

Maintenance Report

February 2021

Grass Cutting

The Maintenance Team continued grass cutting until mid-November. All grass cutting machinery is now being serviced in preparation of the commencement of the 2021 grass cutting season in March.

COVID-19

Working arrangements continue to be regularly reviewed in line with the Town Council's COVID Risk Assessment and Disaster Recovery Plan.

Appropriate signage is displayed in the play areas and skate park and continues to be renewed as guidelines change.

During Lockdown 3, to further mitigate risk, members of the Maintenance Team worked in teams of two with litter picking and checking COVID guidance signage a priority. The hire period for the additional van to enable safe working has been extended to the end of June.

Christmas

The Maintenance Team assisted the supplier with the installation of the Christmas tree by providing traffic and pedestrian control. Sponsorship banners were hung for the duration of the Christmas period around the wooden barrier fencing. The tree was removed following the lights switch-off and wood chipped and distributed as a weed suppressant to hedge bases.

Cuttle Brook and Ham Wood

The heavy rain over the last few weeks has resulted in extensive flooding in Cuttle Brook Nature Reserve and Rycote Meadow. Weather forecasts continue to be monitored and both areas are regularly checked.

Hedge Cutting, Shrub Bed Maintenance and Tree Work

The programme of hedge cutting and shrub maintenance on Council owned land has commenced and will be completed over the next month. Low tree branches and basal growth will be removed from trees where required.

Summer / Winter Planting

The summer bedding was removed late autumn from all flower beds and winter bedding planted at the town entrance planters, Memorial Gardens, Elms Park, Millennium Circle and Town Hall planters. 32 winter/spring hanging baskets were installed within the town. The scheme colours for summer 2021 will be bright and colourful!

Winter Preparation

Following the end of the grass cutting season the salt spreader was serviced and the operational unit fitted within the tractor for winter use.

Southern Road Recreation Ground

Aggregate has been added and compacted to level the steps at the side of the slide to reduce the risk of trips and falls.

The mains water supply to the changing rooms has been isolated and the cold water storage tank in the loft and four water heaters in the boiler room drained following an engineer's report that the system

is no longer fit for purpose. A separate mains water supply has been installed to the disabled toilet and store cupboard.

St Mary's Church

Members of the Maintenance Team, the Asset Manager and Committee Services Officer helped volunteers with the annual churchyard tidy up on 9 December.

2020 is the third year in which the Maintenance Team have undertaken various works including grass cutting and hedge cutting, this continues to be very successful with compliments being received from the public and church.

Play Areas & Skate Park

The annual RoSPA play area safety inspection reports have been undertaken on all play areas including the skate park. The reports raised no urgent items requiring attention or items we were not already aware of. The Asset Manager is progressing repairs / replacement where necessary.

Graffiti which appeared at the skate park in December has been removed.

Museum

Scaffolding has been erected to allow the contractor to safely access the museum roof and provide detailed quotation to replace the glass lantern and associated works.

Town Hall

Christmas decorations and lights were installed within the Information Centre and Council Chamber windows for the festive season.

Planned work to the emergency lighting has been completed. Servicing of the fire alarm and intruder alarm has been completed.

Memorial Gardens

An additional litter bin has been installed in the Memorial Gardens to cope with the increase in litter (mainly take away cups and wrappers) associated with the increased usage of the area by residents, visitors and workers enjoying the outdoor space.

Tree Planting / Works

Four trees have been planted in public open space on Youens Drive. Two ornamental pear trees (Pyrus 'Chanticleer') and two winter flowering cherry trees (Prunus 'Autumnalis Rosea'). The trees replace two horse chestnut trees which were suffering from bleeding canker disease and felled in December 2019.

Members of the Maintenance Team safely felled a Norway Maple tree in Southern Road Recreation Ground which had a split trunk and identified for removal in the Tree Condition Report.

Street Furniture

Maintenance Team installed additional twin town signage to each entrance sign to the town. Three signs on particularly busy entrances to the town are due to be completely shortly.

Event Support

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

- Tuesday Market (extra equipment to allow the Market to operate safely during pandemic)

Depot

Entrance hall, ground floor office, stairwell and upstairs office have been redecorated.
Servicing of the fire alarm and intruder alarm has been completed. A new step, incorporating a slope and handrails has been installed to the pedestrian entrance.

Following a request to Whiteleaf furniture (located next to the Depot) they have removed the fixings for their security gate from the external wall of the depot.

Health and Safety

Gas safety inspections have been completed on the boilers at Lupton Road Depot and the Town Hall.