

# Maintenance Report

July 2016

## Grass Cutting

The Team are now fully dedicated to regularly cutting approximately 102,924m<sup>2</sup> of grass. Approx. 49,898m<sup>2</sup> grass is cut under contract for Oxfordshire County Council. This will be the Teams main focus until October.

## Cuttle Brook and Ham Wood

Footpaths are cut regularly through the nature reserve and woodland. Within Cuttle Brook the ditches and stream continue to be checked and cleared of debris following any flood alerts that are issued by the Environment Agency. The meadow areas are programmed to be cut for hay during July by a specialist contractor.

## Litter Picking

Litter picking has now increased to 7 days per week on Southern Road Recreation Ground, Elms Park, Queen Elizabeth Circle and the Memorial Gardens.

## Summer Planting

All 48 hanging baskets have been planted and reinstalled in the Town Centre. The Millennium Circle, the Town Hall, Elms Park, the entrance planters and the flowerbeds in North Street, Pickenfield and Pearce Way have also been planted. Watering is undertaken by the Team early in the morning and at regular intervals dependant on the weather conditions.

## Memorial Gardens

The raised flower beds have each been planted in the shape of a poppy and the words 'Lest we forget' with images of poppies have been mounted on the wooden plaques at the rear of the beds. The remaining flower beds have been planted in a red, white and blue theme.

An order for the installation of two small LED floodlights has been placed with a specialist contractor. These will be mounted to the rear of each raised planter. The lights will operate on sensors.

The flag pole for the Memorial Gardens has been installed and a ceremony to remember the centenary of the start of the Battle of the Somme took place on 1 July at 07.28hrs. The Union Flag was raised for the first time during this ceremony and will fly continuously.

## Southern Road Recreation Ground

The football goal posts have now been removed following the end of the football season. Repairs have been completed to the metal boundary fencing following the accident in January. Payment for the damage has been received from the driver. The cesspit serving the changing rooms and Scout Hut has been emptied and three road gullies have been cleared within the car park.

## Elms Park

Contractors have undertaken repairs to two faulty street lights within the park.

## Skate Park

The official opening of the refurbished skate park took place on 17 April. The skate fest was organised in conjunction with Wheelscape, the skate park working group and included music, competitions, food and prizes. The event was well attended and enjoyed by all participants.

Damage was caused to the wooden boundary fence along Tythrop Way by the pedestrian crossing over between 23 - 24 April. The damage was reported to the Police and repairs have been carried out at a cost of £110.

### **Event Support**

The Maintenance Team have provided assistance with operations for the following events:

- 21 April – The Queen’s Birthday Beacon Event
- 1 May – Music in the Park
- 8 May - RAF Halton Freedom Parade
- 10 June – 90 Not Out Street Cricket Fest
- 11 June – Thame Carnival

Bunting has been put up around the Town Hall & Market House In celebration of the numerous events within the town over the last couple of months.

### **St Mary’s Church**

The grounds maintenance contractors continue to cut the grass on a regular basis. The Maintenance Team assisted the church volunteers with the annual churchyard tidy up on 12 May. The Maintenance Team also assisted with Town Council’s entry into the flower festival by making a crown for the flower display.

### **Priest End Allotments**

The site has been strimmed and tidied.

### **Bus Shelters and Street Furniture**

The two bus shelters in the High Street have been power washed and cleaned. The flower tubs outside the Town Hall have been re-stained. Unauthorised signage around the town continues to be removed when seen.

### **Depot**

On the 7 June the Ifor Williams trailer was stolen whilst the Maintenance Team were working along the Aylesbury Road. The theft was reported to the Police and the Council’s insurers. A replacement trailer has now been received.

A specialist contractor has undertaken repairs to the main entrance gate and divided the gate in half to prevent further issues with the weight of the gate causing damage to the posts and manual handling issues with opening and closing of the gate.

### **Town Hall**

A specialist contractor has fitted the secondary glazing units to the windows within the Information Centre. The automatic door into the Information Centre has been serviced and a new door pump fitted.

### **Health and Safety**

All fire extinguishers within the Council’s buildings and vehicles have been serviced. The removal of the thermoplastic tiles from the cupboard within the Town Clerks office has been undertaken as advised within the asbestos management survey for the Town Hall. Electrical remedial works have been completed at the Town Hall as advised within the Electrical Wire Test report.

### **Christmas Lights**

The Christmas lights have been reinstalled back into the eight trees in the Upper High Street following arboriculture works undertaken by OCC.