Service Delivery Department Request Log for Councillors STC Officers and Members of the Public

Enquiry Number	Date	Cllr /Officer Name	Method of enq'y	Brief Details	H&S Priority	PRIORITY LEVEL	Allocated To	Action Confirmed	scheduled Date	SDM Sign Off	Completion Date
10810	25/08/23	Staff	email	Pillmere - Wooded area behind 52/54 Grassmere Way - to check state of brambles creeping into back garden of 52 Grassmere Way and general state of site		Medium		RESOLVED to cut back over hanging tree branches on future visit (MC)	Apr- 24 onward		
10820	29/08/23	Resident Grenfell Avenue Saltash.	email - Services	Grenfell Allotments - Allotment fencing to the rear of 45 Grenfell Avenue - email from reisdent received regarding the Poor State Of The Original Chain-Link Fencing With Concrete Posts Behind 45 Grenfell Ave. Town Clerk Has Requested ASDM To Attend Site And Take Recent Pictures And Report Back Accordingly i.e Costs And Possible Repair Options etc. - (MC)		Medium	ASDM	Job on hold Not Enough Money In The Budget To Complete Works This Financial Year.	On Hold.		
10846	12/10/23	Staff	email	Pillmere - 4 Bluebell Close - please attend site and investigate tree that is on the boundary of the above property and establish what needs to be done to resolve residents concerns.		Medium	ASDM	ASDM Carried Out Site Vistit. Out Come: Dead Elm Tree To Be Partially Taken Down To Hedge Hight Level And Reduce Tree Adjust To Appease Local Residents.	(Pending)		
10886	18/04/24	Resident Pillmere	Phone call	Pillmere - 8 Primrose Walk (middle house of 5) - large overgrown tree causing debris and bird poo to land on artificial grass. Child has additional needs and will eat such debris. House backs on to pathway		Low		Please contact Amanda on 07745 541272 after inspection with update			
10869	30/04/24	Staff	Online enquiry ref: 578989340	Guildhall - A small job for a weekend please: removal of the dividing screen bolted to the Town Clerks desk.		Low		verbally advised to SDM & ASDM. To be carried out 4th or 5th May	5th May		
10871	29/05/24	Staff	Internal	To replace damaged bumper board and timber structure to the pontoon		Medium	ASDM	This will form part of the work to be done along with the lights and sinage for the ferry.	JUNE	TBA	
10875	31/05/24	Staff (DJ)	email	GH office - Dispose of blue chair that is broken - top office		Low	ASDM	To collect and dispose of.	June	06/06/24	