

ABINGDON TOWN COUNCIL

Report to	Environment and Amenities Committee
Meeting date	16 July 2024
Report author	Tim Badcock
Agenda item	9

Cemetery & Outdoor Services Manager's Report

1. **Purpose of the Report**

1.1 To update members on the activity of the works team.

2. **Summary**

2.1 Our small team have been very busy recently keeping on top of the usual tasks. Still being down one member of staff, having another member on long term sick leave and others taking well deserved holiday and paternity leave has made delivering our usual service challenging.

3. **Action required and recommendations**

3.1 Members are requested to note the report.

4. **Link to strategic plan and objectives**

4.1 The team's work since the last meeting has impacted positively on the council's four key objectives.

5. **Background**

5.1 The council employs a team of five operatives managed by myself to provide direct services. The works team currently has one fulltime vacancy which is being advertised. Meanwhile, when available we're using agency staff to assist with the workload.

6. **Key information and options**

6.1 **Activities:**

- Planting and maintenance of summer bedding, tubs and planters
- Grass cutting the town council's various parks, gardens, cemeteries and open spaces
- Regular inspection, litter picks and maintenance of play parks and council land
- Play park/equipment rectifications following vandalism and inspection
- Weekly Market Place deep cleans
- Graffiti removal
- Fence repairs
- Cemetery interments and enquiries
- Tree works attending to work identified in the recent tree survey
- Maintenance tasks at Roysse Court, the County Hall, cemetery and depot
- Street furniture repairs
- Cemetery improvements - works are nearly complete with shrubs ready to be planted and two new benches ordered to finish the project
- Installation of twinning finger post
- Planting memorial tree on Ock Valley Walk for past mayor
- Two members of staff have completed ICCM COTS training for grave digging operations
- Installation of new signage on council owned land

Ock Valley Walk Path

- This project is now complete. Pictures attached.

7. **Climate change/green implications**

- 7.1 Some aspects of the works team activities will have an adverse effect whereas others have a positive effect.
- 7.2 All actions taken by the works team are carried out in a manner considerate of sustainability and environmental impacts

8. **Financial/budget implications**

None.

9. **HR implications**

- 9.1 No additional HR implications from this report.

10. **Supporting papers and appendices**

None

Cemetery project – raised beds



Cemetery project – shrubs



Ock Valley Walk



Ock Valley Walk tree

