

**TAVISTOCK TOWN COUNCIL
WORKS DEPARTMENT REPORT
July 2024**

1. Works Department

Property Maintenance

Redecoration works are required in respect of the toilet in one of the empty Duke Street Commercial properties.

The Works Department have undertaken repairs to the windows in the Guildhall Magistrates Court following criminal damage last month, whereby three panes of glass were smashed.

A contract has been let to replace existing wooden windows on a like for like basis in regard to one of the market perimeter shops. Work is scheduled to commence beginning of September.

One of the high elevation windows at the rear of Butchers' Hall has been broken. Repair works by the Works Department have been scheduled.

Supplemented by the Town Council, a grant has been awarded from Historic England in regard to essential repairs on Betsy Grimbals Tower as part of the community project. The work, stage 1 preparation, on the Grade 1 Listed building involves clearance of the building's major areas of vegetation, and making good of masonry. The Works Department are scheduled to undertake the initial removal of vegetation with skilled contractors engaged from the end of July, with the works to be complete by September. Following the works, an updated condition report will be issued and will detail recommendations on the next phase of renovation works.

Grounds Maintenance

The Bannawell play-park Wicksteed contract is complete and the S106 Funding has been drawn down. The Works Manager has organised the grand opening for Friday 26th July at midday to coincide with the summer holidays. The Works Manager has further plans for Bannawell Playground and Park which include resurfacing of the main path leading to the play area, repairs to one section of wall, flower planters as well as an initiative with the local youth to paint Mural's on the existing boundary wall (anticipated 2025).

Tree surgery works have been undertaken on the Old Railway Bank (next to Dolvin Road Cemetery). The Works Manager will submit an exemption notice to the local planning authority in respect of two dead trees in the Meadows. There are a number of trees along the river bank on St Johns Avenue which have lifted from the root plate and fallen into the river. The Works Manager will review the necessary works required to clear the trees.

The Monksmead Playground perimeter fence requires repair and replacement. The Works Manager is reviewing the options available.

The Town Council's Bi Annual Arboricultural Inspection was let in June. The inspection is currently being undertaken by the contractor, with the report due back end of August.

The Works Manager is currently sourcing quotes for a new swing set in respect of Bishopsmead Play Park as well as organising essential maintenance of the existing equipment (throughout all

of the playgrounds). The trampoline in particular in the Meadows has been vandalised twice now with the rubber safety matting being ripped off and taken away. To give an example to Council for the cost of repair & replacement, excluding staff time it is in the region of £400.

The annual scythe of the Green Burial Wild Flower Meadow has been scheduled for mid August. The Works Manager will email Councillors in due course the details should anyone be interested in volunteering and organise a press release.

Administration

The Property Maintenance Team Leader has resigned from the Town Council to move onto pastures new. The Works Manager would like to thank the individual for their service to the Council.

The Works Manager successfully recruited into the previous two vacant roles within the department. Considering the aforementioned resignation, the Works Department have one outstanding vacant position of which the Works Manager will review and recruit for in due course.

Chapter 8 Lighting, Signing and Guarding Training will be organised for any new members of staff. The Works Manager will review the qualification shortfalls following the team leader's resignation.

The Meadows is increasingly busy with community and "commercial" events. Forthcoming events (August and September) include: Tavistock Athletics Relay Race, U3A, an Inflatable Fair, a charitable dog show and a church picnic.