

**TAVISTOCK TOWN COUNCIL
WORKS MANAGEMENT REPORT
May 2025**

1. Works Department

Property Maintenance

The Works Department have undertaken and completed the following projects in house:

- Redecoration as per the original specification for the Market Road Cottages including the installation of a new bathroom.
- Installation of a rear access gate for the food bank. Repairs to the kitchen floor at the food bank are ongoing due to the extent of water damage from an existing leak.
- Toilet repairs in two of the Council's tenanted properties

The Works Manager has organized the following work with external contractors:

- Replacement of the damaged critical windows on the front façade of the Council Offices
- Flat Roof Inspection
- Pest control measures for one of the Council's properties where there has been significant damage caused by squirrels

Grounds Maintenance

In between the grass cutting program across the Council's estate, the Works Department have:

- Installed a new swing-set in Bishopsmead Park.
- Continued with bench refurbishment
- Undertaken essential play park repairs. Unfortunately, there is an individual(s) who is repeatedly vandalizing one of the play park gates in the Meadows

In regards to the BID hanging baskets, the Works Department have inspected the brackets as per the specification provided by BID and undertaken the relevant replacements. At the time of Full Council, all hanging baskets would have been installed and received their second water by the Works Department.

In addition to watering the hanging baskets, the Works Department are regularly watering and ensuring a feed is given to all newly planted trees.

The annual survey of the streetlights in the meadows has been commissioned to identify any with faults.

The Spruce tree in Plymouth Road Cemetery which was vandalised by an act of poisoning in 2023 has now been removed. A tree to replace this significant loss will be planted in Winter.

Administration

Officers have successfully undertaken MEWP and PASMA Tower Scaffold training.

The VE Day Beacon Ceremony went well and was well attended.