

**TAVISTOCK TOWN COUNCIL  
TOWN HALL & EVENTS AND WORKS MANAGEMENT REPORT**

***1. Works Department***

The Works Department have completed the internal re decoration to Cemetery Lodge. Quotes are currently being received and reviewed for the outsourced kitchen re fit and re carpeting of the property. The new boiler was successfully installed in February as scheduled. The Works Manager still anticipates the property will be able to be re let end of May (subject to external contractor availability).

Work was commissioned to 18 Duke Street in order to replace the water heater which following investigation had a fault.

Following safety concerns raised by members of the public, the Works Department have laid aggregate at the bottom of Whitchurch Down near the kissing gate / path which leads on to Down Road. Unfortunately, ground conditions had deteriorated significantly due to livestock grazing and suspected feeding of the Dartmoor Ponies from the gate. The dog litter bin was also repositioned to a safer location nearby.

The Town Hall still has ongoing water ingress concerns specific to the Mayors Parlor and Office of which the General Manager is currently investigating.

The Town Council have been asked by Tavistock BID to once again install and water and town's hanging baskets this year. The Works Manager has quoted for the service and is currently awaiting a response from BID.

The Christmas Light "wash up meeting" with Tavistock BID and JT Greaves has been rescheduled to April. Work is underway to identify the Town Councils Christmas light requirements for 2022.

Due to ongoing issues of damp in one of the Market Road properties, work to install wall ventilation electric fans has been outsourced to an external contractor of which we are awaiting a start date.

Bannawell Play Park continues to flood when there is significant rainfall, we are currently waiting on a response from Devon County Council of when they will be able to schedule in the much needed repair works to the culvert.

Specific training courses as identified in staff annual appraisals have been booked and include a Five-Day Chainsaw course as well as the Application of Pesticides and Brushcutter.

The Town Council has been approached by various community groups for permission to hold events on TTC land over the coming months, including Devon Orienting and Tavistock Pride (Meadows and Market Perimeter) in June, as well as Eco fest (Meadows)

in July and a Duck race in the Canal held by the Brownies. Tavistock Edge have asked for permission to use the granite area outside the Guildhall on a Saturday 9<sup>th</sup> July.

The Town Council once again this year supported the annual Tavy 13 race which was held in March through use of our barriers, signage etc. as well as the Meadows

Plans for Goose Fair 2022 is underway with a stakeholder meeting due to be scheduled for 26<sup>th</sup> April.

The Works Manager is scheduled to hold meetings reference Britain in Bloom and the Green Burial Maintenance plan over the coming weeks.

The Works Depot have started the grass cutting season, with all outside areas receiving their first cut of the year in time for the Easter holidays. Works has also started in regards to cleaning all of the street furniture and play equipment in the Meadows.

The Depot currently have one member of staff signed off on sick leave, a temporary member of agency staff is being sourced to alleviate pressure during this period time.

The renovations to the Bandstand were published on the Town Council's Facebook post and received a high level of positive engagement. The Works Manager plans to use social media more as a means of communicating and publicising to the public what the Works Department are achieving in order to keep the Council's areas of activity maintained.

## **2. Town Hall, Butchers' Hall and Events**

The first wedding reception in Butchers' Hall was successfully held in March.

Unfortunately, there have been a number of staff who have fallen ill with COVID19 and so resources have been stretched.

The Meadows has been hired by "Bounce Around SW" over the May bank holiday weekend which coincides with the Town Councils Country Garden Show and so lots of offer for visitors and residents alike.

**REBECCA ROWE  
TOWN HALL, EVENTS AND WORKS MANAGER  
APRIL 2022**