

## **WORKS DEPARTMENT**

### **MONTHLY REPORT from 11.09.18 to 11.10.18**

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#### **Properties:**

- Repair of the bay window in the Council Chamber – Westcountry Stonemasons Ltd has been contracted to undertake the a full repair including scaffolding, stone repair, lead work, repointing and reinstatement for the sum of £8,260 ex VAT. A measured survey has been completed and LBC has been submitted to WDBC, awaiting decision.
- Tower Room, Abbey Chapel – Minor roof repairs scheduled for completion by 30.11.18.
- Pannier Market Public Realm Contract – Pre-start meeting planned for 19<sup>th</sup> Oct with Cormac. Work is due to start in Feb 2019, due for completion by beginning of May 2019.
- LEV testing at Molly Owen Centre has been done, remedial works pending to install additional pressure gauges to be completed by end of Nov 18.
- Duke Street contract – Final maintenance period handover inspection arranged for 18<sup>th</sup> Oct.
- Specification being written to rectify damp issues in basement of 9 Duke Street. Rear of 14 Duke Street loose cables re-fixed and front door repaired.
- Damp issues being investigated in 2 Market Rd.
- Fire alarm inspections undertaken in Duke Street, Butchers Hall, Pannier market and Town Hall. Inspection of lightening conductors scheduled for Nov 18.

#### **Maintenance:**

- Play Parks – Regular (fortnightly) inspections on-going. Repairs to ramps within the skate park complete.
- Potholes – Significant repairs to surface of Market Road completed 05.10.18.
- Benches – on-going repairs and maintenance with one new bench installed in Parkwood Rd.
- Agreement reached regarding on-going goodwill maintenance of churchyard; e.g. grass cutting and hedge shaping.
- Properties – clearance works to rainwater goods on Guildhall and Town Hall with minor roofing repairs to Butchers Hall/Pannier Market. Prices being sought to install UV film on low level skylights in Pannier Market.
- Remedial works carried out to street lighting in Meadows on 5<sup>th</sup> Oct.
- Two smart meters installed in Guildhall and one in MOC.
- Contract signed for maintenance of glass doors for Butchers Hall and Pannier Market.

#### **Land Management:**

- WDBC Maintenance Contract – on-going
- One final cut of all areas scheduled for Oct 18. Market Rd, Abbey Bridge, Abbey Walk and Dolvin Rd wall weeded and foliage removed/drains cleared. Regular leaf clearing carried out. Spraying undertaken of all areas.
- Pest Control – Contract re-signed for monthly pest control service in Pannier Market, Guildhall, MOC and Meadows.

- Tree Survey & Tree works – Work scheduled for Plymouth Road Cemetery, Molly Owen Centre and Sensory Garden subject to exemption from WDBC.
- Whitchurch Down – Bracken and gorse cutting by contractor complete. TTC to undertake gorse clearance around Pixies Cross autumn/winter 2018/19. Investigations being carried out re: collapsed bank at Middlemoor.
- Agreement reached to site bug house along canal by tennis courts (installed).
- Hanging baskets – removed in advance of Goose Fair.
- RHS It's Your Neighbourhood – The Pop-up Allotment, Cottage Garden, Rose Walk, Sensory Garden, Tidy Tavy and Green Burial Area at Plymouth Road Cemetery all rated as outstanding, the highest commendation. The Canal Beds and Museum were awarded advancing. Certificates will be presented by our RHS judge, Tim Eley date TBC.
- Cricket Club/Chollacott Lane – repairs to track complete.
- Japanese Knotweed/Giant Hogweed – stem injection underway.
- Abandoned caravan removed from Pixon lane open space.

### **Cemeteries:**

- There have been 3 internments in the period 11.09.18 to 11.10.18
- Chapel has been cleaned and all roadways sprayed.
- Arranged for how to deal with the soil heap at the top of the cemetery now that geotechnical results have been received. Soil heap being re-graded and recycling area cleared.

### **Projects:**

- H&S Health Check of Town Hall, Pannier Market & Butchers' Hall underway with H&S Associates. Report will be presented to TTC on 18.10.18.
- Mobile phones – Contract reviewed and renewed.

### **Goose Fair:**

- All arrangements were implemented and all spaces were let.
- No significant incidents on the day and wash-up meeting arranged for Nov 18.

### **Upcoming events:**

- Pancreatic Cancer Awareness – TTC will be turning the floodlights at Drake's Statue and St Eustachius' purple on the 01.11.18 and 15.11.18.
- Lions Fireworks Display in The Meadows 03.11.18
- Armistice Day Commemoration at the War Memorial, Guildhall Square - 11.11.18
- Trees of Light Switch-On 30.11.18, arrangements
- Dickensian Evening – 07.12.18, agreement reached for TTC to steward

### **House-keeping/other:**

- Operational Play Park Inspectors Course completed by Works Administrator on 18-20.09.18.
- One general hand attending chainsaw cross cut, maintenance and felling course W/C 15<sup>th</sup> Oct.
- Cherry-picker hired twice during this period.