

## Minutes of the Meeting of the Operations Committee Held on Wednesday 28<sup>th</sup> November 2012 at 10.30am in the Community Office

**Present:**

**Councillors:**

Barry Adby – Chairman  
Ted Backhouse – Vice-Chairman  
Tim Horton  
Ian Hill  
Robert Barber  
Roger Beattie  
Neil Boddington  
Linda Nicholson

**Officer:**

Kristina Tynan

108/12 Apologies for Absence  
Tony Williamson

109/12 Minutes of the Meeting held on 24<sup>th</sup> October 2012 which were accepted by Council on the 13/11/2012 to be agreed

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

110/12 Declarations of Interest  
There were none.

111/12 Matters arising  
There were none other than agenda items.

112/12 Outstanding Issues

**1. BT leylandiis and hedge** –BA and RBr met the BT Contractor on site and they accept their responsibility to an extent, however they will not cut the hedge on the Johnson's alley side and the 3 leylandiis on the Johnson's alley entrance. It was noted that 2 of these need to be removed. It is thought these areas are an OCC responsibility and KT will write to them regarding this.

**2. Recycling Bins in Car Park**- We are awaiting a response from our District Councillors on this

**3. War Memorial Works** – Pre Grant application has been approved and we now need to send in a full grant application and TB will co-ordinate this. It was noted that we can receive a grant of up to £2000 but that they will only fund 50% of the total project cost.

**4. Pyrton Lane** – It was noted that the trees need cutting back and the drains in this area need clearing and rodding. We have written to OCC on this but have not received any response. It was also agreed to write to 34 Cuxham Road asking them to cut back their hedge.

6. Property

**1. Car Park**

a) **Survey update** – Ian Hill had sent out the graphs for this survey. He stated that every day had very much the same pattern. Regarding the disabled spaces and the High Street parking spaces, there is no real pattern apart from being slightly busier before lunch and spaces seem to be always available during lunchtimes. This information will be used to support a car park order when we put in the application. Ian also has the raw data and photographs and these will be put on file in the office.

Robert Barber thanked all who gave up their time to do this survey and also thanked IH for arranging it.

b) **Car Park Noticeboard** – Quote received from Classic Joinery and we have received a verbal estimate from Shire Roofing for the repair of the roof for around £200. It was noted that the Shire Roofing quote is for repairing with faux lead and therefore is much cheaper than repairing with wood. It was thought that this was the better and cheaper option.

**Resolved:** That once we receive the Shire Roofing written quote that KT and BA arrange for these works to be done.

c) **Line Markings** – quote from Acculine has been received.

This issue was discussed and it was agreed that it would be more cost effective to do the arrows and the space markings in one go in the Spring 2013. It was noted that we will need to have three quotes for these works. However, seeing as the arrows are now very faint it was:

**Resolved:** That we ask BT to do a temporary job of re-painting the arrows as as soon as soon as possible.

d) **Drains in Car Park** – These need clearing out as they are getting clogged with leaves and need to be put on the schedule for BT to do.

Regarding leaves, LN said that at the recent Community Resilience event she attended they were promoting self help groups to help rake up leaves etc.

**3. Public Conveniences** – Future Improvements – Quotes for porcelain items.

TB stated that it is difficult to get people to quote for these works as we do not know exactly what the specification should be. He has met HB on site to discuss this issue. He has said that some work may need to be done on the wall when the urinal is taken out. After discussion it was agreed that NB and TB meet on site and see if they can see what works may be necessary at the back of the urinal.

#### 113/12 Open Spaces

**1. Play Area Inspections** – Rospa Actions needed – It was noted that a few things need attending to and BA and KT to go through the list. One thing they mentioned was the amount of rabbit holes on the football field. It was also noted that the plates on the ½ pipe need fixing down again.

**2. Ash Tree at Rec** – The recent quote from Heritage which gave prices for both pollarding and also for the removal of the tree was discussed.

**Vote: 4 in favour, 2 against**

**Resolved:** That we instruct Heritage to pollard this tree at a cost of £485 +vat. (It was noted that it would cost £610+vat to remove the tree)

**3. Willow Hedge at the Paddock** – KT has tried to email John Brannan but the email bounced back. KT will try and get a phone number for him.

#### 114/12 General Issues

**1. Emergency Plan** – draft update by LN/KT – attached for discussion.

LN reported that at the Community Resilience it was noted that Watlington is one of the few places that actually have an Emergency Plan and we were praised for having one. One village was mentioned who had an explosion in a garage and it was noted that they would have coped with this better had they had a plan in place. A few changes were agreed it was

**Resolved:** That the Emergency Plan will now be sent to the relevant people. KT and LN to action this.

**2. Purchase of Hedge Cutter** – This issue was discussed and it was agreed that we need to know the jobs this would be needed for before we decide whether to purchase a petrol or battery cutter.

**3. Signs on Gates to Entrances to the Town** – OCC had offered to move the Watlington and Twinning signs onto the gates. Not all would fit and would need new one. KT to contact OCC to find out where we are with this.

**4. Possible New Phone/Broadband provider** – KT and BA had met with Mainstream Digital and they have provided a quote which would include an internet phone so the office could have another line to use. Their quote would

save about £100 a year on current costs. It was noted that they are speaking with other local parish councils. It was agreed that we need to do more research into this issue and RBr will investigate this.

**5. Yellow Line on High Street, Couching Street and Shirburn Street** – Following our request to OCC after the Police had told us that the yellow lines are in such bad condition they cannot enforce any parking offences, OCC have said they will remark these lines. However they are unable to do anything about extending the lines on Love Lane without submitting a traffic order and which they have no funding to do. We have contacted our County Councillor to see if she has any funding left in which this could be done.

5. OCC – Temporary Traffic Order Britwell Salome – 10<sup>th</sup> December 2012.  
**This information has been put in the WT.**

#### 115/12 Budget 2012/2013 and 2013/2014

It was noted that we have given Finance our draft budget for next year. However further to this it was

**Resolved:** To ask Finance to consider including £500 in the budget towards necessary repairs to the War Memorial.

#### 116/12 Action List

Outstanding actions were noted and the updated list will be sent out to all councillors. Points noted were:

1. **Dogwood on Cuxham Road and Laurel Hedge Cutting at Hurdlers Green** – Berinsfield will be cutting these shortly. They have had a problem with flooding in the area that takes their green waste.

2. **Watcombe Road Adoption** – The letter from OCC which states they would not consider adopting the stretch of Watcombe Road from Hill Road to the Co-op entrance was noted. It was also noted that we are still awaiting a response from the Co-op regarding adoption. After discussion it was :

**Resolved:** To send a letter to OCC asking what standard this road would need to be in for them to consider adopting it.  
TH and KT to action this.

#### 117/12 Correspondence

1. **Electrical Safety Register** – changes in the industry – **Noted.**

2. OCC – An order has been issued for lines in High Street, Shirburn Street and Couching Street to be refurbished/replaced. Love Lane would require a traffic Order- **Noted**

3. SEB – **BA will look into this.**

4. British Gas – re renewing our fixed term contract on 13/3/2013 – **Noted.**

118/12 Future Issues for Discussion

**Mansle Gardens Entrance when proposal received from WIB** – TH said he hoped that this may be ready to come to the meeting in January.

119/12 Any Other Business

**WIB** – TH reported that they will be having 5 litter-picking events in 2013 and if there are any areas of particular concern to let them know. The WIB are also setting up a footpath group who will concentrate on footpath clearance. The two footpaths they are initially looking at clearing are the one into West Meadow and the Watcombe Road dogleg one. He said he hope that this will be useful for the community. He will discuss this issue with RBr and Tom Bindoff.

**Film Crew in Pavilion/Recreation Ground** – BA reported that we had a film crew hire this area last week. There are some works to the entrance of the Rec that need addressing when the land has dried out. The TV company are happy to pay the bill for these works.

**Rubbish from Pavilion and Rec** – This issue has now been sorted out and the Pavilion Committee will be informed.

**THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 11.50AM**