

**TAVISTOCK TOWN COUNCIL
WORKS MANAGEMENT REPORT**

1. Works Department

Property Maintenance

One of the outbuildings to the Guildhall is scheduled to have light refurbishment in order to repurpose the outhouse to a storage facility.

Annual services such as GAS safety checks, PAT testing for the Council equipment and the Christmas Light eyebolts have all been booked in for October & November.

The front facade of the Depot's gutter which has deteriorated and is leaking is to be replaced. The work will be completed in house by the Works Department.

Weather permitting, work to paint the Town Hall main wooden doors has been scheduled. The benches at the front of the Town Hall will also be reinstated shortly.

The war memorial in the Guildhall car park is scheduled to be cleaned in preparation for Remembrance Sunday.

Grounds Maintenance

The programme of works to the Council's bench stock remains ongoing.

The Works Department have prepped the ground in respect of Bannawell Play Park ready for the project installation start date end of October. The installation period is scheduled to take approximately 8 weeks however this is subject to weather conditions. The park will remain open to the public however the playground including the basketball court will be closed. The Works Manager has organised a mailshot to local residents and project updates will be posted on social media.

Following the resignation of a Works Department member of staff, the Council will be actively recruiting to fill the vacancy. In the interim an agency member of staff will be taken on.

Events & Community Working Partnerships

The Works Department are currently installing the town Christmas lights throughout the town. Tavistock BID have purchased new lights for Brook Street and the Town Council have purchased new lights for the churchyard and market perimeter.

Goose Fair has been deemed a success in terms of visitor numbers and trader occupancy. A full report on Goose Fair will be provided to Council post the wash up meeting.

**REBECCA ROWE
WORKS MANAGER
OCTOBER 2023**