

Completed Parish Warden Tasks						
Source or initials	SR	Issue	Location	Responsibility area	Action	Date completed
Parish Council		Parish Project		Parish Wardens	Source wood for Community Fruit Orchard	17 11 16
Friends Group		Volunteer liaison	St Peter's	Parish Wardens	Deliver posters to volunteer for dispatch around St Peter's	21 11 16
Proactive		Litter	MUGA	Neighbourhood/Parish Wardens	Collect 3 bags litter	23 11 16
Corporate complaint		Resident complaint	Bullfinch Close, St Peter's Drive	Neighbourhood/Parish Wardens	Meet with resident to discuss issues surrounding damage to Parish Council funded Fruit trees- have agreed further works to remedy situation. Planned for 6th December.	23 11 16
Resident - phone		Vegetation hedge	St Peter's Drive	Neighbourhood/Parish Wardens	Prune + large reduction of shrub bed on St Peter's Drive	23 11 16
Parish Council		Parish Project	Power Park	Parish Wardens	Install Gabion Baskets, fill with Oak, Cedar and Ash lump wood, drill holes in wood to form Bee/Bug Hotel. Just awaiting top plank wood.	24 11 16
Resident - face to face		Surface defect (public access)	St Peter's Drive	Neighbourhood/Parish Wardens	Contact resident regarding fallen private boundary wall on City Council land. Resident states awaiting insurance documents.	24 11 16
Proactive		Litter	Power Park	Neighbourhood/Parish Wardens	Collect 2 bags litter from near Muga/Norton Pedway.	24 11 16
Resident - email		Vegetation hedge	Norton Pedway	Parish Wardens	Liaise with resident regarding issue with hedgerow- hedge planting planned for Winter	24 11 16

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Friends Group		Volunteer liaison		Parish Wardens	Prep for Fruit tree planting December/January- Collect trees, place in storage.	25 11 16
Friends Group		Volunteer Event	Battenhall park	Parish Wardens	Deliver volunteer event to plant Fruit Orchard and erect boundary Chestnut Paling fence.	01 12 16
Resident - face to face		Resident complaint	Bullfinch Close	Neighbourhood/Parish Wardens	Further meeting with resident to progress plans to plant two replacement Fruit trees.	01 12 16
Proactive		Litter	Arran Pedway	Neighbourhood/Parish Wardens	Collect 2 bags litter	01 12 16
Parish Council		Surface defect (public access)	Power Park	Neighbourhood/Parish Wardens	Install second Gabion, fill with wood. Install top wood. Awaiting further top wood.	05 12 16
Proactive		Vegetation tree	Power Park	Neighbourhood/Parish Wardens	Remove damaged tree limb from boundary of park	05 12 16
SWOSP		Vegetation hedge	Bath road/St Peter's Drive	Neighbourhood/Parish Wardens	Begin work on major hedge reduction	07 12 16
Corporate complaint		Vegetation hedge	Bullfinch Close	Neighbourhood/Parish Wardens	Plant two new fruit trees, modify wood chip circles to give more space from mowers, move location of one fruit tree.	06 12 16
Proactive		Litter	St Peter's Drive	Neighbourhood/Parish Wardens	Collect 2 bags litter from road edge	07 12 16
Play Team		Surface defect (public access)	Area 51, Power Park	Parish Wardens	Emergency repairs to Area 51 following inspection from Play team. Install two new posts and one new fascia board. Observation of bridge recommended.	08 12 16

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CET		Volunteer Event	MUGA	Parish Wardens	Host Community litter pick	12 12 16