

Maintenance Committee Jobs Spreadsheet -  
LISTING DATE: Meeting 22 September 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. <b>Wardens to installing bin on concrete base and secure the inner basket.</b>	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. <b>ACTION: Clerk to follow up with Highways before autumn.</b>	CL
3	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. <b>ACTION: Wardens to inspect and see if overhanging branches have been cut back.</b>	Wardens
4	Stockbridge Meadow	Wardens	Bin ordered - wardens to install. <b>Bin out of stock - to be installed on receipt</b>	Wardens
5	New Road Cemetery	Wardens	Selective weed treatment - quotes received. Clerk to obtain information on type of weed killer used by Buchans. Buchans instructed to carry out works.	CL
6	Ivy from New Rec growing over fence in Thatcher Stanfords	Resident	Residents have cut it back - <b>wardens to remove from Rec.</b>	Wardens
7	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. <b>Carly Freed has ordered work and will keep let us know when it is scheduled for.</b> Wardens to check if this has been done. <b>Spoke to JH and to Sean Gentle who confirmed that the tree is SCDC responsibility and the work has been ordered. Resident advised.</b>	SM
8	Ash Grove	TS	Spring on gate broken - wardens to inspect and advise if they can fix. Spring to be purchased and fitted by wardens. <b>Wardens to attach interim spring and source correct size as soon as possible.</b>	Wardens
9	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. Sensor and timers re-set. Bulbs appear to be LEDs. <b>Monitor</b>	CL
10	Manhole cover to septic tank behind pavilion	Wardens	Cover had been removed. Replaced - to be monitored. Lockable manhole cover sourced. <b>Quote for consideration on Agenda</b>	Wardens
11	Track behind allotments	BD	Potholes filled but one large pothole left. CL raised with Highways. Highways Officer has confirmed they will repair. <b>Clerk to chase.</b>	CL
12	Flower tubs around cross	Resident	Need a volunteer to take this on.	
13	Station Road verge (cnr Dolphin Lane)	Resident	Overgrown needs cutting back. CL req'd quote from HCGM. Need another quote ... still awaiting second quote	CL
14	Orchard Road Cemetery	Resident	Hedge adjacent to Hagers Close to be cut back when nesting season is over. <b>Work has been done</b>	CL
15	New Rec	JW	Poison hemlock on New Rec. CL has requested plan of action and quote for dealing with this. Problem will resolve itself as Hemlock dies back for winter. Monitor in growing season.	CL
16	Clear Crescent play area	Resident	Zip wire platform to be modified following injury to small child. Office requesting Wicksteed to quote for work. Constantly chasing up. Perhaps seek advice from other companies.	CL
17	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. Additional pegs now received - wardens to fit	
18	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
19	Clear Crescent play area	Resident	Hedge to be cut down to specified height - <b>now done</b>	HCGM
20	Branches in Church Yard	Church volunteer	Branches have been cut down by volunteers. Now in a pile for the wardens to collect and remove.	Wardens
21	Removable tap head for pavilion	Wardens	Wardens to purchase removable tap head for pavilion tap so residents can water trees. Tap head on order.	Wardens
22	Church Walk	SCDC operatives	Bush over bin needs cutting back	Wardens
23	Greengage Rise	Resident	Tree on open spaces overhanging their property and brushing against roof. Also needs ivy cutting back / removing. Will send photos. CL has asked wardens to inspect.	Wardens / CL
24	Footpath through woods to Meldreth	Resident	Fallen branch. CL has asked wardens to see if they can clear.	Wardens
25	Shrubs on Beechwood Avenue green to rear of 7 Cedar Close	Letting Agent	Shrubs are growing over fence. Wardens to inspect to see if they can cut back	Wardens
26	Bottom of Back Lane / cnr Rupert Neve	SK	Shrubs overgrown and obstructing footpath and vehicles. Needs to be cut back. Wardens to inspect	Wardens