



Setting Up a Litter Pick in and around Amphill

A community litter pick needs to have a number of things in place to be safe and legal. Hopefully this step by step guide will help you get yours underway. You probably need to work at least a month ahead. ACCG are happy to advise and support, and co-organise if you need us.

1. Make sure you have Public Liability Insurance

- Your group needs to have public liability insurance for a community litter pick - anything beyond a household/friendship group needs it and certainly if you are calling for volunteers.
- Many organisations will have this free of charge to members e.g. Surfers Against Sewage, Scouts/Guides, W.I. You will need to communicate with your group to set this up for the specific litter pick.
- For Public Liability Insurance you will need to have carried out a risk assessment for the activity. Your organisation probably has one you can adapt.
- ACCG has public liability insurance through Amphill Town Council, so if your group wishes to partner with us to do the litter pick we can use this, as long as ACCG is named as the primary organiser. Amphill Town Council has a specific Risk Assessment document for litter picking

2. Choose a date and book your equipment

- Start by choosing a date that works for you, then check that you can book equipment for that date. A quick check on Facebook/local event calendars for other local events will help you avoid clashes
- The main source of equipment for recent litter picks has been The Big Beds Clean Up charity run by George Karaiskou in Flitwick. This has a bank of equipment for 40+ people (sticks and hoops) plus a stock of bags, disposable gloves, and high-vis jackets. Contact The Big Beds Clean Up to book the equipment via Facebook Messenger, or ACCG can pass on the contact.
- You will need to have a volunteer to collect and take back the equipment from Flitwick. It is kept in an outdoor store, so it can be collected anytime. Check when it is next needed and ensure it is replaced ready for that.

3. Get permission for your Litter Pick start point

- Decide where you would like the pick to be based. Think about the areas accessible from the start point, and ease of getting to it. Be well off a road, with space for people to gather.

- You will need to have permission to base the litter pick anywhere. Check land ownership - CBC, town or parish council, or private land. Request permission by email or phone call. Be prepared to change location and don't advertise until you have permission for the site. CBC contacts below can confirm permission for CBC sites. Newer estates will have a management company that should be contacted.
- If you want to have "stalls" promoting causes you need to ask for permission for this too.

4. Arrange for the rubbish to be collected

- You need to arrange a special rubbish collection for your litter bags with CBC. They are set up for this, but will want to know that there will be at least 10 bags of rubbish. Email Environmental Services with the date of your pick and where you want the rubbish to be collected from. They usually collect on a weekday following the litter pick, so the bags will be sitting around for a while.
- You need to get permission to leave the rubbish somewhere. This needs to be an off street location and ideally will be very close to your event base. Bags can be left at the Tractor Shed in Ampt Hill Great Park, by arrangement. So one option is to have a pair of volunteers to collect and drive the bags there.
- CBC will collect litter pick bags with normal black bin waste from homes, so volunteers can be asked to take the bags home.

5. Choose your time and call for volunteers

- You will need some volunteers to help set up etc but it is usually easiest to set the date and time, then call for helpers.
- Decide how long you want the pick to go on for. 2 hours is probably a minimum. The covid safe model is to have a staffed equipment station handing out and collecting equipment through the time to avoid big gatherings.

6. Putting the word out

- ACCG will advertise your litter pick on Facebook and on www.ampt Hillclimatechange.co.uk.
- Posters can be provided to Ampt Hill Town Council for council notice boards
- Waitrose and other local retailers are usually happy to display posters for community events if asked
- Local schools can be asked to include information in weekly newsletters or via PTAs. Email addresses are on school websites.
- Ampt Hill.Info on Facebook will post for you. DM the site or put up a visitor post.
- You may wish to ask people to register for your litter pick, if you think there will be big numbers. This isn't usually necessary. Google forms can work well for this.

7. Useful Contacts

ACCG

email hello@ampt Hillclimatechange.co.uk or DM through the Facebook page

Primary contact: Susan Clinch

Ampt Hill Town Council

Email council@amphilltowncouncil.co.uk for permission to set up the litter pick on ATC land (Park, Alameda/Sweetbriar, Verne Drive). Also courtesy to inform of the event.

Telephone 01525 404355

Primary contact: Donna Searle, Deputy Town Clerk

Ampthill Park Manager

Email: p.nicholson@amphilltowncouncil.org.uk to ask to leave bags for collection at the Tractor Shed, and for any litter picks in the park, or starting from the park. CC requests to council@amphilltowncouncil.org.uk

Primary contact: Phil Nicholson

CBC

env.services@centralbedfordshire.gov.uk for permission to set up the litter pick on CBC land, and to arrange collection of bags

Partnerships.CommunityEngagementTeam@centralbedfordshire.gov.uk Copy into above emails as they can be supportive if there is an issue.

The Big Beds Clean Up

[https://www.facebook.com/BigBedsCleanUp/?_xts__\[%C3%83%E2%80%9A%C3%82%C2%AB0%C3%83%E2%80%9A%C3%82%C2%BB\]=68.arci3sbn4ynvaqp6tjc2-nefl_hpvcxw5v_wjrdmbth04lwtfctgpj7rtijt8jevnm_pxon8ar9gt34ds-hyivvrkqjctr4eubmrulsxwuiog689ivnp](https://www.facebook.com/BigBedsCleanUp/?_xts__[%C3%83%E2%80%9A%C3%82%C2%AB0%C3%83%E2%80%9A%C3%82%C2%BB]=68.arci3sbn4ynvaqp6tjc2-nefl_hpvcxw5v_wjrdmbth04lwtfctgpj7rtijt8jevnm_pxon8ar9gt34ds-hyivvrkqjctr4eubmrulsxwuiog689ivnp)

Easiest to contact through Facebook.

Primary contact: George Karaiskou