

Job No.	Urgency	Zone	Equipment/Area	Issue to be resolved	Action to be taken	Professional or Volunteer	Who?	Supplies Needed	cost
PF001	3	A	Entrance Bins	Bins need painting	Sand down and repaint	V		Paint / Varnish	
PF002	2	A	Perimeter	dead/overgrown vegetation	Trim back	V		lopers/trimmer/shears	
PF003	2	B	Play equipment	Dirty	Clean each item of equipment (including frames)	V			
PF004	2	B	Toddler Multiply	General Condition	Needs cleaning and then repainting	V	Open up to volunteers. Will need supplies	Cleaning equipment Paint for the refresh	
PF005	1	B	Toddler Multiply	Roof	Needs new roof templating and making for replacement	V	Village local has offered to do this for us. Roof needs to be removed briefly in order for a template to be made.		
PF006	1	B	Toddler Multiply	Slats at top of slide	Rear slat needs replacing	V	Village local has offered to do this for us		
PF007	2	B	Perimeter fence of childrens play area	Vegetation underneath	Trim back overhanging vegetation	V		trimmer/shears	
PF008	2	C	Trim Trail stepping stone	Degrading	Needs light sand and re-varnish	V		Sandpaper / Varnish or Paint	
PF009	2	C	Trim Trail Long swing bar	Degrading	Needs light sand and re-varnish	V		Sandpaper / Varnish or Paint	
PF010	1	C	Trim Trail tyre walk	CLOSED - Tyres need replacing	Source 3 tyres and replace	?	Get wicksteed to quote		
PF011	1	C	Trim Trail A frame	Serious Degradation	Needs new lower panel and add back board for sturdiness	?	Local Volunteer to provide wood & Volunteer to replace		
PF012	1	C	Trim Trail swing bars	CLOSED - Cross bars are seriously damaged and need replacing	Needs new lower panel and add back board for sturdiness	?	Local Volunteer to provide wood & Volunteer to replace		
PF013	1	C	Trim Trail stepping stone		new cross bars to be sourced and fitted	?	Wicksteed quote for replacement JL to review and assess whether he can fix on before volunteer day. Or get quote from wicksteed		
PF014	3		Bins	Wood in need of preservative replen	Re-treat wood	V	MD to do		
PF015	3		Bin	Wood in need of preservative replen	Re-treat wood and put in new wooden slat	V	MD to do		
PF016	2		Nature area	Felled tree branches on the ground	Remove felled tree branches	V	MD to do		
PF017	1		Raised beds	Missing and unstable bricks	Walls to be regrounted / rebuilt and quote needed	P	MD to get a quote and builder to explain what work required		
Job Number									
T001	-		Tree Number (on plan)						
T002			1	Cut off ivy at base and remove at later date. Remove snapped back to trunk		V			
T003			5	Clear area around & Kill stump		V			
T004			6	Remove low branches		V			
T005			9	Reduce front branches		V			
T006			13	Tidy/Clear base area		V			
T007			21	Trim base branches		V			
T008	1		22	Remove dead tree		V			
T009	1		25	Remove dead tree		V			
T010			26	Remove dead tree		V			
T011			27	Trim to prevent growth on both sides		V			
T012			31	Trim to prevent growth on both sides		V			
T013			35	Trim back		V			
T014			36	Trim back		V			
T015			46	Trim small base branches and tidy ivy		V			
T016			G4	general clear of the area around trees		V			
				This area has become overgrown and full of brambles.	Could we clear to make a more defined area?				