

Appendix A: Fingerpost Controlled Vocabulary

This controlled vocabulary has been compiled by Richard Anderson, Archaeologist, as part of the 2015/16 Exmoor Historic Signs Project. It provides a useful thesaurus for identifying and describing parts of a fingerpost, and a common scheme of reference for discussing pre-1964 fingerposts.

ANNULUS FINIAL ⁴⁶	A ring shaped finial. See 'FINIAL'.
ARM ⁴⁷	On a FINGERPOST, a projecting sign board indicating the direction of travel to a place named on that ARM and displaying the distance to that place from the FINGERPOST, sometimes also displaying the name of the route indicated. Can terminate in a variety of styles, with Somerset examples typically using CHEVRON TIP or SQUARE TIP. Also referred to as a 'FINGER'.
BASEPLATE	A flat plate, typically brazed or welded to the lower terminus of the POST, serving to further secure the POST in the ground by preventing deviation from the perpendicular.
CHEVRON TIP	Describing the end of an ARM furthest from the POST and pointing in the direction of travel which exhibits the arrow-like shape of a letter 'V' on its side.
DIRECTION PLATE ⁴⁸	See 'ARM'.
FINGER	See 'ARM'.
FINGER BLADE	The flat, projecting section of a FINGER on which place-names and distances are displayed, a label used to differentiate this area from the FINGER COLLAR on an INTEGRAL COLLAR FINGER.
FINGER COLLAR	The tubular section of a FINGER which slides over the SPIGOT, a label used to differentiate this area from the FINGER BLADE on an INTEGRAL COLLAR FINGER.
FINGER FIXING BOLT	A FIXING BOLT securing the FINGER COLLAR to the SPIGOT, and ensuring the FINGER points in the correct direction. The single FIXING BOLT of the original pre-1964 FINGERPOSTs is known to be less secure than desirable, and restoration can often introduce a second bolt allowing for a more secure attachment at the cost of authenticity.

⁴⁶ Supplementary addition to the Richard Anderson thesaurus.

⁴⁷ Supplementary addition to the Richard Anderson thesaurus.

⁴⁸ Supplementary addition to the Richard Anderson thesaurus.

FINGERPOST	<p>A signpost consisting of a POST with one or more arms, termed FINGERS, pointing in the direction of travel to places named on those FINGERS, along with the distance from the POST to that named place.</p> <p>A Narrow Term (NT), classified under Broad Term (BT) <i>Signpost</i>, Class Name (CL) <i>Transport</i> in the English Heritage Monument Type Thesaurus, curated by the Forum on Information Standards in Heritage (FISH).</p>
FINIAL	<p>A decorative feature which tops the FINGERPOST, serving to close the top end of the hollow SPIGOT. In Somerset, the standard FINIAL is pyramidal and is adorned on each face with the embossed initials S C C, representing Somerset County Council. Below this pyramid, and an integral part of the FINIAL is the FINIAL BOSS.</p> <p>The FINIAL is secured to the SPIGOT by means of a FIXING BOLT.</p>
FINIAL BOSS	A rolled decorative feature, integral to the FINIAL, directly below the pyramid feature on the Somerset County Council FINIAL design.
FINIAL FIXING BOLT	A FIXING BOLT securing the FINIAL to the SPIGOT.
FIXING BOLT	<p>The component parts of the modular FINGERPOST are secured to each other by means of FIXING BOLTS. In order to provide a greater length of attachment, each bolt is within a FIXING BOLT BOSS, raised above the surface of the relevant component.</p> <p>To differentiate between specific bolts, the following terms are adopted – FINGER FIXING BOLT; FINIAL FIXING BOLT; SPIGOT FIXING BOLT.</p>
FIXING BOLT BOSS	See FIXING BOLT.
HELVETICA	Typeface family used as the basis for the hand-fashioned letter styles typically employed on pre-1964 traffic signs. See also DECORATIVE and TRANSPORT HEAVY.
INTEGRAL COLLAR FINGER / ARM	A FINGER which has the FINGER BLADE and FINGER COLLAR cast as a single integral unit. See also OFFSET BRACKET. This is the typical method used in Somerset examples.
INTERLOCKING COLLAR	A COLLAR, either as part of an INTEGRAL COLLAR FINGER or as a SPACER COLLAR, which extends downwards and/or upwards at its circumference for a portion of arc, slotting into a corresponding feature on a neighbouring component above

and/or below. Designed to secure components in position relative to each other, typically to hold a FINGER more securely and ensure it is pointing in the correct direction of travel.

LIPPED ⁴⁹	The projecting edge or rim to a FINGERPOST ARM.
LOCATION COLLAR	A triangular collar which slides over the SPIGOT and presents its three flat faces perpendicular to the ground, sited as the first component above the POST. Each flat face displays the location name of a given FINGERPOST, often preserving a colloquial name of some antiquity which may no longer be included in Ordnance Survey mapping.
OFFSET BRACKET	A method of attaching a FINGER to the SPIGOT in which the OFFSET BRACKET is clamped to the SPIGOT and a separate FINGER then attaches to the OFFSET BRACKET. See also INTEGRAL COLLAR FINGER / ARM.
OGEE TIP ⁵⁰	An 'S' shaped end of an ARM pointing in the direction of travel.
POST	<p>A tube forming the lower section of the FINGERPOST, into which the SPIGOT slots. The POST extends into the ground typically to a depth of 5 feet (150 centimetres), terminating in a flat BASEPLATE.</p> <p>The POST may exhibit raised lettering indicating the name of the installing authority, typically a County Council.</p>
POINTER ⁵¹	See 'ARM'.
SLEEVED ⁵²	A method of attaching an ARM to the SPIGOT in which the ARM BLADE and COLLAR is cast as a single integral unit and its COLLAR is fitted over the SPIGOT or POST. See also INTEGRAL COLLAR FINGER / ARM.
SPACER COLLAR	<p>A cylinder which slides over the SPIGOT and sits between a FINGER and another component to create a measured space. By this method inadvertent misreading of the various FINGERS can be avoided, particularly if a high number are present. SPACER COLLARS can also be employed to enhance aesthetic appeal by balancing the overall appearance of the FINGERPOST.</p>
SPIGOT	A tube forming the upper section of the FINGERPOST, slotting into the POST typically to a depth of 12-13 inches (30-35 centimetres) and to which the FINGERS, various collars and FINIAL are attached, usually entirely obscuring the SPIGOT from view.

⁴⁹ Supplementary addition to the Richard Anderson thesaurus.

⁵⁰ Supplementary addition to the Richard Anderson thesaurus.

⁵¹ Supplementary addition to the Richard Anderson thesaurus.

⁵² Supplementary addition to the Richard Anderson thesaurus.

SPIGOT FIXING BOLT A FIXING BOLT securing the SPIGOT to the POST.
BOLT

SQUARE TIP Describing the end of a FINGER furthest from the POST, and pointing in the direction of travel, which is square-cut and blunt.

TRANSPORT
HEAVY Traffic sign letter style designated the mandatory national standard by the *1964 Traffic Signs Regulations* (the Worboys report). See also DECORATIVE and HELVETICA.

Appendix B: Fingerpost Types

Below is a summary of the known variations of fingerpost and fingerpost components found in Somerset or produced by Somerset iron foundries.

Each example is given a '000' reference number for the purposes of this handbook and for recording in the e-Survey form outlined in Chapter 3.

'DRM Ref.' is the reference number allocated to the different types in the 1988 survey by the Devon Road Museum.

Fingerposts go through modifications in their lifetime, with components lost, removed, or switched over; not least during the dismantling and re-assembly of World War II. It is often difficult to identify a fingerpost in its original form and to allocate all the surviving fingerposts into neat categories.

001 **Cone & Ball Finial with Moulded Pedestal Post**

Date: Late 19th-early 20th Century
 Finial: Large ball surmounted by a small cone.
 Arms: 5 ⁵/₈ inches high blades with lipped borders and scalloped tips. All blades socketed into a single collar.
 Text: Raised 1 ³/₄ inches high sans-serif capital text. No distance information on original blades.
 Post: Pedestal base with heavy torus mouldings.
 Sites: Yarrow ST 3808 4694
 Chapel Allerton ST 4094 5096 (listed and surviving)
 Tynings Gate ST 4685 5622
 Mark Moor ST 3806 4481
 DRM Ref: E.



Illustrations clockwise: Tynings Gate (with restored arms), Yarrow and Chapel Allerton.

002 **Bishop Brothers Foundry - Bolted Arms**

Date: Late 19th-early 20th Century
 Finial: Large ball surmounted by a smaller ball.
 Arms: Lipped borders and rounded tips. All blades bolted onto a single collar.
 Text: Capital serif capital text. No distance information.
 Post: Narrow pedestal base with heavy torus mouldings. Fluted shaft. 'BISHOP BROS WELLINGTON' foundry mark on the pedestal.
 Sites: Wiltown, Blackdown Hills, Devon ST 1721 1660
 Hemyock, Devon ST 1372 1343
 DRM
 Ref: Not recorded.



Illustrations clockwise: first two Wiltown, Devon, second two Hemyock, Devon.

003 **H.B & H. Petter Foundry Fingerpost**

Date: Late 19th-early 20th Century

Finial: Conical with narrow neck above a torus moulding with fillets.

Arms: 8 ⁵/₈ inches high blades, each with an ogee tip and raised double beaded border. Blades bolted to the post with half cylinder flanges set between collar flanges on the spigot.

Text: 2 ³/₄ inches high capital serif text. No distance information provided.

Post: Marginally tapered post with the upper section comprising of 3 integral arm spigots separated by collar flanges. Foundry mark at the base partially masked by paint layers and part buried. Appears to read:
H.B & H. PETTER

Sites: Hardington Moor ST 5188 1219
(listed and surviving)

DRM

Ref: Not recorded.

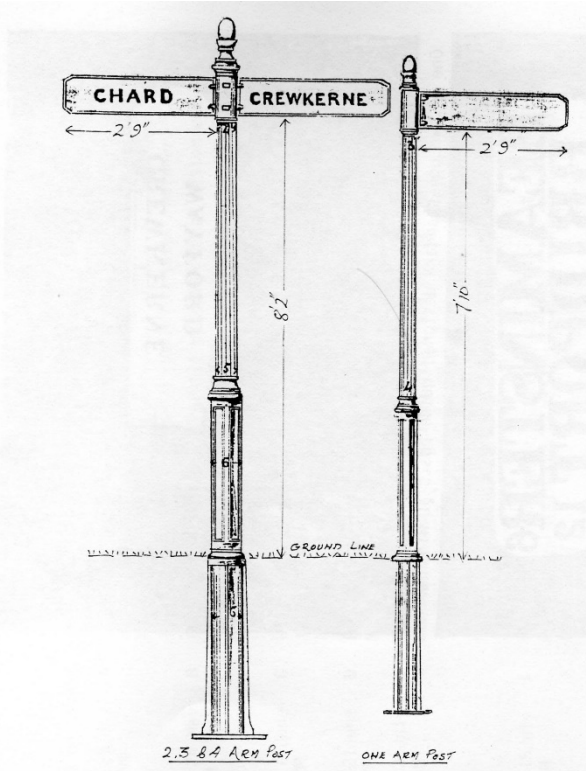
Note: Similar method of arm attachment to the Mark Foundry fingerposts.



Illustrations: All Hardington Moor.

004 **Crewkerne Area Lipped & Chamfered Arms**

Date: Late 19th-early 20th Century
 Arms: Lipped border and chamfered corners.
 Text: Capital sans serif text. Some with distances but no units.
 Post: Modern concrete post. Possible replacement for earlier timber posts.
 Sites: Leigh ST 3519 0614 (listed & lost)
 Winsham ST 3774 0663 (listed & lost)
 Clapton ST 41352 0635 (listed & lost)
 Cricket Cross ST 3608 1117
 DRM
 Ref: Not recorded.
 Note: Single surviving example from a small collection in the west Crewkerne area. Archive records suggest the arms could originate from a Denning & Co. or Bishop Brothers pattern fingerpost.



Illustrations: Top Cricket Cross.
 Left c. 1900 Denning & Co. working drawing. Source SIAS Bulletin No. 50 April 1989, p. 13.
 Bottom right late 1920 Bishop Bros. fingerpost at the A358 Crewkerne Turning ST 3223 0390.
 Photograph courtesy of Roger Carter and Brian Murless.

005 **Dening and Co. Foundry Fingerpost**

Date: Late 19th-early 20th Century
 Finial: Conical finial.
 Arms: Large blades, each with square tip, lipped border and rounded on all four corners. Blades secured to the post with an integral and indented post collar and a large fixing bolt.
 Text: Capital sans serif text with distance information.
 Post: Circular post by Dening and Co of Chard.
 Sites: Nr. Forde Bridge ST 3623 0540 (listed but lost)
 DRM
 Ref: D.

Illustrations: Image of the lost fingerpost in 1987.



006 **Narrow Blank Pyramid Finial & Ogee Tipped Arm Fingerpost**

Date: Late 19th-early 20th Century
 Finial: Narrow pyramid on a short neck and torus base. Blank faces.
 Arms: Large surviving blade with ogee tip, rounded corners, and lipped border. Secured to the post with an integral and indented post collar and a large fixing bolt.
 Text: Capital sans serif text with distance information.
 Post: Typical tapered post with torus capital and fillet necking and astragal banding at the base. No other post markings.
 Site: East Brent ST 3492 5177
 DRM
 Ref: F.



Illustrations: All East Brent.

011 Mark Foundry Fingerpost - Bolted Arms

Date: Late 19th-early 20th Century

Finial: Narrow pyramid with long neck and torus base with a stepped moulding.

Large embossed 'S' on all faces for the county administration initial.

The finial is missing on the example at East Brent except for the torus moulding base and is now surmounted by a later arm.

Arms: 9 inches high blades, each with ogee tip, curved corners, and lipped border.

Blades bolted to the post with a single short flange and set between collar flanges on the spigot.

Text: 3 inches high capital sans serif text with distance information and 'M' mile units.

Post: Straight post with upper section comprising of 3 integral arm spigots separated by collar flanges.

At the base a heavily moulded pilaster with the foundry mark:

A DAY & SONS

MARK FOUNDARY

Sites: Berrow ST 3001 5148

(finial, arm & post top missing)

Berrow lost ST 2993 5225 (lost)

East Brent ST 3457 5199

(section of finial missing)

Wedmore ST 4309 4744

DRM

Ref: G.



Illustrations: Top and middle Wedmore, Bottom East Brent.

012 **Mark Foundry Fingerpost - Sleeved Arms**

Date: Late 19th-early 20th Century

Finial: As 011 above.

Arms: As 011 above but secured to the post by integral lipped and ribbed post collar (sleeve).

Text: As 011 above.

Post: As 011 above but with different foundry mark positioned around the base of the plinth:
MARK FOUNDRY
SOMERSET

Sites: Sand, near Wedmore
ST 4330 4661

DRM

Ref: G.



Illustrations: All Sand.

013 **W & F Wills Foundry Fingerpost**

Date: Late 19th-early 20th Century

Finial: Narrow pyramid on a short neck and torus base. Large embossed 'S' on all faces for the county administration initial.

Arms: Ogee tip. Secured to the post with integral post collar.

Text: Capital sans serif text. Distances provided but with no units.

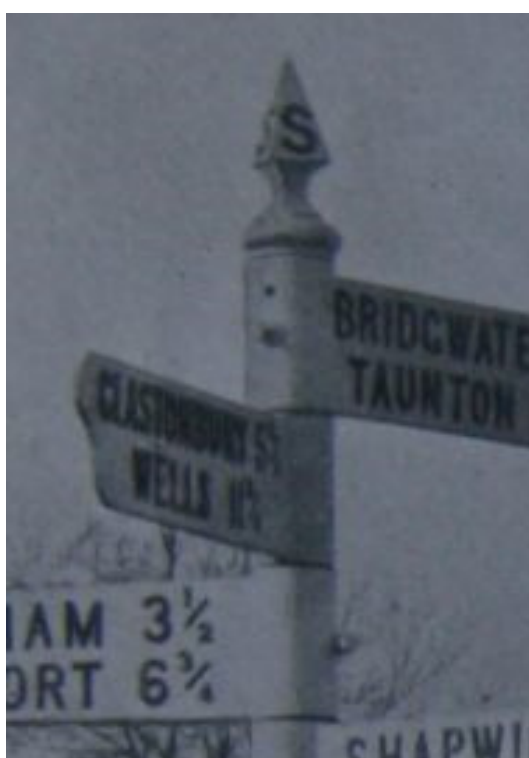
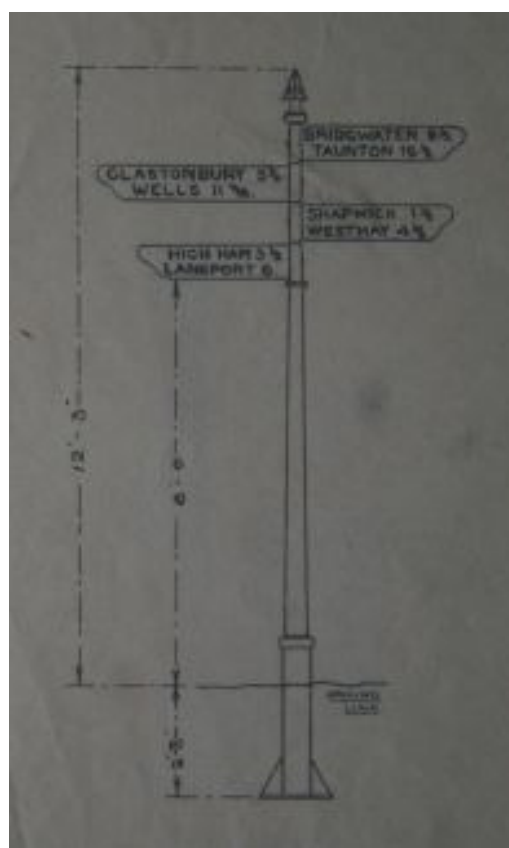
Post: Tapered post with torus capital and fillet necking. No base mouldings in the production castings. Distinguishing raised oval foundry mark at the base.

Sites: Pedwell ST 4250 3629 (lost)
The Pipers Inn ST 4419 3632 (lost)

DRM

Ref: Not recorded.

Note:



Illustrations: Drawing for the Pedwell junction fingerpost and photos of the fingerpost in place. Images courtesy of The Wills Collection.

014 **Narrow 'SCC' Pyramid Finial with Moulded Pedestal Post**

- Date: Late 19th-early 20th Century
- Finial: Narrow pyramid with short neck and torus base. Embossed with 'SCC' county administration initials on each face.
- Arms: Square tipped blades with integral post collar. Spacers utilised between the arms. Later chevron tipped arms on the ST 4902 4357 post.
- Text: 3 inch high capital sans serif text. Distances provided but with no units.
- Post: Decorative tapered post. The top has a chamfered cap, fillet band and concave necking and the base a heavily moulded plinth. No county or foundry marks.
- Sites: Godney Moor ST 4902 4357
Godney Moor ST 4741 4347 (finial recently lost)
- DRM
- Ref: Type B finial.
- Note: The style of post reflects that of 011 and 012, the surviving finial and arms being as for 022.



Illustrations: Top and left Godney Moor ST 4902 4357, rest Godney Moor ST 4741 4347.

015 **Narrow 'Scc' Pyramid Finial Fingerpost**

Date: Late 19th-early 20th Century

Finial: Tall and narrow pyramid with short neck and torus base.

Embossed 'Scc' (small 'c's) county administration initials on each face.

Arms: Square tipped blades with lipped edges and integral post collar.

Text: Capital sans serif text with dots between and at the end of place names. Distances provided but with no unit.

Post: Standard tapered post with torus cap, fillet band and concave necking and an astragal band at the base but no foundry mark or county name.

Sites: Castle Cary ST 6362 3243

DRM

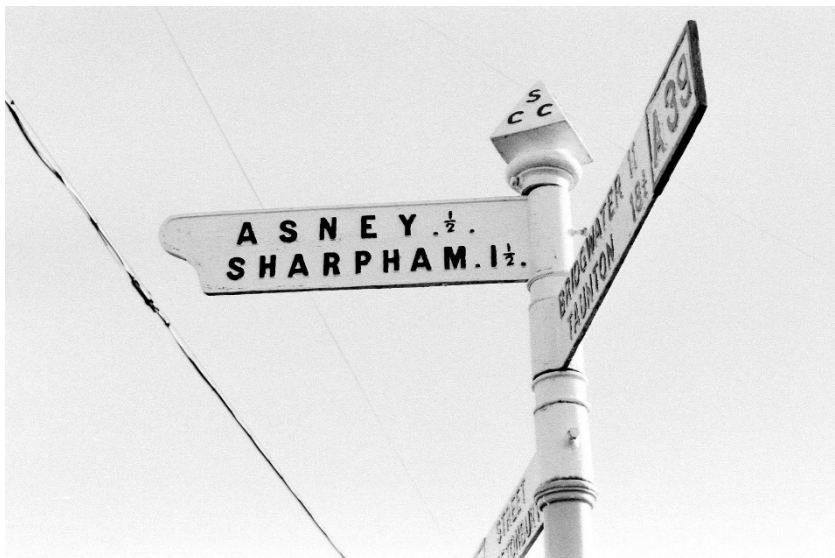
Ref: Not recorded.



Illustrations: All Castle Cary.

021 **CW Harris & Co. Foundry Fingerpost**

Date: Late 19th-early 20th Century
 Arms: Ogee tip. Secured to the post with integral post collar.
 Text: Capital sans serif text. Distances provided but with no units.
 Post: Tapered post with torus capital and fillet necking. Simple pedestal with torus moulding. Oval foundry mark on the pedestal.
 Sites: Walton ST 4658 3635 (lost)
 DRM
 Ref: Not recorded.
 Note: Later finial and lower arms.



Illustrations: All Walton. Images courtesy of Brian Murless

022 **Sheldon Foundry Fingerpost with Narrow 'SCC' Pyramid Finial**

Date: Early 20th Century
 Finial: Tall pyramid with short neck and torus base.
 Embossed with 'SCC' county administration initials on each face.
 Arms: Square tipped blades with integral post collar. Spacers utilised between arms.
 Text: Capital sans serif text. Distances provided but with no units.
 Post: Standard tapered post with torus cap, fillet band and concave necking and base astragal banding. Embossed county name vertically on the post, but notably the 'SHELDON WELLS' foundry mark is in a cruciform.
 Sites: Burtle ST 4021 4309
 Durleigh ST 2741 3605
 Galhampton ST 6318 2941
 Henlade ST 2698 2407
 Wraxall ST 4930 772
 South Cheriton ST 6931 2469
 Windwhistle ST 3866 0992
 DRM
 Ref: B.
 Note: Chevron tipped arms likely later additions



Illustrations: Bottom left Galhampton, top right Burtle, middle right Henlade; bottom right Burtle.

023 **Poundisford Fingerpost**

Date: Early 20th Century
 Finial: Broad pyramid with long neck and small torus base. Small embossed 'SCC' county administration initials on each face.
 Arms: 7 ½ inches high square tipped blades with lipped edges and integral post collar with reinforcement flanges.
 Text: 3 inches high capital san serif text with distances but no unit.
 Post: Unusual post with pronounced taper, small astragal cap and embossed SOMERSET on four faces.
 Sites Poundisford ST2238 2110
 Poundisford ST 2244 2037 (with later finial)
 DRM
 Ref: Not recorded.



Illustrations: Top four images Poundisford ST2238 2110, bottom Poundisford ST 2244 2037.

024 **Narrow Pyramid Finial with Embossed 'Scc'**

Date: Early 20th Century

Finial: Narrow pyramid supported by a long and broad neck and a torus base with a stepped moulding. Large embossed 'S' and smaller 'cc' on all faces for the county administration initial.

Arms: Square tipped blades with integral post collar, as described in 025 & 026.

Text:

Post: Typical tapered post as described in 020 & 021.

Sites: Dyehouse Cross, Brompton Regis SS 9370 2650 (finial lost)
Curry Mallet ST 3322 2214
Rapps ST 3440 1693 (finial broken)

DRM

Ref: C.

Note: The finials correspond closely to the Mark Foundry examples in the Wedmore and Berrow, except the pyramids are narrower, necks thicker, and they are mounted on fingerposts of a later period.



Illustrations clockwise: Curry Mallet, Rapps prior to the top for the finial being broken off, Dyehouse Cross, Brompton Regis.

025 **Sheldon Foundry Fingerpost with Apex Cap Pyramid Finial**
(Type A)

Date: Mid 20th century

Finial: Broad pyramid with a flat base and a curious apex cap, mounted on a narrow neck and torus base. 'SCC' county administration initials on each face.

An unusual example in Westhay is missing the embossed 'SCC'.

Arms: 7 inches high for single legends. Square tipped blades with integral post collar. Spacers utilised between arms.

Text: 3 inches high capital sans serif text. Distances provided but with no units.

Post: Standard tapered post with torus cap, fillet band and concave necking and an astragal band at the base. Variations in the position of the vertically embossed county name and with the foundry mark. 'SHELDON WELLS' found in both a cruciform and vertically alignment.

Sites: One of two common types across the county, but a low proportion compared to the ubiquitous 'Type B' Sheldon Fingerpost (026).

DRM A. for standard pattern.

Ref: F. for the blank finial example at Westhay (ST 4342 4227).

Note: Arms and posts appear to be as for the 'Narrow SC' Pyramid Finial' type (022), although many have later elements especially the chevron tipped arms.



Illustrations clockwise: Shapwick, Mells Green, Yeovil Hundredstone, Shapwick, Westhay ST 4342 4227, and Westhay ST 4358 4243.

026 **Sheldon Foundry Fingerpost with Convex Base Pyramid Finial (Type B)**

Date: Mid 20th century

Finial: Broad pyramid with a convex base, mounted on a narrow neck and torus base. 'SCC' county administration initials on each face.

Arms: Blades with integral post collar and thickening of the blade towards the sleeve. Chevron tipped blades for directions on unclassified roads, and square tipped blades for classification roads with the road number in a raised box border. Spacers utilised between arms.

Text: Capital sans serif text. Distances provided but with no units.

Post: Standard tapered post with torus cap, fillet band and concave necking and base astragal banding. Vertical embossed 'SOMERSET' county name and 'SHELDON WELLS' FOUNDARY MARK.

Sites Found across the county and by far the most numerous type.

DRM

Ref: A.



Illustrations clockwise: Elworthy, South Horrington, Westhay, Grienton, Skilgate & Skilgate.

027 **Royal Label Factory Fingerpost**

Date: Circa 1950s or 60s.

Finial: Annulus (hooped) finial with embossed borough authority name.

Arms: Chevron tipped blades with lipped edge and 'geared' interlocking integral post collars. ROYAL LABEL FACTORY foundry name embossed on all blades.

Text: Capital sans serif text with no distances.

Post: Straight CHS post.

Sites Beckery ST 4912 3883

DRM

Ref: Not recorded.

Note: Sole known example in Somerset.



Illustration: Beckery.

031 **Bishop Brothers Foundry Fingerpost - Sleeved Arms**

Date: Late 19th-early 20th Century
 Finial: Broad pyramid with apex cap and embossed 'SCC' county administration initials on each face, set on a thin neck and a torus base.
 Arms: Large blades with flat tips, curved corners, and raised lipped borders. Secured to the post by integral and indented post collar and large fixing bolt.
 Text: 2 ½ inches high capital serif text with distance information but no distance units.
 Post: Typical tapered post with torus capital and fillet necking. Foundry names embossed on the side: BISHOP BROS WELLINGTON. No other post markings.
 Sites: South Petherton ST 4355 1682 (listed)
 DRM
 Ref: Not recorded.
 Note: Later upper arms finial possibly later additions.



Illustrations: All South Petherton.

032 Sleeved, Lipped and Rounded Corner Arms

Date: Late 19th-early 20th Century
 Arms: Large blades with flat tips, curved corners, and raised lipped border. Secured to the post by integral and indented post collar and large fixing bolt.
 Text: Large capital serif text with distance information but no distance units.
 Sites: Wheddon Cross SS 9243 3881
 DRM
 Ref: Not recorded.
 Note: Later arms, spacers and finial.
 Date of the post unknown.

Arms appear identical to the Bishop Brothers of Wellington fingerpost in South Petherton.



Illustrations: Wheddon Cross.

033 Sleeved, Lipped & Ogee Tipped Arms

Date: Early to Mid 20th Century
 Arms: Ogee tipped blade with lipped border. Integral post collar.
 Text: Capital sans serif text.
 Sites: Coxley ST 5303 4379
 Glastonbury ST 5069 3845
 DRM
 Ref: Not recorded.
 Note: Two known examples used for roads names rather than place destinations.



Illustrations: Top Coxley, bottom Glastonbury.

034 Ancient Monument Directional Arms

Date: Mid 20th Century
 Arms: Square tipped blades with integral post collar. Raised upper, intermediate and lower borders.
 Text: Capital sans serif text.
 Sites: Spire Cross SS 8884 3354



Illustrations: Spire Cross.

041 Location Collars

Date: Late 20th and early 21st Century
 Collar: Cast iron wedge with 3 vertical faces and triangular top and base.
 Text: All variations include the cross or junction name, with some including the local landscape area designation, and a National Grid Reference.
 Sites: Exmoor, Quantock Hill, Brendon Hills and the Mendip Hills.
 Note: Designed in 1997 and retro fitted to fingerposts under landscape enhancement projects.



Illustrations: Left Yoxter Cross, right South Horrington.

042 **Synthetic Arms**

Date: Late 20th Century

Arms: Plastic blades with a square or chevron tip and attached to the spigot with a metal bracket.

Text: Capital sans serif text.

Sites: Numerous additions to fingerpost across the county.



Illustrations: Clockwise Bower Hinton, Chipley, Lowtrow Cross.

Appendix C: Some Somerset Fingerpost Iron Foundries

Detailed below are brief notes on some of the Somerset iron foundries and engineering workshops known to have produced fingerposts for Somerset and beyond.

Albert Day of Mark

The origins of the Albert Day foundry in Mark are unknown, but by 1841 Albert Day had established a smithy at a former farmhouse opposite the Church, and later installed a cupola in the house for smelting iron.⁵³ The firm grew by serving the local agricultural community.⁵⁴ Albert died in 1893, when his sons, John and George, took over the business but the title of the firm is unlikely to have changed.⁵⁵ By the early twentieth century the firm had a good reputation regarding dairy and cheese making equipment, but also produced cider presses, apple mills, railings, signpost, road gullies, tools and implements.

John Day died in 1929. The firm was bought by a syndicate of local farmers and operated until 1950, when the site was converted into a garage and service station.⁵⁶

Dening and Co. of Chard

An iron and brass foundry was developed by farmer John Wightman in 1828 at an earlier smithy in Old Town, Chard, off Holyrood Street.⁵⁷ In 1842 he partnered Charles Dening, an established Chard ironmonger. The firm became 'Wightman and Dening'.

The iron foundry business continued with various name changes with the retirement of John Wightman and death of Charles Dening in 1880. By this time the Old town works were cluttered. Charles's son Samuel was the sole proprietor of Dening & Co. and oversaw a move to new premises at the Crimchard Works on the north side of Chard in 1881.⁵⁸ The company grew and had an international reputation for the manufacture of agricultural implements and machinery.

In 1937 the third generation of Dening's retired from the firm in 1937. The company went into voluntary liquidation in 1951 following the supply of its agricultural machinery being caught up in a dispute between the British and Argentine governments.

Bishop Brothers of Wellington

William bishop established a smiths shop on North Street, Wellington, in 1837.⁵⁹ His sons continued the family trade with the establishment with a separate business in 1872. By 1875 Bishop Brothers advertised as founders, gas fitters, millwrights and manufacturers of steam engines, boilers and iron tanks. Many

⁵³ Somerset Industrial Archaeology Society (2000) p. 24.

⁵⁴ Somerset Industrial Archaeology Society (2014) pp. 12 to 14.

⁵⁵ Murless (May 2017).

⁵⁶ Somerset Industrial Archaeology Society (2000) p. 24.

⁵⁷ Warren, D (1989), and SHER PRN 14048.

⁵⁸ Somerset Historic Environment Record PRN 14048 and PRN 19507.

⁵⁹ Somerset Industrial Archaeological Society (1980) p. 1 and 2.

examples of their work survive in and around Wellington. The North Street works closed in 1979.

HB & H Petter of Yeovil

The brothers Henry Branscombe Petter and Hugh Petter were associated with one of the four Petter metalworking establishments of Yeovil.⁶⁰ Trading under the name of 'HB & H Petter' they managed the original business at Clarence Street (now Superdrug), including an iron and brass foundry works, engineering works and ironmongery.⁶¹ The establishment is recorded in the Kelly's Directory of 1902 where it survived until a relocation in 1913 to the Nautilus Engine Works at Reckleford.

Alfred Sheldon and Sons Ltd. of Wells

A foundry and engineering firm was established on West Street in Wells by Alfred Sheldon in the late 19th century.⁶² At some point in the first half of the 20th century the company was purchased by the Reed paper company.⁶³ Sheldons was to become particularly important to the papermaking industry and was a specialist producer of 'spider' castings for cylinder mould paper machines.⁶⁴ The obituary for Lieutenant-Colonel Clifford D. Sheldon D.S.O. in the Western Daily Press in December 1950 described him as having been a prominent figure in the British paper making industry, vice-chairman and managing director of Albert E. Reed and Co. Ltd., and chairman of Alfred Sheldon and Sons Ltd. of Wells.⁶⁵

During WWII Sheldon's manufactures bomb casings and after the war embarked on renewing the directional fingerposts lost in the war. The following account of the late history of the company, and the details in section 1.5 on the casting of fingerposts at the foundry, are taken from an interview with Mr David Collins of Worth, Wells, former foundry foreman and company owner.⁶⁶

None of the earlier types of finial were being produced at Sheldon's by the time of Mr Collins joining the company in 1955; only the common type (Appendix B, Type 26). The production of iron casting ceased in the 1970s with the removal of its 26 inch diameter cupula furnace. This had straddled two storeys and was fed with alternating layers of one hundredweight of coke and 7 hundredweight of pig iron. The foundry retained two Morgan crucible furnaces for non-ferrous castings. From the 1970s any replacement fingerpost arms were cast in an aluminium alloy using the Morgan furnaces.

In circa 1981 the company foundry was to be closed. Mr Collins stepped in to buy the foundry business, which was then renamed Wells Foundry Limited. The foundry continued to supply castings to Sheldon's Engineering and other customers.

⁶⁰ Murless (May 2017).

⁶¹ Murless (May 2017).

⁶² Murless (May 2017).

⁶³ Collins (2017). The Reed paper company of Albert Reed, based in Maidstone, Kent, which became Albert E Reed and Co. and later Reed International. Rather than the Reed paper company of Albert's brother William Henry Reed, which was based in the west county, later became Reed Smith Holdings, one time owners of the Wansborough Paper Mill of Watchet, and which had Easton and Johnson of Taunton as its engineering subsidiary.

⁶⁴ Collins (2017).

⁶⁵ Murless (July 2017). Obituary in the Western Daily Press of 22nd December 1950.

⁶⁶ Collins (2017).



*Foundrymen at Sheldon's foundry, Wells.
Image courtesy of D. Collins.*

Mr Collins later purchased the remaining engineering company when it to was also threatened with closure by the parent company, retaining the name of Sheldon's Engineering Works Ltd.

Wells Foundry ceased trading in 1994 and later Sheldon's Engineering ceased. The site is now under the service yard of the Tesco supermarket.

W & F Wills of Bridgwater

In 1876 brothers Walter and Frank Wills established a general engineering and foundry works in Bridgwater. In 1896 the firm transferred from Polden Street to its new 'Perseverance Engineering Works' on Salmon Parade.⁶⁷

Production at the works included steam engines and machinery for local industry. Cast Iron gully grates and a small number of 1907 speed restriction signs survive on Somerset's highways with its foundry mark.⁶⁸ Wills also produced cast iron fingerposts for highway authorities.

⁶⁷ Somerset Historic Environment Record PRN 17125.

⁶⁸ Four speed restriction signs survive from 36 signs donated by the Somerset Automobile Club and accepted by the County Council in 1907, and erected at the Club's expense. See Somerset Historic Environment Record PRN 56491, 57288, 57289, and 56419.

Appendix D: Listed and Unlisted Notable Fingerposts

For further details of the listed fingerposts please refer to the National Heritage List for England, using the List Entry Number, and to the local Historic Environment Record using the Primary Reference Number:

National Heritage List for England	https://historicengland.org.uk/listing/the-list/
Exmoor HER	www.exmoorher.co.uk
Somerset HER	www.somersetheritage.org.uk

Extant Listed Fingerposts

Address and Grade	NGR and Parish	List Entry Number ⁷¹	HER Primary Reference Number	Appendix B Type
Roadsign at NGR ST 4093 5095, Chapel Allerton Grade II	340943,150962 Chapel Allerton	List No: 1344914	Somerset HER: 13111	001
Road sign at Whitehall, Harvey's Road, South Petherton Grade II	343550,116826 South Petherton	List No: 1178129	Somerset HER: 56784	031
Signpost at NGR 51871219, Moor Lane, Hardington Moor Grade II ⁷²	351883,112192 Hardington Mandeville	List No: 1057168	Somerset HER: 50540	003

Removed Listed Fingerposts

Address and Grade	NGR and Parish	List Entry Number ⁷³	HER Primary Reference Number	Appendix B Type
Road sign at junction with Pye Lane, Cow Down Road, Leigh Grade II	335192,106140 Winsham	List No: 1056173	Somerset HER: 57301	004
Road sign at junction with Fore Street, Ebben Lane, Winsham Grade II (To be verified)	337748,106635 Winsham	List No: 1177836	Somerset HER: 57302	004
Road sign at junction with Ammerham Lane, Whatley Lane, Bridge. Grade II ⁷⁴	336235,105409 Winsham	List No: 1177919	Somerset HER: 57313	005

⁷¹ Unified Designation System Asset Number

⁷² Bentley & Murless (1987); P. 101.

⁷³ Unified Designation System Asset Number

⁷⁴ Bentley & Murless (1985); P. 100, Route X/4, No. 1., Map 5.

Removed Listed Fingerposts (continued)

Address and Grade	NGR and Parish	List Entry Number ⁷⁵	HER Primary Reference Number	Appendix B Type
Direction sign, about 15 metres south of Mill House, Clapton Road, Clapton. Grade II	341352,106357 West Crewkerne	List No: 1308089	Somerset HER: 59149	004

Extant Unlisted Notable Fingerposts

Location	NGR	HER Ref. No.	Appendix B Type
Yarrow ⁷⁶	338083, 146945		001
Tynings Gate	346861, 156234		001
Mark Moor ⁷⁷	338066, 144810		001
Wiltown (Devon)	317210, 116600		002
Hemyock (Deveon)	313720, 113430		002
Berrow Rd, Berrow (finial, arm & post top missing) ⁷⁸	330014, 151474		011
East Brent (section of finial missing)	334572, 151995		011
Wedmore ⁷⁹	343098, 147446		011
Sand, near Wedmore ⁸⁰	343301, 146618		012
East Brent ⁸¹	334923, 151776		006
Godney Moor ⁸²	349024, 143572		014
Godney Moor (finial recently lost) ⁸³	347417, 143475		014
Cricket Cross	336081, 111178		004
Wheddon Cross	292431, 138809		032
Castle Cary	363625, 132431		015
Burtle ⁸⁴	340210, 143091		022
Durleigh	327417, 136035		022
Galhampton ⁸⁵	363188, 129410		022
Henlade ⁸⁶	326984, 124070		022
Wraxall (North Somerset)	349382, 172758		022
South Cheriton ⁸⁷	369315, 124694		022
Windwhistle ⁸⁸	338669, 109925		022
Poundisford	322381, 121101		023
Poundisford (with later finial)	322447, 120374		023

⁷⁵ Unified Designation System Asset Number

⁷⁶ Bentley & Murless (1987) pp. 101.

⁷⁷ Bentley & Murless (1987) pp. 101.

⁷⁸ Bentley & Murless (1987) pp. 101. and Devon Roads Museum (1998).

⁷⁹ Bentley & Murless (1987) pp. 101.

⁸⁰ Bentley & Murless (1987) pp. 101.

⁸¹ Bentley & Murless (1987) pp. 101.

⁸² Devon Roads Museum (1998).

⁸³ Devon Roads Museum (1998).

⁸⁴ Devon Roads Museum (1998).

⁸⁵ Devon Roads Museum (1998).

⁸⁶ Devon Roads Museum (1998).

⁸⁷ Devon Roads Museum (1998).

⁸⁸ Devon Roads Museum (1998).

Extant Unlisted Notable Fingerposts (continued)

Location	NGR	HER Ref. No.	Appendix B Type
Curry Mallet	333221, 122144		024
Rapps ⁸⁹	334403, 116930		024
Westhay (blank finial example) ⁹⁰	343429, 142270		025
Mill Lane, Coxley (arm only) ⁹¹	353038, 143793		033
Weycroft, Axminster (Devon) ⁹²	330719, 100068		To be classified
Evershot (Dorset) ⁹³	357400, 104500		To be classified
Clayhanger Common, Hornsbury, Chard ⁹⁴	333109, 111325		To be confirmed
Silver Street, Shepton Beauchamp (arm only) ⁹⁵	340012, 116425		To be confirmed

Removed Unlisted Notable Fingerposts

Location	NGR	HER Ref. No.	Appendix B Type
Berrow ⁹⁶	329933, 152254		011
Notting Hill Way, Weare ⁹⁷	340638, 151592		011 / 012
Mark Moor ⁹⁸	337748, 146637		011 / 012
Taunton Road, Pedwell ⁹⁹	342509, 136296		013
Piper's Inn, Ashcott ¹⁰⁰	344197, 136324		013
Main Street, Walton ¹⁰¹	346588, 136352		021
Dyehouse Cross (finial replaced) ¹⁰²	293604, 127644		024
Wellington Road, Taunton ¹⁰³	321427, 124498		041
Sunny Hill, Pitcombe (finial & arms missing) ¹⁰⁴	367241, 133574		041
B3136 Lambert's Hill, Pilton ¹⁰⁵	360855, 142511		To be confirmed
Brassknocker Hill, Monkton Combe (BANES) ¹⁰⁶	377971, 162328		To be confirmed

⁸⁹ Devon Roads Museum (1998).

⁹⁰ Devon Roads Museum (1998).

⁹¹ Bentley & Murless (1987); P. 99, Route WL/1, No. 18., Map 9.

⁹² Morgan (2016). A Denning & Co. fingerpost in Devon.

⁹³ Morgan (2016). A Denning & Co. fingerpost in Dorset.

⁹⁴ Morgan (2016). A Denning & Co. fingerpost.

⁹⁵ Bentley & Murless (1987); P. 100, Route IM/10.

⁹⁶ Bentley & Murless (1987) pp. 101. and Devon Roads Museum (1998).

⁹⁷ Bentley & Murless (1987) pp. 101.

⁹⁸ Bentley & Murless (1987) pp. 101.

⁹⁹ Miles (2016).

¹⁰⁰ Miles (2016).

¹⁰¹ Bentley & Murless (1987); P. 92, Route WL/1, No. 4., Map 9., Somerset Historic Environment Record PRN 37550, and Murless (2016). Finial embossed with 'TTC' for Taunton Town Council rather than the usual 'SCC'.

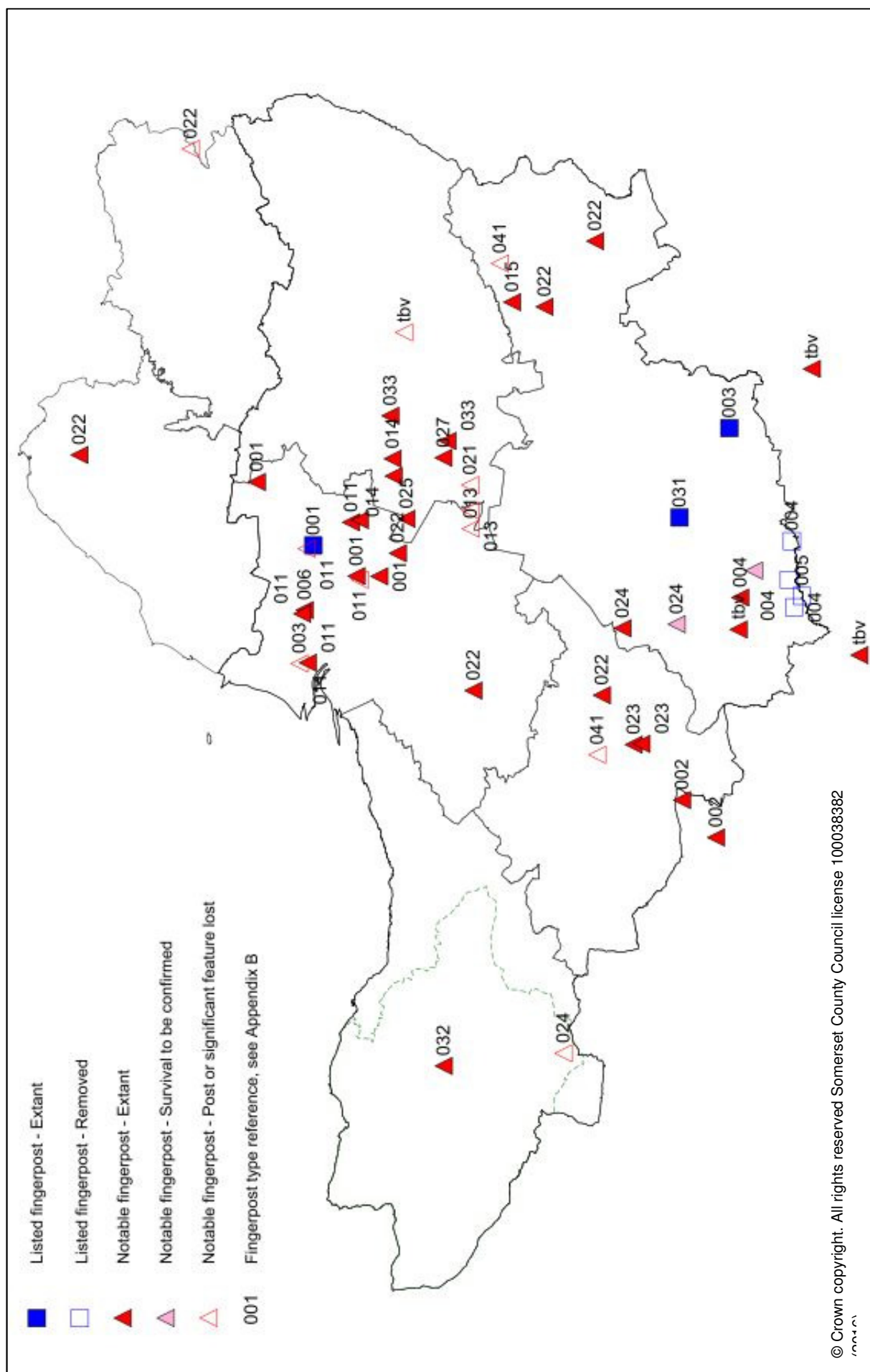
¹⁰² Devon Roads Museum (1998).

¹⁰³ Bentley & Murless (1985); P. 95, Route TA/1 No. 5., Map 4., Bentley & Murless (1987); P. 99, Route TA/1/5No. 5. Removed by November 1985.

¹⁰⁴ Bentley & Murless (1987); P. 80, Route BU/11, No. 12., Map 5, and Murless (2016). Finial embossed with 'WRDC' for Wincanton Rural District Council rather than the usual 'SCC'.

¹⁰⁵ Devon Roads Museum (1998).

¹⁰⁶ Devon Roads Museum (1998).



Appendix E: Suppliers

The following is a list of local and national companies known to have provided products and services for the care of traditional fingerposts. The list is for administrative convenience only. It conveys no recommendation or approval, nor comment on the suitability of the company or organisation in any respect.

Company Name	Contact	Services
Foundries		
Bristol Foundry, Winterbourne	Michael Brett 07380 380829 bristolfoundry@btconnect.com www.bristol-foundry.co.uk	Copy casting in cast iron or aluminium.
Cerdic Foundries, Chard	01460 64301 sales@cerdicfoundries.co.uk	Patterns for the supply of all fingerpost components in cast iron and paint shop facilities.
Mill Farm Engineering, Yate	Mark Prior 07534 620886 markprior@ymail.com	Patterns for the supply of arms, finials and spacers in LM6 or LM25 aluminium casting alloy.
H. Downs & Sons Ltd, Huddersfield	01484 428203 sales@hdowns.co.uk www.hdowns.co.uk/	Pattern for the supply of a full height 'SOMERSET' post, painted with a primer.
Metalwork Restoration & Highway Contractors		
Exmoor Welding Ltd., Wheddon Cross	Pete Henson 01643 841107 www.exmoorwelding.co.uk	Refurbishment, repairs and replacement components.
Dorothea Restorations, Bristol	John Wallis 0845 4780773 07834 767516 john@dorothearestorations.com www.dorothearestorations.com/	Refurbishment, repairs and replacement components.
Heritage Finger Post Signs, Surrey	Marcus Slegg 07552 932419 www.fingerpostsigns.com	Refurbishment, repairs and replacement components.
JACS (UK) Ltd., Melksham	Martin Wicheard 01225 700 202 martin@jacsuk.com www.jacsuk.com	Refurbishment, repairs and replacement components.
Signpost Restoration Limited, Cumbria	David Gosling 016977 41829 info@signpost-restoration.co.uk www.signpost-restoration.co.uk	Refurbishment, repairs and replacement components.
Somerset Forge Ltd., Easton, Nr. Wells	Contact: Dave Masters 01749 870037 info@somersetforge.co.uk www.somersetforge.co.uk	Refurbishment, repairs and replacement components.
West County Blacksmiths, Allerford	Kieren Roberts 01643 863339 info@westcountryblacksmiths.co.uk www.westcountryblacksmiths.co.uk	Refurbishment, repairs and replacement components.
Continued overleaf		

Highway Lengthsman		
Brian Keal, Bishops Hull	07572741809 brianjohnkeal@googlemail.com	Refurbishment. Traffic management qualification.
Other Local Contractors, Metalwork and Paint Workshops		
There will be other local blacksmiths, metalworkers, engineering and paint workshops capable of undertaking many aspects of the repair and restoration works.		

Appendix F: Cost Guide

The approximate cost guide for 2016 has been removed due to the information being out of date.

It is hoped that new guidance can be provided when the costs from current refurbishment projects are made known.

Appendix G: Volunteer Registration and Medical Declaration Form

SOMERSET COUNTY COUNCIL Fingerpost Restoration Project Volunteer Registration and Medical Declaration Form	
PART 1: Registration	
Full Name	
Date of Birth	dd/mm/yyyy / /
Address	
Contact details (email or phone number)	
Emergency contact details	
Have you completed the Highway Safety Awareness Training Workshop?	Yes / No
If yes, please provide the date of the Highway Safety Awareness Training Workshop you attended.	
Do you hold a SWQR Unit 002 or Sector 12D (T1 & T2) qualification?	Yes / No
If yes, please provide the registration number for your SWQR or Sector 12D (T1 & T2) qualification and attach a copy of your certificate or card.	
Please continue to PART 2 overleaf.	

PART 2: Short Baseline Health Questionnaire					
<p>Part 2 will help identify any health problems or disabilities that may make the proposed activities difficult or unsafe, and help assess what reasonable adjustments can be made to enable you to be a volunteer.</p> <p>Read carefully the two questions below. Do not give an answer to each individual question but TICK either the YES or NO box below the questions.</p>					
1	Will you need to use any special aids to assist you with the fingerpost survey or voluntary maintenance activities (cleaning, vegetation clearance, paint preparation and painting)?				
2	Do you have any medical problem or disability that affects your ability to undertake the survey and voluntary maintenance activities?				
<table border="1" style="width: 100%;"> <tr> <td style="width: 80%;">I would answer YES to ONE or BOTH of the questions above.</td> <td style="width: 20%;"></td> </tr> <tr> <td>I would answer NO to BOTH of the questions above.</td> <td></td> </tr> </table>		I would answer YES to ONE or BOTH of the questions above.		I would answer NO to BOTH of the questions above.	
I would answer YES to ONE or BOTH of the questions above.					
I would answer NO to BOTH of the questions above.					
<p>If you have answered YES, you will be asked to completed a full medical questionnaire provided by Somerset County Council's Occupational Health provider - OH Assist.</p> <p>The questionnaire is completed online through the OH Assist Portal website, and will only be seen by nurses or doctors employed by OH Assist.</p> <p>OH Assist will send an e-mail to start this process. Please provide an email address in your contact details for this purpose. If you would like the option of being contacted by SMS please provide your mobile number below.</p>					
<p>Please read this statement carefully before signing and dating: The above answer is true to the best of my knowledge. If my circumstances change I will notify Somerset County Council and complete a new form.</p>					
Signature					
Date (dd/mm/yyyy)	/ /				
Mobile phone number if you have answered YES in the Health Questionnaire and give your consent for OH Assist to contact you by SMS.					
<p>Please return by email to Somerset County Council at: Fingerposts@somerset.gov.uk.</p>					

Appendix H: Existing Generic and Dynamic Risk Assessments

The following risk assessments are to be used if they are appropriate for your project. These risk assessments can be downloaded from the Somerset County Council Fingerpost Project website or from the contact details in section 9.5.

Generic Risk Assessments

Ref.	Title	Version
TM 001	Lyme Disease & Weil's Disease	V1.
TM 002	Use of A-Frame Ladders & Step Ladders	V1.
TM 003	Livestock, Dogs, Poisonous/Toxic Plants, Stings & Bites (including Pictures of Plant that are Toxic)	V1.
TM 003a	Picture Gallery of Poisonous and Toxic Plants	V2.
TM 004	Use of Brush Cutters and Strimmers	V1.
TM 005	Discovery of Sharps Needles and Drugs	V1.
TM 006	Use of Powered Hand Tools	V1.
TM 007	Threatening Behaviour, Verbal and/or Physical Abuse & Dangerous Sites	V1.
TM 008	Parking Vehicles On & Working Alongside Public Highways	V1.
TM 009	Working Near or Close to Steep Gradients & Inclines	V1.
TM 010	Weather	V1.
TM 011	Lone Working	V1.
TM 012	Trips & Falls	V1.
TM 013	Manual Handling	V1.
TM 014	Use of Strong Chemicals	V1.
TM 015	Inhalation of Dust & Lead Paint from Use of Abrasive Paper	V1.
TM 016	Use of Powered Pressure Washers	V1.
TM 000	Blank form for additional activity or site risk assessments.	-

Dynamic Risk Assessments

Ref.	Title	Version
	Fingerpost Maintenance: Health & Safety Quick Reference Guide	V1a.

Appendix I: Risk Assessment Matrix

How to Create a 'Risk Rating'

- 1) Decide approximately how severe the harm may be (S) and the likelihood that this will happen (L)
- 2) Give the Severity and Likelihood a score of between 1 and 5.
- 3) Multiply these scores together to give the Risk rating

Severity of harm (S)	Likelihood that harm will occur (L)
1 – Trivial (eg discomfort, slight bruising, self-help recovery)	1 – Remote (almost never)
2 – Minor (eg small cut, abrasion, basic first aid need)	2 – Unlikely (occurs rarely)
3 – Moderate (eg strain, sprain, incapacitation > 3 days)	3 – Possible (could occur, but uncommon)
4 – Serious (eg fracture, hospitalisation > 24 hrs, incapacitation > 4 weeks)	4 – Likely (recurrent but not frequent)
5 – Fatal (Single or multiple)	5 – Very likely (occurs frequently)

The risk rating (high, medium or low) indicates the level of response required to be taken when designing the action plan

Rating Bands (S x L)		
Low Risk (1-8)	Medium Risk (9-12)	High Risk (15-25)
Continue but review periodically to ensure controls remain effective	Continue, but implement additional reasonably practicable controls where possible and monitor regularly	STOP THE ACTIVITY Identify new controls. Activity must not proceed until risks are reduced to a low or medium level

	Trivial	Minor	Moderate	Serious	Fatal
Remote	1	2	3	4	5
Unlikely	2	4	6	8	10
Possible	3	6	9	12	15
Likely	4	8	12	16	20
Very likely	5	10	15	20	25

Appendix J: Risk Assessment Record Sheet

Council or Community Group _____

Fingerpost Site: _____

Date: _____

Volunteers One: _____

Volunteers Two: _____

Volunteers Three: _____

Volunteers Four: _____

Volunteers Five: _____

Risk Assessment (Name and Version)	Signed and Dated by Each Volunteer				
	Vol. 1	Vol. 2	Vol. 3	Vol. 4	Vol. 5

Appendix K: PPE and First Aid Checklist

Council or Community Group _____

Fingerpost Site: _____

Date: _____

Standard PPE	Date of Issue
Class 3 high visibility jacket or tabard	
Stout footwear	
Construction gloves	
Safety Goggles/Glasses	

Additional PPE items required by the Risk Assessments	Date of Issue
Safety boots with toe & midsole protection EN 345 compliant	
High impact resistant goggles EN 166 1B (Grade B impact protection, Class 1 optical quality) CE marked	
Safety Helmet EN 397 CE marked Note: replace after 3 years.	
Disposable latex gloves	
Disposable respiratory mask (Moderate level fine dust/oil)	
Ear defenders/earmuffs CE marked, EN 352	

First Aid Kit To conform to BS 8599-1	Date of Issue
General guidance leaflet (i.e. HSE 'Basic advice on first aid at work' leaflet)	
Contents list	
Individually wrapped waterproof sterile adhesive dressings (plasters) of assorted sizes	
Large sterile individually wrapped unmedicated wound dressings	
Medium-sized sterile individually wrapped unmedicated wound dressings	
Individually wrapped triangular bandage	
Conforming bandage	
Resuscitation face shield	
Sterile eye pads	
Sterile eyewash bottle with eye lid	
Sterile finger dressings	
Hydrogel burn dressing	
Foil blanket	
Disposable Nitrile gloves	
Alcohol free Sterile wet wipes	
Microporous adhesive tape	
Safety pins	
Clothing shears	

Other Essential Items & Information	Date of Issue
Location of the nearest Minor Injuries Unit or A&E department.	
Fully charged mobile phone for calling the emergency services and being located (always on)	
Site address or NGR for emergency services	
SCC/EEC Accident Report – Data Collection Form	

Appendix L: Section 171 Licence for Fingerpost Restoration Work



SOMERSET COUNTY COUNCIL
FINGERPOST RESTORATION PROJECT
PERMISSION TO CARRY OUT FINGERPOST RESTORATION WORK
ADJACENT TO THE
PUBLIC HIGHWAY IN ACCORDANCE WITH:-

The Highways Act 1980 (Section 171)
Road Traffic Regulations Act 1984 (Section 65) Environment Protection Act 1990 (Section 34)

* Please complete the following information in capitals and return the form to the address stated below allowing at least **10 WORKING DAYS** before you wish to start

Name of Parish:
Name of Parish Clerk or nominated Coordinator:
Names of persons undertaking the work:
.....
Address of Parish Clerk or nominated Coordinator:
.....
Telephone Number: Office Hours: Outside Office Hours:
Signed: Name of person signing: Date:
Proposed Location of Works (see note 1)

FINGERPOST RESTORATION WORKS - ON/ADJACENT TO THE PUBLIC HIGHWAY (see note 5)

Proposed Dates for works (see note 2) Start: Completion:
Description of the Proposed Minor Works

.....
.....
.....
.....

I/We apply for permission to carry out fingerpost restoration works adjacent to the highway at the above location stated and agreed to comply with the conditions attached to the permission as given overleaf (see page 2).

NOTES

1. In "proposed location of works" an exact location such as **outside a named property or Road name** or a **distance from a fixed reference point** is required. **Please attach a sketch plan where necessary**
2. The maximum period allowed is **two weeks**. Subsequent extensions will be treated as a new application.
3. In some circumstances it may be necessary to impose further conditions. These conditions will be discussed with the applicant and must be agreed and complied with before commencing works.
4. Underground pipes, cables and other apparatus belonging to Statutory undertakes (gas, water etc) exist in most public roads, in order that they may give you details of any measures they may require to protect their apparatus, you **MUST** give all statutory undertakers seven working days notice in writing before you start works.
5. All works proposed must be agreed in advance with the Highway Service Manager, and must be listed.
6. All works proposed must be agreed in advance with the Traffic & Transport Development team, and must be listed

CONDITIONS - The Applicant and Contractor jointly undertake that:

1. All signing, coning and lighting of building material deposited on the public highway, and/or the site of the minor works must be in accordance with Chapter 8 of the Traffic Signs Manual 1991 and will be maintained in good order throughout the duration of this permission.
2. The work site shall be clearly signed with the Applicants or Contractors' name and telephone number or address including an out of hours emergency contact number.
3. Building materials or minor works shall not partly or wholly obstruct a footway without the express permission of the Highway Service Manager or his representative (to be granted only after his consultation and agreement with the Police). A 1 metre wide pedestrian walkway will be installed around the obstruction.
4. Building material shall be placed in such a position as to be clearly visible to traffic approaching from either side at a distance of not less than 75 metres. It shall not be placed within a distance of 20 metres from a road junction.
5. Consent is granted on the understanding that it is not possible to place the building material on private land without undue difficulty. Where the building material occupies highway space upon which there is a traffic regulation relating to on street parking, the Applicant must reimburse the Somerset County Council, for loss of income is so required.
6. Building materials shall not be placed in such a position to impede surface water drainage nor obstruct access to property, fire hydrants, gullies, manholes and apparatus of any Statutory Undertaker, nor be placed in such a position as to contravene any Traffic Order or Regulation made under the Road Traffic Acts.

SOMERSET COUNTY COUNCIL

FINGERPOST RESTORATION PROJECT PERMISSION TO CARRY OUT FINGERPOST RESTORATION WORK ADJACENT TO THE PUBLIC HIGHWAY IN ACCORDANCE WITH:-

The Highways Act 1980 (Section 171)

Road Traffic Regulations Act 1984 (Section 65)

Environment Protection Act 1990 (Section 34)

7. No building materials, when standing in the highway, shall contain any inflammable, explosive, noxious or dangerous material or any material which is likely to putrefy or which otherwise is, or is likely to become a nuisance to users of the highway.
8. Building materials stored on the public highway shall be kept secured or sealed to resist wind, rain and animal disturbance and the contents during use shall be kept "damped down" to prevent nuisance from dust. Any spillages on the highway shall be immediately removed.
9. Where a contractor is undertaking the works, the Highway Authority (Somerset County Council), their officers and agents shall be indemnified by the Applicant against all claims that may arise as a result of the works at any time until the expiration of twenty four months from the date of completion of the works. The Applicant shall agree this date with the Highway Service Manager in writing.
10. To carry out works to the satisfaction of the Highway Service Manager, who may if he thinks fit, carry out remedial works at any time from the opening until the expiration of twenty four months from the date of completion, at the applicants expense.
11. That any damage caused to the existing carriageway or footway must be repaired to the satisfaction of the Highway Service Manager.
12. No materials shall be mixed upon the Public Highway, or debris or waste material stored outside a properly Authorised skip.
13. The developer must ensure that the existing public highway is kept clean, free from dust, mud and debris of any description. Therefore the developer should employ such equipment, mechanical or otherwise, as necessary to clean the highway.
14. Any existing services located within the carriageway/verge/footpath fronting this development that may need to be diverted, lowered or protected will have to meet the requirements of both the relevant Statutory Undertaker and the Highway Authority. It should be noted that all services should be lowered to a depth to allow full road construction, inclusive of capping, to be constructed over. The designer must comply with the requirements of 'Code of Practice' measures necessary where apparatus is affected by major works (diversionary works) under Section 84 NRAWSA 1991.

Documentary Evidence Required To Support Your Application.

15. Medical form
16. Contractors - Proof of Public Liability Insurance to the value of £5 million is required to work on a public highway, footway or verge.
17. Contractors - Proof of accreditation to work on the highway.

PERMISSION TO CARRY OUT FINGERPOST RESTORATION WORKS ADJACENT TO THE PUBLIC HIGHWAY

The Somerset County Council/Agent Authority in exercise of the above powers grant/refuse permission to the above Applicant to carry out works adjacent to the public highway.

* Delete as necessary

from: to:

Signed:	Designation:	Date:
---------	--------------	-------

By the authority of the Operations Director for Economic and Community Infrastructure

Issuing Authority: Somerset County Council Traffic & Transport Development Group County Hall TAUNTON Somerset TA1 4DY	Official Use Only					
	Application No:					
	Date Received:					
	Processed By:					
	Approved	yes	no	Additional conditions	yes	no

Appendix M: Accident Reporting Data Collection Form

EEC Accident Report – Data Collection Form

(Version 1.2)

EEC **MUST** be used for reporting details of **INJURIES** that occur to our employees, visitors, pupils / children in our care, clients or service users **as a result of an accident**. IT IS NOT DESIGNED TO RECORD DETAILS OF OTHER SITUATIONS SUCH AS PHYSICAL RESTRAINTS UNLESS AN ACCIDENT INJURY OR NEAR MISS OCCURS AS A RESULT. IF RESTRAINTS NEED TO BE RECORDED IT SHOULD BE DONE SO AT A LOCAL LEVEL.

This form is designed to assist users of EEC in collecting the necessary data required to submit accident reports on the Accident Reporting module. Therefore, you do not have to use this form if you do not need to. You should enter a report for any incident which resulted in anything more than trivial first aid provision, or where the incident or near miss could have resulted in a serious injury. *****If you have any queries about whether an incident should be reported contact CHSU on 01823 355089 *****

Your Establishment		Where did the incident occur?	
1. ABOUT THE INCIDENT AND INJURED PARTY			
Date of incident	Time	No. of injured parties. (The following data will be required for each party)	
Name	Date of Birth (If Known)	Home Phone (If Known)	
Address (If Known)	Employee <input type="checkbox"/>	Contractor <input type="checkbox"/>	Trainee <input type="checkbox"/>
	Pupil/Student <input type="checkbox"/>	Client / Service User <input type="checkbox"/>	Public <input type="checkbox"/>
	NI Number (if known)		
2. ABOUT THE INJURY		**** SCHOOLS ONLY ****	
Nature of injury indicating affected body part. (i.e. cut left leg, bruised right arm, etc.)		Is the incident attributable to the condition of the premises, facilities or equipment? <input type="checkbox"/>	
		Is the incident attributable to the quality and/or suitability of the supervision or instruction? <input type="checkbox"/>	
Was the injury to a member of the public, pupil or client / service user which meant they had to be taken from the scene of the accident to a hospital for treatment <input type="checkbox"/>		Did the incident occur during an organised activity? i.e. curriculum activities. <input type="checkbox"/>	
		Did the injured party go absent from work as a result of this injury?	
A minor Injury (Including verbal abuse) <input type="checkbox"/>		Date of first first day of absence	
No injury – NEAR MISS <input type="checkbox"/>		Date returned to work (If known)	
What were the extent of the injuries? →	Unconscious <input type="checkbox"/>	Resuscitation <input type="checkbox"/>	Hospital for 24h+ <input type="checkbox"/>
None of these <input type="checkbox"/>			
3. WHAT HAPPENED – Kind of incident (TICK ONE BOX)			
Animal or Insect related <input type="checkbox"/>	Exposed to Asbestos <input type="checkbox"/>	Harassment – Racial <input type="checkbox"/>	Injured whilst handling, lifting or carrying <input type="checkbox"/>
Slipped, tripped or fell on same level <input type="checkbox"/>	Violence – Physical Assault – Deliberate <input type="checkbox"/>	Contact with electricity <input type="checkbox"/>	Exposed to Fire <input type="checkbox"/>
Violence – Restraint and Control Incident <input type="checkbox"/>	Harassment – Sexual <input type="checkbox"/>	Injury not related to a specific event <input type="checkbox"/>	Sport <input type="checkbox"/>
Violence – Threatening Incident <input type="checkbox"/>	Harassment – Other <input type="checkbox"/>	None – Near miss <input type="checkbox"/>	Stepping on / Striking against a fixed or stationary object <input type="checkbox"/>
Violence – Verbal Assault <input type="checkbox"/>	Hit by a moving vehicle <input type="checkbox"/>	Other <input type="checkbox"/>	Trapped or crushed by something collapsing <input type="checkbox"/>
Work related non-accidental illness <input type="checkbox"/>	Fall from bed <input type="checkbox"/>	Hit by a moving, flying or falling object <input type="checkbox"/>	Repetitive Strain Injury (RSI) <input type="checkbox"/>
Work related stress <input type="checkbox"/>	Fall from height <input type="checkbox"/>	Injured whilst assisting client <input type="checkbox"/>	Road Traffic Accident <input type="checkbox"/>
Violence – Physical Assault – Accidental <input type="checkbox"/>	Found on floor <input type="checkbox"/>		
4. WHAT WAS INVOLVED?			
Height of fall (if applicable)	Name of alleged assailant (if applicable)		Crime No. (if applicable)
None - Near Miss <input type="checkbox"/>	Equipment/ Furniture - Office <input type="checkbox"/>	Hot Surface/ liquid <input type="checkbox"/>	Person - Other (Please state in description of Incident) <input type="checkbox"/>
Animal/ Insect - Dead <input type="checkbox"/>	Equipment/ Furniture - Other <input type="checkbox"/>	Ladder or scaffolding <input type="checkbox"/>	Person - Relative of Client/ Service User/ Pupil <input type="checkbox"/>
Animal/ Insect - Live <input type="checkbox"/>	Explosion <input type="checkbox"/>	Machinery/ Equipment - Other <input type="checkbox"/>	Portable power or hand tools <input type="checkbox"/>
Any material, substance or product being handled, used or stored <input type="checkbox"/>	Fire - Fire Fighting <input type="checkbox"/>	Machinery/ Equipment for lifting / conveying <input type="checkbox"/>	Process plant, pipe-work or bulk storage <input type="checkbox"/>
Building, engineering structure or excavation / underground working <input type="checkbox"/>	Floor, ground, stairs or any working surface <input type="checkbox"/>	Moveable container or package of any kind <input type="checkbox"/>	Recurring injury <input type="checkbox"/>
Construction formwork, shuttering and falsework <input type="checkbox"/>	Gas, vapour, dust, fume or oxygen deficient atmosphere <input type="checkbox"/>	Pathogen or infected material <input type="checkbox"/>	Sport <input type="checkbox"/>
Electricity supply cable, wiring, apparatus or equipment <input type="checkbox"/>	Handling person <input type="checkbox"/>	Person - Client/ Service User/ Pupil/ Member of the public <input type="checkbox"/>	Vehicle or associated equipment / machinery <input type="checkbox"/>
Entertainment or sporting facilities or equipment <input type="checkbox"/>	Horseplay <input type="checkbox"/>	Person - Employee/ Colleague <input type="checkbox"/>	Violent incident <input type="checkbox"/>
OTHER: Please Specify <input type="checkbox"/>			

5. DESCRIPTION OF THE INCIDENT		****THIS IS A MANDATORY FIELD****						
6. ADULT WITNESSES (This information should be collected for each witness)								
Name	Number of Witnesses (Max 5)		0	1	2	3	4	5
Address	Consent to record personal information obtained? <input type="checkbox"/>							
Job Title (If appropriate)								
7. WHAT HAPPENED IMMEDIATELY AFTER THE INCIDENT?								
What date was the injured parties line manager made aware of the incident:								
Please tick all the boxes which describe the action taken following the incident ↓								
First Aid Given <input type="checkbox"/>	Name of first aider	Taken Home <input type="checkbox"/>	Returned to work <input type="checkbox"/>					
Taken <u>directly</u> to hospital <input type="checkbox"/> <small>from the scene of the accident</small>	Admitted to Hospital <input type="checkbox"/>	None of the above <input type="checkbox"/>						
If taken to hospital provide the following details if known ↓								
Name of GP / Doctor that provided treatment								
Name and address of Hospital attended								
8. INVESTIGATIONS		****THIS IS A MANDATORY FIELD****						
Each and every incident should be investigated. The investigation should be relevant to the type of incident that is being reported. Therefore, some minor or trivial incident's may not require a full investigation. If this is the case, you should indicate why a full investigation has not been carried out. i.e. Sporting Injury No investigation reqd, or Known Behavioural issues No Investigation reqd, etc.								
At the time of the incident was the person authorised:								
To be where they were? <input type="checkbox"/>		To be doing what they were doing? <input type="checkbox"/>						
Explain the outcome of any investigation or indicate why an investigation is not required								
YOU MAY SELECT 3 PEOPLE / MANAGERS TO BE AUTOMATICALLY ADVISED OF THIS INCIDENT								
1.								
2.								
3.								

Close Report – No Further Action

once details have been entered onto the system

Yes ☐ No ☐

DATA CAPTURER **DATE**

ENTERED ONTO EEC BY **DATE**

**YOU MUST ENSURE THAT THIS INFORMATION IS ENTERED ONTO EEC.
A COPY OF THIS FORM DOES NOT NEED TO BE SENT TO CHSU**

For queries or guidance contact the Corporate Health and Safety Unit on 01823 355089

Appendix N: Documentation Checklist

Council or Community Group _____

Fingerpost Site: _____

Date: _____

Form	Action	Completed
Registration & Medical Declaration Forms	Submitted to and approved by SCC	
Relevant Generic Risk Assessments	Collated	
	Signed by all volunteers	
	Ready to go on site	
Site Specific Risk Assessment	Prepared	
	Signed by all volunteers	
	Ready to go on site	
Dynamic Risk Assessment	Ready to go on site	
Section 171 Licence	Submitted to and approved by SCC	
PPE and First Aid bag	Purchased or collect	
	Ready to go on site	
SCC/EEC Accident Report – Data Collection Form	Ready to go on site	

Appendix O: Typical Project Flow Chart

	Steps	Handbook Information
1.	Expression of interest.	Section 9.5.
2.	Consult the handbook.	
3.	Pull together a minimum three-person team.	
4.	Attend an SCC Highway Safety Awareness Training Workshop.	Section 4.8
5.	Submit Registration & Medical Declaration Forms.	Section 4.9
6.	Undertake an Initial Risk Assessment.	Section 4.12
7.	Undertake the e-Survey.	Chapter 3.
8.	Outline the scope of scale of the project from the e-Survey condition findings, priorities, costs, practicalities, etc.	Chapters 2., 4., 5., 6., 7. and 9.
9.	Obtain approval for your project from the SCC Area Traffic Engineer and listed building consent approval if relevant.	Chapter 8.
10.	Pull together the appropriate generic and dynamic risk assessments and produce additional risk assessments if necessary.	Sections 4.10 to 4.15
11.	Submit a Section 171 Licence application.	Section 4.17
12.	Obtain your PPE and first aid bag.	Section 4.16
13.	Commence work on receipt of your Section 171 approval, with three months to complete the works.	
14.	Forward completion photos to SCC, and celebrate your achievements.	

