

Estate Date Date of next walkabout Number of Attendees 

Street Name	Issue Identified	Action Agreed	Target Completion Date	Status	Notes	Actual Completion Date
Polepark Road	condition front & rear gardens	MM to letter tenant	00/01/1900	COMPLETE	Letter sent 12/07/18	20/07/2018
Polepark Road	shrubs need litter picked	DL to action	00/01/1900	COMPLETE	DL contacted ID Verde	20/07/2018
	Shrubs coming through fence and over hanging the bench	DL to action	00/01/1900	COMPLETE	DL contacted ID Verde	20/07/2018
Polepark Road	Bottom gate beside bin, recess bolt is stuck	CSA team to raise a line	17/12/2018	OVERDUE		
Polepark Road	Bin recesses at rear. Log line for S&S to remove bins, clear all rubbish and return bins	CSA team to raise a line	00/01/1900	NFA	No Further issues with bin recesses	
Polepark Road	Shrubs coming through fence	Discuss with Dean	00/01/1900	COMPLETE	DL contacted ID Verde	20/07/2018
	Needs weeds treated	DL to action	00/01/1900	COMPLETE	DL contacted ID Verde	20/07/2018
Lawrence Street	fence & gate damaged	MO to inspect then CSA raise line	17/12/2018	OVERDUE		
Lawrence Street	covered in moss	MM to email DCC with pictures	00/01/1900	COMPLETE	emailed DCC	12/07/2018
Lawrence Street	shrubs need cut back	DL to action	00/01/1900	COMPLETE	DL contacted ID Verde	12/07/2018
Lawrence Street	Shrubs overgrown	MM to letter	00/01/1900	COMPLETE	Letter sent	12/07/2018