

<b>Completed Parish Warden Tasks</b>						
<b>Source</b>	<b>SR</b>	<b>Issue</b>	<b>Location</b>	<b>Responsibility area</b>	<b>Action</b>	<b>Date completed</b>
<b>or initials</b>						
Parish Council		Parish Project		Parish Wardens	Collect, paint and prep goal posts ready for installation- all sets now ready.	19 03 18
Proactive		Litter	MUGA	Neighbourhood/Parish Wardens	Collect 3 bags litter.	21 03 18
Parish Council		Meeting		Parish Wardens	Monthly meeting regarding parish projects and work planning.	21 03 18
CET		Vegetation tree	St Peter's Drive	Parish Wardens	Speak with resident regarding planting of replacement tree.	21 03 18
Resident - face to face		Vegetation tree	St Peter's Drive	Parish Wardens	Prune tree overhanging path as requested via resident.	21 03 18
Parish Council		Parish Project	St Peter's Drive	Parish Wardens	Change VAS location and battery following request from resident.	26 03 18
Proactive		Litter	MUGA	Parish Wardens	Collect 2 bags from green space and seating area.	26 03 18
SWOSP		Vegetation hedge	Bittern Avenue	Neighbourhood/Parish Wardens	Hedge reduction as required.	28 03 18
SWOSP		Vegetation hedge	Badger Gardens	Neighbourhood/Parish Wardens	Hedge reduction as required.	28 03 18
CET		Volunteer Event	MUGA	Parish Wardens	Deliver and assist volunteer litter picking event as part of Keep Britain Tidy's 'GB Spring Clean'. 14 volunteers collected over 20 bags.	29 03 18
Resident - face to face		Resident complaint	St Peter's Drive	Parish Wardens	Plant replacement tree following damage to existing tree by City operative.	03 04 18
SWOSP		Vegetation hedge	St Peter's Drive	Neighbourhood/Parish Wardens	Inspect request to prune hedges at road entrance point.	10 04 18
Parish Council		Parish Project	Power Park	Parish Wardens	Plant further replacement trees in park.	10 04 18
SWOSP		Vegetation tree	Bath road	Neighbourhood/Parish Wardens	Inspect reports of trees obstructing phone line path.	10 04 18
CET		Volunteer liaison		Parish Wardens	Deliver CGLI survey to volunteer.	10 04 18
Parish Council		Parish Project	St Peter's Drive	Parish Wardens	Change VAS battery.	10 04 18
Proactive		Litter	MUGA	Neighbourhood/Parish Wardens	Collect 2 bags litter from MUGA and surrounding area.	10 04 18
SWOSP		Vegetation hedge	Bicton Road	Neighbourhood/Parish Wardens	Prune hedges at entrance points following request from resident-visibility for vehicles.	11 04 18
SWOSP		Resident complaint	St Peter's Drive/Mole Pedway	Parish Wardens	Plant three new shrubs following reports of damage to private property by City operative.	11 04 18

Source or initials	SR	Issue	Location	Responsibility area	Action	Date completed
Proactive		Litter	MUGA	Neighbourhood/Parish Wardens	Collect 2 bags litter from MUGA and surrounding area.	11 04 18
Councillor		Surface defect (public access)	Lundy Row	Neighbourhood/Parish Wardens	Repair damage to green space by HGV.	16 04 18
Proactive		Surface defect (public access)	Lundy Row	Neighbourhood/Parish Wardens	Install posts to detur vehicles accessing and/or damaging green space.	16 04 18