



## Minutes of the Meeting of the Operations Committee Held on Wednesday 22<sup>nd</sup> March 2017 at 8pm in the Community Office

**Present:**

**Councillors:**

Bob West (BW) – Chairman  
Tom Bindoff (TB) – Vice-Chairman  
Ian Hill (IH)  
Rachel Huckvale (RH)  
Roger Beattie (RB)  
Terry Jackson (TJ)  
Tony Williamson (TW)  
Fiona Paterson (FP)

**Co-opted Member:**

Jenny Wilkinson (JW)

**In Attendance:**

Fergus Lapage (FL)

**Officer:**

Kristina Tynan

28/17 Apologies for Absence

There were none.

29/17 Minutes of the Meeting held on 22<sup>nd</sup> February 2017 which were accepted by Council on the 14/3/2017 to be agreed as a correct record

One amendment was agreed (Minute 25/17 Letter 1) that the letter was received from Mr 'Hunt' not 'Hurt'.

**Resolved:** That these minutes, with the amendment shown above, are a correct record of this meeting and that they be signed by the Chair of this meeting.

30/17 Declarations of Interest

There were no declarations of interest notified.

31/17 Matters arising

There were no matters arising.

32/17 Update on Outstanding /Completed Issues

1. **Unofficial path to Watcome Road in the corner of the Hill Road Car Park** – BW and TB will do this next month.

2. **New Play Equipment Paddock Project** – The fencing has been delivered. It was agreed that we seek 3 quotes for installing the fencing. It was noted that the planting will now have to be done in the Autumn.

3. **Sports Field Tree Cutting** – Our tree wardens have been asked if they would be able to cut the lower branches of the Horse Chestnut trees on the corner of the field. TB has met with Robert Barber to look at these and he will arrange for this to be done.

4. **Car Park Cleaning of this area** – on the list for the Community Payback Team/Neilsen’s Global Day. KT to contact the Supervisor to see when she will be visiting Watlington to have a look at the jobs we have requested from them.

5. **Message in a Bottle** – Promotion of this – Still awaiting bottles from the Lions Club to be delivered.

6. **Recreation Car Park Marking out** – Plan from KW has been received –Neilsen’s have been asked to do this on their Global Awareness day on the 11<sup>th</sup> May.

7. **Painting of Community Office** – We have asked the Community Payback Team to do this. Awaiting their agreement.

8. **Car Park hatching opposite disabled bays** – Bob Thomas will do this in dry weather.

### 33/17 Highway/Footpath/Tree Issues

1. **Trees in Watlington** - TB asked if all the work has been done to the Paddock trees , he was advised that they have been. He will go and check the works.

#### 2. **Footpaths**

a) **Footpath 13** – With regard to Minute 20/17 in which TJ stated that no consensus by the NP Footpath group was reached, TB said that at the NP Meeting it was agreed that quotes be sought to make this path better. OCC do not have any funding available to do this. It was noted that the decision would rest with this committee to make not the NP group, who do not have the remit to do this.

b) **Footpath 12** (Spring Lane to the Horse Ponds) – TB reported that OCC have been and cut the foliage right back and some people have said that it has been cut back too much . However OCC take a 5 year view on this so the cutting back had to very severe. TB said that OCC have spent 12 days over the last two years working on our local footpaths and said that they do a very good job of maintaining them.

### 34/17 Open Spaces

#### 1. Recreation Ground /Sports Field

a) **Dog Fouling** – We are awaiting comments from WTFC and WCC.

b) **PSPO** – Email was attached to the agenda and noted.

c) **Dog Waste Bags** – RB suggested that we purchase some biodegradable dog bags and have them available in the office.

**Resolved:** That we purchase 1000 at a cost of approximately £23 and give out packs of 20 free to our residents. That we do this as a pilot study and review again.

#### 2) Paddock

a) **Notices on gates saying Dogs on Leads** – it was:

**Resolved:** That we order these permanent signs and put on the gates of the paddock.

b) **Easter Egg Hunt Proposal 8<sup>th</sup> April** – RH had sent this to all Members prior to the meeting. The proposal was agreed: egg hunt; raffle; face painting; cake sale; special find the hoard coins; painting competition. RH and FP will organise this event of which the profit will be shared between Rainbow Nursery and the Watlington Hoard.

c) **Sign for 'Teddy's Play Area'** – RH and KT will look into suitable signs. It was also suggested that we put up a Noticeboard in this area.

d) **Launch of New Play Equipment** – RH to organise this in the Spring

e) **Street Party in memory of murdered MP Jo Cox**– There was discussion on this and it was agreed that it be held on Saturday 17<sup>th</sup> June in the Paddock. RH/RB/FP to organise this.

It was noted that Jo Cox's husband had given a view on the loneliness issue which had affected her killer and which is a problem for many people in communities. TW mentioned that Age Concern are looking into moving from their current premises and loneliness can be a problem with some older people.

### 3) Other Areas

a. **Triangle on Cuxham Road** – Discussion of use of space- *Deferred to the next meeting.*

## 35/17 Property

### 1. Car Park

a) **Salt Bin for Car Park** – After discussion it was:

**Resolved:** That we order a salt bin before next winter. The location to be agreed.

b) **Noticeboard at the car entrance to the Car Park** – It was noted that this is looking very tired and it was agreed to put it on the list of things for Neilsen's to do when they are in Watlington on the 11<sup>th</sup> May

c) **Aware Notices** - KT reported that the office has been giving out notices to people staying for a long while in the Car Park. A number of vehicles have also been reported to SODC as being abandoned.

### 2. Public Conveniences

1. **Updating of the facilities** – Trident have been commissioned. Awaiting agreement on proposal from SODC.

### 3. Community Office

b) **Tubs outside the Office** – These are in very poor condition – TB has two tubs, which were not used by WiB which he will bring over to the office.

## 36/17 General Issues

a) **Winter Maintenance Plan** – IH has reviewed the document which SvP produced. A few changes will need to be made. *This will be an agenda item for the next meeting.*

b) **Red Kites** – TJ had re-drafted the leaflet on this which was given out at the meeting. It was agreed that some changes need to be made. TJ and RH will go through this and bring back to the next meeting. TJ said that the Watlington Times will be doing monthly diary items for each month as an education guide on how to treat Red Kites.

c) **Bins in the Town** – TJ said that she has taken photos of the bins that need attention and will report these ones to KT. KT has now an inventory of all the bins and will give this to TJ.

d) **Cobbles outside Public Conveniences** – BW said that these need raking out. It was agreed to ask the Community Payback Team to see if they could do this. BW said that when this has been done he will be happy to put in the sand/cement mix.

e) **Co-option onto the Operations Committee**

**RECOMMENDATION TO COUNCIL:** That Fergus Lapage be appointed onto this committee.

37/17 Correspondence

1. **National Plant Monitoring Scheme** – Looking for volunteers with an interest in Wild Plants – This was emailed out to all Councillors.

38/17 Future Issues for Discussion/Implementation

1. **Enforcement of 2 Hour Bays** – When recommendations are received from the NP Infrastructure Report.
2. **Recycling Bins for the Town** – At an appropriate time.
3. **Winter Maintenance Plan - April** meeting.

39/17 Any Other Business

**Noticeboards at the old Post Office** – TW said that he notes this shop will now be a Mercy in Action Charity Shop. Age Concern will be writing to them asking them to keep and use these when they take the shop over.

**Watlington Walk Leaflets** – TW said that originally the Parish Council were given a Government Grant to produce the leaflets for 4 walks. In 2016 we re-printed the Town Walk but now stocks are getting very low on the other 3 walks. TW will obtain some re-printing quotes for the next meeting.

**Hearing Loops in our buildings** – TW asked if a loop systems could be put into the Parish Office, The Pavilion and the West Room. The Pavilion one will need to be referred to the PSFC and as regards the West Room we could ask SOHA if they would install one in this room. KT/TW to obtain quotes for the next meeting.

**THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 9.30PM**