

MONTHLY REPORT 04.09.19 to 14.10.19

Main point of contact: Wayne Southall, General Manager

wayne.southall@tavistock.go.uk

01822 616134 / 07714 222341

Properties:

- Internal repairs planned to the ceiling in the Council Offices Chamber will be complete by end November now that the water leak monitoring period is complete.
- Quotes have been sought to replace the Town Hall lift due to on-going maintenance issues. Estimated budget required 25K.
- A meeting was held with an engineer to discuss the Town Hall heating system, awaiting report outlining essential and desirable costs for improvements.
- Additional works are being undertaken week commencing 14th Oct at 2 Market Rd internally, including works to the kitchen services and repairs to cupboards in the bedrooms.
- Prices are being sourced to service the church clock, previous provider no longer available.
- Emergency lighting inspected in Town Hall and remedial works actioned.
- Works undertaken to the boiler room at MOC.

Maintenance:

- Play Parks – Regular inspections being carried out. A schedule of maintenance works is being compiled for the winter period re: play equipment and safety surfacing. There has been an incident involving equipment in The Meadows which has been investigated.
- Benches – on-going repairs and maintenance. One bench has been repaired this month and another on Whitchurch Down is scheduled for repair by end of October.
- Contract let to improve basement drainage in 9 Duke Street.
- Quotes being sought for carpentry repairs to Soft Touch Needlecrafts.
- Premises – an insurance claim is being addressed.
- Meeting arranged with Museum to discuss damaged window frames.

Land Management:

- WDBC Maintenance Contract on-going
- All areas have had one complete cut during this period and litter picking has continued on a daily basis.
- Plymouth Rd hedge and grass verge cut.
- Pot-hole repairs undertaken in Market Road and Guildhall car-park.
- Manhole cover replaced in Market Road.
- Contract for tree survey has been let. Survey work is scheduled to take place October/November. The tree survey will inform an action plan for management work including identifying ash trees affected by ash dieback. A Tree Strategy is to follow.
- Agreement has been reached regarding the emergency tree work to pollard an oak tree on the hedge bank at Bishopsmead with the owners of the neighbouring property.
- Tree management planned for Plymouth Road Cemetery, The Meadows and Abbotsfield open space.
- South West in Bloom results are as follows:
 - Sargent Cup – Silver Gilt

- BID – Silver Gilt
- Green Burial Meadow (Plymouth Road Cemetery) – Outstanding
- Sensory Garden & Rose Walk – Outstanding
- Tidy Tavy – Outstanding
- Pop-up Allotment – Thriving
- Edible Cottage Garden – Thriving
- Canal Beds – Thriving
- Westmoor Vets – Thriving
- Tavistock Museum – Thriving
- St Rumon's School – Advancing

Judges discretionary awards presented to Tavistock for best portfolio and inclusive gardening. A local award presentation event is to be held in the Town Hall on 29th October 2019, hosted by the Mayor.

- Hanging baskets have now been taken down.
- On-going blowing of paths.
- Whitchurch Down Consultative Group met on 01.10.19. Gorse cutting scheduled for February 2020.

Cemeteries:

- There have been 3 full burials and one ashes interments during the period.
- Work to update the burial registers on-going. Work started on updating Pear system currently underway.
- Plymouth Road Cemetery hosted Heritage Open Days on 15 & 22.09.19.
- Cemetery 'walkabout' has been re-scheduled for 21.10.2019

Events:

- South West in Bloom Presentation Event at the Atlantic Hotel, Newquay on 11.10.19.
- Devon Historic Buildings Trust Award Presentation at Royal William Yard on 17.10.19.
- Tavy 7 taking place on 27.10.19
- Lighting up statue of Sir Francis Drake and Town Hall for Pancreatic Cancer on 01 & 21.11.19.
- Lions Fireworks Display in The Meadows on 02.11.19

Training:

- LANTRA Hedgetrimmer Course booked for one member of Works Team on 07.11.19.
- 4 members of staff have completed Chapter 8 Training in first week of October.

House-keeping/other:

The MEWP has been on hire four times during this period