

## Town Clerk | Swaffham Town Council

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**From:** Ketteringham Depot <ketteringhamdepot@norfolk.gov.uk>  
**Sent:** 28 November 2018 11:35  
**To:** Town Clerk | Swaffham Town Council  
**Subject:** The Highway Rangers are coming to SWAFFHAM soon.

Dear Mr Bishop

The Highway Rangers are coming to SWAFFHAM soon.

If you have any work you would like added to the list (see typical items below) please e-mail us at [ketteringhamdepot@norfolk.gov.uk](mailto:ketteringhamdepot@norfolk.gov.uk)

Note: Please could all items of an enquiry type or requiring substantial works be sent separately for the attention of the area highway engineer.

Please can you send your requests to us before 12th December 18.

To help identify them from other enquiries it would be helpful if you can place **"RANGER DEFECTS"** and your **PARISH** in the subject field and provide as much information as possible about the exact location and specific concern.

### Typical work we do:

- Side out a carriageway or footway (overgrown grass/weeds or soil encroachment)
- Strim grass verges
- Clear verge grips
- Rod and flush drains
- Clean out drainage gullies
- Clean out drainage chambers
- Rod and flush kerb drainage off lets
- Wash signs, bollards or reflector posts
- Minor sign/post repairs (such as straightening and reattaching)
- Repair minor kerb defects
- Clear **small** areas of mud and soil from the carriageway.
- Soil and seed verges

### Typical work we don't do:

- Repair carriageway / footway surface defects (such as potholes/ cracking), these should be raised with the Highways Dept when noticed as these are repaired by separate gangs.
- Clear ditches **(in private ownership)**
- Trim hedges **(in private ownership)**
- Street Name Plates i.e. "High St" (these are the responsibility of the **District Council**)
- Clear large areas of mud and soil from the carriageway (**District Council** is the Street Cleaning Authority)
- Clear build-up of leaves from footway / carriageway (**District Council** is the Street Cleaning Authority)
- Rubbish / litter pick (this is the responsibility of the **District Council**)

Look forward to hearing from you.

Yours sincerely

Gill

**Gill Rowlands, Business Support Assistant**

CES - Highways

South Area Highways, Ketteringham Depot



Norfolk County Council



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