



Minutes of the Meeting of the Operations Committee Held on Wednesday 19th February 2014 At 10.30am in the Community Office

Present:

Councillors:

Barry Adby – Chairman
Bob West – Vice-Chairman
Tim Horton
Tony Williamson
Tim Horton
Linda Nicholson – Co-opted Member

Officer:

Kristina Tynan

Members of the Public:

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14/14 Apologies for Absence

Robert Barber, Neil Boddington

15/14 Minutes of the Meeting held on 15th January 2014 which were accepted by Council on the 11/2/2014 to be agreed

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

16/14 Declarations of Interest

There were none.

17/14 Matters arising

a) **Howe Road Phone Box** – It was noted that this covered in foliage and needs clearing. KT to contact BT.

b) **Johnson's Alley** – The work has been done by Owain Devey and he has done a very good job.

18/14 Outstanding Issues

1. **Hedge in Car Park** – Quote received from Nigel Adams for the laying of this hedge. This was discussed and it was noted that he is uniquely capable of doing this job.

Resolved: That we accept the quote from Nigel Adams which is £364 for the hedgelaying and £165 for planting in this area. It was noted that the hedgelaying needs to be done before the bird nesting season.

2. **Parish Controlled Trees** – We are awaiting the report from Martin Gammie. KT will contact him to see when this will be available.

3. **Howe Hill Hedges** (OCC ref 604065) – BA has met with Ian Fieldwick from OCC and looked on site with him at this issue. He will be writing to us on this issue.
4. **Pothole by Car Park** – Our caretaker has temporarily fixed this and it seems to be holding up at the moment.
5. **Postbox at Christmas Common** – It was noted that this box that was stolen has been replaced. It was thought that it looks cheap and nasty in the AONB. It was agreed that the Clerk contact them about a replacement which would be more in keeping.
6. **Gritting at Northend** – A letter has been sent on this to OCC and a note has been put in the Watlington Times on this issue.
7. **White Lines at the bottom of Hill Road** – At a meeting with Mark Francis (OCC) this was discussed and his initial response was that there is no money to do this.
8. **Signs for Recreational Areas** – This has been referred to the Finance Committee for a decision.

9/14 Property

a. Car Park

i) **Drains in Car Park** – Awaiting quote from OPC. BW reported that every time he has been in the car park the drains have been clear even with the current weather conditions. It was noted that we just need to keep them clean. It was agreed that we ask the caretaker to clean out the drain by the noticeboard.

ii) **Car Park Entrance/Watcombe Road – TH update on meeting with the Co-op.**
TH will update us at the March Meeting on this.

b. Public Conveniences

i) **Updating of the facilities –draft tender of works** – TH will report on this at the March Meeting.

c. Community Office

i) **Painting of Main Meeting Room** - KT has met with Jaine McCormack re colour scheme.- We will be getting some testers and will then decide on the colours to use.

7. Open Spaces

a. Recreation Ground

i) **Dog Fouling Issue** – The 'Stoop and Scoop' group have asked that we consider cameras and have provided a poster they have designed to be put up in this location. IH, BA and KT to arrange a meeting with them to discuss all issues and this will then come back to the March meeting. KT mentioned the 'Green Walker' Scheme she has been researching and it was agreed that this be raised at the meeting with the 'Stoop and Scoop' group.

ii) **Hedge around Sports Field** – It was noted that we have received an email from Beechwood Estates on this issue stating that they request these works be done before the bird nesting season. We have had 3 quotes for the work.

Resolved: That we accept the quote from Owain Davey for £760 which is for the removal of all scrub in the northwest corner of the Sports Field and clearance of hedge line in the northern corner back 2m from the current boundary line. Other sections of hedge to be cleared back to appropriate dimensions as agreed with Mr Barber. Disposal of all waster.

It was also agreed that we do this work this one time and then the Sports Club will need to maintain this hedge keeping the new line. The Clerk to write to the Cricket Club and Football Club secretaries regarding

this. Photographs will be taken and also given to the sections so that the new standard can be kept up. KT to organise these once the work has been done.

iii) **I-Play** – TH stated that he has contacted Jaime Parkinson from Playdale to clarify some issues on this. He has confirmed that a new scheme which would cost £895 for a five year period would cover replacement of equipment and labour of the i-play. We have a 2 year contract at the moment on the i-play and will need to check when this runs to. TH stated that Playdale did install the majority of play equipment on this site and it was agreed that TH gets back to Playdale to see if these could also be covered on one contract. It was thought also that he may ask about the fitness equipment and whether this could be covered even though these pieces were not installed by them. TH reported that Playdale also do our Annual Playground Checks (Recreation Ground and Paddock) as they were the most cost effective and he will seek to see if there could be a complete package which could include everything.

b) **Bike Racks in Town** – TH said that WIB will come back with suggested locations for the March meeting.

8. General Issues

1. **Facebook Page for Watlington Parish Council** – KT said that she thought the Parish Council should have a facebook page as it the best way of engaging with younger people. There was discussion on this and the following was agreed:
RECOMMENDATION TO COUNCIL: That the Parish Council set up a facebook page subject to agreed settings and how it would be monitored.

2. **Collection point for Tassimo T-Discs through Terracycle** – It was thought this could be done at the office as anything that can be recycled should be encouraged.

3. **Co-option onto Committee** – This was deferred to the next meeting.

9. Budget and Financial and Staff Issues

1. Grass Cutting Tender from April 2014 – 3 Tenders have been received. Discussion on who to recommend to Full Council to appoint– information will be sent separately.
2. Caretaker's schedule – referred from Finance – information will be sent out.
3. Infrastructure Money available from SODC - TH

10. Action List

To note any outstanding actions if needed and to note completed actions on the caretaker list.

11. Correspondence

1. J Howell – Meeting to discuss area wide traffic issues– Meeting has been arranged for 7th March 2014.
2. OCC – invitation to participate in the Oxfordshire Fire and Rescue Service Risk Based Fire Safety Reinspection Programme – online consultation. Do we wish to do this?
3. OPFA – Do we wish to renew membership – cost £50?
4. SODC – Asking for information about flooding in our area. They will be working with OCC to put information together to help them prioritise and agree action to help reduce floor risk in the future.
5. OCC Emergency Planning – Asking us to fill in a form about the recent flood problems.
6. Wallgate Contract on Handryers units in the Public Conveniences – renewal schedule.

12. Future Issues for Discussion

Paddock – various issues– WIB will give us a wish list for the March meeting.
Skateboard ½ pipe - March Meeting

13. Any Other Business

Declaration of Interests

(i) any Member arriving after the start of the meeting is asked to declare personal interests as necessary as soon as practicable after their arrival even if the item in question has been considered.

(ii) with the exception of the circumstances listed in paragraph 9(2) of the Local Code of Conduct for Members, a Member with a personal interest also has a prejudicial if it is one which a Member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the Member's judgement of the public interest. In such circumstances, the Member must withdraw from the meeting room, and should inform the Chairman accordingly.

(iii) it is not practical to offer detailed advice during the meeting on whether or not a personal interest should be declared, or whether a personal interest should also be regarded as prejudicial.

Confidential Items

EXCLUSION OF THE PUBLIC

RESOLVED: THAT under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for items of business of the grounds that they involve the likely disclosure of exempt information as defined in Paragraphs 7,8 and 9 of Part I of Schedule 12A to the Act.

Signed

Kristina Tynan – Parish Clerk

Dated: 12 February 2014

Distribution Barry Adby, Tony Williamson, Tim Horton, Ian Hill, Robert Barber. Neil Boddington, Bob West,
Co-opted Member: Linda Nicholson



