

**ANNUAL RISK AND CONDITION ASSESSMENT OF ASSETS AND AMENITIES**

**Schedule**

1. **FLOOD RELIEF DYKE**

- Maintain an up to date diagram of the village drainage system
- Check visually, twice a year (April and November) the following items:
  - walk the whole dyke and check for collapse, silting, debris causing obstruction and excessive vegetation. Clear as required.
  - all land drains, run offs and gulleys including:
  - land drain from “Roy’s” pond (crosses School Lane to the dyke) to ensure it runs freely into the dyke
  - run offs at bottom of Brattleby Hill (to be concreted by Highways).
  - road gulley outside School House
  - manhole at corner of School House and dyke
  - new head walls for erosion i.e. both sides of road
  - land drain running out of left hand field by headwall
  - stream under the road (B1398) and down fish pond belt
  - road gulleys on B1398 including outflow into Snowdrop wood.

2. **VILLAGE SIGN**

- Check general condition of post and sign
- Check top fixing of sign to post

3. **STONE WALL ADJACENT TO SUB-STATION**

- Examine bowing wall for deterioration

4. **ELECTRICITY SUB STATION (B1398)**

- Check for overgrown vegetation and contact National Grid if necessary

5. **BUS SHELTER**

- Check general condition
- Check defibrillator

6. TELEPHONE BOX
  - Check general condition
7. LAMP POSTS
  - Check general condition
8. PADDOCK
  - Check condition of trees, hedges, gate, bench etc.
9. CHURCH GATE AND WAR MEMORIAL - B1398
  - Paint gate as required
  - Weed kill around gate/cut back hedge to path to church as required
  - Check condition of signboard
  - Check/clean names on memorial
10. CHURCH GATE (THORPE LANE)
  - Check condition
  - Check tree branches around street lamp
11. CHURCH YARD
  - Check gutters, downpipes and drainage from spire/parapet
  - Weed kill path
  - Check paths for condition
  - Produce annual grass cutting rota
12. TREES ON MILLENIUM AVENUE AND MIDDLE STREET
  - Inspect condition of trees
  - Remove lower branches, tubes, supports as required
13. SPEED LIMIT/ VILLAGE SIGNS AND ROAD MARKINGS
  - Check condition of signs and markings

SPEED INDICATOR DEVICES (SID)

  - Check condition and function
14. NORTH LAY-BY
  - Check condition of area

15. VILLAGE ROADS AND FOOTPATHS

- Check roads, paths and verges for deterioration, pot holes, overgrowth etc

16. SOUTH END

- Inspect Thorpe Lane flooding/gulleys
- Check condition of trees on Thorpe Lane
- Check dyke/run-off opposite Mr. Blackbourn's house
- Check condition of trees around Mr. Blackbourn's house

17. TREES AND HEDGES GENERALLY

- Observe condition of trees and hedges

18. EAST END OF PARISH (Brattleby Hill to Vulcan Lodge area)

- Check generally

19. WEST END OF PARISH (Thorpe Lane to Cricket Till)

- Check generally

## ACTION LIST FROM INSPECTION ON 22 May 2018

### Flood relief dyke, road gulleys etc.

### Action

- MS to ask F Wilson to dredge dyke MS
- check old land drains feeding pond MS/RD
- clear run off (Brattleby Hill) of silt Done
- clear blockage to fish pond belt in winter MS

### Brattleby Hill

- watch Ash trees for die back ongoing

### Stone wall adjacent to Sub-Station

- Wall leaning along footpath. Write to advise the Wrights again MS

### Telephone Box

- repaint in 2019 R Doyle

### Paddock

- cut hedge later in year MS/AB

### School Lane and Back Lane

- provide replica water pump MS

### Church Gate and War Memorial

- notice board post needs replacing MS/JS
- paint gate and bottom of lamp post ?
- weed kill around gate AB

### Trees on Millennium Avenue and Middle Street

- Remove tubes, supports and lower branches Ongoing

### B1398

- Replace missing speed repeater Highways

### South End

- cut back shrub growth to show grassed area AB
- relocate speed indicator MS

Hedges/Invasive Weeds

- |   |         |
|---|---------|
| - cut back hedges along footpath opposite Stonewell House | Wrights |
| - cut back hedges either side of church gate              | Wrights |
| - watch for re-growth of Japanese Knotweed                | All     |
| - form working parties to clear Himalayan Balsam          | AB/MS   |

Thorpe Lane to Cricket Till

- |   |    |
|---|----|
| - repair pot holes and surface break up | MS |
|---|----|

Updated 24 May 2018

LIST OF WORKS TO BE REFERRED TO HIGHWAYS DEPARTMENT

1. Check/clear all road gulleys throughout village
2. Replace missing speed repeaters in village

May 2018