

Outdoor and Maintenance Team

Supervisor's Monthly Report, 26th February – 29th April 2022

Resources

Staff

- Two staff attended the Playground Inspectors training.
- One member of staff passed their Monument Inspectors Course
- The outdoor team were issued with new phones and the supervisor with a new SIM card, these all came with new numbers.
- The supervisor has handed in her notice, her final day will be 4th May 2022
- Appraisals for team members were undertaken

Plant and Equipment

- Some of the strimmers, blowers and a lawn mower were sent over to MST for servicing. MST have now been taken over by the administrators, all the Council's equipment was collected before this occurred.
- The outdoor team have arranged with a local business to fit the throttle cable for the strimmer and complete the other servicing.
- All strimmers, blowers, and mowers were labeled using paint to make identification and link to the asset list easier

Contractors

- The pathway contractor attended a site meeting to discuss the new pathway. (This is the subject of a separate, confidential report to the Cemetery & Town Hall Committee 05.05.22)

Location Reports

Cemetery

- We have had three ashes interments and one burial
- The trimming of the Yew trees has been completed
- Work continues to expose the paths in the top park of the old cemetery by removing the grass and weed growth
- Grass growing in the hedge around Primrose section was removed.
- The Budd memorial was deemed unsafe by the examiner undertaking the assessment of the Council's member of staff for memorial safety. This was cordoned off.



Buildings

- The septic tank has been emptied
- The plaster above one of the windows in the Chapel has fallen off due to water ingress. (This is the subject of a separate report to the Cemetery & Town Hall Committee 05.05.22)



Benches and Pathways

- The contract for the pathway between the Chapel and Mortuary was completed
- The rubbing down and painting of the benches is continuing.
- The drains have been rodded, where possible.

Former Soil Pile Area

- This area was landscaped and the heras fencing removed.

Allotments

- Hayman's Close Allotments - Heras fencing panels were installed against the neighbour's fence that has blown down, as requested by Councillors.
- Tiverton Road Allotments – The skip for their rubbish has been delivered.

Upcott Field (GOAB)

- A concerned member of the public reported to the council that one of the trees in Upcott Field has a large branch that had broken off in high winds and was struck part way down. The outdoor team arranged for its removal.



Play Parks

- The usual inspections and litter picks were undertaken
- The new playpark inspections sheets have been trialed and used

Tufty Park

- The corners of the safety surface around the temporary repair are starting to lift.

Rivermead

- Nothing of note to report

Culm Lea

- The inspections showed that one of the panels on the multi-play equipment has a bolt that is working loose. This was checked by staff, and it is not possible to tighten

	
<p>The play equipment with panel</p>	<p>A view of the fixing</p>
	
<p>Type of fixing</p>	<p>Another view of the fixing</p>

it up without breaking the equipment, hence it is recommended that the manufactures are contracted. This poses no immediate danger, and will be checked regularly, however, in time it will become an issue.

Headweir Road

- Nothing to report

Upcott Field

- The fence was inspected more often due to the vandalism of the fencing and where necessary was made safe.

Events

Festivals

- The flags for the Spring Festival were erected and taken down
- The gazebos were loaned to the Walronds and set up and taken down.
- Traffic 'No waiting' cones were loaned to the market

Town Centre

- The Lime Trees had their lower buds removed and any additional sprouting. This should prevent them growing from these areas when the sap starts to rise.
- The lights in the lime trees were again cabled-tied out of the reach of the public



Street Market

- This was set up every Wednesday and then taken down, different arrangements were suggested and trialed.
- The Town Clerk has been appraised that the jockey wheel on the trailer used for the gazebos is not strong enough to take the weigh place into it. The only solution is to move all the weights out of the trailer when maneuvering it using the jockey wheel.

Public Toilets

- The plastic grills in the public toilets were damaged, these have been replaced.



St Andrew's Car Park

- The hedge was cut back by a contractor and the whole car park cleared of debris.
- The drains were rodded to stop the gullies flooding



	
Hedge before cutting back	Hedge after cutting back
	
Area cleared of debris	Skip full of debris, 1 tonne in total

Other

- The staff were asked to clean a bench which was covered in blood. This was when the supervisor was on annual leave, on the supervisor return, they recommended that staff undertake training in dealing with bodily fluids before undertaking such work. The supervisor also recommended again that they staff are given ‘sharps’ training; this has been discussed with the Council’s new health and safety advisor and will be arranged with them.
- Glass was reported in Back Lane (Crow Bridge to the Bell INN) and removed.
- Meter reading were taken for electricity and water meters
- Posters were distributed around the town advertising for new councillors.