

**TAVISTOCK TOWN COUNCIL
WORKS MANAGEMENT REPORT**

1. Works Department

Property Maintenance

The Works Department have been refurbishing the windows to one of the Market Road properties, over time the frames have become rotten and in need of urgent restoration. In addition to this we have replaced the window in the Town Hall roof space which blew in and broke during inclement weather conditions. Using the in-house joinery skills and experience we have at the depot, we were able to make a replica wooden frame.

The Works Manager has escalated with contractors the urgent remedial repairs required to the Pannier Market glass doors which have been out of use since March. It is anticipated two of the four doors will be repaired in time for the Country Garden Show.

Work to replace the faulty hand dryer in one of the Guildhall Heritage Centre toilets has been commissioned.

The Works Manager has organised essential plumbing repairs to the Pannier Market, Drake Road Council offices and one of the Duke Street residential properties.

Grounds Maintenance

A number of repairs which were previously identified on the Skate Park have been completed. Unfortunately, soon after completion the areas were vandalised with graffiti.

Unfortunately, food waste continues to be disposed of in the canal. The Works Manager is in communication with Environmental Health Service reference this ongoing concern.

Anti social behaviour has been reported in Monksmead Play Park, with vandalism to the park equipment. Repairs will be undertaken.

The Works Department are scheduled to undertake clearance to the overgrowth on the disused railway track on Pixon Lane in proximity to the local businesses on the industrial / retail estate.

We have received numerous complaints regarding a section of Whitchurch Down (not under the Golf Club lease) being used as a driving range. A joint message from both TTC and the Golf Club has gone out reference the use of this area and signage will be installed. The Works Manager is currently awaiting a quotation reference the installation of new goal posts to the area.

The Town Council have been informed the Whitchurch Cattle Grid on Church Hill is scheduled to be replaced by DCC.

The Works Department have successfully completed a Lime Pointing training course of which the skills learnt will be beneficial to our ongoing property maintenance repairs. Staff have also undertaken Chapter 8 refresher training.

Cemetery

The cemetery has recently received an increase in burials with a majority being interment of ashes. The Community Compliance Officer is scheduled to undertake a piece of work which will inform Council remaining available grave space at Plymouth Road Cemetery.

Events & Community Working Partnerships

The Town Council have once again been appointed by Tavistock BID to install and water the Town Hanging Baskets. The baskets have now been installed and received their first water & feed of the season.

The Dartmoor Velo April event in the Meadows which was cancelled due to weather conditions has been rescheduled to July.

The Meadows has been booked for the first week in June to host a Funfair.

The Town Council has donated two trestle tables to the community group "Men in Sheds".

Goose Fair

The first Goose Fair Operational Meeting has been scheduled for June. The Works Manager continues to prepare for the event by sourcing contractors and suppliers as well as booking in exhibitors.

**REBECCA ROWE
WORKS MANAGER
MAY 2023**