

## September 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 Wood Street Village Green.
- Removed branches from near Littlefield Common which was near the road/impeding safe passage along the footpath, and branches overhanging Aldershot Road.
- Reported numerous fly tips at locations including those at Littlefield Common, adjacent to Sime Close, Gravetts Lane, near Littlefield Manor, and Wood Street Village Community Car Park.
- Met Dryad Tree Services at Nevins Copse to facilitate the quote for removal of any dangerous trees.
- Cleared alleyways in Fairlands and Jacobs Well including Brooke Forest, two off Gumbrells Close, Treebys, Littlefield Way, adjacent to the former Hare and Hounds (Broad Street), and Queenhythe (Jacobs Well).
- Cleared the sightlines at Gravetts Lane junction with Aldershot Road.
- Erected 'tick' signage at Harry's Meadow.
- Cleared rubbish and debris from the ditch at Fairlands on FLGCA land.
- Removed all padlocks, chains and signage from the tennis courts to facilitate their handover to the Worplesdon Memorial Hall Trustees on 27.07.2020.
- Removed brambles obstructing the kissing gate at Harry's Meadow.
- Litter picked along Aldershot Road.
- Dropped off and collected temporary fencing, metal pins and road cones for Jazz Festival coordinator.
- Purchased a combination padlock for the wheelie bin at Wood Street Village Community Car Park and fitted it to the bin.
- Checked on the well being of fish in Wood Street Village pond following concerns for the welfare during a period of low rainfall and high temperatures.
- Cut back branches next to Holly Lane roundabout.
- Strimmed Wood Street Village Community Car Park.
- Removed vegetation from Frog Grove Lane service bank, and litter picked whilst in the area.
- Fixed the tree supports outside Fairlands shops.
- Reported an attempted land grab in Broad Street. The Assistant Clerk has provided further information to Surrey County Council.
- Litter picked at Worplesdon triangle and along Worplesdon Road.
- Reported an issue with Strategic Gas Networks (SGN) at Jacobs Well Recreation Ground. Assistant Clerk followed this issue up with SGN.
- Reported an issue with sewage discharge at Wood Street Village pond (likely to have occurred during the significant rainfall on 27 August 2020) to the Assistant Clerk [item added to Flood Forum agenda – November 2020].
- Cleared the brook of vegetation at Jacobs Well.
- Killed/removed weeds beneath play area equipment.
- Repaired a hole in climbing rock at Fairlands.
- Painted the concrete hemisphere outside Wood Street Village post office to make it more visible to road users.

The Clerk has:

- Asked Guildford Borough Council to clear the ditch at the bottom of Harry's Meadow which is impeded by fallen trees and logs.
- Reported damaged road signs to Surrey County Council.
- Reported blocked surface water drain at Holly Lane to Surrey County Council.

The Assistant Clerk has:

- 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. Head Groundsman has arranged a meeting with the playground inspection consultant to discuss the issues.
- Re-reported to Guildford Borough Council that the Broad Street grille is silting up and requires clearing.
- Reported vandalism of the wet pour beneath the Husson Breeze (spray paint) to Surrey Police. Surrey Police have agreed to increase patrols in this area.
- Reported a fly tip at Barnwood Close.
- Reported a fallen branch to Surrey County Council which was across both lanes of Frog Grove Lane.
- Reported issues relating to the roundabout signage at Salt Box Road/Worplesdon Road to Surrey County Council.
- Undertaken the DBS check for both the Clerk and Head Groundsman. Assistant Clerk does not require one [Governor at local school].

Contractors have:

- Installed the replacement goal posts at Jacobs Well recreation ground.

**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). [awaiting softer ground conditions]
- Play Inspection Training booked for the Groundstaff (18.03.2020 and 19.03.2020) has been postponed indefinitely. [due to Covid-19 restrictions]

**Quotations required for:**

- Replacement swing chain attachments/appropriate paint for metal benches/wet pour repair alternatives. Head Groundsman to source appropriate items in conjunction with advice from play inspection consultant.

**Outstanding works:**

- The Groundsman will help Jacobs Well residents to paint the height barrier into the recreation ground. This is to be undertaken by the end of November 2020.
- The white safety gates in Wood Street Village need to be cleaned and/or re-painted. The Head Groundsman to carry out in Summer 2020 (weather dependent).
- Noticeboard stays to be sourced and fitted to opening door panels. On request, GreenBarnes have provided four plastic noticeboard stays free-of-charge. These are to be fitted to two noticeboards (two to be attached per noticeboard) so they can be trialled over the coming months.
- 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.
- Update signage at locations across the parish (Assistant Clerk). This is ongoing. Estimated completion date end of November 2020.
- Grass outside 79 Oakhill to be strimmed (low priority).
- Recycled plastic post to be re-sited at Wood Street Village post office (when ground softens).

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

- Five unauthorised encampments (UE) have occurred since lockdown commenced (March 2020). Surrey County Council have taken steps to prevent future UEs at the locations affected.
- Notices erected in Harry's Meadow in response to the commemorative bin being mis-used as a dog waste bin have shown a marked improvement in the use of the designated dog poo bin. Whilst a new bin has been delivered, it has been decided that the usage of the existing bins be monitored to see if this additional bin is needed at this location, in addition to the ground currently being too hard for installation to take place.

- The Proludic multiplay at Worplesdon has been vandalised. Interactive play balls have been forcibly removed from the equipment. Assistant Clerk had highlighted this to Proludic who have escalated the issue to their Head Office in France given the equipment was only installed just over 12 months ago.

#### **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 20.07.2020, 27.07.2020, 03.08.2020, 04.08.2020, 10.08.2020, 17.08.2020, 24.08.2020 and 01.09.2020. The Groundsman has carried out the following work:

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

#### **Completed works:**

- Permanent signage has been erected at all play areas with respect to the Covid-19 Government advice.
- 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 has now been repaired by filling the hole and replacing the letterbox gully with a solid kerb stone.
- The Groundsman has repointed the village sign base in Wood Street Village after having weeded.
- Fairlands and Jacobs Well alleyways have been weeded by Groundsman as the weeds were causing a trip hazard and restricting access to those in wheelchairs/pushing buggies.



**Before and After: Queenhythe, Jacobs Well**

**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 when the ground softens.

**Monthly Health and Safety Report:**

The monthly inspections were undertaken on 16.07.2020, 20.07.2020, 21.07.2020, 24.08.2020, 25.08.2020 and 27.08.2020.

**Completed works:**

- Additional trees, highlighted as being a health and safety risk (Jacobs Well – Moat House Pond), were felled by contractors on 16.07.2020.

**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).