

Brundall Parish Council Maintenance Report – August 2025

Maintenance

During August, a range of essential maintenance tasks were undertaken across the parish. At the Countryside Park, a damaged section of fencing was successfully repaired, ensuring both safety and security for visitors and their dogs. Additional remedial work was carried out at Cemetery Car Park, where damaged fencing was made safe. At the Allotments, a faulty tap in the toilet shed was replaced, and Countryside Park bin area was cleared of undergrowth, restoring efficient clean facilities for the Park Runners and allotment holders.

Have continued to carry out riverside safety equipment and boardwalk inspections at Church Fen, ensuring that pathways, access points, and general facilities remain safe and well-maintained and free of litter. This month, as in most Summers, the moorings have been frequented by boaters making the area their temporary home. This has obviously increased rubbish in that area, which I believe lead to a wheelie bin being moved from Church Lane to the riverside. Unfortunately, this was then over filled with beer bottles, food waste etc, which made it very heavy and difficult to move back up the hill to Church Lane for collection. Although, the bins in Church Lane were in their normal place on collection days, unfortunately, the bin service has now missed emptying the Parish Council and church bins twice in month, so as a result, the bins have been looking unsightly for the last 4-6 weeks and were still there at the time of writing this report.

At the Cemetery Car Park, the existing two rubbish bins are starting to look tired and the bases of both inner rubbish baskets have now rusted through, making them difficult to service. The team are planning to contact McDonalds to see if they will again, sponsor some new bins. Otherwise, budget will need to be identified for their replacement in the near future.

To inform future budgets, I have also started to carry out a maintenance survey of all the assets in public places that the Parish Council are directly responsible for. I have now begun working systematically through these assets to check their safety, cleanliness and making notes of possible future repairs.

Courses and Training

In August, I completed the Playground Equipment Safety Inspection Course in Dereham, further strengthening our in-house expertise and ensuring our inspection procedures remain thorough and compliant with safety regulations.

A familiarisation session was also carried out on the operation of the SAM2 system. It is

anticipated that full responsibility for the SID system will be taken over by myself in November.

Cleaning and Litter Picking

August proved to be a particularly challenging month for litter management, largely due to the school summer holiday period, which traditionally brings increased activity across our parks and public spaces. Despite this, regular cleaning and litter-picking rounds have been maintained to ensure the parish remains tidy and welcoming for residents and visitors alike.

Playground Inspections

Playground inspections duties have now been picked up by myself and have been carried out twice weekly, with no new issues identified during this reporting period. Looking ahead, there will be a need to replace some plastic swing seats within the next 12-18 months to maintain both safety standards and the high quality of our play facilities. Consequently, there will be an expenditure budget requirement in 2026/27.

Planned Maintenance for next month

Repairs to the stone wall surrounding the Richard Barrington memorial flower bed outside of the Chinese and erecting a new stretch of fencing at the reserve cemetery field, correcting damage caused by a traffic accident. I will also repair and paint the benches attached to the Lychgate at the entrance to the Cemetery.

Over the next four weeks, I am also planning to start buying the basic tools, including Health and Safety equipment needed to carry out the maintenance role in an efficient and safe manner.

Summary

August has been a productive month, with key maintenance tasks completed, safety standards upheld, and training undertaken to enhance the staff team's future capabilities. Church fen, Countryside Park and playground inspections have been successfully delivered, and a program is under way to inspect all of the PC's outdoor assets, ensuring a future maintenance budget can be prepared, whilst safety and cleanliness is maintained across all the Parish Council facilities. Increased litter during the summer period posed a challenge, but proactive measures were employed, like extra visits to the high foot areas, which maintained cleanliness. Preparations are now underway for replacement bins at Cemetery Car Park, and the preparation work required for the transition to a maintenance-led management of the SAM2 system in November, will be ongoing during September.