

Maintenance Committee Jobs Spreadsheet -
LISTING DATE: Meeting 18 May 2022

ITEM	Details of work required	Reported by	Update Notes / Actions	WHO?
1	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). ACTION: Clerk to chase	CL
2	Flower tubs around cross	Resident	Need a volunteer to take this on. JT has ordered materials to refurbish tubs. JT is discussing with volunteers .	JT
3	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
4	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
5	Damaged fencing between Bramley Avenue and Hale Close	Resident	Fencing damaged by wind. Appears to be responsibility of residents. Is not Parish. Residents advised. Fence has been repaired.	CL
6	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. Take off list - no further action.	CL
7	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. No response received. CL to monitor when hedge cutting is due in autumn.	CL
8	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. Resident contacted the office after the meeting. SM to arrange for tree company to inspect and advise.	CL
9	Beechwood Avenue (New Road end)	Resident	Street signs need attention. CL reported to District	Wardens ? CL
10	Pavilion	Cleaner	Urinals not flushing properly. Wardens aware and will fix. Ongoing	SP
11	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. Quote received.	CL
12	Pavilion - fencing on rear patio	Wardens	Wooden posts damaged - Ongoing wardens to repair	SP
13	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
14	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 ACTION: Parish Office to seek quotes for replacement post	CL/SM
15	Pavilion	SM	Possible wasp nest - wardens to investigate Wardens have inspected - no wasps were observed.	Wardens
16	Bus shelter	Resident	Graffiti and litter. Wardens cleaning off graffiti. Repaint shelter?	Wardens
17	Zip wire platform The Moor	SP	Part of the wooden platform has been damaged - wood has split. Wardens have made safe.	Wardens
18	Clear Cres hedge	JW	Suggested more regular cutting required to maintain at 4'	CL
19	Station Road - tree leaning over road	Resident	Reported to highways requesting action. Highways have indicated tree is the responsibility of the landowner. CL to write to Sheene Mill	CL
20	Stockbridge Meadow	Resident	Holes on paths to be filled. Benches need clearing of weeds. Also need painting/treating. Someone has had a fire in the meadow. Wardens to inspect and feedback	Wardens
21	23 Station Road	Resident	Verge needs to be tidied up by contractor. CL has reported to JW	CL
22	Jubilee Orchard	KR	Area needs to be cut - nettles very high. CL has requested contractor to attend	CL
23	New Road Cemetery	KR	Cut required - CL has requested contractor	CL
24	Clear Crescent play park	Resident	Yellow bar from play equipment reported to be broken. No longer on the play park. Wardens to see if they have another replacement bar.	Wardens
25	Allotments	Plot holder	Asbestos found on allotment. SM to seek quote for removal and disposal	SM