NACTON PARISH COUNCIL - MAINTENANCE PLAN 2026-27				Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Location	**Activity**	**Equipment/material needed**	**Responsible/Sponsor**												
Victoria Field															
	Outside hedge trimmed														
	Inside hedge trimmed and cleared	trimmer/bags				■			■				■		
	Tress and hedging protection from deer	wire netting				■			■				■		
	Repair and replace hedge	new bushes				■							■		
	Gates wood preservative	brushes and preservative						■							
	Cut grass (as required)	lawn mover/fuel				■	■	■	■	■	■	■	■		
	Clean/check benches					■	■	■	■	■	■	■	■		
	Clean/check bins					■	■	■	■	■	■	■	■		
	Play Equipment Inspection					■	■	■	■	■	■	■	■		
	Village Sign Inspection					■			■				■		
	Village Sign Planting						■	■	■	■	■	■			
War Memorial															
	Clean and tidy memorial	cleaning materials				■						■			
	Repaint lettering	paint/brushes						■							
	Posts repair/replace	new posts													
	Clean reflectors	cleaning materials				■						■			
	Cut the grass (as required)	Lawn mower/fuel				■		■		■		■		■	
Village Hall															
	Annual light test for Christmas tree	PAT testing	Village Hall						■						
	Put up Christmas tree	tree												■	
	Remove Christmas tree			■											
Paupers wood															
	Tree safety check	inspection		■			■			■			■		
	Clean memorial	cleaning materials				■						■			
	Extend paths with woodchip					■						■			
	Remore plastic tree guards					■						■			
	Planting hedges	Replacement hedges				■						■			
	Coppicing sycomores					■						■			
	Remove dead, dying growth					■						■			
	Chipping brash	Chipper				■						■			
	Varnish notice board	varnish/brushes						■							
	General clear wood and brambles				■				■				■		
	Fly tipping removed	waste bags			■				■				■		
VAR															
	Batteries charged and changed (as required)	recharging equipment		■	■	■	■	■	■	■	■	■	■	■	■
	Collate VAR data (what needs to happen with the data)	internet connection		■	■	■	■	■	■	■	■	■	■	■	■
	Move VAR to other approved sites	step ladder/spanners			■			■			■			■	
Path clearance															
	Bridge area	brushes/shovels				■				■				■	
	Opposite estate entrance	brushes/shovels				■				■				■	
Bus Shelters															
(Felixstowe road)	Clean bus shelter	cleaning materials					■							■	
(Felixstowe road)	Paint bus shelter	paint/brushes								■					
(Victoria field)	Clean bus shelter	cleaning materials					■							■	
(Victoria field)	Treat timber	paint/brushes								■					
Grit bins															

	Check & clean bins														
	Ensure sand and trowel available														
	Stir Sand														
Litter pick (Village)															
(will Priory Park have separate pick)	Village litter pick (advertise this well in advance)	Equipment with N.P.C. or supplied by ESC	Note in village news letter												
	Ensure all equipment is operational														