

**TAVISTOCK TOWN COUNCIL
WORKS MANAGEMENT REPORT**

1. Works Department

Property Maintenance

The internal redecoration to one of the Market Road properties has started. The works are now being completed in house by the Works Department due to issues sourcing a competitive contractor, and include remedial works to the bathroom flooring, kitchen wall as well as treating areas of damp. It is anticipated the works will be completed by the end of November however this is subject to the impact on resources from any emergency works that may come in.

Unfortunately, there has been further deterioration to the ceiling in one of the rooms in the Council Offices basement. The Works Manager is still awaiting a date for a site visit from an external contractor to discuss the necessary repairs to the lathe and plaster ceiling. No Update. The Works Manager arranged for a new hand wash station to be installed in the first floor Council Offices on Drake Road.

The service on the St Eucstachius' church town clock identified the west dial center has been blown in although no further obvious faults. The Works Manager is awaiting a date for the engineer to undertake the necessary repairs to the west dial.

The Works Department cleaned the War Memorial and sourced temporary matting for the lawn area in preparation for the Remembrance Sunday Service.

Works to the lightning conductor on the Chapel in Plymouth Road Cemetery has been completed, with the infrastructure now meeting requirements. As reported on previously the Town Hall and Duke Street properties also require work in order to meet the required threshold. The works which are more extensive than what was undertaken at the Chapel will be scheduled in for 2023 once the relevant permissions have been granted.

One of the commercial Duke Street properties has reported further issues with water ingress on the first floor. The Works Manager has met with an architect on site to investigate and explore options for causing this ongoing issue. Works will require modifications to the detailing of the emergency fire escape which we believe is a primary cause to the water tracking.

One of the Market Perimeter Shops reported issues with their front door not closing properly, repairs have been made which include a new lock being fitted which has resolved the issue.

Unfortunately, a member of public got stuck in the Butchers' Hall toilet when the lock failed. The On Call service were able to eventually gain access however repairs are now

required to door before it can be used again. The works will be scheduled in at the earliest time when the building is not in use.

During this time of year, many of the service contracts fall for renewal and annual testing services are due of which the Works Manager has reviewed and arranged, i.e. PAT Testing, Mobile Phone Contract, Town Hall kitchen services, PM heating etc.

The 6 monthly window clean on the market complex and Guildhall is scheduled to be undertaken in November.

Ground Maintenance

The Works Department have been keeping on top of the fallen debris on the paths throughout our parks and open spaces which is an ongoing, thankless task given the weather we have experienced recently.

The Works Manager is still awaiting a response from DCC in regards to Bannawell Play Park and the much-needed repair works to the culvert. Upon a recent inspection the culvert remains blocked and the area is flooded once again.

Following the illegal felling of a tree on Cherry Walk earlier on in the year and a subsequent investigation undertaken by WDBC, the Works Manager has arranged as compensation to the Town Council for three new Cherry Trees to be planted. The planting will take place early December.

A site meeting was held with WDBC to discuss the tree planting bid to the Forestry Commission for Tavistock. If successful we will be awarded 30 trees to plant throughout the Meadows. Locations and species have been identified. The Works Manager will report further once an outcome is known.

If successful, this planting combined with the canal bank plans and the Queens Green Canopy campaign will mean a total of 52 have been planted / scheduled to be planted in the Meadows in 2022.

Four members of the Works Depot undertook and passed the MEWP training during the early part of November. The Works Manager has scheduled First Aid at Work training for the New Year to be undertaken by Officers in the Depot, Market and Events Department and TCO's.

The Works Manager is arranging for soil samples to be taken from the mound in the compound at Plymouth Road Cemetery, the aim being the compound is now at full capacity and so arrangements need to be made to remove a percentage off site. Tests were done approximately ten years ago, however due to cost implications no work was commissioned. Once the test results are received and options are explored a plan of action will be reported on in the Managers Report.

Events & Community Working Partnerships

The Chair of Tavistock Community Gardener's has taken the decision to step down due to personal reasons, the Works Manager would like to express her sincere thanks and gratitude to all of her years of voluntarily hard work and commitment to the town's green spaces and Britain in Bloom competitions. An invaluable volunteer who the community will miss. A Councillor entered the Town Council into the Devon Local Nature Partnership (LNP) Wildlife Community of the Year Awards. The Awards recognize the work undertaken by communities, parish's / town council's or schools to make a positive impact upon wildlife and habitats in Devon. In recognition of the work the Town Council and Tavistock Community Gardeners have achieved, including the Canal Bank Project, an award for second place. Thank you to the Councillor for making the application and to the TTC Officers and the volunteers who work tirelessly on our projects.

The Town Council have supported the Food Bank at the Red and Black Club by loaning them trestle tables.

Once again, this year the Town Council are supporting the Tavistock Lions Trees of Light initiative by arranging the crane and Officers to erect the three trees on the front of the Town Hall. The trees are scheduled to go up week commencing 14th November. Two members of the Works Department visited Burrator with the Lions to pick the trees for this year's festivities.

St Eustachius Church approached the Town Council to help with the transportation of the tables which are used as part of the Christmas Tree Festival. The Works Department will collect and return the tables to Gulworthy.

The Works Department are currently installing the town's Christmas Lights. The Town Council have purchased new lights this year for the Guildhall due to the condition of the existing set. We have upgraded the five distribution boards throughout the town due to age and condition, this cost has been shared between the Town Council and Tavistock BID. The Christmas lights will be switched on for the period 2nd December to 3rd January 2023 for the hours of 4pm -11.30pm This falls in line with many other towns throughout the country (Central London 3pm-11pm) who are reducing their switch on hours due to rising energy costs and environmental concerns.

Tavistock BID have approached the Town Council to steward the annual Dickensian Evening, requesting that the health and safety during the event is managed by the Council.

Goose Fair

Please see Goose Fair Consultative Group Minutes.

**REBECCA ROWE
WORKS MANAGER
NOVEMBER 2022**