

Maintenance Committee Jobs Spreadsheet -
LISTING DATE: Meeting 24 November 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 has reported this again to Highways for action. | 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. If not, further letter to be sent. | Wardens |
| 5 | 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 advised that they are unable to source a larger spring. In the interim, wardens to install a second spring. | Wardens |
| #REF! | Track behind allotments | BD | Potholes filled but one large pothole left. CL raised with Highways. Highways Officer has confirmed they will repair. Update from Highways - work to be carried out within 12 weeks. | CL |
| 6 | Flower tubs around cross | Resident | Need a volunteer to take this on. JT to refurbish tubs this year. Will need a volunteer to take this on in the future. | |
| 7 | 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 |
| 8 | 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. Already discussed. | CL |
| 9 | 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 |
| 10 | Greengage Rise | Resident | Tree on open spaces overhanging their property and brushing against roof. Also needs ivy cutting back / removing. Will send photos. Clerk to seek quotes for cutting back tree. ACTION: Two quotes in - agenda item to discuss | Wardens / CL |
| 11 | 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 |
| 12 | Beechwood Avenue trees | Resident | Cnrs Water Lane, Ash Grove, bottom of Maple Way - requested trees be cut back. Two quotes in - agenda item to discuss | CL |
| 13 | Worcester Way | Litter picker | Fly tipping at the back of worcester way - CL to report to SCDC | CL |
| 14 | Worcester Way | Litter picker | Damage to fence. Clerk to obtain quotes for repair. Request that slats are screwed in place. Awaiting quote | CL |
| 15 | Clear Crescent play area | Resident | Damage to climbing frame. Wardens have inspected. Part to be ordered and fitted. Parts received - wardens to make repairs | Wardens /SM |
| 16 | Lights on footpath to pavilion | GC | Not coming on at night. Timer to be reset | Wardens |
| 17 | Fire hydrant markets on Rose Lane verge | Wardens | Reports to fire service and water company for replacing. Water company came out and advised they would remove. | CL/SM |
| 18 | Top slab on church wall - Church Walk | JT | Wardens to see if they can replace. | Wardens |
| 19 | New Road Cemetery bench | Resident | HCGM to install bench base and collect bench from resident | HCGM |