

April 2023	01-Apr	02-Apr	03-Apr	04-Apr	05-Apr	06-Apr	07-Apr	08-Apr	09-Apr	10-Apr	11-Apr	12-Apr	13-Apr	14-Apr	15-Apr	16-Apr	17-Apr	18-Apr	19-Apr	20-Apr	21-Apr	22-Apr	23-Apr	24-Apr	25-Apr	26-Apr	27-Apr	28-Apr	29-Apr	30-Apr
Covingham Parish Council - Maintenance Men Activity Report Sheet	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
Check bus shelters for broken windows and rubbish (8 in total)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Check skateboard park and do running repairs as and when required	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Check play areas in Covingham Park and do running repairs as and when required	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Monthly Safety check play equipment / adult exercise equipment																									✓					
Check Dorcan Stream for levels/blockage on Mondays	✓	✓															✓							✓						
Check Van for fit and function on Mondays		✓															✓													
Empty waste bins in Covingham Square (4)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Empty Waste bins in Covingham Park (6)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Empty waste bins on Dorcan Way (2)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Empty Waste bins on St Paul's Drive (3)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Empty Waste bins in Smitan brook Park (4)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Empty waste bins at shop in Cole Close (2)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Litter Pick Covingham Square & underpass	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Litter Pick car park/grass at Cole Close	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Litter pick from Kingfisher Drive to Messenger	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Litter pick Dorcan Way at side of Patheon down to bridge			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Litter pick St Pauls Drive	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Litter Pick Kestrel Drive		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Litter pick Merlin Way	✓												✓	✓	✓	✓	✓			✓	✓	✓			✓					✓
Litter pick Covingham Drive	✓							✓	✓	✓				✓	✓	✓				✓	✓	✓	✓	✓						✓
Litter pick Kingfisher Drive	✓	✓					✓	✓	✓	✓				✓	✓	✓	✓	✓		✓	✓	✓			✓					✓
Litter Pick Wanborough Rd up to bridge over A419						✓	✓	✓	✓	✓			✓																	
Litter pick Redrow communal area/Owl Close bench/streets on Redrow Estate					✓	✓	✓	✓	✓	✓																				
Litter pick area between Patheon Laboratory and Dorcan Stream			✓								✓	✓								✓					✓	✓				
Litter pick area at Sandpiper (old play area)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Litter pick side roads	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Strim Covingham Park (once per month)																						✓		✓						
Strim Smitan Brook Park (once per month)																						✓								
Strim north bank of Dorcan Stream (once per month)																											✓	✓		
Strim Cycle track off Kestrel Drive (once per month)																										✓				
Remove epicormic growth/brambles/tree cuttings/fallen branches																														
Daily litter bags collected	5	12	7	7	5		14			16	7	6	9	6		12	8	6	9	8	8		11	6	7	8	5	8		
Record when Dog bins are emptied			✓						✓								✓						✓							
Record when Grass Cutting is being carried out										✓	✓	✓	✓			✓	✓						✓	✓	✓	✓	✓			
Removed Minor fly tipping																	2													
Fly Tipping reported to SBC/EA																														

- Notes:
- Remains of several fires at Sandpiper Play Area. Reported to Police Ref 5422007036
 - 3 dumped child's scooters recycled to Salvation Army
 - Removed and returned Co-Op trolley in Skate Board Park
 - Replaced 12 rivets in skate board ramps
 - Slabs for path smashed. Reported to Police Ref 5423003946
 - Blockage in Dorcan Stream reported to Environment Agency
 - Laid path to play area in Cov. Park
 - Helped change batteries in SIDs
 - Helped move SIDs to new positions
 - 10/ 1 N2O cartridge removed from Cov Sq Car Park

Signed:
Date 29/4/2023

May 2023	01-May	02-May	03-May	04-May	05-May	06-May	07-May	08-May	09-May	10-May	11-May	12-May	13-May	14-May	15-May	16-May	17-May	18-May	19-May	20-May	21-May	22-May	23-May	24-May	25-May	26-May	27-May	28-May	29-May	30-May	31-May	
Covingham Parish Council - Maintenance Men Activity Report Sheet	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	
Check bus shelters for broken windows and rubbish (8 in total)	✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓
Check skateboard park and do running repairs as and when required	✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓
Check play areas in Covingham Park and do running repairs as and when required	✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓
Monthly Safety check play equipment / adult exercise equipment																			✓													
Check Dorcan Stream for levels/blockage on Mondays	✓								✓						✓							✓										
Check Van for fit and function on Mondays	✓								✓						✓							✓										
Empty waste bins in Covingham Square (4)	✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓
Empty Waste bins in Covingham Park (6)	✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓
Empty waste bins on Dorcan Way (2)	✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓
Empty Waste bins on St Paul's Drive (3)	✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓
Empty Waste bins in Smitan brook Park (4)	✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓
Empty waste bins at shop in Cole Close (2)	✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓
Litter Pick Covingham Square & underpass	✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓
Litter Pick car park/grass at Cole Close	✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓
Litter pick from Kingfisher Drive to Messenger	✓	✓	✓	✓	✓	✓			✓		✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓
Litter pick Dorcan Way at side of Patheon down to bridge	✓			✓					✓								✓								✓						✓	✓
Litter pick St Pauls Drive	✓		✓	✓	✓	✓			✓	✓	✓	✓	✓		✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓
Litter Pick Kestrel Drive	✓	✓	✓	✓	✓	✓			✓	✓	✓				✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓
Litter pick Merlin Way				✓		✓				✓		✓	✓			✓		✓	✓	✓	✓		✓	✓	✓	✓	✓	✓			✓	✓
Litter pick Covingham Drive				✓	✓	✓						✓	✓			✓			✓	✓	✓					✓	✓	✓				
Litter pick Kingfisher Drive			✓	✓		✓			✓	✓		✓	✓			✓			✓	✓	✓			✓		✓	✓	✓			✓	✓
Litter Pick Wanborough Rd up to bridge over A419				✓						✓										✓							✓	✓			✓	✓
Litter pick Redrow communal area/Owl Close bench/streets on Redrow Estate																		✓									✓					
Litter pick area between Patheon Laboratory and Dorcan Stream		✓			✓				✓																	✓					✓	✓
Litter pick area at Sandpiper (old play area)		✓	✓	✓	✓	✓			✓	✓	✓	✓	✓		✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓			✓	✓
Litter pick side roads		✓	✓	✓	✓	✓			✓		✓	✓	✓		✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓
Strim Covingham Park (once per month)													✓					✓	✓													
Strim Smitan Brook Park (once per month)												✓																				
Strim north bank of Dorcan Stream (once per month)		✓																														✓
Strim Cycle track off Kestrel Drive (once per month)																																
Remove epicormic growth/brambles/tree cuttings	✓		✓		✓					✓	✓	✓	✓		✓	✓		✓	✓	✓			✓	✓	✓	✓	✓	✓			✓	✓
Daily litter bags collected		18	8	7	8	11			12	8	6	8	10		13	10	9	6	7	12		12	9	8	10	8	9			18	10	
Record when Dog bins are emptied		✓							✓						✓																	
Record when Grass Cutting is being carried out									✓						✓	✓	✓	✓	✓								✓	✓			✓	✓
Removed Minor fly tipping		2	1							1					1		1			1				2		2		1			1	
Fly Tipping reported to SBC/EA																																

Notes:

1. Cleared smashed glass from Adshel bus shelter on Merlin Way
2. 2 N2O cannisters and 96 N2O cartridges removed from across Covingham
3. Removed smashed glass in Lovell Close
4. Removed smashed glass from Junior Play Area
5. Removed smashed glass from path to play areas in Cov. Park
6. Cleared 6 drain gullies
7. Replaced 5 Rivets in skate board park
8. Removed 6 vodka bottles from skate board park
9. Removed smashed glass from skate board park 4 days running.
10. Removed "bridge" across Dorcan Stream at old play area, Sandpiper Bridge
11. Returned 3 dumped supermarket trollies
12. Removed smashed vodka bottles from skate board park, and reported it to the Police
13. Removed dead fox cub from Pinnegar Way
14. Watered memorial oak tree and yew hedge (twice)

Signed:

Date: 31/5/23

June 2023	01-Jun	02-Jun	03-Jun	04-Jun	05-Jun	06-Jun	07-Jun	08-Jun	09-Jun	10-Jun	11-Jun	12-Jun	13-Jun	14-Jun	15-Jun	16-Jun	17-Jun	18-Jun	19-Jun	20-Jun	21-Jun	22-Jun	23-Jun	24-Jun	25-Jun	26-Jun	27-Jun	28-Jun	29-Jun	30-Jun
Covingham Parish Council - Maintenance Men Activity Report Sheet	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F
Check bus shelters for broken windows and rubbish (8 in total)	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓
Check skateboard park and do running repairs as and when required	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓
Check play areas in Covingham Park and do running repairs as and when required	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓
Monthly Safety check play equipment / adult exercise equipment																														
Check Dorcan Stream for levels/blockage on Mondays					✓							✓							✓							✓				
Check Van for fit and function on Mondays					✓							✓							✓								✓			
Empty waste bins in Covingham Square (4)	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓
Empty Waste bins in Covingham Park (6)	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓
Empty waste bins on Dorcan Way (2)	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓
Empty Waste bins on St Paul's Drive (3)	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓
Empty Waste bins in Smitan brook Park (4)	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓
Empty waste bins at shop in Cole Close (2)	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓
Litter Pick Covingham Square & underpass	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓
Litter Pick car park/grass at Cole Close	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓
Litter pick from Kingfisher Drive to Messenger	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓
Litter pick Dorcan Way at side of Patheon down to bridge	✓				✓									✓						✓									✓	
Litter pick St Pauls Drive	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓
Litter Pick Kestrel Drive	✓				✓	✓	✓	✓				✓	✓	✓	✓				✓	✓	✓					✓	✓	✓	✓	✓
Litter pick Merlin Way	✓	✓	✓		✓				✓	✓				✓		✓	✓		✓			✓	✓	✓						
Litter pick Covingham Drive	✓	✓	✓					✓	✓	✓				✓		✓	✓			✓	✓	✓	✓	✓		✓				
Litter pick Kingfisher Drive		✓	✓		✓				✓	✓			✓	✓	✓	✓					✓	✓	✓	✓			✓			
Litter Pick Wanborough Rd up to bridge over A419													✓											✓						
Litter pick Redrow communal area/Owl Close bench/streets on Redrow Estate					✓																									
Litter pick area between Patheon Laboratory and Dorcan Stream	✓					✓			✓				✓		✓		✓													
Litter pick area at Sandpiper (old play area)	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓
Litter pick side roads	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓			✓	✓	✓	✓
Strim Covingham Park (once per month)										✓										✓	✓	✓							✓	
Strim Smitan Brook Park (once per month)			✓			✓																								
Strim north bank of Dorcan Stream (once per month)	✓	✓																												
Strim Cycle track off Kestrel Drive (once per month)															✓	✓														
Remove epicormic growth/brambles/tree cuttings	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓				✓		✓	✓	✓	✓			✓	✓		
Daily litter bags collected	10	10	8		15	7	6	8	10	10		11	8	8	7	11	12		14	6	8	11	10	12		15	8	8	10	12
Record when Dog bins are emptied					✓							✓							✓							✓				
Record when Grass Cutting is being carried out	✓	✓			✓							✓	✓	✓	✓	✓										✓	✓	✓	✓	
Removed Minor fly tipping						1						1							1							1				
Fly Tipping reported to SBC/EA					✓																									

Additional Notes

1. Watered oak tree & yew hedge at memorial area on 9 occasions
2. Replaced 4 rivets in skate board park
3. Cleared smashed glass in skate board park on 9 occasions
4. Removed co-op trolley from skate board park
5. Watered yew hedge in Covingham Square on 9 occasions
6. Removed 96 N2O cartridges from Wrenswood
7. Cleared 7 drain gullies
8. Removed remains of dismantled bike from Skate Board Park
9. Adjusted gates to play areas
10. Watered Parish Flower Boxes on 2 occasions

Signed:

Date 30/6/2023

July 2023	01-Jul	02-Jul	03-Jul	04-Jul	05-Jul	06-Jul	07-Jul	08-Jul	09-Jul	10-Jul	11-Jul	12-Jul	13-Jul	14-Jul	15-Jul	16-Jul	17-Jul	18-Jul	19-Jul	20-Jul	21-Jul	22-Jul	23-Jul	24-Jul	25-Jul	26-Jul	27-Jul	28-Jul	29-Jul	30-Jul	31-Jul	
Covingham Parish Council - Maintenance Men Activity Report Sheet	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	
Check bus shelters for broken windows and rubbish (8 in total)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Check skateboard park and do running repairs as and when required	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Check play areas in Covingham Park and do running repairs as and when required	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Monthly Safety check play equipment / adult exercise equipment																																
Check Dorcan Stream for levels/blockage on Mondays		✓								✓							✓							✓							✓	
Check Van for fit and function on Mondays		✓									✓						✓							✓							✓	
Empty waste bins in Covingham Square (4)	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Empty Waste bins in Covingham Park (6)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Empty waste bins on Dorcan Way (2)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Empty Waste bins on St Paul's Drive (3)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Empty Waste bins in Smitan brook Park (4)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Empty waste bins at shop in Cole Close (2)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Litter Pick Covingham Square & underpass	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Litter Pick car park/grass at Cole Close	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Litter pick from Kingfisher Drive to Messenger	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Litter pick Dorcan Way at side of Patheon down to bridge			✓								✓								✓							✓						
Litter pick St Pauls Drive	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Litter Pick Kestrel Drive			✓	✓	✓					✓	✓	✓					✓	✓	✓	✓				✓	✓	✓	✓	✓	✓	✓	✓	
Litter pick Merlin Way	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓			✓	✓			✓	✓	✓	✓	✓	✓	✓	
Litter pick Covingham Drive	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓				✓		✓	✓	✓	✓	
Litter pick Kingfisher Drive	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓	✓			✓	✓			✓		✓	✓	✓	✓	✓	
Litter Pick Wanborough Rd up to bridge over A419					✓			✓			✓			✓	✓	✓	✓	✓			✓	✓			✓		✓	✓	✓	✓	✓	
Litter pick Redrow communal area/Owl Close bench/streets on Redrow Estate																				✓												
Litter pick area between Patheon Laboratory and Dorcan Stream					✓			✓												✓						✓						
Litter pick area at Sandpiper (old play area)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓		✓	
Litter pick side roads	✓			✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓		✓		✓	✓	✓	✓	✓	
Strim Covingham Park (once per month)	✓			✓																												
Strim Smitan Brook Park (once per month)					✓			✓			✓	✓																				
Strim north bank of Dorcan Stream (once per month)												✓	✓																			
Strim Cycle track off Kestrel Drive (once per month)																					✓	✓										
Remove epicormic growth/brambles/tree cuttings	✓			✓	✓	✓	✓	✓	✓		✓	✓							✓	✓	✓	✓				✓			✓			
Daily litter bags collected	9		13	6	7	10	8	9		12	8	8	8	9	9		11	8	8	8	10	8		10	6	8	8	9	9		10	
Record when Dog bins are emptied			✓							✓							✓							✓							✓	
Record when Grass Cutting is being carried out										✓			✓	✓											✓	✓	✓	✓	✓			
Removed Minor fly tipping			2				2			1						2																
Fly Tipping reported to SBC/EA												1		1																		

Signed:
Date 31/7/2023

- Additional Notes:
1. Cleared 14 drain gullies
 2. Replaced 10 Rivets in Skateboard Park
 3. Removed smashed glass from across Covingham on 10 occasions
 4. Removed and returned Morrisons Trolley
 5. Removed overgrown foliage from rear of 13 Kestrel Drive
 6. Removed 2 dumped Scooters
 7. Removed many branches across Covingham that came down in high winds
 8. Removed and returned 2 Lidl trolleys
 9. Watered Oak Tree and Yew hedges
 10. Removed Graffiti from Play Areas & Skate Board Park, Covingham Park
 11. Cleared out fire damaged litter bin at Skate Board Park
 12. Assisted in moving S.I.D's

August 2023

Covingham Parish Council - Maintenance Men Activity Report Sheet

Check bus shelters for broken windows and rubbish (8 in total)	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Check skateboard park and do running repairs as and when required	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Check play areas in Covingham Park and do running repairs as and when required	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Monthly Safety check play equipment / adult exercise equipment																															
Check Dorcan Stream for levels/blockage on Mondays							✓						✓						✓												
Check Van for fit and function on Mondays							✓						✓						✓												
Empty waste bins in Covingham Square (4)	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Empty Waste bins in Covingham Park (6)	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Empty waste bins on Dorcan Way (2)	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Empty Waste bins on St Paul's Drive (3)	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Empty Waste bins in Smitan brook Park (4)	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Empty waste bins at shop in Cole Close (2)	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Litter Pick Covingham Square & underpass	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Litter Pick car park/grass at Cole Close	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Litter pick from Kingfisher Drive to Messenger	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Litter pick Dorcan Way at side of Patheon down to bridge	✓			✓				✓		✓						✓			✓				✓			✓			✓	✓	✓
Litter pick St Pauls Drive	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Litter Pick Kestrel Drive	✓	✓					✓	✓	✓	✓				✓	✓				✓	✓	✓										
Litter pick Merlin Way				✓	✓				✓		✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Litter pick Covingham Drive		✓		✓	✓			✓		✓	✓	✓	✓	✓		✓	✓	✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓
Litter pick Kingfisher Drive		✓	✓	✓	✓		✓		✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓				✓	✓	✓	✓	✓	✓	✓	✓
Litter Pick Wanborough Rd up to bridge over A419				✓								✓					✓					✓									
Litter pick Redrow communal area/Owl Close bench/streets on Redrow Estate								✓											✓												
Litter pick area between Patheon Laboratory and Dorcan Stream	✓							✓										✓				✓							✓		
Litter pick area at Sandpiper (old play area)	✓		✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Litter pick side roads	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Strim Covingham Park (once per month)			✓					✓	✓																						✓
Strim Smitan Brook Park (once per month)				✓						✓																					
Strim north bank of Dorcan Stream (once per month)										✓	✓				✓	✓		✓													
Strim Cycle track off Kestrel Drive (once per month)																					✓			✓	✓						
Remove epicormic growth/brambles/tree cuttings	✓		✓	✓	✓		✓	✓	✓	✓					✓	✓	✓	✓			✓	✓	✓	✓	✓	✓				✓	
Daily litter bags collected	9	7	6	7	8		10	9	8	8	11	9		11	8	8	11	11	8		11	7	10	9	9	7		15	7	8	
Record when Dog bins are emptied							✓							✓							✓								✓		
Record when Grass Cutting is being carried out							✓	✓	✓	✓	✓										✓	✓	✓	✓	✓						
Removed Minor fly tipping											1												2			2		4			1
Fly Tipping reported to SBC/EA																															

Additional Notes:

1. Removed flower boxes from Cornmarsh Way and installed them in The Buntings
2. Cleared six drain gullies
3. Removed smashed glass from, Skate Board Park, Covingham Square, Kingfisher Drive, Martinsfield, Underpass
4. Removed flower boxes from Passmore Close and stored in lock up
5. Refixed bolts to benches in Covingham Square
6. Watered Oak Tree and Yew Hedges 5 times
7. Removed fire remains from skate board park and reported to Police Log no. 542300847
8. Replaced 6 rivets in Skate Board Park

Signed:

Date: 31/8/2023

September 2023	01-Sep	02-Sep	03-Sep	04-Sep	05-Sep	06-Sep	07-Sep	08-Sep	09-Sep	10-Sep	11-Sep	12-Sep	13-Sep	14-Sep	15-Sep	16-Sep	17-Sep	18-Sep	19-Sep	20-Sep	21-Sep	22-Sep	23-Sep	24-Sep	25-Sep	26-Sep	27-Sep	28-Sep	29-Sep	30-Sep
Covingham Parish Council - Maintenance Men Activity Report Sheet	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
Check bus shelters for broken windows and rubbish (8 in total)	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓
Check skateboard park and do running repairs as and when required	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓
Check play areas in Covingham Park and do running repairs as and when required	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓
Monthly Safety check play equipment / adult exercise equipment																				✓										
Check Dorcan Stream for levels/blockage on Mondays				✓							✓							✓							✓					
Check Van for fit and function on Mondays				✓							✓							✓							✓					
Empty waste bins in Covingham Square (4)	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓
Empty Waste bins in Covingham Park (6)	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓
Empty waste bins on Dorcan Way (2)	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓
Empty Waste bins on St Paul's Drive (3)	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓
Empty Waste bins in Smitan brook Park (4)	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓
Empty waste bins at shop in Cole Close (2)	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓
Litter Pick Covingham Square & underpass	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓
Litter Pick car park/grass at Cole Close	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓
Litter pick from Kingfisher Drive to Messenger	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓
Litter pick Dorcan Way at side of Patheon down to bridge	✓	✓		✓							✓			✓				✓			✓				✓			✓		
Litter pick St Pauls Drive	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓
Litter Pick Kestrel Drive				✓	✓	✓	✓				✓	✓	✓	✓				✓	✓	✓	✓	✓			✓	✓	✓	✓	✓	✓
Litter pick Merlin Way	✓	✓						✓	✓		✓		✓		✓	✓				✓		✓								✓
Litter pick Covingham Drive	✓	✓						✓	✓		✓			✓	✓	✓		✓	✓	✓	✓	✓	✓				✓	✓	✓	✓
Litter pick Kingfisher Drive	✓	✓		✓					✓	✓	✓	✓	✓	✓	✓	✓							✓				✓	✓	✓	✓
Litter Pick Wanborough Rd up to bridge over A419												✓								✓					✓	✓				
Litter pick Redrow communal area/Owl Close bench/streets on Redrow Estate												✓																✓		
Litter pick area between Patheon Laboratory and Dorcan Stream				✓		✓					✓									✓	✓				✓					
Litter pick area at Sandpiper (old play area)	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓
Litter pick side roads	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓
Strim Covingham Park (once per month)	✓	✓											✓																	
Strim Smitan Brook Park (once per month)							✓	✓																						
Strim north bank of Dorcan Stream (once per month)																														
Strim Cycle track off Kestrel Drive (once per month)																														
Remove epicormic growth/brambles/tree cuttings				✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓		✓	✓	✓	✓			✓	✓	✓	✓	✓
Daily litter bags collected	7	7		10	8	9	8	10	10		11	6	7	9	8	10		10	8	7	10	6	7		8	6	8	6	8	10
Record when Dog bins are emptied				✓							✓							✓		✓	✓	✓	✓		✓					
Record when Grass Cutting is being carried out				✓	✓	✓	✓	✓										✓	✓	✓	✓	✓								
Removed Minor fly tipping				1										2	1					1	1	1	2				1			
Fly Tipping reported to SBC/EA																														

Notes:

1. Assisted in changing batteries / moving SIDs 3 times
2. Removed dumped bicycle frames from Kestrel estate
3. Removed smashed glass from Cov.Sq. 7 times
4. Commenced uplifting of trees across Covingham
5. Watered Oak tree and yew hedge twice.
6. Refixed bolts on bench in Covingham Square
7. Replaced 13 rivets in skate board ramps
8. Removed 3 N2O cannisters and 4 N2O cartridges
9. Trimmed vegetation around street sign AT Bullfinch/Pheasant
10. Cleared branches from vandalised tree in Smitan Brook Park

Signed:

Date: 30/9/2023

October 2023	01-Oct	02-Oct	03-Oct	04-Oct	05-Oct	06-Oct	07-Oct	08-Oct	09-Oct	10-Oct	11-Oct	12-Oct	13-Oct	14-Oct	15-Oct	16-Oct	17-Oct	18-Oct	19-Oct	20-Oct	21-Oct	22-Oct	23-Oct	24-Oct	25-Oct	26-Oct	27-Oct	28-Oct	29-Oct	30-Oct	31-Oct
Covingham Parish Council - Maintenance Men Activity Report Sheet	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T
Check bus shelters for broken windows and rubbish (8 in total)		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓
Check skateboard park and do running repairs as and when required		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓
Check play areas in Covingham Park and do running repairs as and when required		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓
Monthly Safety check play equipment / adult exercise equipment																															
Check Dorcan Stream for levels/blockage on Mondays		✓							✓					✓		✓				✓	✓		✓							✓	
Check Van for fit and function on Mondays		✓							✓							✓							✓							✓	
Empty waste bins in Covingham Square (4)		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓
Empty Waste bins in Covingham Park (6)		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓
Empty waste bins on Dorcan Way (2)		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓
Empty Waste bins on St Paul's Drive (3)		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓
Empty Waste bins in Smitan brook Park (4)		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓
Empty waste bins at shop in Cole Close (2)		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓
Litter Pick Covingham Square & underpass		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓
Litter Pick car park/grass at Cole Close		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓
Litter pick from Kingfisher Drive to Messenger		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓
Litter pick Dorcan Way at side of Patheon down to bridge			✓				✓			✓			✓				✓			✓										✓	
Litter pick St Pauls Drive		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓			✓	✓	✓	✓	✓	✓		✓	✓
Litter Pick Kestrel Drive		✓	✓	✓	✓				✓	✓	✓	✓	✓			✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓
Litter pick Merlin Way				✓		✓	✓			✓	✓			✓			✓	✓					✓					✓		✓	
Litter pick Covingham Drive					✓	✓	✓			✓	✓			✓		✓		✓			✓					✓			✓	✓	✓
Litter pick Kingfisher Drive							✓			✓	✓	✓		✓			✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓
Litter Pick Wanborough Rd up to bridge over A419					✓					✓		✓	✓	✓							✓					✓		✓		✓	✓
Litter pick Redrow communal area/Owl Close bench/streets on Redrow Estate																				✓											
Litter pick area between Patheon Laboratory and Dorcan Stream			✓							✓			✓				✓		✓												
Litter pick area at Sandpiper (old play area)		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓		✓	✓	✓	✓		✓	✓
Litter pick side roads			✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓					✓	✓	✓			✓
Strim Covingham Park (once per month)					✓	✓					✓																				
Strim Smitan Brook Park (once per month)											✓	✓																			
Strim north bank of Dorcan Stream (once per month)												✓							✓												
Strim Cycle track off Kestrel Drive (once per month)																															
Remove epicormic growth/brambles/tree cuttings			✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓					✓	✓		✓		✓
Daily litter bags collected		13	7	5	7	7	10		11	6	7	8	7	4		11	7	5	6	11	9		10	4	6	8	5	9		9	6
Record when Dog bins are emptied		✓							✓							✓							✓							✓	
Record when Grass Cutting is being carried out		✓	✓	✓	✓	✓										✓	✓	✓	✓				✓	✓							
Removed Minor fly tipping														3			1									1					1
Fly Tipping reported to SBC/EA																															

Notes:

- 1/ Replaced 2 rivets in skate board park
- 2/ Repaired hole in tarmac in skate board park
- 3/ Removed smashed glass (6 occasions) across Covingham
- 4/ Reported 2 gas leaks to Wales and West Utilities
- 5/ Removed Morrisons trolley from subway and returned to store
- 6/ Removed dumped bike from skate board park
- 7/ Took 3 bicycle frames and 2 scooters to Salvation Army
- 8/ Van MOT'd

Signed:

Date 31/10/2023

November 2023

Covingham Parish Council - Maintenance Men Activity Report Sheet

Notes: In addition to the above

- 1) Cleared 112 drain gullies across Covingham
- 2) Replaced 1 Rivet in Skate Board Park
- 3) Removed smashed glass from Cole Close Car Park
- 4) Drilled additional drainage holes in 2 waste bins
- 5) Removed graffiti from Junior Play area
- 6) Replaced vandalised dog bin bag securing frame in Covingham Park

Signed:
Date 30/11/2023

December 2023	01-Dec	02-Dec	03-Dec	04-Dec	05-Dec	06-Dec	07-Dec	08-Dec	09-Dec	10-Dec	11-Dec	12-Dec	13-Dec	14-Dec	15-Dec	16-Dec	17-Dec	18-Dec	19-Dec	20-Dec	21-Dec	22-Dec	23-Dec	24-Dec	25-Dec	26-Dec	27-Dec	28-Dec	29-Dec	30-Dec	31-Dec
Covingham Parish Council - Maintenance Men Activity Report Sheet	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
Check bus shelters for broken windows and rubbish (8 in total)	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓				✓	✓	✓	✓	
Check skateboard park and do running repairs as and when required	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓				✓	✓	✓	✓	
Check play areas in Covingham Park and do running repairs as and when required	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓				✓	✓	✓	✓	
Monthly Safety check play equipment / adult exercise equipment																					✓										
Check Dorcan Stream for levels/blockage on Mondays				✓	✓				✓		✓	✓						✓									✓		✓		
Check Van for fit and function on Mondays				✓							✓							✓									✓				
Empty waste bins in Covingham Square (4)	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓				✓	✓	✓	✓	
Empty Waste bins in Covingham Park (6)	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓				✓	✓	✓	✓	
Empty waste bins on Dorcan Way (2)	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓				✓	✓	✓	✓	
Empty Waste bins on St Paul's Drive (3)	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓				✓	✓	✓	✓	
Empty Waste bins in Smitan brook Park (4)	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓				✓	✓	✓	✓	
Empty waste bins at shop in Cole Close (2)	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓				✓	✓	✓	✓	
Litter Pick Covingham Square & underpass	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓				✓	✓	✓	✓	
Litter Pick car park/grass at Cole Close	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓				✓	✓	✓	✓	
Litter pick from Kingfisher Drive to Messenger	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓				✓	✓	✓	✓	
Litter pick Dorcan Way at side of Patheon down to bridge				✓				✓				✓				✓			✓			✓					✓				
Litter pick St Pauls Drive	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓				✓	✓	✓	✓	
Litter Pick Kestrel Drive	✓			✓	✓	✓	✓				✓	✓	✓	✓	✓			✓	✓	✓	✓	✓					✓	✓	✓		
Litter pick Merlin Way	✓	✓					✓	✓	✓				✓		✓	✓			✓	✓		✓	✓						✓	✓	
Litter pick Covingham Drive	✓	✓					✓	✓	✓						✓	✓			✓				✓							✓	
Litter pick Kingfisher Drive	✓	✓					✓	✓	✓			✓	✓		✓	✓					✓	✓	✓							✓	
Litter Pick Wanborough Rd up to bridge over A419					✓							✓							✓		✓							✓			
Litter pick Redrow communal area/Owl Close bench/streets on Redrow Estate													✓							✓											
Litter pick area between Patheon Laboratory and Dorcan Stream					✓			✓				✓									✓		✓				✓		✓		
Litter pick area at Sandpiper (old play area)		✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓					✓	✓	✓	✓	
Litter pick side roads	✓	✓		✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓			✓	✓	✓	✓	✓				✓	✓	✓	✓	
Strim Covingham Park (once per month)																															
Strim Smitan Brook Park (once per month)																															
Strim north bank of Dorcan Stream (once per month)																															
Strim Cycle track off Kestrel Drive (once per month)																															
Remove epicormic growth/brambles/tree cuttings																															
Daily litter bags collected	6	10		10	8	7	12	7	8		11	7	6	10	13	12		9	10	6	8	8	12				18	5	4	12	
Record when Dog bins are emptied				✓							✓							✓									✓				
Record when Grass Cutting is being carried out																															
Removed Minor fly tipping		1		1		6	2																					2		1	
Fly Tipping reported to SBC/EA																															

Notes:

- 1) Helped move SID's
- 2) Cleared 151 drains/gulleys
- 3) Cleared smashed glass 4 occasions
- 4) Reinstated and fixed litter bin in Covingham Square
- 5) New battery in van
- 6) Removed graffiti from bus shelter in Kingfisher Drive

Signed:

Date 30/12/23

January 2024	01-Jan	02-Jan	03-Jan	04-Jan	05-Jan	06-Jan	07-Jan	08-Jan	09-Jan	10-Jan	11-Jan	12-Jan	13-Jan	14-Jan	15-Jan	16-Jan	17-Jan	18-Jan	19-Jan	20-Jan	21-Jan	22-Jan	23-Jan	24-Jan	25-Jan	26-Jan	27-Jan	28-Jan	29-Jan	30-Jan	31-Jan
Covingham Parish Council - Maintenance Men Activity Report Sheet	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W
Check bus shelters for broken windows and rubbish (8 in total)		✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓
Check skateboard park and do running repairs as and when required		✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓
Check play areas in Covingham Park and do running repairs as and when required		✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓
Monthly Safety check play equipment / adult exercise equipment										✓																					
Check Dorcan Stream for levels/blockage on mondays		✓	✓	✓	✓	✓		✓							✓							✓							✓		
Check Van for fit and function on mondays		✓						✓							✓							✓							✓		
Empty waste bins in Covingham Square (4)		✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓
Empty Waste bins in Covingham Park (6)		✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓
Empty waste bins on Dorcan Way (2)		✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓
Empty Waste bins on St Paul's Drive (3)		✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓
Empty Waste bins in Smitan brook Park (4)		✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓
Empty waste bins at shop in Cole Close (2)		✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓
Litter Pick Covingham Square & underpass		✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓
Litter Pick car park/grass at Cole Close		✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓
Litter pick from Kingfisher Drive to Messenger		✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓
Litter pick Dorcan Way at side of Patheon down to bridge		✓	✓		✓				✓		✓					✓			✓			✓		✓	✓	✓			✓		
Litter pick St Pauls Drive		✓	✓	✓	✓			✓	✓	✓	✓	✓			✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓
Litter Pick Kestrel Drive			✓		✓	✓		✓	✓	✓	✓	✓			✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓			✓	✓	✓
Litter pick Merlin Way					✓	✓			✓		✓	✓					✓			✓			✓			✓	✓				
Litter pick Covingham Drive			✓	✓		✓						✓								✓						✓	✓		✓		
Litter pick Kingfisher Drive		✓							✓	✓		✓			✓		✓			✓			✓	✓			✓				
Litter Pick Wanborough Rd up to bridge over A419					✓				✓			✓			✓								✓		✓		✓			✓	
Litter pick Redrow communal area/Owl Close bench/streets on Redrow Estate		✓	✓		✓							✓							✓												
Litter pick area between Patheon Laboratory and Dorcan Stream		✓	✓		✓						✓	✓				✓				✓			✓	✓			✓			✓	
Litter pick area at Sandpiper (old play area)		✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓		✓		✓		✓	✓	✓
Litter pick side roads		✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓			✓	✓
Strim Covingham Park (once per month)																															
Strim Smitan Brook Park (once per month)																															
Strim north bank of Dorcan Stream (once per month)																															
Strim Cycle track off Kestrel Drive (once per month)																															
Remove epicormic growth/brambles/tree cuttings																															
Daily litter bags collected		11	8	6	9	14		11	6	6	6	6	10		10	7	4	5	6	11		11	12	6	18	10	10		12	5	6
Record when Dog bins are emptied		✓						✓							✓							✓							✓		
Record when Grass Cutting is being carried out																															
Removed Minor fly tipping			1			1		2	1			1	1							2							1	1		1	1
Fly Tipping reported to SBC/EA																															

Notes:

- 1) Cleared 8 drain gullies
- 2) Cleared smash glass 8 occasions
- 3) Van in for repair to central locking
- 4) Fixed new signs in skate board park
- 5) Refixed dog bin in Covingham Park
- 6) Returned dumped Morrison's trolley to store
- 7) Helped move Speed Indicator Devices

Signed:

Date 31/1/2024

February 2024	01-Feb	02-Feb	03-Feb	04-Feb	05-Feb	06-Feb	07-Feb	08-Feb	09-Feb	10-Feb	11-Feb	12-Feb	13-Feb	14-Feb	15-Feb	16-Feb	17-Feb	18-Feb	19-Feb	20-Feb	21-Feb	22-Feb	23-Feb	24-Feb	25-Feb	26-Feb	27-Feb	28-Feb	29-Feb
Covingham Parish Council - Maintenance Men Activity Report Sheet	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T
Check bus shelters for broken windows and rubbish (8 in total)	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓
Check skateboard park and do running repairs as and when required	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓
Check play areas in Covingham Park and do running repairs as and when required	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓
Monthly Safety check play equipment / adult exercise equipment							✓																						
Check Dorcan Stream for levels/blockage on Mondays					✓			✓				✓							✓							✓			
Check Van for fit and function on Mondays					✓							✓							✓							✓			
Empty waste bins in Covingham Square (4)	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓
Empty Waste bins in Covingham Park (6)	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓
Empty waste bins on Dorcan Way (2)	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓
Empty Waste bins on St Paul's Drive (3)	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓
Empty Waste bins in Smitan brook Park (4)	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓
Empty waste bins at shop in Cole Close (2)	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓
Litter Pick Covingham Square & underpass	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓
Litter Pick car park/grass at Cole Close	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓
Litter pick from Kingfisher Drive to Messenger	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓
Litter pick Dorcan Way at side of Patheon down to bridge				✓		✓				✓			✓			✓				✓							✓		
Litter pick St Pauls Drive	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓
Litter Pick Kestrel Drive	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓
Litter pick Merlin Way	✓	✓	✓			✓				✓			✓	✓	✓		✓		✓	✓			✓	✓					
Litter pick Covingham Drive		✓	✓		✓				✓		✓		✓	✓	✓	✓							✓			✓			
Litter pick Kingfisher Drive	✓	✓	✓						✓	✓				✓		✓								✓					
Litter Pick Wanborough Rd up to bridge over A419	✓					✓							✓		✓					✓			✓				✓		
Litter pick Redrow communal area/Owl Close bench/streets on Redrow Estate																							✓						
Litter pick area between Patheon Laboratory and Dorcan Stream	✓		✓			✓				✓			✓			✓				✓			✓				✓	✓	✓
Litter pick area at Sandpiper (old play area)	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓
Litter pick side roads	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓			✓	✓	✓
Strim Covingham Park (once per month)																													
Strim Smitan Brook Park (once per month)																													
Strim north bank of Dorcan Stream (once per month)																													
Strim Cycle track off Kestrel Drive (once per month)																													
Remove epicormic growth/brambles/tree cuttings																													
Daily litter bags collected	9	12	10		11	12	5	5	8	10		11	7	4	6	9	9		11	6	7	5	7	11		10	8	8	6
Record when Dog bins are emptied					✓							✓							✓							✓			
Record when Grass Cutting is being carried out																													
Removed Minor fly tipping					1																								
Fly Tipping reported to SBC/EA																													

Notes:

- 1) Cleared 13 drain gulleys
- 2) Cleared smashed glass on 4 occasions
- 3) Removed 13 N2O cannisters
- 4) Took strimmers in for service
- 5) Rehung chains on toddler swing that had been vandalised
- 6) Replaced rivets in skate board park as required
- 7) Helped replace batteries in SIDs on 3 occasions

Signed:

Date 29/2/2024

Mar-24	01-Mar	02-Mar	03-Mar	04-Mar	05-Mar	06-Mar	07-Mar	08-Mar	09-Mar	10-Mar	11-Mar	12-Mar	13-Mar	14-Mar	15-Mar	16-Mar	17-Mar	18-Mar	19-Mar	20-Mar	21-Mar	22-Mar	23-Mar	24-Mar	25-Mar	26-Mar	27-Mar	28-Mar	29-Mar	30-Mar	31-Mar
Covingham Parish Council - Maintenance Men Activity Report Sheet	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
Check bus shelters for broken windows and rubbish (8 in total)																															
Check skateboard park and do running repairs as and when required																															
Check play areas in Covingham Park and do running repairs as and when required																															
Monthly Safety check play equipment / adult exercise equipment																															
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Notes:

Signed:

Date