

HALLS, CEMETERIES AND ALLOTMENTS COMMITTEE

Date: 8th March 2021
Title: Operational Report
Contact Officer: Operations and Estates Officer – John Hickman

Background

The purpose of this report is to update Members on the progress of improvements and repairs since the last meeting.

Current Situation

Tree Works have been carried out to the boundary crack willow trees at Lakeside allotment by Contracted tree surgeons.

The Works team have cleared the top part of the ditch at Lakeside allotments on the boundary with the Oxford Witney Hotel.

Windrush Place Allotments are nearing completion by the Consortium and will hopefully be handed to Witney Town Council to complete ASAP ready to be handed over to the allotment association.

Grounds Contractors have reduced the Laurel hedging in Tower Hill Cemetery.

The overgrown bed at Tower Hill cemetery in the lower are between the two chapels has now been cleared and cleaned out and planted with shrubs, by grounds Contractors and the Works Team.

The Works team have repaired the gent's urinals leaking overhead cistern at Burwell Hall.

Part of the work team are working in 51 Market Square in preparation for use as council office's, whenever they are not required for burials.

Electrical contractors have installed addition electrical requirements within 51 Market Square.

Fire alarm, CCTV camera and intruder alarm systems have been installed in 51 Market Square.

A structural survey has been carried out of beams in 51 Market Square and Lilys attic.

A further insect investigation is being carried out on timbers within Lily's attic and 51 Market Square to ensure that insect activity is no longer active.

A main beam in no 51 is badly decayed and will require replacement the structural surveyors are considering the scope of works for this. These works could cause disturbance to the main Town Hall Office on the first floor when being undertaken.

Environmental impact

Having declared a Climate Change Emergency at its Council meeting on 26 June 2019 – with this in mind Councillors should have due regard to the environmental impact of any decisions they make with regard to its facilities and services it operates.

Risk

In decision making Councillors should give consideration to any risks to the Council and any action it can take to limit or negate its liability.

Financial Implications

Obviously the works to the Town Hall/ground floor offices and shop to replace the decaying beam is going to have cost implications – which are currently unquantified as further advice is being sought.

Recommendations

Members are invited to note the report.