

Maintenance Committee Jobs Spreadsheet -
LISTING DATE: Meeting 21 April 2022

ITEM	Details of work required	Reported by	Update Notes / Actions	WHO?
1	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. Clerk has reported this again to Highways for action. Follow up. ACTION: Clerk reported trees to County Farms after high winds. They advised that Clerk of Works would inspect and feedback. Trees have been felled. However, there is another tree that appears to be on the Highway. CL to report to Highways with a request for inspection.	CL
2	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. 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)	CL
3	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. Ongoing	
4	Worcester Way	Litter picker	Fly tipping at the back of Worcester way - CL to report to SCDC. Follow up - has this been attended to? Check this has been removed. Letter to be sent to residents.	CL
5	Lights on footpath to pavilion	GC	Not coming on at night. Timer to be reset. ACTION: Assistant to Clerk to arrange for electrician to inspect. Timer re-set. ACTION: Assistant to Clerk to ask electrician to quote to fix sensors.	Wardens
6	Cedar Close	Resident	Street sign for Cedar Close is damaged. CL reported to District again (22/2/22).	CL
7	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. Work scheduled for 18 Feb 2022. ACTION: Wardens to check if done	CL
8	Jubilee Orchard	Wardens	First tree behind pavilion dead. SP has removed. Needs to be replaced. Victoria Plum. Keith to do this in the autumn	Wardens
9	Damaged fencing between Bramley Avenue and Hale Close	Resident	Fencing damaged by wind. Appears to be responsibility of residents. Is not Parish. Residents advised	CL
10	Moss on footpaths in Bramley Avenue	Resident	Reported to SCDC street sweeping team with request that this is cleared when they visit zone 3. Resident reported some moss has been removed but SCDC vehicle too big to access area properly	CL
11	Cycle path Cambridge Road	SvdV	Debris from hedge cutting on the cycle path. CL to find out who the farmer is and write requesting that they advise in advance when hedge cutting is planned. SvdV has arranged for cycle path to be cleared by SCDC street sweeper. Need to look at how this should be cleared in future. CL has written to farmer. Awaiting response.	CL
12	Worcester Way	Wardens	Gate has been cut into fence to the rear of no 32. CL has written to resident asking them to repair. Reply received from resident. ACTION: Parish Office to write again. Received correspondence from other residents regarding other sections of the fence. Wardens to check fence is in good order.	CL
13	Tree on Beechwood open space overhanging and damaging fence	Resident	Roots of the tree are damaging concrete fence posts. Fence required regular repair/replacement. CL requested residents to send photos. ACTION: Warden to provide photos	CL
14	Royston Road	Wardens	Fallen tree on footpath - CL has requested wardens to clear.	CL
15	Footpath alongside bowls club	Resident	Footpath is very boggy. Resident has requested some bark chippings are put down to make it more accessible. Bark chippings have been put down	Wardens
16	Beechwood Avenue (New Road end)	Resident	Street signs need attention. CL reported to District	Wardens ? CL
17	All Saints Churchyard	Resident	Trees have been cut back - wood needs to be collected. Contractor quote requested. Debris now collected. Work Completed	Wardens
18	New Road Cemetery	Resident	Benches near the car park are looking worn and need cleaning. Action: wardens to clean up	Wardens
19	Greengage Rise	Resident	Fallen tree - currently pushed into hedge. Needs to be cleared. Hedge also needs to be cut back. Shires to clear.	Wardens/CL
20	Bowls Club on The Moor	Resident	They have always cut the inside and outside of the hedge on the roadside. Would like us to take over cutting outside of hedge. Not currently part of our contracts - should it be added? MA182/21f) Committee agreed to fund as on PC land, but quotes needed for final decision. ACTION: quotes to be obtained.	CL/SM
21	New Rec Pavilion	Warden Cleaner	Deep tyre grooves at the emergency gate entrance. Need filling once dried out. Drain downpipe to be rerouted. Does this require a soakaway? Action: quotes to be obtained.	CL/SM
22	Pavilion	Cleaner	Urinals not flushing properly. Wardens aware and will fix	SP
23	New Road Cemetery	Resident	Leaking tap on footpath at the entrance. Wardens to inspect and report back. Tap not leaking, but excess water is not draining away quickly, so sometimes water sits there if used often. Monitor	Wardens
24	Long Wood - Royston Road	SAH	Large branch fallen across the public footpath. CL has reported to Highways. Rights of Way officer will inspect and report back	CL
25	BT box bottom of Norgetts Lane	Resident	Box has been damaged - presumably by a car. Resident has reported to Open Reach (ref AAS KYD84).	SM
26	Pavilion - fencing on rear patio	Wardens	Wooden posts damaged - wardens have repaired	SP
27	Medcalfe Way	Resident	Verge outside 17-23 Medcalfe Way not cut. CL followed up with SCDC - these are not their verges. Should be done by HCGM	CL
28	Pillar wobbly - gate to Little Hands Car park	GC	The pillar that supports the gate to Little Hands Car park is wobbly. Wardens to investigate	Wardens
29	Clear Crescent play area	SK	Pot holes in walkway at Clear Crescent play park	SM
30	Pavilion	SM	Possible wasp nest - wardens to investigate	Wardens