# Cyngor Tref Caereinion Llanfair
# Llanfair Caereinion Town Council

**WEEKLY INSPECTION SHEETS**

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| DATED | 1st October 2024 | INSPECTION BY | R A ROBINSON |

| NO | LOCATION | ITEM | CHECKED | NOTES |
|---|---|---|---|---|
| 1.1 | MOUNT FIELD | High fences - Mount Road end | X | |
| 1.2 | | High fences – far end | X | New fence posts being arranged. |
| 1.3 | | General fences | X | |
| 1.4 | | Paths | X | |
| 1.5 | | Car park area | X | |
| 1.6 | | Containers | X | |
| 1.7 | | Railings around football pitch | X | |
| 1.8 | | Football pitch surface | X | |
| 1.9 | | Football goal posts | X | |
| 1.10 | | Hedges | X | |
| 1.11 | | Buildings (clubhouse/changing) | X | |
| 1.12 | | Stands | X | |
| 1.13 | | Signage | X | |
| 1.14 | | Litter bins | X | Liners changed. Some litter picking completed. |
| 1.15 | | Other items | X | |
| 2.1 | PLAYGROUND | Fences, hedges & gates | X | |
| 2.2 | | Paths | X | |

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| 2.3 | | Grass surfaces | X | |
| 2.4 | | Retaining posts | X | |
| 2.5 | | Slide including steps & surface | X | |
| 2.6 | | Junior swings and surface | X | |
| 2.7 | | Infant swings and surface | X | |
| 2.8 | | Roundabout unit & surfaces | X | |
| 2.9 | | Climbing frame and surfaces | X | |
| 2.10 | | Bouncers and surfaces | X | |
| 2.11 | | Seats | X | |
| 2.12 | | Signage | X | |
| 2.13 | | Litter bins | X | Liners checked. |
| 2.14 | | Other items | X | Fitness trail due for installation 14th October. |
| 3.1 | PARC Y ONNEN | Grass cutting surfaces | X | Some grass cutting required near entrance – contractor instructed |
| 3.2 | | Gates | X | Gate needs refixing – contractor instructed |
| 3.3 | | Ramp into site | X | |
| 3.4 | | Other items | X | |
| 4.1 | CHAPEL OF REST | Building external | X | Works to repair and decorate door instructed. |
| 4.2 | | Building internal | X | |
| 4.3 | | Fire risk assessment | X | |
| 4.4 | | Fire equipment | X | |
| 4.5 | | Asbestos Report in place | X | |
| 4.6 | | Electrical certificate | X | |
| 4.7 | | Refrigeration unit | X | |
| 4.8 | | Gardens | X | |

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| 4.9 | | Paths | X | |
| 4.10 | | Fences | X | |
| 4.11 | | Signage | X | |
| 4.12 | | Other items | X | |
| 5.1 | ERW DDWR | Grassed areas | X | |
| 5.2 | | Gravestones | X | |
| 5.3 | | Hedges and fences | X | .Top hedge cut back. |
| 5.4 | | Trees | X | Tree report received. Works planned for this autumn. |
| 5.5 | | Paths | X | |
| 5.6 | | Gates and entrance area | X | |
| 5.7 | | Signage | X | |
| 5.8 | | Rubbish area | X | |
| 5.9 | | Other items | X | |
| 6.1 | ST MARYS CHURCHYARD | Church flood lighting | X | |
| 6.2 | | Standard lamp | X | |
| 6.3 | | Grassed areas | X | |
| 6.4 | | Trees | X | |
| 6.5 | | Boundary wall High Street | X | |
| 6.6 | | Boundary wall Broad Street | X | |
| 6.7 | | Boundary wall back of Institute | X | |
| 6.8 | | Gates | X | |
| 6.9 | | Gravestones | X | |
| 6.10 | | Signage | X | |
| 6.11 | | Paths | X | Contractor quotes gained. Discussions with PCC continue. |
| 6.12 | | Railings | X | |

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| 6.13 | | Other items | X | |
| 6.14 | | Electrical boxes to Broad Street | X | |
| 6.15 | | Flags & poles main street | X | |
| 6.16 | | Other | X | |
| 7.1 | TOILETS | Building exterior | X | |
| 7.2 | | Building interior ladies | X | Works to end toilet completed. |
| 7.3 | | Building interior gents | X | New bolts in place for toilet roll holder. |
| 7.4 | | Building interior disabled | X | |
| 7.5 | | Heating units | X | |
| 7.6 | | Paths | X | |
| 7.7 | | Railings | X | |
| 7.8 | | Asbestos Report in place | X | |
| 7.9 | | Electrical certificate | X | |
| 7.10 | | Fire risk assessment | X | |
| 7.11 | | Cleaners cupboards & stock | X | Stock up to date. New toilet brushes delivered to site. |
| 7.12 | | Other items | X | |
| 8.1 | BOWLING GREEN | Buildings | X | Club responsibility |
| 8.2 | | Hedges and boundaries | X | Club responsibility. |
| 8.3 | | Greens | X | Club responsibility. |
| 9.1 | TENNIS COURTS | Fences and boundaries | X | Banner on end fence refixed. |
| 9.2 | | Seating | X | |
| 9.3 | | Signage | X | |
| 9.4 | | Playing surfaces | X | |
| 9.5 | | Nets | X | |
| 9.6 | | Posts for nets | x | |

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| 9.7 | | Hedges | X | |
| 10.1 | STREET SCENE FIXTURES | Benches | X | Two benches on main road need painting. Contractor instructed. |
| 10.2 | | Finger posts | X | |
| 10.3 | | Railings | X | |
| 10.4 | | Signage | X | |
| 10.5 | | Litter bins | X | One located on main road needs painting. Contractor instructed. |
| | | Other items | X | |
| 11.1 | WAR MEMORIAL | Structure | X | |
| 11.2 | | Railings | X | |
| 11.3 | | Lights | X | |
| 11.4 | | Other items | X | . |
| 12.1 | DERI WOODS/GOAT FIELD | Paths | X | Works ongoing. |
| 12.2 | | Bridges | X | Works ongoing. |
| 12.3 | | Steps | X | Works ongoing. |
| 12.4 | | Seats and benches | x | Some new benches to be put in place. |
| 12.5 | | Trees | X | |
| 12.6 | | Pump House | X | |
| 12.7 | | Signage | X | |
| 12.8 | | Children's play pen area | X | |
| 12.9 | | Dog bag dispensers | X | Restocked. |
| 12.10 | | Other items | X | |
| 13.1 | COUNCIL OFFICES | Internal structure | X | |
| 13.2 | | Equipment | X | |

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| 13.3 | | Furniture and fittings | X | |
| 13.4 | | Notice board | X | |
| 13.5 | | Building certificates | X | The Institute is responsible for this. |
| 13.6 | | Building risk assessments | X | The Institute is responsible for this. |
| 13.7 | | Fire documents | x | The Institute is responsible for this. |
| 13.8 | | Risk assessment up to date | X | |
| 14.1 | TOWN TRAIL | Sculpture and stone | X | |
| 14.2 | | Info Board by railway station | X | |
| 14.3 | | Info Board bottom of Broad Street | X | |
| 14.4 | | Info Board in St Marys Churchyard | x | |
| 14.5 | | Info Board Deri Woods | X | New board arrived, being fitted asap. |
| 14.6 | | Info Board Bowling Club | X | |
| 14.7 | | Booklet dispensers | X | |
| 14.8 | | Astley stand | X | |
| 14.9 | | Other items | X | |
| 15.1 | TELEPHONE BOX HIGH STREET | Structure | X | |
| 15.2 | | Internal fittings | X | |
| 15.3 | | Electrics | X | |
| 15.4 | | Other items | X | |
| 16.1 | TELEPHONE BOX W STREET | Structure | X | New glass needed for one panel. Contractor instructed. |
| 16.2 | | Internal fittings | X | |
| 16.3 | | Electrics | X | |
| 16.4 | | Other items | X | |
| 17 | DEFIBRILLATORS | Watergate Street Unit | X | Report online completed |

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| 17.1 | | High Street Unit | X | Report online completed. |
| 17.2 | | Mount Field Unit | X | Report online completed. |
| 17.3 | | Institute | X | Report online completed. |
| 17.4 | | Rhiweniath village hall | X | Report online completed. |
| 17.5 | | Black Lion | X | New defibrillator fitted and working. Report online completed. |
| 17.6 | | Training days | X | |
| 18 | Weather | Storm damage | X | None to note. |
| 19 | Documents | Reviews | X | All posted on line. |
| 20 | Riverside Walk Banwy Estate | Path strimming | X | |
| 21 | Street cleaning/gardens | Planting by F&C shop | X | |