

Woodlands Cemetery							
	Area	Item	Action	Resource Requirement	Estimated Materials/Other Costs	Timescale	Updates
1	Railings along Woodland Road	Need repainting	Obtain detailed quotes.	Officer time (for quote)	£2,500	Summer 2022	
2	Chapel window glass	4 cracked panes	Obtain quotes for glazier to replace.	Officer time (for quote)	?	Summer 2022	Glazier been contacted for quotes / <b>Pics taken and emailed to Glazier for colour match.</b>
3	Chapel Carpet	Needs cleaning or replacing	Get quote for carpet cleaning.	Officer time (for quote)	?	Paused for now	Parks Officers have vacuumed the carpet and appearance is much improved
4	Use of chapel	Underused	Add ability to use chapel for ceremonies or services to the website along with a charge. Investigate use as a town museum/history centre.	Website update and officer time to evaluate possible use	£0	Oct-22	<b>Chapel used on 17th May X30 persons. Hoovered, dusted and polished and aired regularly.</b>
5	Notices	Signs and notices	Rangers to remove/renew signs that are out of date. Investigate an information board such as the one at Ford Park Cemetery, highlighting prominent people from Ivybridge's past. Highlight that it is managed by Ivybridge Town Council	Design and construction of signage and installation	£2,000	2022-2023	
6	Mortuary building	Access	Cut back allowing access all the way around.	Officer time	£0	Completed	Access and area tidied / <b>Scrap metal stored behind Mortuary, ready for Scrap metal to collect. Plan to strim once course complete on 9th June.</b>
7	Paths	Weeds	Deal with weeds in centre of paths	Eco weedkiller	£0	Completed	Contractors spoken to and they will do this as part of the contract in the cemetery. <b>Weeds removed from outside public pathway and neatened off.</b>
8	Grave plots	Unauthorised decoration	Write to plot owners requesting that items that pose a risk to grass cutting contractors, other plots and the public are removed – gravel and stones, glass and ceramic items, plastic barriers and mini fences.	Officer time	£0	July 2022 for all warnings and actions to be completed	Letters drafted and 2 months notice to be issued. / <b>Approx 19 grave plots have been levelled and seeded.</b>
9	Benches	Bench locations	Map possible sites for additional benches for those what wish to purchase one.	Officer time	£0	Oct-22	

**Regular/Ad-hoc activity:** Regularly tidy of graves and removal of dead plants and wreaths removed, clear pine needles from X3 drains, clear wood panels, metal and rubbish from behind Mortuary, levelling of graves, mortuary door to be painted and tree stump to be removed, paths gritted, entrances cleared of leaves, public pathway weeded and overhanging ivy removed from wall, brambles removed from X3 grave plots, preparation of Interments, overhanging branches from Yew trees removed, works vehicle cleaned inside and out, water bowser removed from Chapel, chapel hoovered and cleaned. / **X19 grave plots have been levelled and seeded, salted and removed areas of paths overgrown with moss, Chapel hoovered, dusted and polished and regularly aired to deter damp. Original locks to chapel being repaired. Paths tidied and cleared of debris, mortuary door sanded and re-painted, grass cutters monitored when cut and entered on spreadsheet, dead flowers regulary removed from graves, plan to fill in collapsing grave, replace cracked tarmac with wooden trim also.**

Victoria Park							
	Area	Item	Action	Resource Requirement	Estimated Materials/Other Costs	Timescale	Updates
1	Access at Crescent Road end	No accessible access	Consider if any improvements can be made whilst maintaining conservation requirements. Although there is one other accessible entrance, soon to be two.	Officer time for permission application and running work party	Some materials for path surface and wall finish	2022-2023	Planning permission required, free but required officer time
2	MUGA	Compromised due to noise issues.	Re-investigate if any netting can be put up of if the redundant poles should be removed.	Officer time		Apr-22	Liaised with Erme Primary School who agree the posts can be removed and no portable nets required. Will remove in Easter school holidays and publicise before work is undertaken. <b>Posts now removed and remaining holes filled in.</b>
3	School Usage	No communication with school unless there is an issues.	Cllr L Rea to set up a forum for regular communication with the Erme School.	Officer/Cllr Time	£0	Completed	Cllr Rea confirmed forum has been set up
4	Play area gates	Not secure	Gate to be refurbished with new furniture to allow easier access but protect park from dogs. Investigate adding something to bottom of large gate to stop dogs.	Officer time and timber/gate furniture	£300	Jul-22	Gate refurbished with new latch but needs attention, self closing spring still required and dog barrier at bottom of large gate. <b>Measurements taken of gate in order to replace.</b>
5	Wildlife Garden	Fence broken	Rangers to repair	Officer time and timber	£50	May-22	<b>Hedgehog home placed in camouflaged and safer location.</b>
6	Signage	Welcome signs	Consider new signs welcoming to the park and informing people park managed by Ivybridge Town Council	Design and construction of signage and installation	£600	Mar-23	
7	Street lamps	Dirty and obscured	Cut back around lamps and clean green algae from them.	Officer time	£0	Apr-22	SSE contacted re cleaning inside the glass lamp shade. On schedule for early April. <b>Lamp shades now cleaned.</b>
8	Church wall	Overgrown	Tackle bramble etc along church wall.	Officer time	£0	Completed	Bramble cleared from wall
9	Benches	Potential for more benches	Map possible locations for benches to be sponsored.	Officer time	£0	Oct-22	
<b>Regular/Ad-hoc activity:</b> Drain regularly inspected and if blocked, rods used to clear blockage when required, overhanging Laurel and Bamboo from the Chantry cut back, remove graffiti from Youth Shelter, re-painted Youth Shelter, ivy and debris removed from kissing gate and cleared, main entrance, ivy and debris removed and cleared, leaves blown by play area and all pathways, litter picked over stone wall at Chantry, smashed glass cleared from play area, play eqpt item now repaired and returned, nature area path weeded and cleared, graffiti removed from play equipment and litter bin, willow shoots removed, removed laurel which was dumped, metal spring removed from gate. / <b>Posts removed by MUGA area and holes filled in, broken glass cleared from MUGA area, recently repaired wall, boulders fallen out because of youths climbing over wall onto Chantry land and congregating and leaving litter, hedgehog home in nature area placed</b>							

Longtimber Woods							
	Area	Item	Action	Resource Requirement	Estimated Materials/Other Costs	Timescale	Updates
1	Waste bins	Design and location	Consider the design of the waste bins for ease of use for public and staff.			Oct-22	Bin needs replacing. / Bin now replaced.
2	Leat	Not clear what it is and not draining	Possible interpretation board explaining origins and usage. Look to improve draining of leat to prevent further erosion.	Work with DCC and DNPA to resolve - Officer time		Completed	Progress made and will be monitored.
3	Kings Gutter	Fallen tree has caused issues with path	Investigate long term resolution to path disruption.	Contractor	£500	2022-2023	DCC footpath officer advice is major works required, will need DNPA site meeting
4	Swimming pool	Signage and drainage	Remove deep water sign when not needed. Consider interpretation at pool. Investigate the use of a 'pipe cracker' to resolve blockage issues.	Officer time to investigate	£?	2022-2023	Roots of fallen tree damaging wall, will need removing. / <b>Fallen tree now Taped off and plan to remove once chainsaw course completed on 31st May.</b>
5	Trail	An old original trail was removed due to damage	Consider introducing a brass rubbing trail	Officer time to investigate	£?	2022-2023	
<b>Regular/Ad-hoc activity:</b> Main drain checked and cleared of debris, mill to Longtimber litter picked, walk to Stile to inspect trees etc, works on steep pathway underway by Dartmoor Rangers, slates X3 replaced on noticeboard, laurel removed at entrance, Pheasant Berry removed at swimming pool area. / <b>X6 slates replaced on Notice board. Plan to cut taped off fallen trunk once chainsaw course complete, ramp dismantled and spades confiscated, left by people making BMX ramps, graffiti removed from bin, plan to remove logs from swimming pool area.</b>							

MacAndrews Field							
	Area	Item	Action	Resource Requirement	Estimated Materials/Other Costs	Timescale	Updates
1	Goal posts	Damaged/broken	No sharp edges but they do need attention to make sound.	Contractor to weld	£350	Completed	Repaired
2	Interpretation board	Dirty	Needs cleaning. Consider a duplicate at main entrance.	Officer time	£0	Completed	Cleaned
3	Bedford Benches	Nettles taking hold	Remove nettles and other vegetation from around the benches	Officer time	£0	Completed	Nettles removed
4	Old railings	Old railings removed from entrance left near entrance	Arrange for scrap metal to be collected.	Officer time to arrange removal	£0	Completed	
5	Play Area	Rotting timber needs replacing	Quotes from suppliers/cartpenters to replace like for like	Officer time to investigate repairs and replacement options	£6,000	Aug-22	Earthwrights advised warranty expired. Play equipment contractors have provided estimates in line with costs for Earthwrights proposal for repair. / <b>Wooden horizontal poles and removed. Await chainsaw course so remainder can be completed.</b>
<b>Regular/Ad-hoc activity:</b> Regularly site checked and litter picked, inspection of trees, maintain and update noticeboard, inspect goal posts, benches and play area regularly, X2 Buddlias cut back, large holes from dogs digging, inspect and fill in holes, play area now closed off, old metal fencing removed, entrance cleared of leaves and debris, approx 200 trees recently planted, entrance steps cleared and debris and weeds. / <b>Holes filled in regularly, litter picked, slate replaced on notice board and fallen tree limb removed, started dismantling play area, rest to complete after chainsaw course.</b>							

Filham Park							
	Area	Item	Action	Resource Requirement	Estimated Materials/Other Costs	Timescale	Updates
1	Parking	Poorly marked – will be remarked but needs thought	Investigate better use of parking space by using a herringbone arrangement	Part of Filham Track improvements	£?	Autumn 2022	Will be funded from S106. This has already been considered by JGP and not feasible.
2	Rugby posts	Very poor appearance	Ask Rugby Club to remove and repaint.	Rugby Club to action	£0	May-22	Rugby club have been asked. No response. Will step up urgency with them. / <b>Rugby posts now removed.</b>
3	Benches	More benches would benefit users	Map out suitable locations for people to sponsor benches	Officer time	£0	Oct-22	<b>All benches cleaned.</b>
<b>Regular/Ad-hoc activity:</b> Continue removing old tree guards along entrance pathway, litter pick woodland area next to Football Club, WD40 on rusty gate lock, clear brash from far end gate, blow leaves from entrances, insp wasteland area behind Army Centre, bins emptied, weed and clear with shovel perimeter of car park. / <b>All benches cleaned of moss, plan to remove grass around base of newly planted trees, strimed Bridle way so horse and rider have clear visual ahead. removed overgrowing grass from benches. watering of trees when required.</b>							

Holman Way							
	Area	Item	Action	Resource Requirement	Estimated Materials/Other Costs	Timescale	Updates
1	General improvements	Very informal/wild	Improve biodiversity and appearance eg wild flowers, mown paths, bench. Consult with neighbours about bench and location. Consult with neighbour regarding the large bushes/trees adjacent to their property.	Officer time	£200	2022-2023	Perch bench installed. Area will now be 100% our own officers, so will be able to control and develop look of the area. / <b>Pathway mowed into area and remaining left for wild flowers.</b>
<b>Regular/Ad-hoc activity:</b> Graffiti removed from bench on pathway, young trees regularly checked and litter picked. / <b>Pathway created with mower on verge and remainder of grass left for wild flowersto grow.</b>							

Orchid Avenue							
	Area	Item	Action	Resource Requirement	Estimated Materials/Other Costs	Timescale	Updates
1	General improvements	Appearance/access	Remove more bramble to open up more, add sign showing public accessible and managed by Ivybridge Town Council. Consider picnic bench and second entrance in consultation with neighbours. Lay hedge along gardens in Autumn.	Officer time	£400	2022-2023	Moss and overgrowth on edges of path cleared leading to site
<b>Regular/Ad-hoc activity:</b> Tree recently removed - needs further works, pathway weeded, cut back and debris removed. / <b>Plan to strim once strimming course complete on 9th June.</b>							

Other areas or common issues							
	Area	Item	Action	Resource Requirement	Estimated Materials/Other Costs	Timescale	Updates
1	All	Signage	Plastic free signage solution for temporary, medium and long term - eg closed areas, wildflower areas etc	Officer time and equipment/contract or to produce signs	?	2022-2023	
<b>Regular/Ad-hoc activity: Butterpark</b> - Garage cleared of rubbish - scrap metal disposed of, strim pathway for easy access when patrolling. <b>Need to patrol daily, x2 windows smashed and boarded up, smashed tubular lighting now cleared. Police dog training planned on Butter Park site. Watermark:</b> Installed new cigarette bin, remove overgrown Buddlia near Tesco, tidied up verge area by side of Watermark. <b>Hanging baskets planted and installed, regulary watered and litter picked. Fore Street:</b> Check for litter in, and repaint, planters. <b>Planters regulary watered. St Peters Way:</b> Check and litter pick. <b>Erme Riverside:</b> Check and litter pick. / <b>Plan to paint the x3 bins in Fore street.</b>							

Budget

Reserves

Seek external funding/request reserves controlled by Full Council