

**TAVISTOCK TOWN COUNCIL  
WORKS MANAGEMENT REPORT**

***1. Works Department***

Property Maintenance

Due to external challenges the redecoration to one of the Market Road properties and refurbishment to Cemetery Lodge has not yet been let. The Works Manager hopes to be in a position to let both contracts in the coming weeks after discussion with the Town Clerk.

The minor kitchen repairs to one of the Duke Street properties originally scheduled for June was postponed, it will be re scheduled in line with the tenant's availability.

One of the Pannier Market perimeter shops reported a longstanding issue with the entrance flooring (raised in part) as well damage to one of the downpipes. To minimize disruption to the business and in consultation with Officers, the necessary repairs were completed outside of standard working hours to the satisfaction of the tenant.

The Town Hall still has ongoing water ingress concerns specific to the Mayors Parlor and Office. Further information is available from the General Managers Schedule of Works July Report.

The water boiler in the Pannier Market trader kitchen is no longer in action. A replacement has been ordered and is scheduled to be fitted in July.

Unfortunately, there has been further deterioration to the ceiling in one of the rooms in the Council Offices basement. A site visit is currently being scheduled with an external contractor to discuss the necessary repairs to the lathe and plaster ceiling.

Ground Maintenance

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. A meeting with the new DDC Officer has been proposed to discuss the above as well as other outstanding issues i.e. Bedford Square aco drainage & the bus shelters.

The annual maintenance to the Pixon Lane hedgerow & open space (including filling in pot holes), Dolvin Road hedge and Whitchurch Down verges has been completed.

Working alongside the tree surgeon, the depot has cleared the majority of the fallen tree in Dolvin Road following Storm Eunice earlier on in the year. The monument which needed urgent repair has also been made safe. Dolvin Road cemetery is now open to the public.

One of the goal posts on Whitchurch Down has been removed due to its state of disrepair and safety concerns.

### Events & Community Working Partnerships

The Town Council are pleased to once again support the towns carnival through Tavistock Lions by providing cones, barriers and the use of Bedford Square. The Guildhall Car Park this year will be the location for a street food festival organized by the Lions and an event organizer.

Due to the hot weather, watering of the hanging baskets has increased to twice a week following consultation with Tavistock BID.

### Goose Fair

Further to ongoing consultation with the respective stakeholders, a third park and ride site has been secured on Town Council land on Whitchurch Down. A site meeting with the park and ride bus company and Tavistock Lions is scheduled for the end of the month to discuss logistics.

To date, we have twenty new traders secured for this year's event, their offer ranging from local distilled spirits and liqueurs, plant-based confectionary, sustainable products for the home and body, handcrafted garden decorative items, handmade home and giftware as well as foodstuffs such as local honey. There are further applications to process. The Works Manager has mailshot in the region of 200 potential new leads, with further mailshots to be sent.

WDBC have informed the Town Council there will be a new Officer heading up the Borough Council's responsibility for the event. The Works Manager has requested an urgent meeting between the two Council's to finalise arrangements.

The Goose Fair Stakeholder meeting held in July went well, the Cattle Market confirmed their arrangements for their market this year and Devon & Cornwall Police relayed their intended presence at the event.

The Works Manager had a productive site meeting with the Fire Service to specifically discuss their requirement to access the heritage buildings in the event of an emergency and routes were agreed. Maps detailing the emergency access routes will be drafted and finalised as part of the emergency planning documentation of which the first draft has now been circulated to stakeholders.

Further information pertaining to this meeting can be found in the Goose Fair minutes. Chapter 8 training has been identified for three new members of staff and will be organised prior to October.

**REBECCA ROWE  
WORKS MANAGER  
JULY 2022**