Cyngor Tref Caereinion Llanfair
Llanfair Caereinion Town Council

WEEKLY INSPECTION SHEETS

DATED	21st 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	

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		Fitness trail	X	
2.12		Seats	X	
2.13		Signage	X	
2.14		Litter bins	X	Bins checked
2.15		Other items	X	
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	Door repairs due to be completed soon. (letter box)
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	
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	.
5.4		Trees	X	Tree report received.
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.

6.12		Railings	X	
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	
7.3		Building interior gents	X	
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.
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	
9.2		Seating	X	
9.3		Signage	X	
9.4		Playing surfaces	X	
9.5		Nets	X	Posts to be repainted.

9.6		Posts for nets	X	
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. Non slip surfaces on steps being installed. Another step to be placed at bottom by High Street gate entrance.
12.2		Bridges	X	Works ongoing.
12.3		Steps	X	Works ongoing.
12.4		Seats and benches	x	One new bench in stock, two more to be ordered.
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	
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
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	Report online completed.
17.6		Training days	X	
18	Weather	Storm damage	X	
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	One stone in step to be replaced.