

**BISHOPSTOKE PARISH COUNCIL**

**POLICY & PROCEDURES**

**on**

**SNOW & ICE**

**This Policy on Snow & Ice was last adopted  
by the Assets Committee at its meeting on May 24<sup>th</sup> 2022  
and re-adopted on May 27<sup>th</sup> 2025**

**D Wheal**  
**Clerk to Bishopstoke Parish Council**

**BISHOPSTOKE PARISH COUNCIL**

**POLICY & PROCEDURES**

**on**

**SNOW & ICE**

**Amendment Sheet**

<b>Amendment No.</b>	<b>Date Incorporated</b>	<b>Subject</b>
----------------------	--------------------------	----------------

## **SNOW & ICE POLICY & PROCEDURES**

### **1 Purpose**

- 1.1** To provide staff and members of the public with a clear statement of the measures that will be taken by the Parish Council in the event of snow and ice conditions occurring in the Bishopstoke area. The Parish Council's objective is to use the resources available to assist in the continuance of safe access to businesses and facilities.

### **2 Background**

- 2.1** The experience of the recent past winters has highlighted the importance of communication and co-operation between the various agencies involved in dealing with snow and ice. Bishopstoke Parish Council does not have a statutory duty to prepare for and deal with snow and ice apart from on its own property and land, but it is in a good position to inform the principal authorities about local needs.
- 2.2** The Parish Council will identify and publish the location of all grit bins in the area to enable residents to use the facilities should the need arise.

### **3 Introduction**

- 3.1** Hampshire County Council is the Highway Authority for public roads in Bishopstoke. This includes roads and pavements. The County Council has a duty to ensure that safe passage along a road is not endangered by snow or ice so far as is reasonably practicable. To comply with this duty, roads are gritted to help prevent or remove ice and ploughed to clear snow in accordance with the County's agreed policies. As resources are finite, there is a priority rating: Red = primary routes, Blue = secondary routes and Green = community routes. These routes are shown on the attached map.
- 3.2** There are areas where the County Council cannot access or fit into their priority schedule. Priority ratings for roads can be improved by reference to the Local Ward County Councillor. It should be noted that the Parish Council has no responsibility for the clearance of highways.

### **4 Legal Advice**

- 4.1** People may be hesitant to clear snow because of fears of litigation if someone should slip on the treated area. This contrasts strongly with winters of a few decades ago when the community would mobilise to clear footways.
- 4.2** In 2012 the Ministry of Justice sent out a letter which stated that "The prospect of a person who volunteers to clear snow from a pavement being successfully sued for damages by a person who subsequently slips on the cleared area and is injured is very small."

- 4.3** A snow clearer does have a duty to clear with reasonable care so as not to create a new and worse risk.

**Do's**

Follow any guidance from Hampshire County Council  
([www.hants.gov.uk](http://www.hants.gov.uk))  
Move snow to a porous surface such as a grass verge or garden  
Spread salt / grit evenly and at the appropriate spread rates  
Clear any excess salt or grit once the snow / ice has melted

**Don'ts**

Use water to melt snow and ice, if there is a risk it will refreeze  
Move snow to a location where it will create another risk such as  
another part of the pavement, road or where people are likely to walk  
Use excessive salt, grit or other material so as to create a new or worse  
risk

Further information can be found at <https://www.gov.uk/search?q=snow+code>

**5 Snow and Ice Procedure**

- 5.1** If bad weather conditions are anticipated, the Parish Clerk will make a decision as to whether or not to grit the Parish Council's property and land. The Grounds Maintenance contractor will be called upon to do any gritting. Assessments will be made each day during prolonged bad weather, during which time the Clerk will keep the Chair informed.

**6 Operation of salt distribution / protective clothing**

- 6.1** Relevant operatives will be advised that this shall be done by filling a bucket with grit / salt and spreading on pathways with a trowel or scoop. Protective gloves should be worn at all times as although rock salt is non-toxic, it is very abrasive and will damage skin. To avoid an uneven spread, salt should be thrown from about waist height with an under-arm bowling action. If it is spread by flicking it, it can end up in spots without clearing a good amount of the surface. Operatives must be aware that if bags of salt are being used, they are heavy to handle so safe lifting and handling procedures should be used. Over-salting damages the environment and the spread rate for hand salting should not exceed 20g/m<sup>2</sup> (this is about a tablespoon per square metre). Rock salt will quickly rot or make rusty all the tools and equipment used so it is important to clean tools properly before storing. Any items of clothing removed during the physical exertion of gritting/snow clearance should be replaced as soon as possible thereafter. Low salt stock or equipment should be reported to the Parish Clerk. Melt water from thawing accumulations of snow can re-freeze, particularly at night. Extra treatment may be needed and monitored.

## **7 Health and Safety**

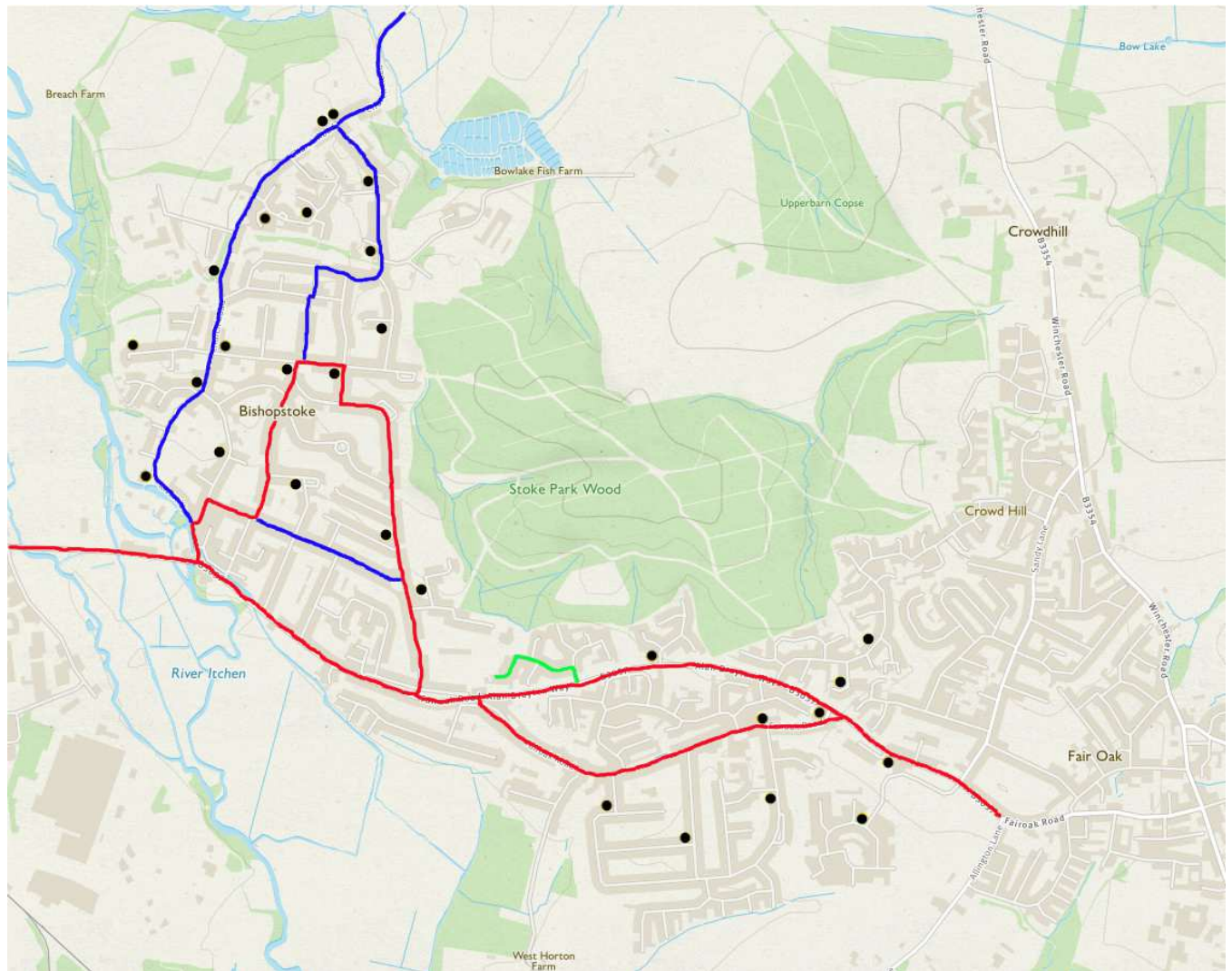
- 7.1** All works carried out by Parish Council staff or contractors must be done so in a safe working manner. Particular attention must be taken while working alongside roads, Hi-Vis clothing must be worn and signs put out where appropriate. The safety of staff and members of the public must be taken into account before any works are started, and where appropriate risk assessments must be completed. Anything considered to be dangerous or unclear must be reported to the Parish Clerk.

## **8 Grit Bins**

- 8.1** At present the Parish Council has 2 grit bins, one at Bishopstoke Cemetery and one at Underwood Road allotments. Empty, misused or damaged grit bins must be reported to the Parish Clerk. A map of grit bins provided by Hampshire County Council is attached (the yellow dots are grit bins). These are for use only on public paths, pavements and roads, and are not to be used on driveways or garden paths. Further information can be found at.

<https://www.hants.gov.uk/transport/roadmaintenance/severeweather/salting>.

## Bishopstoke salting routes and grit bin locations



**RED** routes – Priority one salt routes

**BLUE** routes – Priority two salt routes

**GREEN** routes – Community salt route

**BLACK** dots – Hampshire County Council grit bins