
GRANTLEY, SAWLEY, SKELDING AND EAVESTONE PARISH COUNCIL

CARETAKER TASK LIST – October 2015

Please complete and return one copy to Clerk with invoice.

8 hours work to be undertaken each month.

Priority	Tasks	Date Completed	Time Taken
ROUTINE MONTHLY JOBS			
1	Empty litterbin in Grantley playing field twice per month.		
2	Inspection of children's playgrounds at Grantley and Sawley, to include any remedial works that can be undertaken immediately and any maintenance works e.g. strimming around equipment, that need doing at the caretaker's discretion. Any other issues to be reported to the Clerk as soon as possible. Action to close dangerous items of equipment to be undertaken at the Caretaker's discretion. Please complete and return monthly inspection sheets provided by Council.		
3	Maintain Picking Gill in accordance with management plan previously provided by Parish Council. Ensure that paths and around benches are strimmed clear. <i>Please report on trial control of bracken when appropriate.</i>		
4	Pull out bins at mini-recycling centre in Sawley and sweep out leaves, rubbish etc and ensure that area is clean and tidy. To be done once a month.		
	To ensure that road (e.g. 30mph signs) and other signs (e.g. at Picking Gill) are visible and unobstructed e.g. by shrubs, trees, bracken or algae/lichen.		
<u>OTHER TASKS (IN ORDER OF PRIORITY)</u>			
5	Remove and dispose of dumped cardboard and rubbish near Sawley recycling area.		
6	Check wear on brass bushes in flat swing seats at Grantley play area. Suspect that these are worn and are causing the 'squeaking' which is still being noted by local residents.		
7	Replace hinges / spring on gate at Sawley play area (may already have been done).		
8	Insert pin board instead of carpet tiles in noticeboard at front of Sawley village green.		
9	Re-varnish noticeboard in Grantley (located outside Village Hall). Please sand and treat with long lasting, appropriate wood preservative.		