

WORKS DEPARTMENT

MONTHLY REPORT 23.07.19

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Properties:

- External repairs to the bay window in The Council Chamber are now complete. The internal repairs will take place when the area has thoroughly dried out. Estimated dated for completion is September 2019.
- Rundle Room: Soft furnishings and audio/visual equipment will be sourced shortly.
- On-going clearance of rainwater goods and removal of foliage undertaken to Town Hall.
- Roof repairs carried out to Pannier Market Café.
- Rear fire escapes to the Town Hall have been redecorated.
- Fascia at East End stores has been painted.
- Quotes are being sought to improve the audio system in the main hall (Town Hall) and to review the current system in the Pannier market, including installation of infrastructure and licences for playing of Spotify. (Awaiting quotes from API Communications)
- Quotes are being sought to replace the Town Hall lift as a precautionary measure, recognising that there have been several intermittent faults of late and the lift is reaching its economical life (on-going). Estimate 25K.
- New signage for the entrance gates adjacent to the Town Hall will be installed on 26th July, and a sign on the Pannier Market, comparable to Butchers Hall.
- Works completed to redecorate 2 Market Rd internally
- Manhole cover adjacent to Devon & Moor in the Pannier Market perimeter has been replaced.
- DHBT attended Butchers' Hall on 23.07.19 as part of their appraisal for the DHBT 2019 Conservation Awards.
- Church clock repair scheduled for 25.07.19. A new spindle has been made for the mechanism by specialist clock repairer.
- 5 yearly Fixed electrical installation inspection completed to Town Hall and Pannier Market.
- Emergency lighting inspected in Butchers Hall.

Maintenance:

- Play Parks – Regular inspections on-going. RoSPA Annual Inspection undertaken on 03.06.19 and report received. On-going maintenance work and repairs to the basket swing, hurricane swing, gyro-spiral, and spinner in The Meadows. Parts/quotes being sort for repairs to belt swings at Courtlands Play Park.
- Benches – on-going repairs and maintenance. Three benches have been repaired this month and another on Whitchurch Down is scheduled for repair.
- Two additional barrows from the Pannier Market have been repaired and decorated and planters installed.
- Works scheduled to improve basement drainage in 9 Duke Street and to replace fire door to the laundrette (Works programmed for completion by end of July).
- Pot hole repairs undertaken to Guildhall car-park
- Plymouth Road hedge and grass verge cut

Land Management:

- On-going weed spraying of TTC owned and managed sites. Further weeding undertaken on Bedford Square, front of Town Hall, Market Rd, Guildhall car-park and Drake Statue.
- WDBC Maintenance Contract on-going
- All areas have had a complete cut during this period and litter picking has continued on a daily basis. Torview School litter pick in The Meadows on 23.07.19.
- Tender of bi-annual tree survey issued by end August 2019, work complete end September 2019.
- Emergency tree work to remove one Horse Chestnut in The Meadows and crown reduction on two other Horse Chestnut trees that are suffering from Bleeding Canker. The tree will be replaced by an Elm 'New Horizon'.
- Emergency tree work to pollard an oak tree on the hedge bank at Bishopsmead pending.
- Additional tree maintenance scheduled for Plymouth Road Cemetery and Dolvin Road Cemetery following damage caused by strong winds at the end of June.
- South West in Bloom judging for the Sargent Cup and its Your Neighbourhood entries took place date on 09.07.19. The visit was jointly hosted by Tavistock Town Council, Tavistock Community Gardeners and Tavistock BID. The It's Your Neighbourhood entries included: Sensory Garden, Tidy Tavy, Canal Beds, Tavistock Museum, Pop-up Allotment (Old Folks Rest Room), Edible Cottage Garden (Rear of the Wharf), St Rumon's C of E Infant's School, Westmoor Vets and Plymouth Road Cemetery Natural Burial Meadow. The Town Council also jointly hosted the BID judging that took place on 15.07.19.
- Hanging baskets being watered once/twice a week depending on weather conditions.
- The Wollemi Pine tree is awaiting a metal tree guard (being donated)
- Meeting with resident at Middlemoor to discuss wayleave across TTC owned land
- Hedge management at Plymouth Road Cemetery on boundary adjacent to 121 Plymouth Road completed.
- Site meeting with Sensory Garden representative to look at options around path surface improvements between Sensory Garden and tennis courts entrance. Awaiting further technical information.
- Western Power Distribution power line clearance in Tavistock pending.
- South West Water is currently undertaking monitoring of the invasive American Signal Crayfish in the canal.
- Vegetation overhanging road signs in Pixon Lane and Plymouth Road has been removed

Cemeteries:

- There has been one ashes internment.
- Work to update the burial registers on-going. Work started on updating Pear system currently underway.
- Plymouth Road Cemetery to host Heritage Open Days on 15 & 22.09.19.

Events:

It's been a busy time with lots of events happening in the Meadows:

- EcoFest 20.07.19
- Lions Fun Day 14.07.19
- Hot Air Balloon demonstration 08.07.19
- Whitchurch Pre-School Duck Race 13.07.19
- Redeemer Church event in the bandstand 21.07.19

- Schools Aquathon 11.07.19

Depot led on infrastructure set up, including road closure requirements, site set up and chapter 8/stewarding for the Royal Visit. The amount of preparatory works has had a short term impact on depot service delivery which we hope to rectify over the next month.

Upcoming events:

- Salvation Army Fun Day 14.08.19
- Inflatable Play Park 03 & 04.08.19
- Children's Cyclo Cross 31.07.19
- Sensory Garden Summer Garden Party 28.07.19

This is in addition to monthly 5k run organised by Tavistock Athletics Club that takes place in the Meadows on the third Saturday of each month.

The Works Department assisted Lions by hanging bunting on 01 & 02.07.19 in preparation for Carnival. The Depot also supplied barriers and cones for the parade and fun fair on 20.07.19. TTC will assist with removal of bunting on 29 & 30.07.19.

Training:

- 7 members of staff attended Manual Handling training on 03.07.19
- 5 members of staff attended Working at Heights training 24.06.19
- 7 members of staff attended Fire Safety training on 09.07.19
- 1 member of staff attended NPTC strimmer/brush cutter training on 21.06.19

House-keeping/other:

- Staff appraised of next steps re: appointment of Properties and Open Spaces Manager and how the recruitment process will be undertaken, involving some depot interaction.
- Further filming on 28.07.19 and 04.07.19 in The Guildhall for the 'The Ballad of Lucy Sands'
- The MEWP has been on hire twice in this period
- Ford Connect and MEWP both serviced & MOT'd in this period

