

Maintenance Committee Jobs Spreadsheet -  
LISTING DATE: Meeting 19 January 2022

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>Bin installed.</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 has reported this again to Highways for action.</b> Follow up	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>Hedges now cut back. No further action.</b>	Wardens
4	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. <b>Wardens to investigate other options to resolve this issue.</b>	Wardens
5	Track behind allotments	BD	Potholes filled but one large pothole left. CL raised with Highways. Highways Officer has confirmed they will repair. <b>Update from Highways - work to be carried out within 12 weeks. Potholes have been marked for works. Some now filled - large pothole on bend still to be done. CL re-reported - Highways advised work will be done within 12 weeks (5/1/22)</b>	CL
6	Flower tubs around cross	Resident	Need a volunteer to take this on. <b>JT to refurbish tubs this year. Will need a volunteer to take this on in the future.</b> Ongoing	
7	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. <b>Wardens replaced the bench before Christmas. Has been moved again. Wardens have advised that it is not possible to fix the bench in position. To be monitored.</b>	Wardens
8	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 <b>ACTION: HCGM to remove cuttings</b>	Wardens
9	Worcester Way	Litter picker	Fly tipping at the back of worcester way - <b>CL to report to SCDC.</b> Follow up - has this been attended to?	CL
10	Worcester Way	Litter picker	Damage to fence. Clerk to obtain quotes for repair. Request that slats are screwed in place. <b>Awaiting quote for repair. Clerk also to seek quotes for metal fencing options. Clerk to contact County Farms to discuss how to resolve this issue to avoid ongoing repair costs.</b> Difficulties making contact with new officer at County	CL
11	Lights on footpath to pavilion	GC	Not coming on at night. Timer to be reset. <b>Wardens to monitor</b>	Wardens
12	Top slab on church wall - Church Walk	JT	Wardens to see if they can replace. Wardens reported difficulties in sourcing similar sized coping stone. Ongoing	Wardens
13	New Road Cemetery bench	Resident	HCGM to install bench base and collect bench from resident. <b>Completed.</b>	HCGM
14	Cedar Close	Resident	Street sign for Cedar Close is damaged. CL reported to Highways.	CL
15	Footpath No 1	CL	Field has been ploughed and footpath No 1 needs to be reinstated. Has been reported to Highways.	CL
16	Brambles Fordham Way nr Clear Cres play area	Resident	Carly Freed from SCDC called. They plan to remove the brambles and a failing tree that is growing inside the brambles. They will clear the area and remove all arisings. Will then seek quotes for planting another suitable tree. <b>Work scheduled for 18 Feb 2022.</b>	CL
17	Clear Crescent play area	Resident	Rope has become detached on climbing frame - <b>wardens have checked and appears to be in order.</b>	Wardens
18	Clear Crescent play area	KR	Covering on wire netting has worn. Wire is becoming exposed. Ask contractor to look when they visit to make repairs to the slide.	SM
19	Medcalfe Way / Palmers Way	Resident	Resident emailed - two large trees overhanging garden and dropping leaves. SCDC officer has confirmed trees will be cut back Jan 2022. Resident advised.	CL
20	Wardens workshop	Wardens	Light on the side of the building no working - needs electrician to fix (to be arranged at the same time as pavilion footpath lights if required)	CL/SM
21	Leaves on footpaths	Resident	Requested clearance of leaves outside Cambridge BS, Dolphin Pub. CL has requested wardens to do what the can. Also reported to SCDC (also req'd New Road to be cleared) - response received that street sweeping is scheduled at the end of January. Will be done sooner if possible. CL looking into costs of using local contractor	Wardens/SCDC
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