

## Maintenance Report

July 2023

### Grass Cutting

The Maintenance Team are now fully dedicated to regular grass cutting. Areas identified to cultivate greener / wildflower meadow areas continue to be managed as previous years with a late cut August / September. A plant survey of the verges, carried out by volunteers, took place on 30 May 2023.

### Litter Picking

Litter picking of all the main recreation grounds, memorial gardens and play areas is now being undertaken seven days a week with the work being done on a rota basis by the Maintenance Team.

### Cuttle Brook

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 late July / early August by a specialist contractor.

The annual councillor / staff visit to the Reserve, hosted by Cuttle Brook Committee Volunteers (CBCV) took place on 27 June 2023.

The annual grant of £1,500 will be paid this month. CBCV anticipate their annual insurance premium will increase by £200+.

### Summer Bedding

44 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 the Memorial Gardens, North Street, Pickenfield and Pearce Way have also been planted. Watering is undertaken by the Maintenance Team early morning and at regular intervals dependant on weather conditions. Thanks to volunteers from the community and Royal British Legion who helped plant the bedding in the memorial gardens.

Unfortunately, soon after planting, half the bedding plants in the Kingsey Road entrance planter were taken.

### Town Hall

One of two annual visits to service the automatic door on the main entrance to the Information Centre took place in April. The flagpole outside the Town Hall has been serviced.

A downpipe near the bus stop came away from the wall and has been repaired.

### Southern Road Recreation Ground (SRRG)

The cesspit serving the changing rooms and Scout building has been emptied and three road gullies cleared within the car park.

A yoga group used open space at SRRG for an open-air yoga class on 21 June 2023 to celebrate the summer solstice and National Yoga Day.

The running track has been marked out for St Joseph's School sport's day which will take place on 14 July 2023.

### **St Mary's Church**

The Maintenance Team continue to cut the grass on a regular basis and in line with the specification for maintenance of the churchyard.

### **Queen Elizabeth Circle**

The zip wire has been serviced by an outside contractor.

### **Memorial Gardens**

The two raised beds and four flower beds have been planted in a red, white and blue theme to celebrate King Charles III's coronation.

### **Tree Works**

- Cuttle Brook Nature Reserve – pollard willow tree (nr bridge on Spring Path)
- Removal of split section of sycamore tree in Cuttle Brook Nature Reserve
- Lime trees x 7 on Coombe Hill Crescent boundary with Southern Road Recreation Ground (SRRG) - removal of regrowth and cleanout of crowns.
- Cromwell Avenue – reduce height of trees along footpath and tidy sides.
- Removal of broken branch from tree in Elms Park
- Removal of deadwood from lime tree in SRRG (adjacent to Moreton Lane).
- Removal of dead robinia tree on the Moats.
- Pickenfield - pollard large diseased sycamore tree nr footpath.
- M/Team removed tree that had fallen on Hackett's Lane over weekend 20/21 May.

### **Event Support**

The Maintenance Team assisted with operations for the following events:

- Tuesday market
- 30 April – Music in The Park
- Traffic cones to Oxfordshire County Council to aid resurfacing of Upper High Street
- Taste of Thame – signage and equipment
- 17 June – Thame Carnival
- Road signage and traffic cones loaned to Thame Runners for 10k race.
- Vegetation cut back along Hackett's Lane (from path to Thame Leisure Centre to the Phoenix Trail) prior to Thame 10k race.
- 15 July - Rotary Phoenix annual Tools for Self-Reliance collection

Bunting has been put up around the Town Hall, between the floral standards on the pavement adjacent to the High Street and car park (outside the Town Hall) and in Montesson Square to celebrate the King's Coronation.

**Bus Shelters**

A new seat to replace the broken one in the bus shelter adjacent to the Town Hall has been ordered.

The Town Council has taken over responsibility for the new bus shelter installed on Thame Park Road in April.

**Health & Safety**

All fire extinguishers within the Council's buildings and vehicles have been serviced. The six-monthly service of the Fire Alarm Systems at the Town Hall and Depot site took place in July.

Legionella bi-annual audits have been carried out at the Town Hall and Maintenance Depot.