

April 2022

Covingham Parish Council - Maintenance Men Activity Report Sheet

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Notes:

- 30 N2O cartridges removed
- Cleared 12 drain gulleys
- Removed 3 abandoned bikes and donated them to Salvation Army
- Replaced 11 rivets in Skate Board Park
- Repaired Dog Bin on Kingfisher Drive/St Pauls
- Removed pair of handcuffs locked to bench in Covingham Park
- Removed offensive graffitti from underpass (x2)

Signed:

Date 30/4/2022

May 2022	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	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			✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Check play area at Firecrest / Clear leaves / Clean swing seats			✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
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			✓	✓	✓	✓	✓		✓	✓		✓	✓	✓			✓	✓	✓	✓	✓			✓	✓	✓	✓	✓	✓	✓	✓	✓
Water oak tree (2 times/week)				✓			✓			✓						✓										✓				✓		
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			14	10	10	7	10		14	10	8	7	8	10		12	10	8	8	10	9		12	7	8	7	9	9		13	9	
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																																

Notes:

1. 148 N2O cartridges removed across Covingham
2. Replaced 12 rivets in Skate Board Park
3. Removed graffiti from toddler roundabout.
4. Repaired & oiled fittings under toddler roundabout
5. Cleared blockage in Dorcan Stream opposite safety railings
6. Removed needle & syringe from hedge near Thermo Fisher
7. New brake light bulb fitted to van
8. Reported graffiti in skate board park to police, then removed it as it was offensive
9. Replaced drain gratings in skate board park twice.
10. Replaced drain gratings in skate board park and reported to police log ref: 54220043659
11. New offside door mirror for van ordered and replaced
12. Drain gratings in skate board park replaced (4th time) & reported to police
13. Replaced flower box in wrenswood

Signed:

Date: 31/5/2022

June 2022	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	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	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	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Check play area at Firecrest / Clear leaves / Clean swing seats	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
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	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Water oak tree (2 times/week)									✓	✓					✓	✓					✓	✓					✓	✓		
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																														
Weed/Tidy up/ Hoe over the crescent flower bed in Covingham Square (once per month)	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓			✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓
Daily litter bags collected	8	9	7	6		11	7	6	8	8	9		14	9	8	7	9	10		12	9	6	8	7	9		10	9	7	11
Record when Dog bins are emptied						✓							✓							✓							✓			
Record when Grass Cutting is being carried out													✓	✓	✓	✓	✓									✓	✓	✓	✓	✓
Removed Minor fly tipping						1		1						1					2	1										
Fly Tipping reported to SBC/EA																														

Additional Notes

1. Removed graffiti from adult exercise equipment
2. Removed 2 dumped bikes from Covingham Park
3. Replaced 4 rivets in Skate Board Park
4. Removed 34 small N2O cartridge and 4 large N2O canisters from across Covingham
5. Removed graffiti from bus stop in Kestrel Drive
6. Reported graffiti in Skate Board Park to Police
7. Removed damaged toddler swing, now waiting to repair
8. Reported 4 blockages on Dorcan Stream to Environment Agency

Signed:

Date 30/6/2022

July 2022	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	
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	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	
Check play area at Firecrest / Clear leaves / Clean swing seats	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	
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	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	
Water oak tree (2 times/week)				✓	✓		✓		✓		✓	✓	✓					✓	✓					✓		✓			✓		
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	✓			✓	✓	✓	✓				✓	✓		✓	✓	✓		✓	✓	✓	✓	✓			✓	✓	✓	✓	✓	✓	
Weed/Tidy up/ Hoe over the crescent flower bed in Covingham Square (once per month)																															
Daily litter bags collected	10	12		11	5	9	5	11	11		14	11	9	10	8	10		13	7	8	6	9	8		12	10	7	7	9	11	
Record when Dog bins are emptied				✓							✓							✓							✓						
Record when Grass Cutting is being carried out	✓																								✓	✓	✓	✓			
Removed Minor fly tipping		2			1		1				2							2				1				2	1				
Fly Tipping reported to SBC/EA																															

Signed:
Date 30/7/2022

- Additional Notes:
1. Cleared 7 drain gulleys
 2. Removed 140 N2O cartridges from across Covingham
 3. Fitted metal chain basket ball nets in Smitan Brook Park
 4. Replaced 7 paving slabs removed from path to toddlers play area.
 5. Removed graffiti from skate board ramp.
 6. 3 BBQ fires at Sandpiper play area, cleared and reported to police.
 7. Removed graffiti from bench on Dorcan Way
 8. Resecured posts supporting the memorial oak tree.
 9. Removed graffiti from seat in junior play area

August 2022	01-Aug	02-Aug	03-Aug	04-Aug	05-Aug	06-Aug	07-Aug	08-Aug	09-Aug	10-Aug	11-Aug	12-Aug	13-Aug	14-Aug	15-Aug	16-Aug	17-Aug	18-Aug	19-Aug	20-Aug	21-Aug	22-Aug	23-Aug	24-Aug	25-Aug	26-Aug	27-Aug	28-Aug	29-Aug	30-Aug	31-Aug
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	✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓			✓	✓
Check play area at Firecrest / Clear leaves / Clean swing seats	✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓			✓	✓
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		✓	✓	✓	✓	✓		✓		✓	✓	✓	✓		✓	✓	✓	✓	✓			✓		✓	✓	✓	✓			✓	✓
Water oak tree (2 times/week)			✓	✓	✓			✓		✓	✓	✓	✓					✓					✓		✓	✓	✓			✓	✓
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	✓	✓	✓		✓			✓	✓		✓							✓		✓		✓		✓							✓
Weed/Tidy up/ Hoe over the crescent flower bed in Covingham Square (once per month)																														✓	✓
Daily litter bags collected	14	7	7	10	7	8		13	10	7	7	9	10		14	8	8	9	9	9		12	6	8	12	8	9			17	8
Record when Dog bins are emptied	✓							✓							✓							✓								✓	
Record when Grass Cutting is being carried out																						✓	✓	✓	✓						
Removed Minor fly tipping	1	1						1	1				1						1			1	1	1			1				1
Fly Tipping reported to SBC/EA																										1					

Additional Notes:

- 219 N2O cartridges removed from across Covingham
- 2 Bicycles and 2 scooters removed from Dorcan Stream
- Removed graffiti from 3 pieces of adult exercise equipment
- Cleared 66 drain gulleys
- Replaced 7 rivets in skate board park
- Removed 4 smashed paving slabs from path to toddlers play area, Covingham Park.
- Reported failed drain cover in Covingham Drive to SBC log no. E7376
- Reported remains of 2 fires at Sandpiper play area, to Police
- 2 litter bins in Covingham Park set fire to. No serious damage.
- Mattress flytipped on verge on Covingham Drive. Reported to SBC.

Signed:

Date: 31/8/2022

September 2022	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	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	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓
Check play area at Firecrest / Clear leaves / Clean swing seats	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓			✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓
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	✓	✓	✓		✓		✓			✓			✓	✓	✓	✓	✓				✓	✓	✓	✓	✓			✓	✓	✓	✓
Water oak tree (2 times/week)	✓	✓																			✓		✓								
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						✓	✓													✓	✓	✓				✓					
Weed/Tidy up/ Hoe over the crescent flower bed in Covingham Square (once per month)																															
Daily litter bags collected	9	7	9		10	7	7	8	10	9		13	9	10	8	9	9			16	8	7	7	9		11	7	7	8	8	
Record when Dog bins are emptied					✓							✓								✓						✓					
Record when Grass Cutting is being carried out													✓	✓	✓	✓	✓														
Removed Minor fly tipping	1		2		1							1				1				2						1					
Fly Tipping reported to SBC/EA																															

Notes:

1. Drain cover in skate board park, replaced
2. 85 N2O cartridges removed from across Covingham
3. Removed two rotten flower boxes from Poltondale
4. Cleared 41 drainage gullies of leaves etc
5. Cleared 13 broken slabs from path to toddler play area in Covingham Park. Reported to Police Log No. 54220093069
6. Cleared fallen apples from 6/8 Pippettendene
7. Removed clothing from drain in Skate Board Park
8. 3 N2O cannister removed from across Covingham
9. Removed and returned, 1 supermarket trolley and 1 basket
10. Removed wooden fence posts dumped in Covingham Park
11. Repaired and Re-installed toddler swing in play area
12. Straightend waste bin by Dorcan School (an attempt had been made to remove it)
13. Replaced 11 Rivets in Skate board park

Signed:

Date: 30/9/22

October 2022	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	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	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Check play area at Firecrest / Clear leaves / Clean swing seats	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
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	✓			✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	
Water oak tree (2 times/week)																															
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							✓			✓		✓	✓							✓	✓				✓			✓			
Weed/Tidy up/ Hoe over the crescent flower bed in Covingham Square (once per month)																															
Daily litter bags collected	8		11	7	8	9	9			11	8	8	8	8	8	8	12	8	6	7	5	9		11	7	5	7	7	8		11
Record when Dog bins are emptied			✓							✓							✓							✓							✓
Record when Grass Cutting is being carried out											✓	✓	✓	✓																	
Removed Minor fly tipping			2		1	2				1				3	2		1			1		1						1			2
Fly Tipping reported to SBC/EA																															

- Notes:
1. Cleared 82 drain gulleys
 2. Removed 7 N2O large cannisters from across Covingham
 3. Removed 124 N2O cartridge from across Covingham
 4. 2 paving slabs smashed at play area - reported to Police log ref: 5420 / 05656
 5. Removed graffiti from slide in junior play area
 6. Collected 2 lots of paving slabs, ready to redo path at play area
 7. Replaced cap on slide in junior play area - see ROSPA report
 8. replaced 8 rivets in skate board park

Signed:
Date 31/10/22

November 2022	01-Nov	02-Nov	03-Nov	04-Nov	05-Nov	06-Nov	07-Nov	08-Nov	09-Nov	10-Nov	11-Nov	12-Nov	13-Nov	14-Nov	15-Nov	16-Nov	17-Nov	18-Nov	19-Nov	20-Nov	21-Nov	22-Nov	23-Nov	24-Nov	25-Nov	26-Nov	27-Nov	28-Nov	29-Nov	30-Nov
Covingham Parish Council - Maintenance Men Activity Report Sheet	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	√	√	√	√	√		√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√
Check play area at Firecrest / Clear leaves / Clean swing seats	√	√	√	√	√		√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√
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 Smitan brook 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	√	√	√	√	√			√	√	√	√	√										√	√	√	√	√		√	√	√
Water oak tree (2 times/week)																														
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					√				√																					
Weed/Tidy up/ Hoe over the crescent flower bed in Covingham Square (once per month)																														
Daily litter bags collected	6	9	7	7	8		10	6	8	7	6	8		10	7	5	5	7	8		8	5	8	6	6	8		10	6	7
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																														

Notes: In addition to the above

1. Cleared 227 drain gullies
2. Removed and returned one supermarket trolley
3. Removed 7 N2O cartridges and 11 N2O cannisters
4. Replaced 2 rivets in skate board park
5. Removed graffiti from skate board park
6. Removed 4 abandoned bicycles and took them to salvation army

Signed:

Date 30/11/22

December 2022	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	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	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	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓				✓	✓	✓	✓	
Check play area at Firecrest / Clear leaves / Clean swing seats	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓				✓	✓	✓	✓	
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	✓	✓	✓			✓	✓		✓				✓	✓	✓	✓	✓			✓	✓	✓	✓	✓				✓	✓	✓	✓	
Water oak tree (2 times/week)																																
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							✓																									
Weed/Tidy up/ Hoe over the crescent flower bed in Covingham Square (once per month)																																
Daily litter bags collected	8	8	10		11	7	5	7	10	7		8	6	4	8	7	9		8	6	7	6	7	7				13	9	9	12	
Record when Dog bins are emptied					✓							✓							✓								✓					
Record when Grass Cutting is being carried out																																
Removed Minor fly tipping			2		1	1			2			1									1	1							1	1	1	
Fly Tipping reported to SBC/EA																																

Notes:

- 1) 12 N2O cannisters removed from across Covingham
- 2) 38 N2O cartridges removed from across Covingham
- 3) Cleared 40 drain gulleys

Signed:

Date 31/12/2022

January 2023	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	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			✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓
Check play area at Firecrest / Clear leaves / Clean swing seats			✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓
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			✓	✓	✓	✓	✓			✓	✓	✓	✓	✓			✓	✓	✓	✓	✓			✓	✓	✓	✓	✓			
Water oak tree (2 times/week)																															
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						✓	✓					✓		✓																	
Weed/Tidy up/ Hoe over the crescent flower bed in Covingham Square (once per month)																															
Daily litter bags collected			12	5	8	10	7		9	9	6	8	9	13		9	8	3	5	7	9		10	5	6	5	7	10		10	8
Record when Dog bins are emptied			✓						✓							✓							✓							✓	
Record when Grass Cutting is being carried out																															
Removed Minor fly tipping				1		1										1			1		1						1				
Fly Tipping reported to SBC/EA																															

- Notes:
1. 10 N2O cartridges and 1 N2O cannister removed
 2. Cleared 10 drain gulleys
 3. Removed Morrison's trolley from Skate Board Park
 4. Repaired toddlers swing in Covingham Park
 5. Removed child's scooter from Dorcan Stream

Signed:
Date 31/1/23

February 2023	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
Covingham Parish Council - Maintenance Men Activity Report Sheet	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	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓
Check play area at Firecrest / Clear leaves / Clean swing seats	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓
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	✓	✓	✓	✓			✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓
Water oak tree (2 times/week)																												
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																												
Weed/Tidy up/ Hoe over the crescent flower bed in Covingham Square (once per month)																												
Daily litter bags collected	6	6	8	10		12	8	7	6	11	8		11	5	5	6	7	9		9	8	7	5	8	8		12	5
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																												

Notes:

1. Cleared 9 drain gulleys
2. Removed 13 N2O cannisters and 1 cartridge from across covingham
3. Removed scooter from Sandpiper play area
4. Reported tree branch failure in Swallowdale to SBC

Signed:

Date 28/2/23

March 2023	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	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	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	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	
Check play area at Firecrest / Clear leaves / Clean swing seats	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	
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	✓	✓	✓	✓		✓		✓	✓	✓	✓			✓	✓	✓		✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	
Water oak tree (2 times/week)																																
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																																
Weed/Tidy up/ Hoe over the crescent flower bed in Covingham Square (once per month)																																
Daily litter bags collected	7	7	9	6		11	5	7	7	7	7		9	8	6	5	11	7		10	8	8	6	9	9		10	9	9	8	9	
Record when Dog bins are emptied						✓							✓							✓							✓					
Record when Grass Cutting is being carried out																																
Removed Minor fly tipping	2	1	4			1							1	1		1											2					
Fly Tipping reported to SBC/EA																																

Notes:

1. 2 N2O cartridges & 4 N2O canisters removed
2. 2 supermarket trollies recovered and returned to stores
3. Refitted drain cover in skate board park
4. Small fire at play area at Sandpiper Bridge - reported to Police Log ref: 54220070736
5. Assisted in erecting 2 S.I.D's in Merlin Way & St Paul's Drive
6. Laid slabs for memorial bench in Covingham Park.

Signed:

Date 31/3/2023