

**TAVISTOCK TOWN COUNCIL
TOWN HALL & EVENTS AND WORKS MANAGEMENT REPORT
22nd FEBRUARY 2022**

1. Works Department

Work is currently ongoing regarding the safety checks and clear up from the multiple storms we received week commencing 14th February. Our initial survey has discovered fallen trees in the Meadows, Whitchurch Down, as well as Plymouth Road and Dolvin Road Cemeteries respectively. Emergency tree work took place the day after Storm Eunice hit to make safe two fallen trees in the Meadows. After Storm Franklin, significant concerns were raised in regards to a tree in the Cemetery Lodge Garden of which an emergency job was raised with the tree surgeon and subsequently the tree has now been safety felled. To date no concerns have been reported regarding damage to our property's however the Works Department will undertake a full inspection.

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

The external works to the failing chimney (repointing and lead flashing works) on 15 Duke Street has been postponed due to challenges beyond our control. Work to source a new contractor will be commencing in due course. The affected tenants have been informed of the delay.

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.

External repair works including repointing and re-decoration to some of the doors and windows to Cemetery lodge and the Cemetery Office have been completed by the Works Department. The new boiler is scheduled to be installed week commencing 28th February. Once installed, internal redecoration and a carpet and kitchen re-fit has been scheduled. It is anticipated the property will be able to be re-let in May. The Town Hall still has ongoing water ingress concerns of which the General Manager is currently investigating.

Clearing of the canal bank as part of the replanting scheme has been completed. The Works Manager will schedule a meeting with the working party to organise next steps pertaining to the re-planting.

Bannawell Play Park continues to flood when significant rainfall is received, there is ongoing correspondence with Devon County Council in order to get this rectified.

In January the Works Department successfully completed the scheduled gorse management project, safety clearing the identified section following consultation with respective stakeholders. Following the removal of the failed rainwater goods on the Council Offices last year, the new downpipe has now been installed.

Last month Tavistock Fire Service approached the Works Manager, requesting use of the Works Depot for one of their training events. The event went well, with discussions ongoing regarding future opportunities.

Manual Handling, Fire Awareness and Working at Heights refresher courses have been booked for the Works Department in February and March.

In reference to the Queen's Platinum Jubilee, the Works Manager has organised and held three meetings with local stakeholders to discuss their respective celebrations. Tavistock BID and Tavistock Business District Chamber of Commerce plan to host a "Summer Gala" on Thursday 2nd June, Tavistock Roby Trust have organised their annual steam engine event on Sunday 5th June after a hiatus due to the pandemic. Tavistock Lions plan to host a "picnic in the Park" also on the Sunday and are working in partnership with the Roby Trust regarding some of the arrangements.

The Town Council will host The Queen's Platinum Jubilee Beacon Ceremony on Whitchurch Down on Thursday 2nd June, with the beacon scheduled to be lit at 9.45pm. Light refreshments will be available, with Tavistock Lions providing a BBQ. The Works Manager is currently working on the Council's contribution to The Queens Green Canopy, a tree planting initiative to celebrate the Platinum Jubilee. Plans include the planting of seven, native semi mature trees in the Meadows followed by a further seven on Whitchurch Down. The trees will be planted in March, with key members of the Tavistock community being asked to unveil the respective plaques over the course of the Platinum Jubilee weekend.

Plans for Goose Fair 2022 is underway with a stakeholder meeting due to be scheduled for March.

2. Town Hall, Butchers' Hall and Events

Hirers and traders of both venues have adapted well to the relaxation of COVID Restrictions, with many of our regular hirers maintaining the safety measures already in place. The monthly Tavistock Arts Market returned in February, with the other in house themed markets scheduled for April onwards.

The Town Hall and Events Manager has organised a nature inspired market as part of the Annual Country Garden Show.

Recruitment in respect of the Second Duty Officer post has closed, with the successful candidate scheduled to start in post in due course. Interviews for the Market and Events Assistant are scheduled for week commencing 21st February.

Manual Handling, Fire Awareness and Working at Heights courses will be booked for new and existing Town Hall and Market staff in April.

The Meadows has taken two further bookings for events over the summer including a fun fair and community event. An external event organiser has requested the hire of Guildhall Car Park on a Sunday in September.

REBECCA ROWE
TOWN HALL, EVENTS AND WORKS MANAGER
FEBRUARY 2022