

APPENDIX 2 - MAINTENANCE REPORT – JUNE 2025

- The Monday Group have now completed work on repairing the planted bed outside St Johns Church.
- The new noticeboards for each of the 6 allotment sites have been made by The Monday Group and so far, 2 have been installed.
- Materials have been purchased for creating a wooden walkway in West Park Reserve over an area that historically floods each year and a date is awaited from The Monday Group for works to commence.
- The programme of restoring benches in Church Walk is ongoing.
- A quarterly meeting was held on 3rd June of the Allotment working group which includes allotment stewards, the Chair of Burgess Hill Allotment Association, a representative from Burgess Hill Horticultural Society, Cllr Janice Henwood, Cllr Anne Eves, Cllr John Orchard and Sarah Hughes. The group meet to share information and discuss any issues which have arisen on the various allotment sites.
- Gatehouse Allotments – Works to reline the full length of pipe through the allotment site have now been completed by Southern Water.
- Glendale Contractors have agreed to a reduction in cost for the coming year to reflect the work that was not completed from the previous order and therefore a new order has been raised for the 2025/26 financial year.
- Repainted goal posts at Folders Meadow play area and repaired blockwork around safety surface.
- Installed artwork on the Help Point counter.
- Completed the bi-monthly clean and inspection of BHTC bus shelters.
- Moved 5 x solar powered SIDS to new locations.
- Obtained permission from Eneveo and installed a Hedgehog warning sign on London Road, twice!!
- Painted shed at Poveys Allotments and Leylands Allotments with wood protector.
- Carried out repair works in Sidney West car park.
- Supported Rock Up and Ride event organized by Community Team.
- Glass replaced in windows at depot by contractor.
- Cut grass around edge of BHTC verge rewilding areas and installed signage.
- Pressure washed paving around Sidney West building.
- Supported Bus event on old Martlets site.
- Shed repairs at Junction Allotments following break-in.
- Turfing graves at Burial Ground.
- Support for Mid Sussex Marathon event.
- Bunting put up and then taken down for VE Day event.
- Anti-climb paint applied to areas of Sidney West building and the entrance gates and fencing to some allotment sites.
- Supported VE Day events.
- Installed new street nameplates.
- Remedial works at Batchelors Farm to include repairs to bridge surface, removing wooden steps attached to an Oak tree, replacing fence posts, putting MOT type 1 at various areas identified over the winter period such as seats, entrances to the site and either side of bridges.
- Assisted with tidy up of Pepper Park, prior to BHBPA event.
- Support for Annual Town Meeting.
- Support for Wowzer Wednesday event in St Johns Park.

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- Installed hanging baskets & tiered planters in Church Walk.
- New planters for the Stone Garden are being manufactured and will be installed shortly.