

January 2022 - 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:

- Strimmed the footpath at Perry Hill Green.
- Removed vegetation along the brook at Jacobs Well.
- Cut back a shrub which was overhanging the service road at Frog Grove Lane.
- Dropped off loan items to the Wood Street Village Show Committee and collected them from the Jazz Festival organiser.
- Swept up the broken glass caused by the vandalism of the bus shelter at the entrance to Fairlands estate.
- Dropped off loan items to Wood Street Infant School and collected them following the sports day event.
- Repaired the Jacobs Well bus shelter at the village hall.
- Inspected the drainage pipe which passes underneath Pound Lane.
- Dug out grips on Aldershot Road near Silvesters garage.
- Removed the broken perspex panels from the bus shelter at Perry Hill Green.
- Noted that the surface water drain at the top of Holly Lane is still blocked after 2 years of reporting it to Surrey County Council (SCC).
- Noted that replacement stumps were required for the triangle at Worplesdon. The Clerk reported the requirement to SCC.
- Strimmed around the benches in Harry's Meadow.
- Continued to repaint, and where necessary, repair/replace bench and bus shelters across the parish.
- Cleared the ACO drain at Jacobs Well play area.
- Weeded, strimmed, and edged around the Queenhythe war memorial.
- Cleared vegetation around the Perry Hill sign.
- Removed a fallen branch from near Dorrit Crescent.
- Removed fallen branches from the Fairlands roundabout.
- Cleared the alley at Gumbrells Close.
- Cleared rubbish dumped in Wood Street Village Community Car Park.
- Reported used NOS canisters at Wood Street Village Community Car Park.
- Removed the epicormic growth which affects sightlines at Dorrit Crescent.
- Strimmed and cleared vegetation at the top of Coombe Lane.
- Erected Oak Processionary Moth (OPM) warning notices and associated safety fencing, at two confirmed nest locations: Harry's Meadow and Perry Hill Green.
- Collected and disposed off a damaged filing cabinet from the former parish office premises.
- Cut back the Harry's Meadow hedge which was overhanging Jacobs Well Road.
- Collected litter from Fairlands roundabout.
- Reported a significant fly tip on Pound Lane.
- Assisted with the dilapidations works at the former parish office premises.
- Cut back vegetation which was impeding the visibility of the '30' signs in Jacobs Well.
- Rodded the pipe from Tangley Lane, under Worplesdon Road – reporting a blockage to SCC approximately 15 metres in.
- Cut back vegetation near the White House Mews properties.
- Treated the play panel posts in Jacobs Well play area.
- Recovered and stored the concrete spheres from Jacobs Well war memorial.
- Attended onsite in response to reports of an attempted unauthorised encampment at Broad Street.
- Investigated a possible fallen tree and fly tip at Holly Lane combined cycle and footpath.
- Repaired a trip hazard inadvertently created when contractors installed additional drainage at Jacobs Well play area.

- Sprayed weedkiller on moss at Fairlands play area.
- Strimmed around the benches and bin at Harry's Meadow.
- Reported a fallen tree from private property on Coombe Lane.
- Cut back the willow at Wood Street Village pond.
- Sprayed weeds at Worplesdon Memorial play area.
- Addressed mole hills that were impeding the grass cutting contractors at both Frog Grove Lane and Fairlands.
- Reported that fireworks had been let off inside a Worplesdon Parish Council litter bin at Worplesdon.
- Met the Rickford residents who were affected by flooding in October 2021.
- Repainted the Jacobs Well village sign.
- Repainted the white posts at Jacobs Well war memorial.
- Cleared a fly tip from Jacobs Well Recreation Ground.
- Strimmed a footpath at Nevins Copse.
- Strimmed the ditch at Coombe Lane.
- Strimmed the sightlines at Gravetts Lane.
- Cleared a number of branches that were striking vehicles on Aldershot Road adjacent to the bus stops.
- Checked on work undertaken by contractors at Jacobs Well Recreation Ground.
- Reported that another vehicle had driven across Wood Street Village Green.
- Erected Christmas banners at locations across the parish.
- Reported damage the Coombe Lane common land by vehicles accessing neighbouring property. The Clerk has contacted the resident concerned.
- Noted that the knee rail fencing at Merrist Wood entrance, Holly Lane has been damaged.
- Removed a dead tree that had fallen across the bridleway at Pitch Place Green.
- Installed paving slabs beneath a bench at Worplesdon play area.
- Secured the electrical box at Worplesdon Memorial Hall car park.
- Replaced and glued play balls onto the Proludic multiplay at Worplesdon play area, following vandalism.
- Erected posters relating to a lost ring at Harry's Meadow.
- Replaced missing caps on the Time play panel at Worplesdon play area.

The Clerk has:

- Undertaken a site meeting with the resident who utilises Harry's Meadow for a charity dog show.
- Undertaken a site meeting with a Jacobs Well resident in response to various concerns inadvertently caused by re-wilding.
- Reminded Chambers of the protocol for resecuring the wheelie bin after it has been emptied.
- Spoken to local house builder who was building in the vicinity of a tyre damaged Right of Way to attempt to resolve the issue. Reported to SCC.
- Had additional keys cut to facilitate access by contractors at Jacobs Well Recreation Ground.

The Assistant Clerk has:

- Reported to Hermes, that their delivery driver for Perry Hill keeps driving across Perry Hill Green, causing damage.
- Reported a water leak near Broad Street gas box.
- Obtained quotes for the replacement of the damaged glass bus shelter panels at Fairlands, with perforated metal sheets.
- Reported pollution in the vicinity of The Pines, as noted by the Head Groundsman, to the Environment Agency (EA) – and has worked with the EA Officer to ensure letters were issued to the occupiers to remedy the pollution (sewage entering the watercourse).
- Ordered replacement sign cleaning equipment for the Head Groundsman.
- Ordered combination spanner set for Head Groundsman to undertake wider range of repair tasks.
- Reported the arson incidents at Worplesdon Memorial play area, and associated damage to wet pour and multiplay unit, to Surrey Police.
- Reported a fly tip between Coombe Lane and Holly Lane roundabout.
- Contacted SCC and Surrey Police with regards to reports of an unauthorised encampment in progress at Broad Street. Met SCC representative onsite to ensure site security maintained.

- Attempted to report again, the presence of Japanese Knotweed (adjacent to Frog Grove Lane) to both the Environment Agency and SCC, but neither agency will take responsibility.
- Reported a concern for welfare to Surrey Police following discovery of a tent at Nevins Copse.
- Reported to SCC the damaged knee rail fencing on Holly Lane (adjacent to Merrist Wood crossing).
- Contacted manufacturer of Perry Hill sign to attempt to source appropriate paint to touch up minor areas.

Contractors have:

- Undertaken installation of recycled plastic posts at locations around the parish (war memorial, Wood Street Village post office, Perry Hill Green).
- Replaced the wetpour beneath the roundabout at Jacobs Well play area.
- Jetted drains along Coombe Lane (neighbouring Perry Hill Green).
- Erected two Christmas trees at St Mary's and Wood Street Village Green, and an avenue of illuminated trees at Worplesdon.
- Undertaken the annual tree survey.
- Undertaken monthly play area inspections.
- Undertaken annual play area inspection.
- Commenced removal of trees identified as dead, diseased, dangerous in the annual tree report.

Work agreed with contractors/volunteers:

- Play Inspection Training booked for the Groundstaff (18.03.2020 and 19.03.2020) has been postponed indefinitely. [due to Covid-19 restrictions]
- Contractors have been instructed to undertake a high-level inspection of the Typhoon.
- Contractors to level and reseed the depression at Wood Street Village Green.
- Contractors to undertake pond works at both Jacobs Well and Wood Street Village.

Quotations obtained for:

- Pulling the bullrushes at Wood Street Village pond.
- Pond works at Jacobs Well (removal of bullrushes and crassula).

Quotations required for:

- Jacobs Well Recreation Ground land drains (Quotation obtained. Alternatives to be considered)
- Replacement signage for Wood Street Village Community Car Park and Wood Street Village Cricket Club Car Park.
- Replacement barrier for White House Lane.
- Installation of dipping platform, and swim at Wood Street Village pond.
- Contractor to replace rotting fencing at Wood Street Village Community Car Park, dig out weeds, etc.

Outstanding works:

- Assistant Clerk to continue to update checklists to reflect change in assets (include electricity cabinet at Perry Hill on Monthly Checklists).
- HAGS multiplay unit at Jacobs Well to be re-stained (weather reliant).
- Replacement signage for Wood Street Village Community Car Park to reflect updated contact details.
- Replacement signage for Wood Street Village Cricket Club Car Park to reflect updated contact details.
- The drain (installed by Worplesdon Parish Council) which crosses Pound Lane is blocked. Head Groundsman to unblock.

Groundsman's/Clerk's Observations:

- The Head Groundsman was approached by a member of the public in Jacobs Well regarding a tree that had fallen from Surrey County Council land, across the brook, at the bottom of her garden. Clerk reported this to SCC who have failed to take any action. This action was escalated to the Flood Forum agenda.

- SCC have installed multiple heavy-duty gates at sites which have experienced unauthorised encampments in past years. SCC promised to issue the parish council with a key to one particular gate. Clerk/Assistant Clerk to chase SCC.

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.
- Litter pick across the parish.

Health and Safety Inspection Report

The Groundsman (and during his annual leave, the Clerk and Assistant Clerk) has (have) 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 28.06.21, 05.07.21, 12.07.21, 19.07.21, 29.07.21, 02.08.21, 09.09.21, 16.08.21, 23.08.21, 31.08.21, 06.09.21, 17.09.21, 04.10.21, 05.10.21, 11.10.21, 18.10.21, 19.10.21, 25.10.21, 01.11.21, 02.11.21, 08.11.21, 11.11.21, 15.11.21, 22.11.21, 23.11.21, 29.11.21, 06.12.21, 13.12.21, 20.12.21 and 10.01.22. The Groundsman has carried out the following work:

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

Completed works:

- Trimmed the silver birch tree at Fairlands, in response to concerns raised by residents relating to sightlines.
- Reported and coordinated the repair of a damaged high impact wet pour pad at Fairlands play area.
- Taken the strimmer for service to Honey Bros.
- Additional posts have been installed on Perry Hill Green and at the Jacobs Well war memorial.

Outstanding works:

- None.

Groundsman's/Clerk's Observations:

- Head Groundsman erected signage on the Wood Street Village maypole to reflect the Health and Safety issue in respect of the damage to the base (subsequently repaired).
- Head Groundsman erected signage and fencing at Perry Hill Green and Harry's Meadow, Jacobs Well, to highlight the presence of Oak Processionary Moth nests, prior to their removal by specialist contractors.

Monthly Health and Safety Report:

The monthly inspections were undertaken on 29.07.21, 17.08.21, 23.08.21, 31.08.21, 06.09.21, 07.09.21, 25.10.21, 28.10.21, 25.11.21, 29.11.21, 06.12.21, and 20.12.21.

Completed works:

- Works have commenced on removing/making safe the trees identified as dangerous in the Annual Tree Survey Report. Works are being undertaken by the Head Groundsman, where possible, and a local firm of arborists.
- The Head Groundsman observed trip hazards within the play area at Jacobs Well as a result of additional drainage works. He remedied the issue immediately.

Quotations have been sought for:

- n/a

Groundsman's/Clerk's Observations:

- n/a