

Maintenance Committee Jobs Spreadsheet - LISTING DATE: Meeting 22 July 2021				
ITEM	Details of work required	Reported by	Update Notes / Actions	WHO?
1	Medcalfe Way / Palmers Way	Resident	Bin still not installed - regular rubbish discarded in the area. CL has written again to Sean Gentle requesting update. Email from Arnie Leader - cost for installation of new bin £350 approx. Can we use round bins intended for New Road Cemetery? Wardens to look at whether round bin can be installed - CL emailed 8/4/21. Wardens to installing bin on concrete base and secure the inner basket.	CL
2	Ash tree at entrance to green lane behind Armingford Crescent	Resident	Reported that the Ash tree is heavy with ivy and swaying in high winds. Wardens inspected and severed ivy on trunk. Office to write to County Farms to see if this tree is their responsibility. Reported to County Highways. Tree has been inspected. Does not require immediate work but will be reviewed in new financial year. ACTION: Clerk to follow up with Highways. Report from Resident requesting action within 14 days (20/5/21) - tree has been re-reported to County Highways (24/5/21) and resident advised.	CL
3	Car park	Wardens	Damage to lamp post - requires repair. Appears to have been hit by a car. TS to see if he has the key for the control plate. Clerk to arrange for a key for the wardens from CPC.	Wardens
4	Container on New Rec	Wardens	Graffiti - anti climb paint to be applied. ACTION: SM to order paint. Paint received. Branches on adjacent tree have been removed. Monitor.	Wardens
5	Cnr Chalkhill Barrow / Back Lane	Resident	Highways have removed unstable tree. Resident has requested verge be cleared of brambles and roots. John Obrien has indicated Highways will not carry out the works as there is no danger. Work has not been completed. To be follow up with Highways. SM followed up with resident. Highways have agreed to complete the work within the next 12 weeks. Resident reported that on Friday 25th June Highways cleared some bushes on the verge and put a new pylon up and new wires. But ropes and metal stakes have been left on the verge, and cuttings left in a neighbour's garden. Resident advised to report this to Highways/John Obrien	SM
6	Greengage Rise Play Area	Resident	Resident reported that area is overgrown. SM highlighted area to contractor - area to be cut soon. Contractor noted access to the area was blocked by parked cars. SM has made notices asking residents not to park	SM
7	Cnr of Elm Way and Beechwood	Resident	Resident reported that verge has not been cut. SM highlighted area to contractor - area is not cut when daffodils are out, area to be cut soon.	SM
8	Footpath from car park to Beeton Close	CL	Weeds overgrown and obstructing footpath - wardens to strim	Wardens
9	Footpath from Water Lane to Greenbanks	Wardens	Needs strimming - wardens to do	Wardens
10	Little Lane (rear of 2 Mortlock Street)	Resident	Overgrown bushes restricting access to Little Lane - wardens to see if they can cut back. Letter also sent to owner but property is currently for sale.	Wardens
11	Stockbridge Meadow	Wardens	Amenity area to be cut - CL has requested HCGM	CL
12	Millennium Copse and Jubilee Orchard	Wardens	Cut back nettles - CL has requested HCGM	CL
13	Stockbridge Meadow - car park bin	Wardens	Bin ordered - wardens to install	Wardens
14	New Road Cemetery	Wardens	Selective weed treatment - quotes requested but not yet received	CL
15	Ivy from New Rec growing over fence in Thatcher Stanfords	Resident	Residents have cut it back - wardens to remove from Rec	Wardens
16	Verge adjacent to parking area on Worcester Way	Resident	Grass very overgrown - office to check responsibility and follow up - SCDC responsible SM advised resident - SM contacted SCDC about the overgrown areas - Area Cut by SCDC	SM
17	New Road Cemetery	Resident	Faulty tap - pressure very high and tap difficult to turn off	Wardens
18	Orchard Road Cemetery	Resident	Tree cuttings to be removed from churchyard	Wardens
19	Woodland path along the River Mel	MB	Fallen branch. Wardens to clear	Wardens
20	Stockbridge Meadows - informal path	CL	Look at informal pathway that has appeared to see if it can be blocked off.	Wardens
21	Overgrown public green Bramley Ave/Medcalfe Way	Resident	public green between Bramley Avenue and Medcalfe Way is overgrown and shrubs and trees are currently blocking access to the public path leading to 28 Bramley Avenue. SCDC responsibility SM to contact Carly Freed at SCDC. Carly Freed has ordered work and will keep let us know when it is scheduled for.	SM
22	Little Hands - discarded equipment	Wardens	Discarded equipment outside the boundary of Littlehands, including sand box with potentially dangerous wooden poles sticking out. CL phoned and left another message (12/7/21) requesting that items are not put over the fence.	CL
23	Russet Way	Resident	Trailer discarded - report as fly tipping. Done	CL
24	Ash Grove	TS	Spring on gate broken - wardens to inspect and advise if they can fix. Spring to be purchased and fitted by wardens	Wardens
25	Little Lane and other roads around Orchard Way	Resident	Increase in dog fouling - CL requested TS to put signs up	Wardens
26	Pavilion - electrical lights	Wardens	Further damage to lights. CL to request JHE to carry out repairs urgently. Work completed.	CL
27	Manhole cover to septic tank behind pavilion	Wardens	Cover had been removed. Replaced - to be monitored	Wardens
28	Pavilion - rear window	Wardens	Broken outter pane on rear window - requires replacement. Requesting quotes for repair.	SM
29	Manhole covers behind Littlehands	Wardens	Manhole covers require replacing - wardens to provide details	Wardens
30	Pavilion asgard shed	Wardens	Handle broken. Not covered by warranty. £21 to replace.	Wardens
31	Pavilion - footpath lights	Wardens	Identify where lights are metered. Also check timings - should not be on during the day	Wardens
32	Greenbanks / Water Lane	Resident	Cut through needs clearing. HCGM has quoted.	Wardens
33	Track behind allotments	BD	Potholes filled but one large pothole left. CL raised with Highways. They will repair.	CL
34	Rear of Rupert Neve properties - High Street	Resident	Hedges overgrown and obstructing footpath. HCGM have quoted	CL
35	New Road Cemetery	Resident	Large weeds, such as thistles and brambles, have grown through the hedge at the end of the footways leading to the graves (adjacent to the main footpath).	Wardens/ Contractor
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