

Maintenance Committee Jobs Spreadsheet -
LISTING DATE: Meeting 21 October 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. ACTION: Clerk to follow up with Highways before autumn.	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. ACTION: Wardens to inspect and see if overhanging branches have been cut back.	Wardens
4	Stockbridge Meadow	Wardens	Bin ordered - wardens to install. Bin out of stock - to be installed on receipt	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. ACTION: Assistant to Clerk to follow up for a date for scheduled works	CL
6	Ivy from New Rec growing over fence in Thatcher Stanfords	Resident	Residents have cut it back - HCGM have removed	Wardens
7	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 have attached interim spring. Wardens to advise parish office on spring size for ordering as soon as possible.	Wardens
8	Track behind allotments	BD	Potholes filled but one large pothole left. CL raised with Highways. Highways Officer has confirmed they will repair. Clerk to chase.	CL
9	Flower tubs around cross	Resident	Need a volunteer to take this on. ACTION: Clerk to speak to KR re advertising for volunteer	
10	Station Road verge (cnr Dolphin Lane)	Resident	Overgrown needs cutting back. CL req'd quote from HCGM. Need another quote ... still awaiting second quote. Noted difficulties in obtaining further quote. Clerk to instruct HCGM to carry out the work.	CL
11	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. ACTION: Assistant to Clerk to seek advice and quotations from other companies.	CL
12	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 if they can do - may require contractor	Wardens
13	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
14	Greengage Rise	Resident	Tree on open spaces overhanging their property and brushing against roof. Also needs ivy cutting back / removing. Will send photos. ACTION: Clerk to seek quotes for cutting back tree.	Wardens / CL
15	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. ACTION: Wardens to cut back overgrown shrubs taking care not to damage fence ACTION: HCGM to remove cuttings	Wardens
16	Bottom of Back Lane / cnr Rupert Neve	SK	Shrubs overgrown and obstructing footpath and vehicles. Needs to be cut back. Wardens to check if they can do the work - may require contractor. Wardens have cut back.	Wardens
17	Beechwood Avenue trees	Resident	Cnrs Water Lane, Ash Grove, bottom of Maple Way - requested trees be cut back. Obtaining advice and quotes for work.	CL
18	Worcester Way	Litter picker	Fly tipping at the back of worcester way - CL to report to SCDC	CL
19	Worcester Way	Litter picker	Damage to fence	CL
20	Clear Crescent play area	Resident	Damage to climbing frame. Wardens have inspected. Part to be ordered and fitted	Wardens /SM