

# Minutes of the Meeting of the Operations Committee Held on Wednesday September 22nd 2010 at 10.00am in the Community Office

**Present:**  
**Councillors:** Roger Beattie  
Barry Adby  
Ted Backhouse  
Tony Williamson  
Linda Nicholoso

**Officer:** Kristina Tynan

Roger Beattie chaired the meeting until the Election of Chairman

54/10 Apologies for Absence  
Angie Paterson, David Shannon

55/10 Election of Chairman  
Ted Backhouse nominated Barry Adby and this was seconded by Tony Williamson.  
There were no other nominations  
**Resolved:** That Barry Adby be elected Chairman of the Operations Committee.

Barry Adby thanked Roger Beattie for all his hard work during his time as Chairman.

56/10 Minutes of the Meeting held on 21<sup>st</sup> July 2010 were accepted by Council on the 14/9/2010  
**Resolved:** That these minutes were a correct record and that they be signed by the Chairman.

57/10 Declarations of Interest  
There were none.

58/10 Matters arising  
**Car Park Ticket Machine** – Roger Beattie to arrange for this to be moved.

59/10 Outstanding Issues  
**Relocation of Bins in Recreation Ground** – These are scheduled to be put in shortly.

**Kick Wall/Goal** – These have both been re-sited. Measurements were done on site by RW/BA/TB/KT.

**Markings in the Car Park** – This is 'on hold' until the Business Contributions have been looked at by Finance.

**Resolved:** That in the interim we ask our Watlington Caretaker to mark out the arrows which have faded and that Barry Adby looks at the work of the companies who quoted for the car park line markings.

60/10 Property

### **Hill Road Car Park**

#### **Bin for Kingfisher Use**

Kingfisher have asked if they could put a bin for their sole use on the car park site. This was discussed and it was thought that a bin could go on the far side on the grassed area and that a charge would need to be made. It was stated that we must not lose any car park spaces.

**Resolved:** That we get more information regarding size of bin and discuss with Kingfisher a cost for us allowing them to put a bin in the car park. Also to see what supplier they would be using and encourage them to use the same as we do so that bins would be emptied at the same time. **TB**

#### **Skips**

Discussion took place about the number of SODC skips in the car park, at present there are 4 which take up 2 car parking spaces. It was noted that we have never been asked formally by SODC to provide this service. However the Clerk to check the Transfer document to see if there is a clause regarding this issue. Barry Adby to go and check this area and report back to the next meeting.

Roger Beattie mentioned that skips can be put underground.

61/10 Open Spaces

#### **1. Grass Cutting Tender for April 2011 – Agreed that the figures be kept confidential at this stage**

Four Tenders had been received which were looked at firstly by the Finance Committee (for budget purposes only) The initial figures were looked at and it was noted that all four total figures were above the budget figure. It was agreed that Barry Adby, Ted Backhouse and Roger Beattie analyse all the detail, check any anomalies and to see if any savings could be made This issue will then come back to the next Operations Committee meeting to discuss and then pass on the information to the Strategy Committee to put a recommendation to Full Council.

#### **2. Paddock**

**Sensors on Lights** – These will be installed next week.

**Play Equipment Repair** – 2 quotes have been received.

**Resolved:** That we accept the quote from Layton's for £260.00 and arrange for the repairs to be made as soon as possible.

We have had the ROSPA report on this equipment and any issues arising from it will be dealt with.

It was noted that at a later time if any more posts need repairing then Strategy should discuss the long term view of this equipment.

#### **3. Fitness Equipment** – update on surfacing

The Community Payback team will be coming in shortly to dig out and install the ecoscape surfacing. It was noted that we will need to hire a machine for mixing the

surfacing which will be in the region of £57.00 for a weekend.

The office has received a number of compliments about this equipment and it is wonderful to see it so well used.

#### **4. Recreation Ground**

##### **a.Car Park**

A request has been received by an Ice Cream trader from Thame as to whether he can park up during the summer months primarily on this site at weekends.

This issue was discussed and it was agreed that at present we would have no problem with him coming to the recreation ground to sell ice-cream. It was noted that there is an ice-cream van from Didcot who regularly visits this area. However discussions are taking place about the possibility of the Pavilion being open in the summer months to sell drinks, snacks etc so no formal arrangement to be made at this stage.

##### **b.Play Equipment**

The ROSPA report has been received – Inspection of the Play and Fitness Equipment in the Recreation Ground and also the Paddock.

##### **c.Trees by the Car Park – Pruning**

**Resolved:** That the Clerk chase up our Tree Warden for a report.

It was noted that if any works are needed they will need to take place in the Autumn and Winter months.

##### **d.Noticeboard on Pavilion**

This was discussed and it was noted that a solid, vandalproof noticeboard would cost in the region of £230.00 for a noticeboard 1500mm x 1000mm.

**Resolved:** That we send a letter to the Sports Club and Youth Club to see if they wish to go thirds with us on the cost of a noticeboard. They would then have a third of the board to put up notices, information etc.

#### 62/10 General Issues

##### **Emergency Plan**

Linda Nicholson has done a lot of work on this and it was noted that we need to make changes to the one we have done. She mentioned that it would be a good idea to have each page on a different colour and to add assets such as farmers with tractors to the lists. Mini-buses in the area should also be added. The Doctors Surgery and Age concern hold list of people on the Vulnerable Register.

**Resolved:** That Linda Nicholson and the Clerk prepare a revised plan for the next meeting.

##### **War Memorial**

Ted Backhouse reported that Alec Powell (British Legion) is investigating obtaining a grant for the refurbishment of the War Memorial which needs work doing to the stone. He will pass on form etc to the Parish Council once he receives them and the committee can then discuss the issue.

**Gate at Christmas Common** - This has been damaged by a car hitting it. The Police are investigating this and they will pass on the details for us to invoice for the damage if they locate the person concerned from the witness statement.

63/10 Correspondence

1. Oxfordshire Stronger Community Fund – Grants available for Community and Voluntary Sector Groups(including Parish Councils)- **Noted**

2. Mr Allen – letter thanking WPC for the maintaining such a wonderful display of flowers in the Town.- **It was noted that it is very nice to receive such positive letters.**

3. Oxfordshire Children and Young People – Takeover day 12<sup>th</sup> November 2010. This is being organised by the County Council.

**Roger Beattie reported that this is an opportunity for youngsters to take over our jobs for the day. We would need to register by the 30/9/2010. It was thought that this would be a good thing to do for the community.**

**Resolved:** That we register our interest in this.

64/10 Any Other Business

**THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 11.05AM**