

**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. ELECTRICITY SUB STATION (B1398)

- Check for overgrown vegetation and contact National Grid if necessary

4. BUS SHELTER

- Check general condition
- Check defibrillator

5. TELEPHONE BOX

- Check general condition

6. LAMP POSTS
  - Check general condition
7. PADDOCK
  - Check condition of trees, hedges, gate, bench etc.
8. 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
9. CHURCH GATE (THORPE LANE)
  - Check condition
  - Check tree branches around street lamp
10. CHURCH YARD
  - Check gutters, downpipes and drainage from spire/parapet
  - Weed kill path
  - Check paths for condition
  - Produce annual grass cutting rota
11. TREES ON MILLENIUM AVENUE AND MIDDLE STREET
  - Inspect condition of trees
  - Remove lower branches, tubes, supports as required
12. SPEED LIMIT/ VILLAGE SIGNS AND ROAD MARKINGS
  - Check condition of signs and markings
13. NORTH LAY-BY
  - Check condition of area
14. VILLAGE ROADS AND FOOTPATHS
  - Check roads, paths and verges for deterioration, pot holes, overgrowth etc

15. SOUTH END

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

16. TREES AND HEDGES GENERALLY

- Observe condition of trees and hedges

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

- Check generally

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

- Check generally

## ACTION LIST FROM INSPECTION ON 16 December 2016

<u>Flood relief dyke, road gulleys etc.</u>	<u>Action</u>
- prompt Highways to empty all gulleys regularly	MS
- trees growing on side of dyke north side of School Lane Obtain advice from Natural England	AB
- check dyke in spring (Fish Pond Belt)	MS
<u>Brattleby Hill</u>	
- watch Ash trees for die back	ongoing
- check dyke for rabbit damage opposite concreted gully	ongoing
<u>Electricity sub-station</u>	
No action required	
<u>Stone wall adjacent to Sub-Station</u>	
Wall leaning along footpath. Write to advise the Wrights	MS
<u>Bus Shelter</u>	
- cannot see bus coming from north due to trees and shrubs in garden. Approach owners to cut back.	MS
- paint post box	R Doyle
<u>Telephone Box</u>	
- repaint in 2017	R Doyle
<u>Paddock</u>	
- some strimming to do	MS/AB
<u>School Lane and Back Lane</u>	
- provide replica water pump	MS
- pot holes forming. Refer to Highways	MS
<u>Church Gate and War Memorial</u>	
- notice board post needs replacing	MS/JS
<u>Church Gate (Thorpe Lane)</u>	
- clean/re-stain gate 2017	tba

### Church Yard

- Re-build stone walls (ongoing). Seek grant  
Ask Church Cttee for contribution. MS/AB
- re-stain bench MS/JS

### Trees on Millennium Avenue and Middle Street

- Remove tubes, supports and lower branches Ongoing

### B1398

- Replace missing speed repeater Highways

### North Lay-By

- no action required AB

### South End

- cut back shrub growth to show grassed area AB
- old road surface starting to break up Highways
- agree improvement scheme AB/MS

### Brattleby Hill

- cut hedge between trees AB/RT

Updated 16 December 2016

LIST OF WORKS TO BE REFERRED TO HIGHWAYS DEPARTMENT

1. Check/clear all road gulleys throughout village
2. Repair/connect road gulleys in Thorpe Lane
3. Repair/connect road gulley in School Lane
4. Replace missing speed repeaters in village
5. Repair pot holes in School Lane/Back Lane

December 2016