

**TAVISTOCK TOWN COUNCIL  
WORKS DEPARTMENT REPORT  
May 2024**

***1.Works Department***

Property Maintenance

Statutory servicing of the lightning conductors on the Town Hall, Duke Street and Plymouth Rd Cemetery Chapel has been completed.

Inspections to the passenger and stair-lifts in the Town Hall, TCOs and Guildhall have been completed and remedial works actions and repairs to the flexi-stair platform lift in the Guildhall are scheduled, along with installing a new remote-control system.

The Council fire extinguishers have had their annual inspection and service within all our municipal buildings and communal corridors.

The hand-dryers in the Pannier Market's Ladies' WC have been replaced and the ventilation system for the public conveniences cleaned and repaired.

Works have been commissioned to the boiler systems within the MOC, Guildhall and Town Hall.

Repairs have been carried out to the automatic doors within the Pannier market and the Guildhall during this period.

Emergency lights testing for Duke Street has been scheduled for early June as well as carrying out the periodic electrical fixed installation inspection to the Pannier Market.

Remedial works have been undertaken to the toilets at Drake Road as well as plumbing repairs to one of the Duke Street properties.

The works department redecorated parts of the Meadows Bandstand due to recent vandalism. Meetings are being regularly held with the police and WDBC pertaining to recent consistent antisocial behaviour challenges.

Grounds Maintenance

RoSPA annual play-park inspections have been scheduled for early June.

Bannawell play-park Wicksteed contract is 95% complete with some additional regulating work to be undertaken where safety matting has been laid. Discussions have been on-going with WDBC re: timings for drawing down of the grant monies. Quotes are being sought to improve access and egress points to the newly refurbished park, as well as carrying out remedial works to the boundary wall.

The grass cutting schedule and weeding for all areas has been challenging due to vacancies within the staffing establishment and in addition because of the weather conditions encouraging growth spurts. The hedges have been cut along Pixon Lane.

Significant works to replenish and regrade the roads at Plymouth Road Cemetery have been completed.

Tree surgery works have been undertaken in Meadows and at Abbey Rise and recently planted trees have had mulch installed around them to protect from strimming damage.

Quotes are being sought in respect of the repair to the Monksmead Playground perimeter fence and the existing fence has been made safe.

The Council received 6 tender returns relating to the Council's arboricultural survey and due diligence is currently being undertaken with two tenderers, with the contract anticipated to be let week commencing 10<sup>th</sup> June.

Working in partnership with Tavistock BID, all of the hanging basket brackets have been inspected, baskets installed and the watering regime underway.

A memorial bench was installed on Whitchurch Down.

Play-park remedial works have been undertaken to a swing set in Courtlands, the timber trail at Monksmead, the basket swing and hurricane swing in the Meadows and works are scheduled to the zip wire and rota-bounce in the Meadows.

As part of the pothole inspection process, repairs have been carried out to some of the flagstones around the Pannier Market perimeter.

The beacon has been installed on Whitchurch Down in preparation for the 80<sup>th</sup> anniversary of the D-Day commemoration (to be lit on Thursday 6<sup>th</sup> June at 9:15pm).

### Administration

The following training has been organised for the Works Department; tractor driving and cutting, use of pesticides, chainsaw maintenance, cross cutting and fell, hedge trimming and memorial headstone inspection.

Interviews for the vacant positions within the depot are scheduled for 13<sup>th</sup> June.

New depot equipment has been purchased including two strimmers, one blower, one mower and a pole-saw.

40 barriers were lent to the Robey Trust for their event on 2<sup>nd</sup> June.

Events in the Meadows include 1<sup>st</sup> June (orienteeing event), 7<sup>th</sup> June Woodhouse Garden Machinery open day and 9<sup>th</sup> June (Tavistock AFC Duck Race).

Officers would like to pass on their thanks to the team in response to dealing with the floods on 21<sup>st</sup> May, which led to flooding to TCOs, Guildhall Gateway Centre, several basement properties on Duke Street and Town Hall, as well as Butchers Hall and some Pannier Market perimeter shops. This included remedial actions on the day to prevent further water ingress and then significant clean-up for several days after the event.