



## Minutes of the Meeting of the Operations Committee Held on Wednesday 18<sup>th</sup> June 2014 At 11.00 am in the Community Office

**Present:** Bob West  
Robert Barber  
Tim Horton  
Liz Winton  
Linda Nicholson

**In Attendance:** Martin Gammie

**Members of the Public:** 1

**Officer:** Denise Allnutt

59/14 Apologies for Absence  
There were none

60/14 Election of Chairman  
Robert Barber proposed Bob West and this was seconded by Tim Horton. There were no other nominations.  
**Resolved:** That Bob West be elected unanimously as Chairman.

61/14 Election of Vice-Chairman  
Bob West proposed Robert Barber and this was seconded by Ian Hill. There were no other nominations.  
**Resolved:** That Robert Barber be elected unanimously as Vice-Chairman.

62/14 Minutes of the Meeting held on 7<sup>th</sup> May 2014 which were accepted by Council on the 13/5/2014, 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 Chairman

63/14 Declarations of Interest  
There were no declarations of interest notified.

64/14 Matters arising  
There were no matters arising.

65/14 Outstanding Issues  
i) **Mats for Entrance** - The fact that the sisal mat we had decided to order, needs to be pressure-washed regularly was discussed. The current sisal mat, which is not washed regularly, was looked at and as we need a mat to read Please Mind the Step, a rubber mat was considered as an alternative. RB asked if we could not put a sign on the step reading Mind the Step. It was resolved that we should go with the original plan and order the sisal mat

ii) **Plastic Bollards** -TH: mentioned outside the Fish and Chip shop, where the bollard has been broken and the manhole cover is also badly damaged. Despite the Clerk contacting OCC we are still waiting for repairs.

Discussion ensued re insurance implication – WPC only responsible for bollards, not manhole cover or pavement. TH said that this issue needs to be dealt with extremely urgently. OCC must be reminded of danger from this, as two people have already fallen over. BW suggested an article in local newspaper and TH asked if WPC should get private bollard contractors in and charge OCC? IH thought KT should ring Keith Stenning and complain. RB: read out email chain from 13.06.14, from KT showing she is already pressuring OCC. Reply said that contractors had been contacted. Further email and reply 16.06.14 which stated that the manhole cover was repaired on 16.06.14

## 66/14 Open Spaces

### a. Recreation Ground

#### i) **Parish Controlled Trees – *Martin Gammie in attendance***

MG explained the proposals he put forward in February 2014 with reference to the Parish Tree Stock, he said that option 1 is more than we need, the 2nd option is just right and the 3<sup>rd</sup> option is less than needed and could prove expensive in the longer term.

The 2<sup>nd</sup> option will save money in the long term and look after the trees properly for the future.

#### **Questions asked to MG:**

RB clarified the differences between the options and asked if he would particularly look at the Paddock trees as previous advice from an arboriculturist did not offer sufficient guidance. It was suggested that perhaps we should look at a contract for the future to look after Tree Stock and would that reduce the quotes? MG said that there should always be a Tender process.

TH – asked the following questions:

1) Would hedging be included in the present quote? MG said they would be included as parts of the group with trees.

2) Are trees not belonging to WPC but which encroach on WPC land included in MG's survey? MG replied no, he would mention them but not prescribe anything apart from cutting back to boundary.

3) What are the ongoing costs for managing trees? MG stated that his report would allow for calculating for that but initially it would be costly because of lack of previous management. Because of this initial cost the budget for upkeep/maintenance should be reduced later.

BW thanked MG for attending this meeting and said the decision-making process could now go ahead. It was agreed that Option 2 would serve us best.

Resolved to obtain 2 further quotes from arboriculturalists based on 'Option 2'.

#### ii) **Dog Fouling Issues** - Stoop and Scoop/ Green Dog Walker Scheme

EW reported on the meeting with Biffa 04.06.14 which she and the Clerk attended. Biffa will pay for the purchase of the licence for green dog walkers' scheme at a cost of £500 and give us £500 towards setting up the scheme

An audit is taking place of the dog fouling in Watlington. Sally Gardiner has asked PCSO to visit one lady who persistently leaves dog waste on the ground. Sam from Chiltern Pet Partners gets free dog bags from Bayer, which EW will hand out to dog walkers. RB recommended Sam as a trainer to teach people how to pick up dog waste. Maybe there should be a dog awareness day in the Town Hall to highlight issues. LN suggested a bum bag especially designed for purpose. RB suggested mapping the bad areas so they can be revisited and monitored for improvements. EW very excited about this project and will also approach the vets regarding possible sponsorship.

iii) **Skateboard ½ pipe** - TH stated that there is £6000 available for play equipment although £2000 of this was meant for the rest of the recreation area. RSS were asked for quotation and their original quotation of £5400 has been reduced to £3900 on the basis that BW will take responsibility for fixing safety panels on the side – hence a saving of £500-£600 will be made. The eventual price will be £5k-£5.2k.

TH stated that an application has been made to the Doris Field Trust for £2k. Hopefully they will agree to some funding. Their meeting takes place on 01.07.14. so we should hear very soon. Watlington Support Fund has been approached for a donation.

On the Global Awareness day the Neilsen volunteers cleaned up the wall and works need to be completed before RSS can repair. A suggestion was made regarding should the WPC be encouraging a skateboarding club to start up.

iv) **Skatebowl – Drainage issue** - BW has had conversation with Barry Aaby who says this cannot be fixed as it is caused by the height of the water table.

v) **Mansle Garden- Height of Hedge –**

**Resolved:** That the hedge should be cut to 5ft on the right and 6ft on the left.

#### 67/14 Property

##### a. Car Park

- i) Car Park Entrance/Watcombe Road – TH to update regarding a meeting with the Co-op.
- ii) Pothole by Car Park - 2 quotations received(attached). **Resolution needed.**

##### b. Public Conveniences

- i) Updating of the facilities –BW/TH to update regarding draft tender of works.

##### c. Community Office

##### d) Pavilion Outside issues

#### 68/14 General Issues

1. **Walkabout Issues from 28<sup>th</sup> June** – The List was circulated to Councillors and is attached to the end of these minutes. Issues discussed were:

1. Footpath 13 - TH – contact OCC so that works can be put on schedule. Reference was made to Tom Bindoffs email
2. Goggs: a) Road has been part-repaired
  - b) DC have relieved water around the bridge. TH and TW would like a residents’ meeting about this.
3. Goggs mirrors: TH hopes that when these are replaced ‘like for like’, OCC will replace with mirrors of good quality, to meet specific need.
4. Pavement on Britwell Road beyond Goggs: TH suggested inviting Keith Stenning to a meeting to talk about these sorts of issues to the September or October meeting. EW suggested we have a walkabout with him.
5. Hurdlers’ Green: concern about future works that need maintaining.
6. Old Bull, Cuxham Road: Hedge obstructing footpath. IH had meeting with owners – has been cut back a bit since. However, contentious boundary line as historic problem. BW to talk with owners about cutting back hedge and creating footpath.
7. Footpath Cuxham Road to Prospect Place – work has been done.
8. Mansle Gardens: discussed under Matters Arising.
9. Love Lane, outside school
  - a) Pedestrian Crossing: KT has raised this with OCC – on list.
  - b) Road needs resurfacing from No 29 to Chequers: KT has raised with OCC – on list.
  - c) Done.
10. Recreation Ground
  - a) Wood chips under slide wire: WPC to purchase and BT will spread – KT to get price for special woodchip.
  - b) BT repairing/replacing edging panels.
  - c) Rubber mats which are grassed over – leave as they are.

- d) See previous minute -Open Spaces.
- e) See previous minute- Open Spaces.

11. Shirburn Road pedestrian crossing – on OCC list.
12. Meeting with Coop still to be arranged. Action TH.
13. Notice board in Car Park – awaiting action EW.
14. See previous minute – Property.
15. Johnson’s Alley – BW will look at possibility of getting a trailer and saw.
16. Coop pedestrian crossing – on OCC list.
17. Bins – unanimously agreed 3 pole-mounted and 4 ground-mounted to go ahead.
18. Paddock
  - a) KT to get quote for resurfacing flooded area near gate
  - b) broken bench repaired.
  - c) renewing play equipment – for future meeting agenda.
  - d) Hazel hedge: (willow) RB says needs treating properly as a willow hedge rather than trimming back – Berinsfield to do this hopefully before picnic in paddock on 11<sup>th</sup> July. TH thinks Tracey and Berinsfield team converse with KT and office to ensure it is kept tip-top. Action: Trim hedge before 11<sup>th</sup> July

2. **Road Issues** – HAMP have put this on the future agenda.

3. **Infrastructure Funding Application** – TH has already dealt with this.

4. **Posts down Church Meadow Path:** Someone has removed them because they have problems getting their car in. TH: it is a footpath with rights for residents. It was agreed that the posts should be re-instated. Action KT to find correspondence from 1990s re usage of path and copy to householders.

5. **Neilsens Global Awareness Day in Watlington:** TH reported that 10 people cleared churchyard – 60m of scrub on Watlington Hill was cleared. There were 29 people in total. BW said they did a great job..

9. Action List – To note any outstanding actions if needed and to note completed actions on the caretaker list.  
**Action identified were:** Town Hall painting, Car Park maintenance including the clearance of leaves etc around Car Park and mud around drain.

69/14 Correspondence

1. Edward Moore –Skateboard questions – **response sent to him.**
2. Mr Thomsett – Davenport Place/Chestnut Place – **response sent to him.**
3. OCC/David Young – Lighting in Davenport Place.- **Noted**
4. WIB – Request for withdrawal of one half tub by war memorial  
**Resolved:** to purchase one half tub at a cost of up to £45
5. WIB – Report on works done by WIB – **Noted.**

70/14 Future Issues for Discussion

**Paddock** – various issues– WIB will give us a wish list at some point.

71/14 Any Other Business

**THERE BEING NO OTHER BUSINSS THE MEETING CLOSED AT 13.30PM**

## Operations Walk-about 28 May 2014 – Notes taken

1. Footpath 13 – need to establish if can be done by OCC contractors
2. Goggs –
  - a. need to have road repaired
  - b. other work on flooding is on hand
3. Goggs mirrors – need to see if residents would contribute to replacement / re-silvering
4. Pavement on Britwell Road beyond the Goggs – too narrow but past efforts have come to nothing. Discuss options with OCC, consider pedestrian crossing about 20 m west of Goggs
5. Hurdlers Green ( I have not noted what the action here was – any remember?)
6. Old Bull, Cuxham Road – hedge obstructing footpath
7. Footpath from Cuxham Road to Prospect Place – stinging nettles encroaching on path
8. Mansle Gardens – agree hedge height 5ft on right hand side as you look into the garden, 6 ft on the other side
9. Love Lane outside school
  - a. Pedestrian crossing needs to be repainted
  - b. Road needs full resurfacing from No. 29 to Chequers
  - c. Check if S106 money for the new houses could be put towards this
10. Recreation ground
  - a. Need to add more wood chippings under the slide wire
  - b. Some of edging panels have rotted and need to be replaced
  - c. Rubber mats have been grassed over – need to check if this is acceptable to RoSPA
  - d. It was noted that there was some water in the skate bowl again
  - e. ½ pipe costs to repair to be met by £2k from contingency plus possible money from Doris Field fund
11. Shirburn Road pedestrian crossing needs repainting
12. £4.9k needed for entrance to Watcombe Road to be discussed with Co-op
13. The content of the notice board in the car park and at the library needs to be refreshed – EW said she would take this on
14. A new quote for £800 had been received for repairing the pothole at the entrance to the car park
15. Hedge alongside Johnson's Alley – get costs for cutting back substantially using a flail
16. Co-op pedestrian crossing needs repainting
17. Bins in undercroft, outside Town Hall and down High Street to be replaced. 3 pole mounted and 4 ground mounted. SODC infrastructure bid to be submitted to cover costs
18. Paddock
  - a. Options for resurfacing flooded area near gate to be investigated
  - b. One of the benches at the table has been broken and needs repair
  - c. As longer term option we should look at renewing the play equipment – residents views to be sought
  - d. Hazel hedge needs trimming as it is encroaching onto the path