

WORKS DEPARTMENT

MONTHLY REPORT from 30.08.16 to 22.09.16

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Properties:

- **Butchers' Hall Repair & Restoration works** - The Butchers' Hall was open on 8th & 9th September as part of Heritage Open Days. Presentations on the Butchers' Hall project were given to members of the public by Andrew Thompson, AD Williams (contractor) and Tavistock Town Council Staff. The Guildhall was also open over the weekend of 10th & 11th September and tours were given by Andrew Thompson.
- **Museum/Courtgate.** Parapet stonework has been inspected. Awaiting report from specialist reference large crack found in stonework.
- **Betsy Grimbal's Tower & the Still House Tower** – The deadline for receipt of tenders regarding a condition survey of Betsy Grimbal's Tower and the Still House Tower is 23rd September 2016. This work is being funded by Historic England and will take place over the next 3-months.
- **Cemetery Lodge** – Further inspection of the roof at cemetery lodge has now been undertaken and a specification being drawn up for repair works. Quotes to be invited from contractors to undertake the specialist repair work.
- **Market Road Cottages** – investigations are taking place to mitigate the possibility of water ingress.
- **East End Stores** – contract for re-fit and redecoration let to CLC Contractors Ltd. Work started on 12th September – **80% complete.**

Looking ahead:

- New cemetery soak-away & re-surfacing of tracks & paths - approaching new consultants to undertake work.
- Recommendations prepared for the work following on from survey of Cemetery Chapel, Cemetery Lodge & the Cemetery office - scheduled for autumn time. Awaiting General Manager's advice.

Maintenance:

- **On-going programme of equipment maintenance and replacement.**
- **Play Parks** – New replacement spring for Donkey Rocker in The Meadows play park - now operational. Space Walker in the Meadows vandalised – quotation received from Wicksteed for replacement. Quote received from Murray Sherrell for damaged fencing & gate at Ransum approved by Works Manager. Bishopsmead Play Park – quote received from Playline Design for damaged multiplay unit and other pieces of equipment approved by Works Manager.
- **Pannier Market** – the tender for architects to undertake the design work will be published week commencing 26.09.16. The tender will be published on the Mytenders portal, Tavistock Town Council website and the Western Morning News.
- Superfast Broadband connection for the Pannier Market has been secured with BT.
- **Trees** – Work will be taking place on the Tree of Heaven in the grounds of Betsy Grimbal's Tower. (Autumn/Winter)

Looking ahead:

- Equipment ordered for Whitchurch/Courtlands gyro spirol. Delivery anticipated week beginning 19th September.

Land Management:

- **All routine land management tasks carried out** (refer to activities list)
- **Whitchurch Down Management Plan 2016-2020** currently being drafted
- **Britain in Bloom** - Tavistock in Bloom are holding an open public meeting on 26th September 2016 in the Local Matters Shop, Elbow Lane. The South West in Bloom results will be announced on 6th October at Taunton Cricket Club.
- **Japanese Knotweed** – spraying now completed.
- **WDBC Ground Maintenance Contract** – on target.

Looking ahead:

- **Bannawell Park** – The investigation work at Bannawell Park culvert is now complete. The consultant is currently designing the by-pass drainage system to alleviate flooding problems in Bannawell Street/Butcher Park Hill.

Cemeteries:

- 3 internments (2 coffins and 1 ashes)
- Temporary repairs to potholes – ongoing
- Green Burial section – on 15th September a group of 16 volunteers scattered and sowed Yellow rattle seed in the green burial meadow. Once established it will be managed as a meadow.
- Ongoing inspections of gravestones
- Awaiting external audit on the life expectancy report on the cemetery – completed.
- Scoping survey completed - bat inspections to be scheduled as necessary.
- Cemetery walk-about – Monday 12.09.16. Good feedback from Councillors and all attending. Emails received congratulating the Cemetery Administrator on the improvement of the cemetery grounds.
- Trees - in compound & green burial area require further assessment together with Leylandii hedge around cremation section to be reviewed by General Manager post Goose Fair.

Projects:

- **Sensory Garden/Petanque project** on-going.
- **Depot Relocation** – agreement has been reached with WDBC to lease two units at Crelake, arrangements will be made shortly to relocate from the Butchers Hall/Guildhall.
- **WHS Tinth Celebrations**, planning is underway for a series of linked events in Tavistock. The Guildhall was open for the Heritage Festival the following week (17th September) for a talk by Simon Dell.
- The flood lights illuminating the statue of Sir Francis Drake will be turned purple on the 1st November as part of an initiative to raise awareness of Pancreatic Cancer.

House-keeping/other:

- **Training** – 4 members of staff completed Manual Handling training on 20th September. Ed Turner successfully completed pesticides application course on 12th September.

- **Cherry Picker** – hired 3 times in the past month.
- **Hanging Baskets** – now removed prior to Goose Fair - **95% complete**
- **South West Water** – Works Manager in consultation reference meters to the Guildhall Magistrates Court.