

Meeting	Parks & Open Spaces Committee
Date	2 nd Sept 2025
Report Title	Parks & Open Spaces Report
Agenda Reference	9
Author	Jason Watts, POS & Facility Manager

Officers Recommendation

1. To note the report.
2. To purchase x2 short reach hedge trimmers in preparation for Autumn / Winter works at a cost of £480 each / £960 Total + VAT to be met from existing budgets.

Attendance

- Total: 91 days. As expected there has been an increase in annual leave, 87 days. Sick leave 4 days' 2 team members 2 days each.

	Mar	Apr	May	June	Jul	Aug	Sept
Annual Leave	23.5	11	21	63	49	38	56
Sick Leave	14	4	5	0	0	4	
Total	37.5	18	26	63	49	42	

Tidy Up Team Update

- **Daily Operations:** The team is actively scheduling and carrying out daily waste removal, litter picking, and graffiti clean-up. We've noted a rise in fly-tipping incidents, particularly involving children's toys, household furniture and concrete placed within litter bins.
- **New Waste Bin Installation:** To help reduce littering at the bus stop, a new waste bin has been installed at Westfield Way.
- **Supplier Visit to Swindon:** Following concerns about the quality of black sacks, our supplier visited Swindon to investigate and replace defective products, ensuring future reliability.
- **Vehicle Update:** One of our Goupil machines unfortunately failed its MOT test. As a temporary measure, the team has been using a caged transit tipper for two weeks to maintain service continuity.
- **Monitoring Hotspots:** We continue to monitor known litter hotspots, including Green Meadow shops and Akers Way, and are actively responding to feedback and concerns from the community, we are extremely grateful for the volunteer support.

Mini Compact Street Sweeper Operational Update

- **Monday Hotspot Coverage:** The team continues to focus on known hotspot areas every Monday, with particular attention to underpasses where litter accumulation tends to be higher.
- **Equipment Maintenance:** We've recently experienced a fault with the suction mechanism on our machine. An engineer has assessed the issue and is currently awaiting delivery of the necessary parts to carry out the repair. In the meantime, alternative methods are being used to maintain service levels.



Grounds Team

- During the summer holidays, the team focused on school zones to ensure clear sightlines and safe access for returning pupils and staff.
- Hedge cutting has been completed in Abbey Meads, and work is currently underway in Oakhurst.
- Reactive maintenance continues daily, addressing improvement requests submitted by parish residents.
- With the season in change, we shall now start preparations for our Autumn / Winter projects.

Tree Survey Update

- All tree survey data has now been successfully collated and categorized into contracted work and in-house activity.
- All immediate action requirements identified during the survey have been completed.
- The team will now begin progressing through the 1-year action plan, ensuring continued safety and maintenance across the parish.

	HWPC Tree Survey Results																				
	3 month							6 Month							1 Year						
Location	Qty	In House	Complete	Remain	Contract	Complete	Remain	Qty	In House	Complete	Remain	Contract	Complete	Remain	Qty	In House	Complete	Remain	Contract	Complete	Remain
QE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9	6	0	6	3	0	3
Corfe	0	0	0	0	0	0	0	0	0	0	0	0	0	0	14	4	0	4	10	0	10
VG	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	2	0	2	0	0	0
Vent	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	1	0	1	1	0	1
Trent	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7	7	0	7	0	0	0
Rose	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	1	0	1	3	0	3
Franc	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	2	0	2	0	0	0
Clary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7	4	0	4	3	0	3
Lyddon	0	0	0	0	0	0	0	0	0	0	0	0	0	0	15	7	0	7	8	0	8
KGV	1	0	0	0	0	1	0	2	0	0	0	2	0	2	12	8	0	8	4	0	4

	2 Year							3 Year						
Location	Qty	In House	Complete	Remain	Contract	Complete	Remain	Qty	In House	Complete	Remain	Contract	Complete	Remain
QE	10	4	0	4	6	0	6	0	0	0	0	0	0	0
Corfe	0	0	0	0	0	0	0	1	1	0	1	0	0	0
VG	3	3	0	3	0	0	0	0	0	0	0	0	0	0
Vent	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Trent	2	0	0	0	2	0	2	0	0	0	0	0	0	0
Rose	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Franc	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Clary	0	0	0	0	0	0	0	1	0	0	1	0	1	1
Lyddon	5	5	0	5	0	0	0	1	0	0	1	0	1	1
KGV	5	4	0	4	1	0	1	0	0	0	0	0	0	0

	5 Year							8 Year						
Location	Qty	In House	Complete	Remain	Contract	Complete	Remain	Qty	In House	Complete	Remain	Contract	Complete	Remain
QE	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Corfe	0	0	0	0	0	0	0	0	0	0	0	0	0	0
VG	2	0	0	0	2	0	2	0	0	0	0	0	0	0
Vent	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Trent	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rose	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Franc	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Clary	4	0	0	0	4	0	4	0	0	0	0	0	0	0
Lyddon	0	0	0	0	0	0	0	1	0	0	1	0	1	1
KGV	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Grass Team

- The team is currently progressing through Round 8 of scheduled grass cutting. Due to poor growth conditions, cutting operations have been temporarily paused. However, access areas are still being maintained to ensure usability and safety.
- The ride on mowers will be due for renewal within February, therefore we have already started the investigation for replacement.



North West					South East				
	Start	Finish	Bank Hols	Working days		Start	Finish	Bank Hols	Working days
Round 1	31/03/2025	10/04/2025	0	9	Round 1	31/03/2025	09/04/2025	0	8
Round 2	11/04/2025	25/04/2025	2	9	Round 2	10/04/2025	22/04/2025	2	7
Round 3	28/04/2025	12/05/2025	1	10	Round 3	23/04/2025	08/05/2025	1	11
Round 4	13/05/2025	23/05/2025	0	9	Round 4	09/05/2025	23/05/2025	0	10.5
Round 5	23/05/2025	12/06/2025	1	10	Round 5	23/05/2025	17/06/2025	1	9.5
Round 6	16/06/2025	03/07/2025	0	12.5	Round 6	17/06/2025	01/07/2025	0	9.5
Round 7	04/07/2025	16/07/2025	0	7	Round 7	01/07/2025	21/07/2025	0	9
Round 8	17/07/2025				Round 8	22/07/2025			
Round 9				10	Round 9				10
Round 10				10	Round 10				10

Equipment Update

- As we move into the Autumn/Winter season, the team has identified the need for two new short-reach hedge cutters to support seasonal maintenance tasks.
- After consulting with other parish teams and reviewing their feedback, we plan to purchase the same model to align our equipment specification with theirs and enhance operational efficiency

Fleet Maintenance Update

- Our aging caged transit vehicle has recently undergone multiple repairs, including work on the DPF, starter motor, and battery, alongside a minor service.
- The vehicle is scheduled for its MOT inspection at the end of September. Given its condition, we are proactively assessing the potential operational impact should the vehicle fail the inspection and be temporarily or permanently removed from service.

Weed Control Update

- A PO number has been raised, and the contractors intend to start the 2nd application on the 15th of September. As per the previous application this will be monitored daily during the application.

Elstree Way/Elsham Way Roundabout Update

- Despite contacting four contractors, only one has come back with an official quote. Will continue to chase for these and more detail will be provided at an upcoming Grounds Maintenance Working Party with a timeline of the suggested works.