



## Minutes of the Meeting of the Operations Committee Held on Wednesday 20<sup>th</sup> January 2016 At 8pm in the Community Office

**Present:**

**Councillors:**

Bob West (BW) - Chairman  
Tom Bindoff (TB) - Vice-Chair  
Ian Hill (IH)  
Roger Beattie (RB)  
Liz Winton (EW)  
Rachel Huckvale (RH)  
Jane Bryant (JBt)  
Terry Jackson (TJ)

**Officer:**

Kristina Tynan

1/16 Apologies for Absence

Tony Williamson, Jon Lorimer.

2/16 Minutes of the Meeting held on 18th November 2015 which were accepted by Council on the 8/12/2015 to be agreed as a correct record

**Resolved:** that these minutes are a correct record of this meeting and that they be signed by the Chairman.

3/16 Declarations of Interest

There was no declaration of interest notified.

4/16 Matters arising

**TRELLO** – RH reported that this came out of the Communications issue at the last Strategy Meeting. Discussion has taken place on how to keep track of everything that is happening as there can be a difficulty in keeping track of issues just through minutes. TRELLO is like an on-line to do list. TJ will input actions today from this meeting which will list what needs to be done and who is dealing with it. An email will be sent to all members of this committee asking them to join the group and then when actions are completed Councillors can state this via TRELLO. The basic package is free. It was agreed that the Operations Committee will trial this package.

5/16 Outstanding Issues

i) **Drain Cover- Watcombe Road** – KT has contacted Openreach (Ref THOAVP88). The latest update is that a new cover and frame has been ordered. Still not repaired. ***KT to call them again.***

6/16 OCC Issues

i) **Area behind Library** – Mike Young has offered to clear this area and KT said she thought he would be doing this when the weather is warmer.  
ii) **Pavement on Britwell Road beyond The Goggs-** SH has stated that this is with the OCC Section 106 Team to see if there is any funding available.

iii) **Hamp Assessments** – The list for the roads to be re-assessed is with Keith Stenning. Update following meeting.

iv) **Cuxham Road –collapsed road into brook** – This work has now been completed by OCC.

v) **Brook Street** – SH is chasing this.

vi) **Cobbles outside Public Conveniences** – Update following meeting with Keith Stenning and Stephen Harrod.

vii) **Drainage and Street Lighting** – Awaiting OCC response. KT has asked SH to chase up.

**All the issues relevant above to be discussed at the scheduled meeting with Steve Harrod and Keith Stenning on the 27<sup>th</sup> January 2016. Ian Hill will prepare a list of issues for this meeting which he will send to them in advance of the meeting.**

**An update to be given to the next meeting.**

## 7/16 Open Spaces

### a. Recreation Ground

i) **Dog Fouling Issues** – J Beard had sent an email about dogs having to be on leads in the recreation ground. It is thought she has misunderstood the signs at the entrances to the recreation area as the signs are for the play area only and not the Sports Field to which she refers. **KT will reply to her and also give her the name of the Chairman of the Football Club which she has requested. It was also agreed to put a piece in the Watlington Times regarding the rules for dogs (IH).**

ii) **Recreation Ground Car Park and Lighting** – One quote for lighting has been received for the 2 lighting poles in the recreation ground area to be able to be on a timer system. After discussion it was agreed that RH speak to the residents on Love Lane that may be affected by the lighting.

**Resolved:** That subject to the residents having no objection to these lights being put on at specified times that we accept the quote from David Broyd at a cost of £100.

iii) **Half Pipe** – To be painted in the Spring.

### b) Paddock

i) **New Play Equipment Project** – RH stated that the grant application has been sent to SODC. However even if we are successful there would still be a shortfall of about £6-7,000. KT had written to the Public Charities and they have allocated some money to this scheme. It was suggested the Doris Field Charity and the Co-op grant be looked into to see if this scheme would be eligible. Cake Sales etc were thought to be a good way of fundraising. All members to think of any fundraising ideas. *RH will also speak to Anna Badcock to see if she has any suggestions for grants.*

KT said she had sent a copy of the latest report to SODC Grants Department as requested.

ii) **Play Inspection Report** for Rec and Paddock– *KT will go through this and deal with any issues that need addressing and report back to the next meeting.*

iii) **Breedon Paths** – It was noted that we have on file one quote for the repair of this path by the library entrance and at the time it was deemed to be very expensive. It was noted that all the Breedon paths have lots of weeds on and at the edges of the path. *KT to speak to our gardener Tracey about possible weed killing on at the edge of all the paths. It was noted that it would need to be very carefully done.*

## 8/16 Property

### a. Car Park

i) **Car park clearance/drainage ditches** – TB will be organising a work party to do this work and the weekend of the 27<sup>th</sup>/28<sup>th</sup> February was suggested. *IH to ask for volunteers for this on our*

Watlington Times page. TB to confirm with KT the date and then she will order a 6 yard skip. It was noted that we have 2 brown bins that could be filled with green waste also.

**ii) Enforcement of two hour bays**

*TB will organise another Car Park Survey in March 2016.*

Various methods of enforcement were discussed. IH said that he had found one company who only works on Tues, Wed and Thursday mornings who if we sent photographs to which proved the car had overstayed the 2 hours limit then they would send the fine notice out. We would have to rent about 6 signs which would cost £32 each annually. *IH to check if they would do this on a private car park and this issue to be further discussed at the next meeting.*

*IH and KT to put a public statement on the car park on our Facebook page.*

**iii) Car Park Re-arrangement** – Email from David Parker was noted and the plan re-arrangement which would lead to 6 extra spaces. This has been passed to the NP Traffic Group.

**b. Public Conveniences**

**i) Updating of the facilities** – Regarding the quote we have received for the upgrade of the Mens and Ladies it was unlikely that we could reduce the quote substantially. The only saving could be on the washer/dryer units by not replacing them. *KT to obtain a quote from Wallgate for new units. TJ to ask for a breakdown of the quote as only a total price has been given. KT to chase up John Backley (SODC) regarding a 5 year advance payment for the management of these facilities (at the moment this is paid annually).*

**c) Pavilion/Recreation Ground**

**i) Recreation Ground Tuck Shop for holiday times** –RH said that she has posted twice on this issue to see if anyone would like to run one but has had no replies. *To ask TW for an update if any of the older people in the town would be prepared to volunteer.*

**ii) Play Inspection Report** – Discussed above with Paddock Play Inspection report.

9/16 **General Issues**

**1. Speed Watch – TB to update.** Email from Keith Lovelace and Tom Vanesch was attached to the agenda.

TB reported that the SpeedWatch team have just had the SID in the town. They did two sessions at Howe Road and Christmas Common and one on Brook Street. They have been asked to do a session on Britwell Road but they need approval from out PCSO for any new locations and are awaiting permission.

Regarding the emails from K Lovelace and Tom Vanesch it was agreed that we bring this up at the meeting with Steve Harrod and Keith Lovelace and to inform them of this.

**2. Phone Box at Christmas Common** - Some residents have done some work on this. Agreed that this be removed of the Agenda.

**3. Older People Survey** –TW had asked that some representatives from this committee meeting with some representatives of the Older People Survey team and Keith Stenning and Steve Harrod to discuss the issues raised on paths and roads from the survey.

**Resolved:** The committee were in agreement with doing this.

**4. Speeding on Pyrton Lane** – Agreed that this be taken of the Agenda.

5. **Issues raised from Walkabout** -Cuxham Road Triangle – Quote received -to discuss.  
A quote had been received from Berinsfield. It was agreed to put this issue on hold at the moment. *IH to discuss ideas for this area with Robert Barber (WEG).*
6. **Hedge and Scrub Issues** – No issues were raised.
7. **Watlington Walk Leaflet** -KT is in the process of updating the budget and will see if there is money available for reprinting this leaflet.
8. **Watering Points in the Town** – Agreed to take this off the agenda.
9. **Tree Issues** – Martin Gammie’s report will be available for the February meeting.  
a) Email from Mr Jones – pruning the trees adjacent to their boundary. *KT to ask Martin Gammie to speak to Tom Bindoff re this specific issue.*
10. **Parking on the top of the High Street** – RB said that the cars that park on the yellow lines in this location are causing real problems in that very often it means that the buses cannot get down the High Street. He has reported one today to our PCSO
11. **Signs for Pyrton Lane** – A resident has one of the signs in his garage and KT to get it back to the office and then ask SODC to re-install the sign. One sign was broken and this needs to be replaced. *KT to do this.*

10/15 Correspondence

There was no correspondence for discussion other than ones discussed above.

11/15 Future Issues for Discussion

TRELLO

Operation Meeting Times

12/15 Any Other Business

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 9.25PM