

PARISH - Maintenance Committee Jobs Spreadsheet - LISTING DATE: Meeting 14 December

Location	Reported by	Notes	Actions	WHO?
Bug hotel	Wardens	Warden would like to build a 'bug hotel' as an addition to the cemeteries	Warden to investigate	Wardens
Inspection sheets - review	Wardens	Warden expressed a need to review the inspection sheets and activities	Office and Wardens to work through new sheets	Wardens / office
Bin replacement	Office	Rota of bin replacements across village to be confirmed	Office to progress with agreed bin replacement strategy	Office / Wardens

EXTERNAL - Maintenance Committee Jobs Spreadsheet - LISTING DATE: Meeting 14 December

Details of work required	Reported by	Notes	Actions	WHO?
Back Lane	Resident	Report that trees along Back Lane require cutting back. Office has reported to Highways with photo.	Parish Office to follow up. Highways have scheduled the work to be carried out soon. Update - very dangerous, seek private quote for work?	Highways
Bottom of The Moor (High Street end)	Resident	Damaged signs. Lamp post damaged. MVC sign to be replaced. Office to report to Highways. Library sign to be relocated to High Street. Office to seek permission. Signs on the corner of The Moor replaced. Awaiting information regarding relocation of library sign.	Action Clerk to chase - Highways confirmed replace of Library sign on lamppost outside of Hub and possible alternative locations on A10 etc.	CCC
Station Road	Resident	Damage to barrier on corner of Station Road. Highways advised this should be reported to the EA.	Reported to EA.	EA
Lordship Drive	Resident	Missing sign - reported numerous times to county with no action	Office to continue following up with county	CCC
Grit bin replacement	Wardens	Chase CCC re grit bin replacement	Office to continue following up with county	CCC