



## Minutes of the Meeting of the Operations Committee Held on Wednesday 16<sup>th</sup> April 2015 At 11.00 am in the Community Office

**Present:**

**Councillors:**

Bob West - Chairman  
Robert Barber – Vice-Chairman  
Ian Hill  
Tim Horton  
Tony Williamson

**Officer:**

Kristina Tynan

40/15 Apologies for Absence  
Neil Boddington

41/15 Minutes of the Meeting held on 18th March 2015 which were accepted by Council on the 14/4/2015 to be agreed as a correct record  
**Resolved:** That these minutes were a correct record of this meeting and that they be signed by the Chairman.

42/15 Declarations of Interest  
There were none notified.

43/15 Matters arising  
**Hedge and Scrub Works** – RB stated that the Johnson’s Alley hedge is booked to be done in early September. Watcombe Road hedge has been extremely well done by Owain Devey. Nigel Adams has done his yearly work on the laid hedge on Hill Road. The willow hedge in the Paddock has been removed, the recreation hedge has been cut and the two trees behind the public conveniences have been removed. RB said that one resident may have concerns about the cutting of Johnson’s Alley hedge.

44/15 Outstanding Issues

i) **Traffic Survey at Christmas Common** – This has been ordered but we have not yet got a date for it. It was noted that the speed strips have been put on Brook Street and Shirburn Street. IH contacted OCC but they are not responsible for putting them in. It was noted that anyone can pay for a speed survey to be conducted. Speed strips are also on Howe Road.

ii) **Posts on Christmas Common verge** –RB/KT have this in hand.

iii) **Playbark for zip-wire area** – This has been ordered and will be delivered on Friday 24<sup>th</sup> April between 10-12. TH, IH, NH and BT will be on site to rake it in.

iv) **Johnson's Alley Hedge** – This has been commissioned to be done in Sept 2015 by DTC Tree Care.

v) **Cleansing of the area behind Library** – The Clerk has written to OCC regarding cleansing of this area and they have said that they will look into this and report back.

vi) **Drain Cover – Watcombe Road** – TH has reported this to Openreach and they have come out to look at it and he is awaiting a report. They did say that it is in difficulty and that they would expect to have it replaced. TH said that he did mention that we would not want to lose the Phone Box in the car park.

#### 45/15 OCC Issues update

1. **Pavement on Britwell Road beyond The Goggs** – There was a site meeting yesterday with Keith Stenning and Stephen Harrod which IH and BW attended. A number of issues were discussed such as the moving of the telegraph pole on the Right Hand Side coming into the town. SEC could be asked about the costs of doing this.

SH suggested putting in a chicane but there may be some issues with doing this. He is going to speak to the OCC Safety Team to assess how safe it would be. RB said that the moving of the telegraph poles had been discussed previously but at the time it was deemed not to be able to be done.

It was noted that when Windmill Piece was built we had hoped that there would be a pavement on the Industrial site, it was in the initial plans but was not done. IH asked if the bank would be an issue as there would be no point moving the telegraph pole if the bank issue was a problem.

It was noted that Stephen Harrod is taking this issue very seriously and looking into possible solutions. In an email that SH sent to Naomi Burton (see Correspondence letter 4) he stated that *'It is worth noting that if this road was built today it would be somewhat different to what we have inherited with its narrow footpath! However, it is what it is and we are considering possible solutions to what is clearly a potentially hazardous stretch of footpath. These would include possibly building a chicane along this stretch to both narrow the road and widen the footpath, as well as slowing traffic and providing a raised crossing point. There are many obstacles to this including funding, design issues, road safety and visibility problems, public consultation requirements, etc. Thus it may take some time to reach a conclusion, but I wanted you to know that we are taking this matter seriously and have started the ball rolling.'*

RB said that perhaps it could be made into a one-way road and the pavement widened.

Another option would be traffic lights, it was noted that this has been discussed before and was deemed not to be a solution. TW said that temporary traffic lights were put there when the hydrants were being put in and had suggested doing a survey of initial reactions of residents to them but this was not done.

BW said we should get in touch with SEC for some costings of moving the telegraph pole.

TH stated that in regard to the footpath where the bank presently is was actively pursued by himself and would not be that an expensive job as there are not many services in this location. At the time the owner of the land was interested in the possibility of doing this. However this is not a live issue at the moment as the owner has moved. One resident objected to this as he felt the green belt was essential to his outlook. Some trees would need to be removed but there would still be a lot of trees in this location. TH said that he thinks that this should be a way that is explored and we should ask OCC if they are prepared to take this up, it would not solve the problem but would progress it. It was noted that we should also recognise the Windmill Piece fund. It was noted that the speed humps on Britwell Road have helped in slowing traffic down.

**Resolved:** To ask Stephen Harrod to formally take this issue up and would include a proper raised crossing. IH and KT to draft a letter on this issue to be sent to SH. (This scheme It is shown on the initial plans for Windmill Piece).To also ask Mark Francis what money is left in the Windmill Piece fund. To contact SEC and get a costing for moving a telegraph pole.

IH said that OCC did some work in this location on the dropped kerb but it was of no significance and in theory one could cross in this location with a buggy but it is not advisable as there is very bad visibility and one cannot see the traffic coming. BW said a path could go through the hedge and have a smaller pavement which would be a cheaper option.

**2. Pound Close/Pyrton Lane issue** – KT has requested an update from OCC but has not yet received one. TH said that he is also pursuing this issue. He has been speaking with William Rotrowski who has just joined the Drainage Team at OCC. He had hoped to have a site meeting after Easter with him but will chase him up on having a meeting. IH said that last week dye was put down to see where the drains come out and it was noted that this drain then crosses Cuxham Road to the stream, it seems that there are 2 other drains which cross Pyrton Lane but no conclusive evidence was found. The exercise is due to be repeated this weekend. There are watercourses on both sides of Pyrton Lane. When dye was put down nothing came out, the manhole covers were then lifted and all the water disappeared from Pound Close. There should be a map showing what is linked to what as the drain system does not seem to be logical. BW said it will be interesting to see the results of this experiment.

**3. The Goggs** –TW stated that the Environmental Agency has agreed to put setts outside the frontage of 22 The Goggs which is what all the residents wanted. They have also said that they would resurface the road and do some work to the drains. TW will try to find out when the works will be done although they have stated that the works are due to be progressed this year.

**4. HAMP Assessments** – TH stated that these assessments have been done for complete lengths of roads for Watlington however only certain sections are in a very poor condition. It was noted that works to Brookside have been done on safety grounds but it was thought that parts of Love Lane and Spring Lane are in worse condition and get a lot more traffic. It was also noted that some parts of Chapel Street are in a parlous condition but this street does not get so much traffic using it.

After discussion it was:

**Resolved:** That we ask for new HAMP Assessments to be done in Watlington on very specific stretches of roads on Love Lane and Spring Lane. TH to give the specific stretch by using the house numbers to indicate the stretch and the Clerk to then send the request to OCC.

#### 46/15 Open Spaces

##### a. Recreation Ground

i) **Dog Fouling Issues - Stoop and Scoop/ Green Dog Walker Scheme/Dog Fouling Enforcement. - EL has asked about the enforcement aspect of this.** Deferred to the next meeting. KT to get costing for dog bins and emptying of them. Locations to be discussed also at the next meeting.

ii) **Recreation Ground Car Park - update following meeting with Football representatives.**

RB said that this had been a good meeting and it was attended by RB, TH, IH, Keith Woolfson and Steve Strong (WTFC). RB said that there was discussion on re-aligning of the car park spaces which would give an extra 6 spaces; removal of the bank by the ditch, flattening it and laying a mesh down; moving the fence line on the pitch side nearer to the goal post (This would need permission from Beechwood Estates. The disabled spaces would also need to be re-aligned so facing the pitch.

The other concern of WTFC is the lack of good lighting in the winter when children have to cross the car park and there was discussion of some low level lighting by the fence on 2 sides of the fence. It was thought this would be relatively inexpensive. It was noted that the existing spotlight is not helping the current lighting as it is not aligned correctly. After discussion of this issue it was:

**Resolved:**

1. That IH do a plan for the new layout of the car park and also a plan for the ditch and sports field area based on the discussion above.
2. That BW/IH and RB look into low level lighting options.

TH said that this could be a contender for an Awards for All application. It was stated that the earliest that this could be done would be by the Autumn of 2016 subject to funding.

**Graffiti proofing of the Pavilion** – TH said that the Clerk is seeking a cost for doing this. It was agreed to keep this item on the Agenda.

b) Paddock

1. **Fencing** – Willow hedge has now been removed. A note about this was put in the WT. It was agreed that we now need to order the 50 plants and liaise with our Gardener about putting them in. RB/KT. The chestnut paling needs to be repaired and put back.

2. **Play equipment** – KT/BW will look at this.

3. **Breedon Path** – We have one quote for this and TH will obtain 2 more quotes for the next meeting.

47/15 Property

a. Car Park

i) **Works to Drains** – A letter has been sent to OPC and we are awaiting their reply.

ii) **Marking out the 2 Hour Car Park Spaces** - A quote has been received from Anglo liners which was discussed. It was noted that they have previously done marking in the car park to a very good standard.

**Resolved:** That we commission Anglo liners to mark out the 2 hour car park spaces and the 2 disabled spaces as described in the quote.

iii) **Civil Enforcement** – This issue was passed to this committee from the Strategy Committee IH stated that we do need to be able to enforce the Car Park Order. Discussion took place on this and a number of suggestions were made which included:

1. To ask for prices from Commercial companies.
2. Appoint someone who does not live in the community to enforce the Car Park on an occasional basis – to be agreed. Could put adverts in the Henley Standard. We can give the power to an individual to do this and provide training. TW suggested perhaps someone from Benson or Chinnor PC could suggest someone. It was noted that Thame have a warden and KT to see if she can contact him via Thame Town Council. TH said we would need to have printed tickets which have guidance notes on the back and we could write to larger Parish Councils on how this can be contracted. We would need to have guidance on hourly and travel rates. TW suggested contacting the Business Estate in Chalgrove as they may have someone available.
3. Contact DVLA to see how to obtain addresses from car registration numbers. BW said he thought that this was easily done and KT to contact DVLA and find out information on this and possible costs.

iv) **Bollard for corner of Watcombe Road** – TH is still pursuing this and it was agreed that TH and RB to choose the design and continue to try and get this issue sorted.

b. Public Conveniences

i) **Updating of the facilities** –BW/TH to update regarding draft tender of works and Window prices for Crittal and wood. TH and BW to meet up next week to discuss this.

ii) **Area behind the Public Conveniences** – clearing of soil etc.- TH and BW to look at this area and report back.

iii) **Cobbles outside Public Conveniences** – Note from WiB was attached to the agenda.

**Resolved:** That we write to OCC regarding this issue. TH will draft this.

c) Pavilion

**Opening of the Pavilion – Motion from Tim Horton**

'That the committee discuss the opening of the pavilion during 1) the summer holiday break period and/or 2) during parts of the weekend and/or 3) in the Monday - Friday 'post-school' period. Such an opening might be in connection with the sale of drinks and snacks but offer security to then-available toilets ...and/or the acquisition on a hire basis of a 'portaloo' for some extended period this summer'.

After much discussion it was:

**Resolved:** To have a porta-loo in this location for 4 months from the last Bank Holiday in May to September 2015. To also talk to WTFC and WTCC regarding this. To also speak to Robin at the Granary.

TH said that he will also look at having a toilet 24/7 throughout the year and he will report on this at the next meeting.

48/15 General Issues

1. **Summer Sports Programme** – TH said that only this morning he spoke with Jo Paterson regarding this. She will speak to JAL Leisure who run the Summer Programme, telling them that Watlington is keen to support this. TH and EL to deal with this as agreed in a previous meeting.

2. **Phone Box at Christmas Common** – Residents will be contacted in May- TH and RB to do this. RB said that the Christmas Common Litter Pick Group have cleaned all of Watlington Hill verges of rubbish and have done an excellent job. TH said that SODC performance on verge clearance is not very good at the moment.

3. **Emergency Plan** – LN said that this needs to be discussed at the next meeting and will need someone to help KT with updating of this regarding contacts etc.

The Committee thanked LN for all her work on this issue over the years since its inception.

4. **Footpath W13** – Update on works- Nothing to report.

5. **Environment Agency Grants for surveying culverts** – IH to report on this at the next meeting.

6. **Streetlife** – Asking if we could introduce them to local groups. They have just launched in Didcot and are a new local community website for South Oxfordshire. Visit [www.streetlife.com](http://www.streetlife.com) – This was noted.

7. **Grass Cutting in Letts Alley** – A resident has asked if we could add this area to our grass cutting regime. This was discussed and it was noted that at present a resident is cutting it. It was:

**Resolved:** That the WPC add this area to the regime as and when it becomes necessary.

8. **Request from Youth Club** – Asking for permission in put up some Graffiti boards – see attached. This request was noted.

9. **Drainage and Street Lighting** – Note from TH was attached to the agenda on the 'County Council wins £12.9M for highway drainage and street lighting improvements'  
After a brief discussion it was agreed that TH seek clarification on a number of issues. It was noted that perhaps some areas might benefit from some extra suitable lighting. Regarding drainage, it was noted that we do experience ponding in some areas of Watlington and this may be helpful source of

funding to apply for.

**Resolved:** That RB look into the drainage issue and see if the Water Resources group have any comments to make. That KT write to OCC with an expression of interest in this and TH to draft a note to be sent.

RB said that there is vast light pollution which comes from the Care Home on Hill Road and asked if someone could have a word with them. LN said that this would be a sensitive area and perhaps the Charity should be contacted in the first instance and it was agreed that KT do this.

RB also suggested that the new Council have a democratic canvas of where new lights should be placed and in a sensitive fashion to limit light pollution.

#### 49/15 Correspondence

1. **P Logan** – Speeding on Pyrton Lane. Asking for consideration be given to a speed limit – attached to agenda – TH said that he makes a good case, but the area he refers to is in Pyrton Parish. TH stated that the Wilderness Path used to be the official path to Pyrton. After discussion it was:

**Resolved:** That we write to Pyrton Parish Council and ask them to consider Mr Logan's suggestion.

2. Aviva Community Fund – attached – **Noted.**

3. J Laming –Cycle event on 6<sup>th</sup> June 2015 – **Noted.**

4. N Burton – Britwell Road Safety Concerns – **Discussed above in agenda item 45/15**

5. Civic Voice - War Memorials – Free workshop on Tues 28<sup>th</sup> April to discuss the project of how to identify and record the condition of War Memorials - **Noted**

#### 50/15 Future Issues for Discussion

Hedge and Scrub Issues – June Meeting.

#### 51/15 Any Other Business

The Chair and Vice Chair were thanked for their work on the Committee. BW thanked all his committee members for the help and support they have given him during the year. He thanked LN for her work and commitment as a co-opted member of this committee.

**THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 1.12PM**