

Maintenance Committee Jobs Spreadsheet -
LISTING DATE: Meeting 19 August 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. Keith ordered from Ebay	Wardens
4	Footpath from Water Lane to Greenbanks	Wardens	Needs strimming - HCGM awarded work. Work carried out 11/8/21	Wardens
5	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 to inspect current situation	Wardens
6	Stockbridge Meadow	Wardens	Bin ordered - wardens to install	Wardens
7	New Road Cemetery	Wardens	Selective weed treatment - quotes received. Clerk to obtain information on type of weed killer used by Buchans.	CL
8	Ivy from New Rec growing over fence in Thatcher Stanfords	Resident	Residents have cut it back - wardens to remove from Rec	Wardens
9	Stockbridge Meadows - informal path	CL	Look at informal pathway that has appeared to see if it can be blocked off. CL visited with MB and LB.	Wardens
10	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. Wardens to check if this has been done. Spoke to JH and to Sean Gentle who confirmed that the tree is SCDC responsibility and the work has been ordered. Resident advised.	SM
11	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. Monitor	CL
12	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
13	Pavilion - electrical lights	Wardens	Further damage to lights. CL to request JHE to carry out repairs urgently. Work completed by JHE. KR to fix cable to wall at back of the pavilion. Wardens have inspected. Lights are on both timer and sensor. Time has been reset. Lights appear to be LED.	CL
14	Manhole cover to septic tank behind pavilion	Wardens	Cover had been removed. Replaced - to be monitored. Lockable manhole cover sourced. Quote requested from Barley Maintenance	Wardens
15	Pavilion - rear window	Wardens	Broken outter pane on rear window - requires replacement. Discussed on Agenda.	SM
16	Pavilion asgard shed	Wardens	Handle broken. Not covered by warranty. £21 to replace. Order replacement. Complete	Wardens
17	Track behind allotments	BD	Potholes filled but one large pothole left. CL raised with Highways. Highways Officer has confirmed they will repair. Monitor.	CL
18	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). Reported to HCGM and work complete.	Wardens/ Contractor
19	Flower tubs around cross	Resident	Need a volunteer to take this on.	
20	Station Road verge (cnr Dolphin Lane)	Resident	Overgrown needs cutting back. CL req'd quote from HCGM. Need another quote ...	CL
21	Orchard Road Cemetery	Resident	Hedge adjacent to Hagers Close to be cut back when nesting season is over	CL
22	New Rec	JW	Poison hemlock on New Rec. CL has requested plan of action and quote for dealing with this. Awaiting	CL
23	Clear Crescent play area	Resident	Zip wire platform to be modified following injury to small child. Office requesting Wicksteed to quote for work.	CL
24	Clear Crescent play area	Resident	Hedges very high and grass to be cut. CL raised with HCGM. Was cut w/c 9/8/21	CL
25	Clear Crescent play area	Wardens	Matting under swings removed and placed at end of slide. New matting ordered and to be installed. Wardens to update.	
26	Orchard Road Cemetery	Resident	Bench moved to rear of cemetery to prevent gatherings. Resident has requested it be returned to front of cemetery. Possibly to be secured in place. Wardens to check.	Wardens