



Minutes of the Meeting of the Operations Committee Held on Wednesday 18th January 2017 at 8pm In the Community Office

Present:

Councillors: Tom Bindoff (TB) – Vice-Chair
Ian Hill (IH)
Rachel Huckvale (RH)
Terry Jackson (TJ)
Tony Williamson (TW)

In Attendance: Fiona Paterson (FP)

Officer: Kristina Tynan

01/17 Apologies for Absence
Bob West, Roger Beattie.

02/17 Minutes of the Meeting held on 16th November 2016 which were accepted by Council on the 13/12/2016 to be agreed as a correct record

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

03/17 Declarations of Interest
There were no declarations of interest notified.

04/17 Matters arising
There were none other than agenda items

05/17 Update on Outstanding /Completed Issues

1. **Unofficial path to Watcome Road in the corner of the Hill Road Car Park** –This will be done soon.
2. **Johnson’s Alley – Hedge Cutting** - This work has been done.
3. **Cutting of hedges in the Car Park** – one hedge has been laid and one has been cut on the Hill Road side.
4. **Update on Tree Works Commissioned**- Hopefully CwT will have done all the works by the next meeting.
5. **New Play Equipment Paddock Project** – The Fencing has been ordered and WiB have put in bulbs on the edge of this area. It is hoped that the fencing will be delivered at the end of February/beginning of March.
6. **Hedge between recreation ground and allotments** – Works commissioned.
7. **Emergency Plan** – KT will update this with the new information received.

8. **Red Kites** – TJ has produced a draft leaflet. Kathy Rose has suggested that we could fund/produce a letter with other parishes. It was thought it was probably best to do it for our own parish only. TJ will circulate the draft leaflet before the next meeting where it can then be discussed.

06/17 Highway/Footpath/Tree Issues

1. **Trees in Watlington**

Management Plan for all Watlington Parish Council trees – *Do we need to take any Action at this stage?* – If was agreed that KT will speak to Martin Gammie about how the procedure on this would work.

2. **Updates on any other issues**

Hedge at Davenport Place – This has been cut right back.

07/17 Open Spaces

1. Recreation Ground

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 and Robert Barber are going to have a look to see if they can cut the lower branches on the Shirburn Road corner of the Sports Field themselves and if so will do the works before the grass cutting season starts.

2) Paddock

Plants – TJ stated that WiB has given some plants for Tracey to plant.

Notices by Play Equipment – These need to be taken down.

Notices about how the Paddock should be used - KT is putting the poster below up tomorrow.

The Paddock

This is a community space intended to be for the benefit of all parishioners. It has been carefully designed to be an attractive area for members of the town to relax and coexist with each other. The Parish Council **do not** believe it is appropriate for the area to be used for:

- **Cycling**
- **Unleashed dogs**
- **Playing of ball games by older children for which the Recreation Ground is the appropriate location.**

We appreciate your consideration in using this community space

3) Other Areas

a. **Triangle on Cuxham Road** – this was discussed in the November meeting. A proposal for this area is needed. It was noted that we need to find out more about the trees in this location. TB/Robert Barber.

08/17 Property

1. Car Park

a) **Cleaning of this area** – TB said that the drainage issue is much better this year so the dugout channels seem to be working. TW said he has been in touch with Diane Majors, Unpaid Work Placement Manager – Oxon Thames Valley CRC on another issue but said he could ask if the Team would be prepared to come and do this work.

2. Public Conveniences

1. Updating of the facilities – To check with Roger Beattie where we are at with doing this work. It was resolved at Full Council to do the updating.

3. Community Office

a) **Painting of Office** – The Finance Committee considered this issue and asked that it be further discussed by the Operations Committee.

After discussion it was agreed to ask Diane Majors if her team would be able to do this work. It was noted that as regards the quote we need to check the one from Berinsfield to see if all the work needed has been quoted for.

09/17 General Issues

a) **Winter Maintenance Plan** – SvP has produced a draft plan which was attached to the agenda. It was noted that the plan needs some tightening up and IH/KT will do for the next meeting.

b) **Dog Fouling** – It was noted that we are getting complaints about this especially in the paddock area. The notices will be put on the gate and hopefully once the fencing goes up this will stop dogs going in the play area. KT reported that the PCSO has been to visit some identified people who do not pick up.

c) **Pump Track at the Rec** – The Skateboarders are looking into having one of these in the Rec and it was thought we should support their annual event at the Bowl in some way.

10/17 Promotion of Issues

Message in a Bottle – Promotion of this –KT is getting some more delivered from the Lions. When they are received they will be promoted. The Lions have asked if we would like them to come and give us a talk.

11/17 Correspondence

1. **TJ Bacon** – Letter supporting the Bowls Club removal of the sycamore tree adjacent to their premises. This was noted and it was agreed that we check if SODC Forestry have been notified.

2. **C Royds** – Dog Fouling in the Paddock/High Street - **Noted**

3. **Neilsen's Global Awareness Day** – Will come to Watlington for the day on Thursday 2nd June. We will need to identify tasks for them to do.

12/17 Future Issues for Discussion/Implementation

1. **Cobbles outside Public Conveniences** – BW is looking into this.

2 **Enforcement of 2 Hour Bays** – When recommendations are received from the NP Infrastructure Report.

3. **Car Park Marking out** – Awaiting plan from KW.

4. **Recycling Bins for the Town** – At an appropriate time.

5. **Launch of New Play Equipment** – RH to organise this in the Spring

13/17 Any Other Business

Brook Street Culvert – KT to check what stage this request for a survey is up to.

Bus from Oxford – It was noted that one of the buses coming from Oxford could not turn down the High Street due to an illegally badly parked car. This led to a delay of 20 minutes to the service. It was thought if we can get a good picture of this situation we publicise this and also put up a poster in the Co-op which may help to stop people parking and blocking the road to larger vehicles.

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 9.18PM