

Maintenance Report

October 2016

Grass Cutting

The Maintenance Team have been fully dedicated to regularly cutting approximately 102,924m² of grass. Approx. 49,898m² grass is cut under contract for Oxfordshire County Council. This has been the Team's main focus and depending on weather conditions grass cutting may continue into mid-November.

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 were cut for hay during July by a specialist contractor.

The Maintenance Team have installed three litter bins within Cuttle Brook. The Cuttle Brook Volunteers will now be responsible for emptying the litter bins.

The Environment Agency undertook an 'Environment Leave Day' at Cuttle Brook on the 27 September with five members of staff demonstrating best practice on manual vegetation management and clearance along the Brook. The Maintenance Team and two members of the Cuttle Brook Volunteers also participated learning the techniques for clearance.

Litter Picking

During the summer months litter picking has been undertaken seven days per week at Southern Road Recreation Ground, Elms Park, Queen Elizabeth Circle and the Memorial Gardens. Weekend litter picking will cease mid-October at these sites.

Summer Planting

The Maintenance Team have been watering and maintaining the 48 town centre hanging baskets and the summer bedding planted at the Memorial Gardens, The Millennium Circle, the entrance planters and the flowerbeds in North Street, Pickenfield and Pearce Way. Watering has been undertaken by the Team early in the morning and at regular intervals dependent on the weather conditions. This year the bedding supplier provided self-watering hanging baskets as part of the contract. This has proven to be very successful with the hanging baskets abundantly flowering and requiring less watering visits but enabling the soil to continue to obtain water during very hot weather conditions.

Southern Road Recreation Ground

The Maintenance Team have installed the football goal posts and there are regular bookings from two football teams with matches on both Saturdays and Sundays. The changing rooms are cleaned following weekend matches.

A specialist contractor has undertaken a tank clean and system disinfection of the water system at the changing rooms.

Repairs have been undertaken by a specialist contractor to the junior biibox unit within the play area. The Maintenance Team have also undertaken repairs to the pod swing, gyrospiral and altima.

A specialist contractor has undertaken repairs to two damaged window security guards fitted to the changing room windows.

A specialist contractor has removed offensive graffiti from a tree and the rear wall of the Scout building.

The footpaths through the play area have been resurfaced with tarmac by a specialist contractor.

Skate Park

A specialist contractor has removed offensive graffiti from signs and the skating concrete structure.

Moreton

The Maintenance Team have applied wood preservative to the bus shelter, notice board and bench.

The glass on the notice board was smashed and has been repaired by the Maintenance Team using perspex.

Memorial Gardens

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. An update of this work will be provided at the meeting.

St Mary's Church

Grounds maintenance contractors continue to undertake a fortnightly grass cut within the churchyard.

Street Furniture

The Maintenance Team have applied wood preservative to the wooden bollards at Southern Road Recreation Ground, Queen Elizabeth Circle and Pearce Way.

The concrete bench on Conduit Hill Rise has been repaired and re fixed by the Maintenance Team.

Depot

An asbestos management survey has been undertaken on the building. The survey has identified the location, material/product, condition, material risk and recommendations. The material risk on all items identified is very low with a recommendation to manage in accordance with current asbestos legislation.

Town Hall

Routine servicing has been undertaken by a specialist contractor on the emergency lighting, fire alarm and intruder alarm systems. Following this servicing two emergency lights on the staircases serving the Upper Chamber have been replaced.

September Fair

Each year the Maintenance Team have to complete a number of operational tasks for the September Fair. As with previous years, all the car park signage, floral standards and traffic island bollards are removed. Road closure signage and cones were put out in a timely manner to warn residents and visitors about vehicle restrictions and additional refuse bins were placed within the Upper and Lower High Street to cater for the increase in litter during this period. Equipment was also supplied to the Lions for the public car parking at Southern Road Recreation Ground.

Event Support

The Maintenance Team provided assistance with operations for the following events by providing cones, signage and fencing:

- 24 September - Food Festival
- 7-8 October - October Fair

Trees

The Council's arboricultural contractor has undertaken emergency tree work to a fallen willow at Sedgemoor Drive. The willow has been pollarded at a low level.

Christmas Lights

The Highways Act 1980 section 178 licence information has been submitted to OCC detailing locations of lights, insurance details, contractor details and the unmetered supply agreement with UK Power Networks for the use of the electricity.

Apprentice Maintenance Assistant

Interviews for the new position will be undertaken on Monday 17 October. A verbal update on the recruitment will be provided at this meeting.