

By email

**Public Rights of Way**  
2<sup>nd</sup> Floor, Old Building  
Municipal Buildings, Earle Street  
Crewe, Cheshire, CW1 2BJ

Tel: 01270 686059

Email: [genni.butler@cheshireeast.gov.uk](mailto:genni.butler@cheshireeast.gov.uk)

Date: as of email

OUR REF: PROW/VOLS

YOUR REF:

Dear Sir/Madam

### **Public Rights of Way Volunteer Register**

Many walkers and riders assist in the management of public rights of way by doing waymarking and vegetation cutting on the network. In order for these volunteers to be covered by Cheshire East Council's insurance, they need to be registered. Following registration, a letter of authority is issued by the Council to volunteers which can be shown in case they are questioned by a landowner or other person.

Please therefore find enclosed a registration form, together with guidance notes and risk assessments:-

1. Guidance notes to volunteers on the cutting-back of vegetation on PROW
2. Guidance notes to volunteers on the waymarking of PROW
3. Risk assessment for volunteers doing waymarking
4. Risk assessment for volunteers doing vegetation cutting.

Volunteers are asked to sign and return a copy of the form overleaf to confirm that they have received, read and understood the contents of this letter and enclosures. On receipt of this form, a letter of authority to undertake waymarking and minor vegetation clearance will be sent to the volunteer. If you have offered to undertake surveying of the network, we will contact you at a future date.

Volunteers are recommended to inform their car insurer about their voluntary activities to make sure that adequate cover is provided.

Thank you again for your help in maintaining the public rights of way network.

Yours faithfully



Genni Butler  
**Countryside Access Development Officer**

Enc.

**Cheshire East Council Public Rights of Way Volunteer Register**

I hereby confirm that:-

- I wish to volunteer to undertake the following activities:-
  - waymarking of public rights of way
  - minor vegetation clearance on public rights of way
  - surveying of the public rights of way network
- I have received, read and understood and will comply with the contents of the guidance notes and risk assessments relating to waymarking and vegetation clearance;
- I undertake to carry my letter of authority with me at all times when volunteering;
- I understand and agree that the details provided below will be held on record in accordance with the Data Protection Act 1998;
- I understand that the Council is unable to pay expenses of any kind in relation to voluntary waymarking and vegetation clearance.

Signed: ..... Date: .....

Name: .....

Address: .....

..... Postcode: .....

Email: .....

Home phone: ..... Mobile: .....

Member of ..... User Group

Next of kin name: ..... Relationship: .....

Phone number: .....

Please return one copy of this form to the address at the head of this letter.