

November 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, in addition to his regular inspections:

- Retouched the paint on the WW1 memorial bench in readiness for the wreath laying.
- Removed saplings from in front of the Perry Hill sign at Rickford.
- Undertaken a significant litter pick at the triangle in Worplesdon.
- Reported a sewage discharge that occurred adjacent to Wood Street Village pond. This item has been addressed on the Flood Forum agenda – November 2020.
- Spoken to fisherman at Wood Street Village with regard to parking vehicles on Pound Lane in future, rather than parking between the pond and the bus shelter.
- Removed vegetation that was overhanging The Brook in Jacobs Well.
- Cleaned road signs in Gravetts Lane, Tangley Lane and Keens Lane.
- Retrieved a dumped computer monitor from Jacobs Well Road and took it to the recycling centre.
- Cleared numerous blocked drainage gullies.
- Cleared the Douglas Close alleyway in Jacobs Well.
- Collected an abandoned sharps box from near Gravetts Lane/Aldershot Road junction.
- Fitted stays to the opening door panels on two noticeboards. Feedback to be provided to the noticeboard supplier after these have been trialled.
- Cleared low branches from around the Perry Hill village sign.
- Fitted replacement play balls to the Proludic multiplay at Worplesdon after it was vandalised. The Assistant Clerk was able to source these free of charge.
- Cleared brambles and low branches along the bridleway between Keens Lane and Pitch Place, together with items impeding the neighbouring ditch.
- Removed high level overhanging branches at Coombe Lane.
- Repainted the benches outside the shops at Fairlands, at Worplesdon Primary School, Jacobs Well post office, Gravetts Lane, and Wood Street Village Green.
- Cleared the road sign opposite Christmas Bakery.
- Met Richard Randall to jointly inspect play equipment.
- Cleared major letterbox gulley near Salt Box Road roundabout.
- Helped a Jacobs Well resident to repaint the height barrier into the Jacobs Well recreation ground.
- Exposed the hidden pipe at Tangley Lane to assist with flood prevention measures in the area.
- Cleared litter from along Tangley Lane.
- Cleared the silt and debris out of the playground channel drain at Jacobs Well.
- Met Littlethorpe of Leicester to oversee their repairs to the bus stop opposite Douglas Close, Jacobs Well.
- Removed graffiti from picnic bench at Jacobs Well play area.
- Removed graffiti from the bouncy seat at Wood Street Village Green.
- Dropped keys to Cllr A Creese for Jacobs Well Recreation Ground and for Harry's Meadow.
- Cleared saplings along the ditch neighbouring Jacobs Well Road.
- Cut back branches and cleaned 'Worplesdon' and roundabout warning signs on Holly Lane.
- Cleaned the large directional sign at Jacobs Well near the junction with Stringers Avenue.
- Cleaned the large directional sign at Pitch Place, together with the neighbouring warning sign (which also required overhanging vegetation to be removed)
- Cleared overhanging vegetation and cleaned warning triangles along Aldershot Road, near Fairlands.
- Applied wood treatment to the village sign at Rickford.
- Reported more NOZ cannisters at Jacobs Well car park.
- Cleared a blocked gulley on Salt Box Road.
- Removed a large fallen branch from the verge on Holly Lane.

- Met Cllr B McShee and a Wood Street resident, together with a teacher from Wood Street Infant School, to establish the prime areas of concern relating to fly tipping, dropped rubbish and dog mess which is not picked up on Broad Street common.
- Reported a possible land grab in Wood Street Village near Wood Street Infant School.
- Repositioned the wildfowl signage opposite Wood Street Village pond.
- Removed polystyrene balls from two of our play areas that had been deliberately distributed across the wet pour.
- Secured the goal posts at Jacobs Well Recreation Ground.
- Sourced and purchased suitable replacement work gloves.
- Noticed a full-size shopping trolley blocking the ditch at Applegarth. Clerk to report the issue to Guildford Borough Council as the Riparian Owners.
- Cleaned the white safety gates in Wood Street Village.
- Reported a fly tip next to Jacobs Well Road.
- Painted the inside of the wooden bus shelter at Jacobs Well Village Hall.
- Removed a low branch next to Wood Street Village Cricket Pavilion.
- Treated the bench and bus shelter roof supporting posts at Wood Street Village Post Office.
- Reported possible Japanese Knotweed at a location on Frog Grove Lane and reported it to Countryside Estates at Surrey County Council (SCC).
- Cleared grass from the footpath-kerb edging and leaves from the bus layby at Perry Hill.
- Cleared the edges of the wet pour located at Fairlands play area.
- Cleared the inlet pipe and a large number of grips along Gravetts Lane.
- Cleared the grips along Frog Grove Lane.
- Highlighted a number of drainage issues at the top of Holly Lane and on the roundabout. These have been referred to the Flood Forum/SCC.
- Tidied the war memorial on Queenhythe in readiness for the private service on Armistice Day.
- Reported the misuse of a verge in Treebys, Jacobs Well to the Assistant Clerk, who subsequently reported the breach to Surrey County Council. The resident advised that the skip and builders materials would be moved within 3 working days.
- Re-braced the trees in the planters located outside the shops at Fairlands.
- Treated the weeds in the wet pour at Jacobs Well.

The Clerk has:

- Reported multiple damaged road signs to Surrey County Council.
- Contacted Dryad to ascertain when the annual tree inspection report will be completed.
- Reported to SCC the vegetation that is overgrowing street lights at Rickford.
- Reported the missing manhole cover in North Moors field, Jacobs Well to Guildford Borough Council.
- Sourced an amber light for the works vehicle, kindly donated by a local business.
- Reminded Guildford Borough Council to empty the dog waste bin at Worplesdon Memorial Hall as it had been missed.
- Escalated to the Flood Forum the issue of the blocked surface water drains at Holly Lane, and the request to Guildford Borough Council

The Assistant Clerk has:

- Contacted SGN with regard to damage carried out at Jacobs Well Recreation Ground during an emergency gas repair.
- Reported the use of an air rifle on Pound Lane to the PCSO.
- Reported the spelling mistake on the 'Fairlands Avenue' sign to Guildford Borough Council.
- Sourced and ordered specialist graffiti wipes.
- Reported the finding of a hypodermic syringe at Worplesdon play area, adjacent to the MUGA, to the PCSO and Memorial Hall Trustees.
- Spoken to Littlethorpe of Leicester regarding the replacement bus shelter for Woking Road, Jacobs Well.

Contractors have:

- Removed multiple saplings from the verge opposite Worplesdon View care home, whilst mowing the verges.

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]
- Richard Randall has been asked to undertake multiple repainting works in two of the play areas (Fairlands and Worplesdon). These works to be undertaken when the weather conditions are conducive.
- Rebound Rubber have had their quote to replace the damaged wet pour at Jacobs Well play area underneath the roundabout accepted. Works to be undertaken during good weather.

Quotations required for:

- Works at Jacobs Well Recreation Ground (including the removal of three conifers). [Quotes have been received but not yet accepted]
- Pollarding of balance of willows at Wood Street Village Green.
- A high access platform inspection of the Typhoon play equipment at Worplesdon play area.

Outstanding works:

- Assistant Clerk to update checklists to reflect change in assets.
- The Head Groundsman to complete treating the HAGS wooden multiplay slats at Jacobs Well.
- Update signage at locations across the parish (Assistant Clerk). This is ongoing. Estimated completion date end of November 2020. Signage has been ordered.
- Grass outside 79 Oakhill to be strimmed (low priority) and road sign to be cleaned.
- Recycled plastic post to be re-sited at Wood Street Village post office (when ground softens).

Groundsman's/Clerk's Observations:

- Armed police were noted on repeated occasions on Aldershot Road near Silvesters.
- The Head Groundsman gratefully received a garden waste bag from Cllr G Adam.
- The Head Groundsman has replaced access signage adjacent to Broad Street Common.
- Cat litter waste is being regularly deposited in the bin at Wood Street Village Community Car Park.

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 08.09.2020, 14.09.2020, 21.09.2020, 28.09.2020, 06.10.2020, 12.10.2020, 19.10.2020, 26.10.2020, 02.11.2020 and 09.11.2020. The Groundsman has carried out the following work:

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

Completed works:

- Temporary closure signage has been erected at the MUGA in response to the government guidance relating to Lockdown 2.
- A resident reported a hole adjacent to Wood Street Village Infant School which was a trip hazard. The hole was reported to Surrey County Council (SCC) by the Assistant Clerk. SCC have advised that the issue will be resolved within 5 working days.

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 14.09.2020, 22.09.2020, 28.09.2020, 26.10.2020, 27.10.2020, and 29.10.2020.

Completed works:

- The Clerk has emailed the developer of The White House, Jacobs Well, in respect of the dangerous trees on his property, together with arisings from previous tree works which have been deposited in the important drainage ditch between his land and the recreation ground.

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).

Groundsman's/Clerk's Observations:

- The dangerous trees overhanging Coombe Lane from a neighbouring property have been repeatedly highlighted to the residents who are continuing to fail to take appropriate action.
- A leaning cherry tree branch at the corner of Wood Street Village Community Car Park has been removed following concerns it may fall.