

MONTHLY REPORT from 12.10.18 to 30.11.18

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Properties:

- Repair of the bay window in the Council Chamber – Scaffolding will be erected 28.01.19 and Westcountry Stonemasons Ltd start work 04.02.19.
- Tower Room, Abbey Chapel – Minor roof repairs scheduled.
- Pannier Market Public Realm Contract. Work is due to start in Feb 2019, due for completion by beginning of May 2019.
- LEV testing at Molly Owen Centre has been done, remedial works pending to install additional pressure gauges to be completed.
- Duke Street contract – Final maintenance period handover inspection complete.
- Specification being written to rectify damp issues in basement of 9 Duke Street.
- 2 Market Road decoration completed.
- Lightening conductor in Town Hall inspected 06.12.18.

Maintenance:

- Play Parks – Regular inspections on-going. Helter skelter in the Meadows temporarily closed. Repairs to support posts completed 11.01.19. Wet pour surface repairs scheduled w/c 21.01.19.
- Benches – on-going repairs and maintenance.
- Agreement reached regarding on-going goodwill maintenance of churchyard; e.g. grass cutting and hedge pruning.
- Properties – clearance works to rainwater goods on Guildhall and Town Hall with minor roofing repairs to Butchers Hall/Pannier Market. Prices being sought to install UV film on low level skylights in Pannier Market.
- Repairs to lead work on Butchers' Hall scheduled w/c 03.12.18 and additional works scheduled.
- Remedial works carried out to street lighting in Meadows on 5th Oct. Further work to replace lamp on defective street light adjacent to Meadows w/c 14.01.19.
- Two smart meters installed in Guildhall and one in MOC.
- Contract signed for maintenance of glass doors for Butchers Hall and Pannier Market.

Land Management:

- WDBC Maintenance Contract – on-going
- Tree Survey & Tree works – Work scheduled for Plymouth Road Cemetery, Molly Owen Centre and Sensory Garden.
- Whitchurch Down – Bracken and gorse cutting by contractor to be undertaken by mid-Feb 2019. Tavistock Task Force and TTC to undertake gorse clearance around Pixies Cross w/c 21.01.19.
- Investigations being carried out re: collapsed bank at Middlemoor.
- Cricket Club/Chollacott Lane – repairs to track complete.

- The drain at the rear of the butcher's shop is being cleared and a CCTV inspection undertaken on 02.12.18. The drain in the Pannier Market disabled toilets is being adapted to prevent build-up of waste in the gents toilets w/c 03.12.18
- Pixon Lane – culvert awaiting inspection and CCTV survey.

Cemeteries:

- There have been 5 internments in the period 30.11.18 to 15.01.19.
- Arranged for how to deal with the soil heap at the top of the cemetery now that geotechnical results have been received. Soil heap being re-graded and recycling area cleared.

Projects:

- H&S Health Check of Town Hall, Pannier Market & Butchers' Hall complete and Corrective Action Report submitted to General Manager for action.
- Mobile phones – Contract reviewed and renewed.
- Trees of Light - Switch-On 05.12.18 (delayed due to poor weather conditions).
- Dickensian Evening (07.12.18). TTC staff provided stewards for the event and assisted with light the switch-on and road closures.
- TTC assisted Environment Agency with removal of a dead tree from the salmon ladder at Abbey Weir on 14.01.19.

Upcoming events:

- PASMA accredited Mobile Tower Training for Works Department staff 16.01.19.

House-keeping/other:

- Cherry-picker hired once during this period.
- All lifting equipment 6-monthly LOLER inspection on 19.12.18.
- New vinyl's to be installed on vehicle fleet w/c 14.01.19 and temporary signage at MOC.