

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
10820	29/08/23	Resident Grenfell Avenue Saltash.	email - Services	Grenfell Allotments - Allotment fencing to the rear of 45 Grenfell Avenue - email from resident 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)		LOW	ASDM	Job on hold Not Enough Money In The Budget To Complete Works This Financial Year.	On Hold.		
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 genral maintainance	SEPTEMBER	TBA	
10876	11/06/24	Member of public	email	Flower Beds at Top of Fore Street - Wooden borders splitting outside newsagents and one outside Belvoir not flush with raised sharp edge		low	ASDM	Will look at this when working in Fore street next	ongoing	YES	
10882	08/07/24	Staff (DO)	Email via website	Library - As discussed with Ian at Management meeting the two side down pipes need to be investigated as they dont appear to have any support keeping them attached to the building due to rust and age.		LOW		Brackets to be orderd and replaced	ongoing project	YES	
10886	03/09/24	Staff (SB)	Email via website	GH - Town Clerk office fireguard batteries require replacing		LOW	ASDM	Batteries have been orderd to be replaced	September	YES	