

## Report on Parish Resources

Further to discussions at the September meeting I have put together a list of tasks so you are clear which are carried out by the litter team and tasks that could be carried out so you can discuss the need, appropriateness and feasibility

### Tasks already carried out by the litter team

<b>Task</b>	<b>Who carries it out</b>	<b>Is any cost attached</b>
Litter picking	The 4 litter pickers	Within the current litter picking budget for salaries
Emptying bins	The 4 litter pickers	Within the current litter picking budget for salaries
Dealing with fly tips	The senior litter picker will often dispose of fly tips using the van  He also reports larger fly tips to me to enable BDC to collect – this is rare as usually the fly tip can be transported in the van.	Within the current litter picking budget for salaries
Cleaning Parish Council assets	On an ad hoc basis when requested by me in the past the litter team have washed the map boards and the noticeboards	It has been agreed that the boards and maps will be cleaned every October and at additional times if need be.  Graffiti wipes have now been provided free of charge by BDC to clean off graffiti generally in the Parish.
Observing defects and issues in the Parish	Broken street signs, broken bins, broken street lights and fly posting are referred to me by residents and I will report onwards (unless it is a bin owned by the PC)  Residents are empowered to report such issues direct by using the 'Report it' tab on the Parish Council website which is publicized on Facebook and in the magazine on an ad hoc basis	Litter team have been reminded to be observant and report issues to me.  Please decide if you wish to carry out the annual street light inspection?

	Councillors carry out an annual inspection of streetlights and bins although this year the majority had already been reported direct by residents.	
Monitoring and reporting to the relevant authority issues of fly tipping, graffiti, travellers, abandoned vehicles and damage to public property	As stated above this is already dealt with by residents and the litter team.	No additional cost at present
Reporting back residents concerns that the Ranger encounters during his 'round' and to be a general visible presence in the Parish	Litter team report back anything brought to their attention by residents although this is infrequent. Residents do approach the litter team as they are in GNPC hi viz.  Residents will contact me by email, on the telephone and via Facebook	Within current salary costs  There is no indication that residents are unhappy with communication with the Parish Council generally

### Other tasks

Task	Comments
Deep clean of hedges and ditches	Currently carried out ad hoc by a contractor.  Although one member of the team may be willing to carry this out it would require additional PPE and risk assessment and to add some hours onto their contract.  The contractor has been engaged twice in the last 12 months during the winter when there is no foliage and taken half a day to carry out certain areas
Monitoring parking issues	Residents have no hesitation in raising parking issues with the Parish Council either to me or on Facebook so I would not think that you would wish to add this as a task for the litter team as resident are alert to the issue.
Inspections	Two litter pickers have indicated they would be willing to inspect play areas but they would need to be sent on a course run by EALC and the cost would be in the region of £250 each. The RPII inspector would continue to carry out operational and annual inspections

	<p>As for other Parish Council assets I would suggest that the asset schedule is considered as to who could inspect i.e. bins etc. and look at how much time that would incur</p>
<p>Minor repairs</p>	<p>The team would only be permitted to repair Parish Council owned assets and broken play equipment is subject to standards which mean a proper contractor is required – to be clear on what is required. Risk assessments and appropriate tools and PPE would be required. The main asset that has required work has been the storage unit.</p> <p>The team would not be permitted to repair assets owned by other public authorities.</p>
<p>Cutting back encroaching vegetation on pathways and play areas</p>	<p>BDC are responsible for vegetation on land owned by that authority although it is noted that in the spring brambles are often left unattended. This would be something that would be within the remit of the BDC team. To deal with such vegetation would require the consent of BDC in the first instance.</p> <p>The Parish Council insurance does not cover carrying out the work which is the responsibility of another public authority</p> <p>Where brought to my attention I will refer to BDC</p> <p>The litter team do not have the equipment nor are they risk assessed to carry out this task nor is it in their job description.</p> <p>The contractor engaged by the Parish Council deals with vegetation in the PC play areas when grass cutting</p>