



Minutes of the Meeting of the Operations Committee Held on Wednesday 21st January 2015 At 11.00 am in the Community Office

Present:

Councillors:

Robert Barber – Vice-Chairman
Ian Hill
Tim Horton
Elizabeth Winton
Tony Williamson
Linda Nicholson – Co-opted member

Officer:

Kristina Tynan

Members of the Public

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Robert Barber chaired the meeting.

01/15 Apologies for Absence
Bob West.

02/15 Minutes of the Meeting held on 19th November 2014 which were accepted by Council on the 9/12/2014 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 Vice-Chairman, Robert Barber.

03/15 Declarations of Interest
There were no 'Declarations of Interest' notified.

04/15 Matters arising
Watlington to Lewknor Walk Leaflet (Minute 120/14 refers) – TW will put a sticker on the walk stands which will state that this walk is closer to 8 miles rather than 6 miles as the leaflet states.

Budget 2015/2016 (Minute 116/14 refers) – TH said that all items that the Operation Committee requested were granted by the Finance Committee apart from a reduction in the Operations Contingency from £3000 to £2500.

Deep Cleanse (Minute 119/14 refers) – TH stated that he is monitoring this and has spoken to Ian Robinson at South and Vale. There will be no further work done on TH's representation but it would have been very valuable to have some work done in Watlington.

Hill Road Car Park (Minute 119/14 refers) – Our caretaker did attend to the leaves in the drain which is prone to get full of leaves etc in the winter. We need to keep a check on this drain so that it is kept clear and up to standard.

05/15 Outstanding Issues

i) **Parish Controlled Trees** –Martin Gammie has been commissioned to do the report following approval of the Finance Committee for the expenditure to be made from this current financial year. There will be a meeting with him soon.

ii) **Signs bent in Car Park**

Resolved: That Tom Bindoff be asked to unbend the signs subject to being covered by our insurance.

06/15 Issues update from discussion with Keith Stenning

1. **Pavement on Britwell Road beyond The Goggs** – A drop crossing has been ordered by OCC – January 2015.

2. **Howe Road Markings and Signs** – Mark Francis OCC has been out to visit site and has issued an instruction that defects 263683 & 263685 for the vegetation obscuring the 30 mph signage to be cut back and that he will issue the refurbishment of the road markings and installation of ‘dragons teeth’ markings in April when funding becomes available. He stated that the Parish Council were going to look at moving the gates to the speed limit location to make a full ‘gateway’ feature.

Resolved: That the gates issue be an agenda item for the next meeting and all members to visit the site prior to the next Operations Committee meeting.

3. **Pound Close/Pyrton Lane issue** – Awaiting response from OCC but it was noted that OCC visited site this morning. KT will contact OCC regarding this.

4. **Traffic Survey at Christmas Common** - £500 has been put into the budget for the next financial year for road signing/traffic survey. After discussion it was:

Resolved: That the Clerk organise this with OCC but that it must avoid half terms and Easter Holidays. RB will mark up a map with the locations needed.

07/15 Open Spaces

a. Recreation Ground

ii) **Dog Fouling Issues** - Stoop and Scoop/ Green Dog Walker Scheme – EL/KT – KT has met with Chinnor PC who would like to do this in conjunction with us.

It was noted that Biffa has still not received the Green Dog Walker Scheme status as yet. KT will chase up again.

EW stated that the dog fouling problem has got worse recently. There is still a lot of dog mess on the Sports Pavilion and there have been incidents also in the paddock. Some pavements in town have also had problems.

EW has done some posters for the Sports Field area which she will put up. She said that ‘Stoop And Scoop’ group have also been giving out leaflets on dog fouling.

Discussion took place on the suggestion of EW to have a dog bin and bags in the paddock area. It was thought that this would encourage people to bring their dogs into this area. KT will put up some posters on all the gates to the Paddock which will state that dogs need to be kept on leads and any dog fouling must be cleaned up. TH said that if there were to be another bag dispenser he thought it would have more effect if it was either in Mansle Gardens or by St Leonards Church.

In quite a few cases of dog fouling people know who the culprits are and it was:

Resolved: That people who do have names of people who allow their dogs to foul and not pick up be encouraged to give their names and that of the offender with date and time to the Clerk who will then ask the Police to visit the offenders.

NB: The Police have done this on a number of occasions to date.

It was also agreed that we would be happy to work with Chinnor Parish Council on events when the Green Dog Walker Scheme is up and running.

ii) **Safety Inspection Report for Recreation Ground** – This issue has been discussed in previous meetings and it was agreed that the Clerk order the repairs needed to the play equipment from Playdale, apart from the bark item which will be done in the spring.

iii) **Skateboard ½ pipe** – This is all in good working order and the only thing left to do is painting of the frame which TH will organise when the weather is better.

iv) **Winter work on Pavilion beds**– TH said that some winter work is needed on these beds to reduce the bushes and to tidy them up. TH said that WIB may make an offer to do the work needed. **Resolved:** That we accept an offer from WIB to do these works and ask that the proposal on what they are to do to be sent to the Clerk.

v) **Hedge and Scrub works** – quotation from J Ayres Forestry had been received which included quotes for the following works:

1. Car Park Large Hedge at rear (Johnson's Alley) cut 45m
2. Car Park Hedge at Hill Road (Laid Hedge) cut 44m
3. Removal of 2 small Ash trees behind Public Conveniences
4. Paddock – removal of willow hedge
5. Recreation Ground – Hedge by Allotment cut of the side only 104m
6. Removal of Scrub under hedge above 120sqm
7. Hedge by Skate ½ pipe – cut 10m length x 3m, 30 sqm (part of hedge)
8. Hedge by Skate ½ pipe- cut 36m x 4.5m, 165sqm (whole length of hedge)
9. Hedge at back of Sports Field cut back of branches 85m

It was noted that perhaps we should obtain a quote for removal of the stumps underneath the above hedge.

Resolved: That RB, BW and the Clerk be delegated to obtain 2 further quotes and that we also get quotes for the hedge at the Watcombe Road side.

RB said that we need to have a long term plan for our hedges in Watlington.

Leylandi Hedge in the Car Park

Resolved: That we contact British Telecom and ask for a follow up cut of this hedge after the excellent work they commissioned a few years ago. To speak to Nigel Adams as a matter of urgency regarding the laid hedge (Hill Road).

b) Paddock

1. **Fencing options** – Discussion took place on various options including a metal fence to match the existing and a wooden fence. RB and KT to progress.

Resolved: That in principle we need a barrier of some sort installed and that we plant a Lonicera hedge in front of it.

2. **Play equipment** –Safety Inspection was received today and will be an agenda item for the next meeting.

3. **Path by Library**- We have received one quote. It was noted that J Ayres did not quote for this and it was agreed to ask him to quote for this work.

4. **New Plants for Paddock** – Tracy has ordered some.

08/15 Property

a. Car Park

i) **Car Park Entrance/Watcombe Road** – TH reported that he sent an email to the Co-op today asking for timing and detail of these works.

ii) **Hedges in Car Park** – Discussed above in Minute 07/15 (v).

iii) **2 Hour Parking Spaces** – TH said that we will need to identify these spaces better if we want to enforce them in some way and one suggestion is to have them marked out in a different colour eg blue. He stated that the company that did the marking of the whole car park on a Sunday were very good. RB suggested that '2 Hour' could be stencilled in the spaces.

It was noted that the PSFC have put forward a suggestion about repair/marketing out of the car park at the recreation ground and if they are to go ahead that some co-ordination be made. The Recreation Ground Car Park to be an agenda item for the next meeting and NB will be sending us a to scale plan of car park spaces.

b. Public Conveniences

i) **Updating of the facilities** –BW/TH are still working on a tender of works.

ii) **Extra Cleaning** – The Clerk reported that a nearby resident has offered to help with cleaning of these facilities and this offer was gratefully received.

09/15 General Issues

1. Icknield Way sign on Howe Road- Response to our letter on this – **Noted**

2. Infrastructure Funding Application – SODC has £75,000 available for 2015/2016- **Noted**.

3. Summer Sports Programme –**The Clerk has sent a letter to SODC regarding this issue.**

4. Footpath 4 – Update from Meeting 19/11/2014 – **TH/RB and IH met with the Beechwood Estates Land Agent and had a useful exchange of views. This issue will now go to the Strategy Committee for any further discussion.**

5. Phone Box at Christmas Common – **WIB will be having a look at this with a view to cleaning, painting and replacing the missing glass pane.**

6. Howe Road Accident – EW said that she had been speaking to a resident who lives on this road who said that there have been 4-5 accidents just outside her home, since she has lived on Howe Road. She has looked after the victims and phoned the Emergency Services in all cases. IH said that perhaps a Chevron on the bend would help. After discussion it was:

Resolved: That the Clerk email Mark Francis at OCC regarding this issue and get his advice.

7. Posts on Christmas Common verge –RB showed some photos of the verge by the old churchyard and requested that the committee put 2 posts on the verge which will show where the church entrance is located and will also stop people damaging the verge.

Resolved: That we install 2 posts in this location. KT will obtain some quotes. This issue was then delegated to the Chair and Vice Chair of Operations to agree the works.

8. Christmas Common Road at A40 Junction –RB said that the road is in a dreadful condition. It was noted that this is in Bucks and it was suggested that individuals can take this up on their fixmystreet.

9. HAMP and Ecotec and 'after works' in Watlington – TH said that Spring Lane, parts of Brook Street and Cuxham Road are featured in OCC's HAMP assessment of Watlington and he hoped that the company doing the roadwork's will make a permanent fix of any damage to the roads. OCC could link up their HAMP assessment with the works that Ecotech are doing and have a fresh look at resurfacing some if not all of the roads concerned.

Resolved: That WPC send a letter to OCC regarding the roadworks. TH to draft and RB and IH to agreed it prior to it being sent by the Clerk. It was also agreed to add Pyrton Lane to the list.

10/15 Action List – To note any outstanding actions if needed and to note completed actions on the caretaker list.

11/15 Correspondence

1. Chiltern Society Magazine –Winter Issue – **Noted.**
2. SCPMV – Northend footpath gates Installation Project – **RB said that this had been a big project.**
3. SODC – Confirmation of receipt of our tree works proposal - **Noted**

12/15 Future Issues for Discussion

Paddock Play Equipment Safety Report –Feb
Recreation Ground Car Park –Feb (NB to supply a scale drawing)

13/15 Any Other Business

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 13.02