on the current Definitive Map.

Having been authorised as PFO in the Parish of WESTON UNDER PENYARD
I agree to abide by the PFO guidelines.

Name: JOHN SMART

Signature: 

Date: 2 JUNE 2019