

Hartlebury Parish Council – Maintenance Report November 2023

Checks Completed and General Observations

Monthly checks have been carried out at the play area and village green. Due to weather, I wasn't able to start work on the pot holes at the Parish Hall car park until 23 November. I had already completed a number of maintenance activities for November but to minimise the disruption to residents of having the car park closed, I have completed as much as I could in one day and the excess hours I have allotted against December's allocation. There is still another section that needs to be looked at and a regular maintenance schedule would be beneficial.

I will need to start the annual asset checks soon and have a number of other outstanding activities to complete.

A number of lengthsman tasks have also been completed, and a number of residents have commented to me directly to pass on their appreciation for the work tidying the footpaths and village.

The following maintenance actions have been completed this month:

- Park checks completed
- Christmas tree collected and installed
- Pot hole repairs on Parish Hall car park
- Cut back and cleared hedge around parish hall sign and litter bin near school
- Leaves cleared from tennis courts and around MUGA at start of month
- Renewed reflective tape on the new bollards on Parish Hall car park
- Gravel from MUGA car park brushed back in
- Litter picking around green, Parish Hall and MUGA

Issues picked up this month include:

- Park and MUGA have a lot of leaves, I have cleared but will need doing again once the near final leaves have dropped in December/January
- Still lots of litter and evidence of drug use/gas cannisters on Parish Hall car park
- A mounting number of outstanding activities need prioritisation and annual checks need to be done in next couple of months.