

**Maintenance Committee Jobs Spreadsheet -
LISTING DATE: Meeting 8 June 2020**

ITEM	Details of work required	Reported by	Update Notes / Actions	WHO?
1	Stockbridge Meadows - boardwalk railings	June 2018 emails	Offer of help accepted from volunteers. Quotes for timber obtained - 14/11/18. Cllr Travis has discussed with M Brierley. M Brierley to arrange meeting with Johnson Matthey. RB contacted Wildlife Trust. Advice is railing required where there is a potential hazard. It was: RESOLVED to repair the boardwalk and install railings and to investigate grant funding opportunities to fund this. Proposed by Cllr Barnes, seconded by Cllr Clark. All in favour. ACTION: Parish Office to obtain several quotes for different boardwalk designs and railings for future consideration. No update available. Awaiting response from boardwalk supplier. Clerk and Cllr Wilson to discuss further. Discussed under MA106/19B)	SC
2	Littlehands external electricity box	contractor	Box can only be removed by electricity supplier. Wait until wider condition issues resolved. Action: Assistant to Clerk to arrange for utility company to remove box once cabling sorted. In progress - discussed at MA102/18. CL to arrange for UK Power Networks to remove cable. Box to be demolished. UKPN carried out survey. Quote circulated for consideration. Discussed at MA032/19a) RESOLVED to accept UK Power Networks quote for £492 + VAT (£590.40). Discussed at MA048/19. Work complete and refund for approx £185 received. Work completed. Wardens to demolish electricity box. Wardens noted difficulty with disposing of rubble - local tips only accept rubble from domestic sites. JT discussed with AJ Grab Hire. They have offered to clear rubble. They will advise were rubble should be left for collection. COMPLETED	CL
3	Overgrown trees opposite entrance to science park	JT	CL inspected. Trees are outside garden fencing - appear to be responsibility of PC ACTION: Trees to be included in inspection to be arrange by Clerk. Tree report received - not priority. Tree near bus stop needs to be felled. Ash free felled. Rest of trees need ivy removing in new fin year - updated quote from Shires rec'd 26/4/20	SC
4	Benches on Cambridge Road (x 3)	MS	Require cleaning and maintenance - DB has inspected. Bus stop bench has been cleaned. Noted that wooden benches difficult to keep clean - plastic would be easier to maintain. Benches have been cleaned by hand. Need pressure washing. Consider replacing with plastic. Noted bench opposite Sheepshead Row requires repair.	KR / DB
5	Ash Grove / Orchard Road	TS	Wooden post on gate at bottom of Ash Grove cut through is rotten and requires replacement. Dennis has removed the gate. CL requested quotes from HCGM and Barley Maintenance 27/5/20	Wardens
6	Field adjacent to Elbourn orchard off London Way / Grinnell Hill	Resident	Field has been cleared and appears to have been prepared with hardstanding - Clerk has discussed with owner of the land. Land owner has indicated he wishes to build stables. No planning application received yet. To be monitored by Planning Committee.	SC
7	Clear Crescent Play area	DB	Faulty equipment (zip wire and slide) and damage to spring train. Wicksteed have inspected - awaiting report for zip wire and slide. Spring train quote provided. Slide repaired. Zip wire repairs to be carried out in 4-6 weeks. Repairs carried out. Seat to be re-installed and adjusted.	DB
8	Royston Road - hedge opposite entrance to Back Lane	Resident	Email received advising that hedge will present obstruction once it is in leaf. Response that we will follow up with landowner if this becomes an issue ACTION: Assistant to Clerk to write to property owners to cut back before nesting season - DONE 27/2/20.	CL
9	Two trees on green lane between Armingford and Hale Close	Resident	Reported to County Farms - Two trees felled. ACTION: Assistant Clerk to check if street light is repaired. Concern was noted over other trees along the green lane. ACTION: Clerk to write to County Farms to request they inspect	CL
10	Fallen tree - Burltons Farm across the river to field behind MVC	Irene Bloomfield	Responsibility of Burltons Farm. Wardens inspected - tree is partially in the water.	SC
11	Dog poo - Orchard Gate / Orchard Road	Resident	Reported to Tim - away on holiday at the moment.	CL
12	Lights on footpath to pavilion	JT/LT	Lights not working after dark. DB has inspected and timers all appear to be correct. Sensor tested and working. Wardens inspected again - lights appear to be working	DB/KR
13	Report SORN'd vehicle on High Street (bottom of Water Lane)	DB	Reported to SCDC and PCSO - Car has been moved.	CL
14	Flooded layby on Cambridge Road (opposite Solway Farm entrance)	Resident	Reported to SCDC	CL
15	Footpath on Beechwood Avenue	Resident	Water coming up through surface of footpath. CL emailed resident for more detail as to precise location and requested photo. Resident advised that the leak has been repaired 1/3/20	CL
16	Traffic along High Street	Resident	Concern re volumn and speed of traffic and request for information on how to apply for traffic calming. Referred to JH	CL
17	26 Palmers Way - overgrown hedge	Resident	Reported to Carly Freed, SCDC 12/3/20. CL spoke to Carly on 24/3/20 to explain location of hedges - Carly will follow up with contractor.	CL
18	Dog bins - rims need replacing / concrete bins - inner basket needs replacing	SCDC operative	SCDC operative reported that rim on dog bins need replacing as bag is current falling into the bin and making emptying difficult. Also, wire basket in concrete bins need replacing - same reason. He will let us know which bins this relates to. Report in Agenda folder	CL

19	Allotments	Allotment holder	Report of bonfires - very smokey. Poster to be displayed at allotments	CL
20	Various - emergency tree works	SC / JW	Emergency tree works undertaken by HCGM w/e 19 and 20 April. Ash tree opposite Science Park, 2 x willow on new rec, and others	SC
21	Gas leak - nr Dobbies Garden Centre. Outside of village boundary	TS	Work completed	
22	Tree down - damage to fence at residential property 29a The Moor	SC	SC and JW visited to inspect. PC to consider removing tree and repairing fence. Work approved - CL emailed HCGM to arrange 14/5/20	SC
23	6 Mortlock Street - overhanging trees / bushes obstructing footpath	Resident	Letter sent to resident requesting cut back	CL
24	Tree down - Bury Lane (Meldreth side of A10)	Resident	Reported to Meldreth PC - they are looking into it. May be responsibility of CCC	CL
25	Station Road verge (Nos 22 - 24)	Resident	CL emailed HCGM. JW responded work has been done to standard. Query - nettles at the top of the bank ...	CL
26	New Road Cemetery	Resident	Signage removed from entrances - R&Rs to be reviewed. New signage needed	CL
27	Car park CCTV	CL	Working but time and date on the playback has reset to 2015. SK has installed new hard drive. System appears to be working but is unreliable.	SC
28	Littlehands - external works incl roof	GC	Barley Maintenance to carry out works 5-6 June (earlier arrangement cancelled due to CV-19)	GC
29	Stockbridge Meadow	MB	Unofficial path cut through the wooded area - concern re disturbing wildlife. Dennis to try and block with large branches.	MB/DB
30	Stockbridge Meadow	Resident	Emailed received from a resident - tent pitched in Stockbridge Meadow overnight 1/6/20	CL
31	Clear Crescent Play area	HCGM	Weeds on paths - HCGM to send quote for spraying	CL
32	Salt bin on Vicarage Close	DB	Lid broken	CL