

**TAVISTOCK TOWN COUNCIL
WORKS MANAGEMENT REPORT
May 2026**

1. Works Department

Property Maintenance

Works to replace the failed central mullion on one of the windows on the Council Chamber previously reported on has been completed. Whilst the scaffolding was in place, the Works Manager arranged for the Works Department to refurbish two of the downpipes which were in a state of disrepair.

The stage curtains in the Town Hall require maintenance. The Works Manager is liaising with the Town Hall Manager in order to remove the curtains pending their haberdashery repairs.

Redecoration works to one of the residential properties on Duke Street is now complete. Works have been commissioned to another property on Duke Steet which will be finished shortly.

Work to rebuild a roof on one of the Pannier Market perimeter shops have started. The work is being undertaken by members of the Works Department.

Budget costings for the replacement of the Town Hall boiler will be received shortly to assist with future planning of infrastructure improvements.

The annual compliance test for the lighting conductors has been undertaken.

An external inspection of the Councils streetlighting has been commissioned, any recommendations arising will be commissioned and consideration will be given to lifting tree canopies where appropriate.

Some contracts have been retendered and remedial improvements made specific to lifts/alarm systems within our municipal buildings.

Grounds Maintenance

The Hemlock Water Dropwort at Bannawell Park has been inspected and the affected areas have received their first treatment. In order to control the Hemlock species a minimum two year maintenance plan has been commissioned which will include two visits per year to make sure that invasive weed growth has been fully controlled. The aim is to gain two years where no re-growth occurs.

The Works Department are currently working to the grass cutting schedule, of which 3 members of staff now rotate and use the tractor to mow the larger open spaces. In addition to grass cutting the team have also undertaken gate and fence repairs, installed new "wild flower" signage, built the bank (as previously reported on) on Furzy Lane, and removed the pirate ship in the Meadows in preparation for the play park equipment.

Contractors have commenced the install of the new multi play unit in the Meadows. This is the first stage of the Meadows Enhancement Project which is working in partnership with WDBC and part funded by section 106 money. It is anticipated the equipment will be open for creative play

mid June. The second phase of the project will be delivered late August / early September subject to planning.

The Works Manager is awaiting quotes in respect of one of the gates into the Meadows which requires a fabricator to repair and refurbish.

The Works Manager has issued the 2026 Tree Inspection tender with a tender return date of early July.

Administration

The Works Department have installed the Tavistock BID hanging baskets, and the watering schedule have started. Tavistock BID have commissioned the Town Council to water the baskets over a 17 week which include a 6 week period of twice weekly watering as required during warmer periods. The baskets on the front facade of the Town Hall are no longer under the hanging basket scheme and will be the responsibility of the Town Council. The Works Manager will arrange for baskets to be placed into position now the Council are in receipt of the new Cherry Picker.

The Works Department will support the Tavistock Lions summer bunting initiative once again this year by installing (and removing) the colourful display in the high street. The bunting is scheduled to be installed end of June and will remain in situ until early September.

The Town Council have supported the Roby Trust annual Steam Fair once again this year by loaning them equipment for the day.

The annual Tavi Trail Jam is scheduled for Sunday 7th June in the BMX Track.

The Manager, with the team are currently working on arrangements for this years Tavistock Goose Fair.

B Rowe
Works Manager