

ANNEX 3

Great Alne Parish Council – Project Progress Report

Project Name: **Footpath Survey & Improvement**

Report Date: **July 2024**

1) Project Objectives:

This project is in 3 sections:

1. **Survey the official paths that GAPC is responsible for within its boundary**
 - 4 x teams of volunteers to survey all official paths that GAPC is responsible for.
 - Survey to be conducted using a risk assessment style scoring grid analysing the accessibility and condition of each path.
 - Survey scoring grid to consider different sections of our community including able bodied walkers, people with disabilities, families, horse riders and off-road cyclists.
 - Surveyors to make recommendations for path improvements.
2. **Set out a plan of improvements resulting from the survey findings**
 - Improvements to Signage
 - Accurately identify what signage needs updating
 - List materials & costs
 - Communicate with and get landowners' consent
 - Prioritise and schedule work
 - Organise/train volunteers to carry out work
 - Check work when completed
 - Improvements to condition/accessibility of paths
 - Similar bullet points to above
3. **Set up a rolling year by year routine maintenance plan**
 - Compile an annual schedule of works
 - Create a separate budget line
 - Organise work force (volunteers/CPBT)

2) Progress against Plan:

Achievements this period:

- Three quarters of survey completed and reviewed
- Spreadsheet created to record findings of survey
- A list of signage materials drawn up ready to be ordered through WCC using S106 funds. Signage is to be the first priority.
- A detailed purchase request for materials and equipment has been compiled ready for GAPC approval

- Obtained WCC agreement to replace a wooden bridge at no charge to GAPC
- We have started contacting Landowners to obtain an acknowledgement of the work we intend to carry out
- Meeting with CPBT taken place and an initial agreement for the CPBT to carry out some of the work on the paths such as post installation and stimming.
- Discussions with the chairman of Monarch's Way association who are keen to work with GAPC to fix signage and information boards along their route
- Discussions with the Warden of Heart of England/Arden Way underway to update the route with their directional disks
- Met with GAP maintenance team manager, Adam, to secure commitment to install posts, trim path, clear root hazards and install fencing along paths 180AL100/1 & 100/2 & part of 99/2 at no charge which are paths on their land. Awaiting written confirmation.
- Discussions have taken place with Gareth regarding the replacement of the Church's shed for storage of the path equipment and materials
- An estimate has been received for the installation of the handrail along the Henley Rd end of the path leading up to the Church 180AL195/1
- Google MyMap created for a visual representation of work to be carried out within the parish.
- Printable Job Sheets prepared ready for volunteers or contractors to carry out work
- 75 directional disks collected from Richard Barnard ready for use

Actions not completed / deferred

- One quarter of survey delayed due to unforeseen circumstances

New Plan Activities

- No new activities planned. We are sticking to the original plan.

3) Actions for Next Period:

Planned actions for next period:

- Meet/communicate with landowners
- Recruit new volunteers with skill set to help carry out scheduled work
- Continue building our relationship with the CPBT (Clare)
- Work with Team Leaders of surveying groups to take responsibility for their 'patch' when scheduling work
- Check accuracy of survey
- Order materials

- Aim to get a number of high impact signage installed and/or updated before the end of the autumn period

4) Risks and Issues:

Risks:

- This whole project is reliant on Volunteers so we must always be aware of our dependency on them and retain their goodwill
- Unable to communicate with landowners or get their permissions
- Accuracy. If a signpost is erected incorrectly it creates an enormous problem to rectify
- Logistics – getting materials to the correct location in time for labour force. Some locations are some distance from a road.

Issues:

- People's availability
- One team has struggled to complete their survey. Not a key location, so not a big issue at present