

## **July 2020 - Land Management/Health and Safety Inspection Report**

### **Land Management Report**

The Assistant Clerk had prepared the following report for members' consideration. A copy of the report had been emailed to all members in advance of the meeting.

#### **Completion of works:**

The Head Groundsman has:

- Cut back epicormic growth at Dorrit Crescent (impeding sightlines – high priority).
- Removed branches to facilitate safe mowing and passage of cyclists (Holly Lane).
- Addressed the leaning Whitebeam trees located in the planters outside Fairlands shops.
- Reported multiple fly tips across the parish.
- Weeded and cleaned the Jacobs Well war memorial on Queenhythe Road.
- Strimmed around the public tennis courts at Worplesdon Memorial Ground.
- Continued treating and painting bus shelters and benches across the parish, undertaking repairs where appropriate.
- Improved sight lines at Jacobs Well Recreation Ground, from White House Lane, by crown lifting the trees.
- Removed branches which had fallen on to the Keens Lane to Pitch Place footpath.
- Fitted replacement Husson Breeze seats.
- Cleared blocked surface water drains at Coombe Lane.
- Added the header bar to the new replacement noticeboard at Perry Hill Green.
- Repaired the tree surgeon vehicle damage to Jacobs Well recreation ground.
- Secured the gate adjacent to Broad Street gas box after the unauthorised encampment was served a s61 notice, and fixed informative health advice notices across Commons locations.
- Removed branches overhanging Pound Lane and lying across the footpath near Littlefield Common.
- Made safe fallen willows at Moat House pond, Jacobs Well. Hazard tape was used to highlight the remaining risk which contractors will remove on 16.07.2020.
- Removed branches and vegetation from the roundabout at Fairlands to improve access for the grass cutting team.
- Met Cllr Creese in Jacobs Well to discuss various issues.

The Clerk has:

- Sent a further email to the developer with regard to the trees in poor condition at the former White House site in Jacobs Well. The developer has confirmed that he will appoint a contractor to deal with them.
- Sent a further email to the owner of a property neighbouring Coombe Lane responsible for trees which are in a dangerous state.

The Assistant Clerk has:

- Purchased wood preservative, top soil, paint and paintbrushes for the Head Groundsman.
- Obtained quotes to repair the wet pour trip hazards at Worplesdon and Jacobs Well. Head Groundsman to determine if there is an alternative action which could reduce or remove the potential trip hazard.
- Reported to Guildford Borough Council that the Broad Street grille is silting up and requires clearing.
- Issued a map to Cllrs Creese and Snipp to show how Moat House pond fills – highlighting the water feeds in to and out of the pond.

#### **Work agreed with contractors/volunteers:**

- Balance of posts to be installed at Perry Hill Green outside Hillcot to prevent damage to the Green and at the war memorial in Jacobs Well (Posts to be supplied by Gunner Agriculture).
- Play Inspection Training booked for the Groundstaff (18.03.2020 and 19.03.2020) has been postponed indefinitely.

- Goal posts have been ordered and delivered to contractors. These will be installed at Jacobs Well recreation ground to replace the existing posts.

#### **Quotations required for:**

- Replacement swing chain attachments. Head Groundsman to source.

#### **Outstanding works:**

- The Groundsman will help Jacobs Well residents to paint the height barrier into the recreation ground. This is a low priority.
- The white safety gates in Wood Street Village need to be re-painted. The Head Groundsman to carry out in Summer 2020 (weather dependent).
- Noticeboard stays to be sourced and fitted to opening door panels.
- Assistant Clerk to update checklists to reflect change in assets.
- The Head Groundsman to treat the HAGS wooden multiplay slats at Jacobs Well.
- Assistant Clerk to obtain quotes for an amber safety light to be supplied and fitted to the works vehicle.
- Assistant Clerk to undertake DBS check for Head Groundsman.
- Update signage at locations across the parish (Assistant Clerk).
- Groundsman to weed kill beneath play area equipment (Spring 2020).
- Hole to climbing rock at Fairlands to be repaired.
- Epicormic growth to be cut back at Wood Street Village Green (low priority).
- Grass outside 79 Oakhill to be strimmed (low priority).
- Recycled plastic post to be re-sited at Wood Street Village post office.
- Concrete hemisphere outside Wood Street Village post office to be painted white.

#### **Groundsman's/Clerk's Observations:**

- Unauthorised encampments have occurred at Wood Street Village Cricket Club, Broad Street Common and adjacent to The Cricketers public house on Aldershot Road.
- Notices have been erected in Harry's Meadow in response to the commemorative bin being mis-used as a dog waste bin and a new bin will be installed near the wooden kissing gate (new bin scheduled for delivery 15.07.2020).
- Nitrous cannisters and associated drug paraphernalia have been discovered at locations across the parish.
- Increased instances of fly tipping have been noted and these have been reported to Guildford Borough Council.
- Bins across the parish have needed more frequent emptying than before lockdown commenced.
- A resident reported repeated anti-social behaviour (ASB) at Jacobs Well play area. Temporary signage conveying information updates has been ripped down on numerous occasions. The Groundsman continues to replace them as appropriate. Residents are reminded to report all instances of ASB to Surrey Police.
- A recycled plastic post at Wood Street Village post office was struck by a vehicle. The post was recovered by the Assistant Clerk and will be re-sited by the Groundsman.
- The concrete hemisphere at Wood Street Village post office was struck by a vehicle and moved into the gutter. The Groundsman re-sited it and will subsequently paint it white to highlight it.

#### **The Head Groundsman is continuing to:**

- Clean road signs and clear any obscuring vegetation.
- Clear grilles before and after periods of heavy rain in addition to usual checks.

#### **Health and Safety Inspection Report**

The Groundsman has undertaken weekly inspections as a result of which the Assistant Clerk had prepared the following report, a copy of which had been issued via email to all members in advance of the meeting.

## **Weekly Reports**

Worplesdon, Jacobs Well and Fairlands play areas, the Husson Breeze and community car park at Wood Street were checked on 26.05.2020, 01.06.2020, 08.06.2020, 15.06.2020, 22.06.2020, 29.06.2020, 06.07.2020, and 13.07.2020. The Groundsman has carried out the following work:

- Cleared litter at all 4 sites
- Cleared grilles across the Parish

### **Completed works:**

- Signs have been erected at all play areas with respect to the Covid-19 Government advice.
- Due to Covid-19 the tennis court gates are padlocked shut and will remain so until they are handed back to the Worplesdon Memorial Trustees on 27 July 2020.
- The Groundsman highlighted concerns regarding trees on the boundary of the Keens Lane development directly to the site manager.

### **Outstanding works:**

- None.

### **Groundsman's/Clerk's Observations:**

- Additional posts are due to be installed by Gunner Agriculture on Perry Hill Green and at the Jacobs Well war memorial.
- A resident reported a hole adjacent to Wood Street Village pond which was a trip hazard. The hole was reported to Surrey County Council. It was determined that the jetter had accidentally caused the damage. It will be repaired in approximately 4 weeks.
- Multiple holes were discovered at Nevins Copse. It is thought, due to the nature of these holes, that they were as a result of metal detector activity.
- Playgrounds were secured during Covid-19 lockdown using high strength cable ties. Cable ties were removed, in line with updated Government guidance on 7 July 2020 after a comprehensive risk assessment was undertaken in respect of the play areas, and after the Groundsman had comprehensively inspected the play areas.
- The Groundsman observed that the play area at Fairlands was in use prior to and after the secure cable ties had been prematurely removed, despite the clear signage stating that the play area was still closed and out of bounds (6 July 2020).
- The Assistant Clerk carried out a risk assessment of the playgrounds with regard to the Government Covid-19 reopening guidelines, taking into account comprehensive dynamic advice from national and local organisations.
- The Groundsman has noted that residents from St Mary's Cottages and The Mount, Worplesdon have been throwing garden waste over their garden fences. The quantity of debris means that there is now a cascade of garden waste approaching the main road/Holly Lane roundabout. Residents to be reminded to dispose of their garden waste using the GBC garden waste scheme or by taking it to the tip. Assistant Clerk to report to SCC.
- The Clerk has noted that the bus shelter located at Woking Road requires cleaning again due to the increase in traffic.
- Fairlands and Jacobs Well alleyways to be assessed by Groundsman re ongoing maintenance necessary (Douglas Close alleyway has already been weeded).
- The Groundsman has commenced repainting the village sign base in WSV after having weeded.

## **Monthly Health and Safety Report:**

The monthly inspections were undertaken on 28.05.2020 and 15.06.2020.

**Quotations have been sought for:**

- Tree felling of medium/high risk trees identified in the Annual Tree Survey across the portfolio of land owned/maintained by Worplesdon Parish Council (works which cannot be undertaken by our Groundsman).
- Additional trees have been highlighted as being a health and safety risk (Jacobs Well – Moat House Pond). A quote has been obtained for these works and contractors have been instructed to undertake this work on 16.07.2020.