

**TAVISTOCK TOWN COUNCIL  
WORKS MANAGEMENT REPORT**

***1. Works Department***

Property Maintenance

Pannier Market: The remaining two glass doors that were awaiting repair are now back in working order. Unfortunately, another urinal in the Men's Toilet (different to the one reported on previously) is leaking and there are some other minor property maintenance repairs all of which the Works Manager will schedule in for attention.

Following a tender exercise, a contract for the repair and replacement to the windows on one of the perimeter shops has been let. The work is scheduled to start mid September. The wooden window frames on this property are in significant state of disrepair. The window frames will be renovated on a like for like basis.

Grounds Maintenance

The Works Manager is currently awaiting the installation date in respect of the new goal posts on Whitchurch Down which have been ordered. Following the external ROSPA report on all of the Town Council's play park equipment, the Works Manager is preparing a schedule of remedial works in order of priority to be undertaken by the Works Department.

The Works Department have been working through the bench repair schedule, with refurbished benches including those located outside Continental Fruits, the BMX Track and on Whitchurch Down.

Following consultation with the public, the Works Manager arranged for grounds maintenance to be undertaken on the land the Town Council own at Abbotsfield. The green open space has been cleared and can be enjoyed by the local community.

At the start of the year and during the period of time when Bannawell Park was flooded, a tree in the park fell across the nature reserve, the root plate of the tree was torn from the soil, disrupting the ground and leaving an open pit across the path. At the time we were unable to access the tree due to the flooding, and subsequent poor ground conditions. The Depot have now been able to safely undertake the essential tree work and the nature reserve is once again open for the public to enjoy. Further general maintenance and repair work to the two main bridges is scheduled for the coming weeks.

The smaller footbridge leading from the field into the play area has become unsafe due to significant rot. The Works Department have removed the bridge (which was built approx. 25 years ago) and are currently building a new timber bridge. The Works Manager would like to highlight the skills & expertise that the team have to be able to undertake such specialist tasks.

In consultation with the Allotment Committee the Works Department have cleared an access path through the allotment to an adjoining field (private owner).

Health and Safety courses, and grounds maintenance courses have been booked for new members of staff across Departments over the coming weeks.

The Works Manager would kindly request Members refer to the Plymouth Road Cemetery Case Briefing Note reference criminal damage to two of the Town Council's high amenity trees in the cemetery. By way of an update to the briefing note, the Police have confirmed they will be making enquiries and appealing for witnesses with the local community.

#### Events & Community Working Partnerships

The Works Manager was approached by Tavi Helps with a request to hire a space on a short term basis to store fresh & ambient food in one of the Council's properties. Following regular consultation with the volunteer lead, it has been agreed Tavi Helps can use the kitchen in one of our properties, to store the foodstuffs prior to it being delivered to the "food shop" at the Red & Black Club. Whilst this arrangement is a temporary one, the Works Manager wishes the organisers every success in this vital community service.

We have been approached by a Tavistock College student to use / film the Meadows as part of their studies. The Works Manager is currently in liaison with them to finalise the details.

Tavistock Athletics Club have once again booked the Meadows for the annual relay race in July.

The Town Council are supporting the Carnival again this year through the loan of barriers and cones.

**REBECCA ROWE  
WORKS MANAGER  
JULY 2023**