PARISH - Maintenance Committee Jobs Spreadsheet - LISTING DATE: Meeting 16 September 2026

Details of work	Reported by	Notes	Actions	WHO?
Bin replacement	Office	Rota of bin replacements across village to be confirmed.	Ongoing	Office / Wardens
Benches	Wardens	Wardens have highlighted benches that need cleaning / treating.	Wardens to complete as and when suitable.	Wardens
Barriers at Little Hands	Wardens	Fire door barriers installed. Floor marking to follow if needed.	Ongoing.	Office / Wardens
ROSPA	Office	Ongoing actions following ROSPA inspections.	DC to work with Wardens to complete / assign works.	Office / Wardens
Fence around High Street car park	Office	Ongoing repairs to fencing around car park - area to front recently fell.	Wardens to continue repairs.	Wardens
Repair to memorial bench on The Moor	MOP	Assess if a fix is possible to bench arms and communicate to family.	Wardens to review.	Wardens
Cut back dead vegetation at foot of trees in Orchard off The Moor	Cllr	Wardens to review and complete works if appropriate.	Ongoing	Wardens

Letters to residents about encroaching on pathway / roadway / open sapces

	Number of letters	
[redacted] High Street	1	Actioned.
[redacted] High Street	1	Actioned.
[redacted] Beechwood Ave	4	*Offered assistance, requested permission to carry out works, With Environment SCDC. Further complaints of vermin. Works being completed. Reports of concern over building - reported to 101.*
[redacted] High Street	5	*Actioned.*
[redacted] Norgetts Lane	1	*Actioned. With SCDC housing.*
[redacted] Norgetts Lane	1	*Actioned. With SCDC housing.*
[redacted] High Street	3	*Actioned. Sent Feb 2026*
[redacted] High Street	2	*Actioned.*
[redacted] Victoria Way	1	No action required.
[redacted] High Street	1	Actioned.
[redacted] Water Lane	2	Actioned.
[redacted] High Street	1	Actioned.
[redacted] High Street	1	Actioned.
[redacted]	1	Actioned. Asked Highways for advice - safety issue. Picked up by compliance officer - awaiting works.Worls completed.
[redacted] Beeton Close	1	Actioned.
[redacted] Cedar Close	2	Fallen fence to Beechwood Ave open space. Repeat letter sent.
[redacted] High Street	1	Actioned. Flyer posted - actioned
[redacted] Orchard Road	1	Actioned. Flyer posted - due to be actioned
[redacted] Greengage Rise	1	
[redacted] Greengage Rise	1	