



Minutes of the Meeting of the Operations Committee Held on Wednesday 17th June 2015 at 10am in the Community Office

Present:

Councillors:

Bob West (BW) – Chairman
Tom Bindoff (TB) – Vice-Chairman
Ian Hill (IH)
Jane Bryant (JBt)
Terry Jackson (TJ)
Elizabeth Winton (EW)

Officer:

Kristina Tynan (KT)

Members of the Public: 1

66/15 Apologies for Absence

Roger Beattie, Jon Lorimer, Rachel Huckvale, Tony Williamson

67/15 Minutes of the Meeting held on 27th May 2015 which were accepted by Council on the 10/6/2015 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.

68/15 Declarations of Interest

There were no declarations of interest notified.

69/15 Matters arising

None

70/15 Outstanding Issues

- i) **Traffic Survey at Christmas Common** – Ordered- Awaiting date. KT has asked SH to chase.
- ii) **Posts on Christmas Common verge** – Will be fitted in the next few days.
- iii) **Area behind Library** – The Clerk has written to OCC regarding cleansing of this area and they said they would look into this. KT to ask SH to chase up as no response has been received after several emails have been sent regarding this issue.
- iv) **Drain Cover- Watcombe Road** – This has been reported to Openreach again by KT (Ref THOAVP88). They do not let one know when/if the work is done so it needs to be monitored. TJ stated that she thinks this area had been taped off so perhaps the repair is imminent.

71/15 OCC Issues

1. **Pavement on Britwell Road beyond The Goggs-** BW/TB need to arrange a site visit ASAP. SH is chasing this issue up with OCC Engineers for comments on this. Site meeting with BW and TB.

Actions:

- a. TB and BW to have a site visit.
- b. Quote for moving the telegraph poles – BW
- c. To look at the original plans for Windmill Piece – KT to pull these out from the file for BW and TB.

d. Creation of a potential footpath from end of Windmill Piece - BW & TB to look at all the options and report back to the next meeting.

2. **Pound Close/Pyrtton Lane issue** – KT has requested an update from OCC. SH reported on this at FC (9/6/2015). TB reported that the Watercourses Group have looked into this issue and identified that the source of the water in the area that floods has not yet been identified. The stream is blocked by the roundabout but this does not cause the flooding problem in this area. The Watercourses Group will continue to look into this issue.

3. **Hamp Assessments** – The Clerk has sent a letter asking that specific sections of Love Lane and Spring Lane be re-assessed. SH had reported that Brook Street is to be re-assessed and he is awaiting the response on this. The assessments are due to be carried out today.

72/15 Open Spaces

a. Recreation Ground

i) **Dog Fouling Issues** - Stoop and Scoop/ Green Dog Walker Scheme/Dog Fouling Enforcement. KT to arrange a meeting with Alex Pyle (Biffa) and Melanie Penfold (SODC). **EW/JBt/KT to attend this.**

ii) **Recreation Ground Car Park**

Car Park - TB has produced notes on the site meeting.

IH has provided OS map for JB who will produce a scale drawing of a parking layout. The area will cover the current hardstanding and will include the option of occasional use of the areas under the trees on the SE boundary

TJ/TB to organise a group to scrape back the grass around the car park edges and liaise with the sport sections. JBt said that perhaps the Scouts could be involved with this. A skip may need to be ordered. KT to get a cost for a skip.

Discussion took place about the container which is situated in the car park. It was suggested that this could be painted and/or re-sited. JR to see what is in the Youth Club Container and EW to speak with Cricket and Football about this container as it belongs to them.

TB had checked out the septic tank under the car park area. He thanked Grant Daniels for helping lift the manhole cover. TB was concerned about the strength of this area but after his inspections does not now have any concerns as it seems to be rock solid and the tank is made from concrete. There would however need to be a sign stating that no heavy vehicles should park in this area. It is however fine for cars and light vehicles to park in this area. Parking on land between the play area and the Pavilion was ruled out on safety grounds because of the risks to other users. It was thought that parking alongside the entrance track could be improved by mowing a slightly wider area and by arranging that home team vehicles park there on busy match days.

The hedge at the vision splay on Shirburn Road corner needs to be cut and possibly a post moved to aid vision. The vision splay could be improved in the short term by cutting back the hedge and overhanging branches on the Shirburn side and cutting back ground cover on the Watlington side. If it is possible to move the corner fence post on the Watlington side this would help and would be easy to do. However this would need the approval of the Beechwood Estate. It was noted that an adjustment of the kerb stones at the entrance would also be very helpful.

TB to draft a proposal of these works then KT to write to Beechwood Estates for permission for these works to be done as a safety issue.

TB/KT

New Noticeboards – rules and responsibilities to be printed by KT. EW/JBt to update Noticeboard.

b) Paddock

1. **Fencing** – The willow hedge has been removed. - A funding application to Awards for All will need to be done.

TB has obtained quotes for metal fencing. TB said that he could arrange a team to install the fencing thereby saving the Council the installation cost. New chestnut paling would cost in the region of £300. A cheap solution would be to use fencing we already have but there is not enough and it is not in the best condition. The hedging plants will be put in during September.

RECOMMENDATION TO COUNCIL: The Committee is minded to fence the play area with chestnut paling and not put in metal fencing at this stage and keep the existing metal fencing in situ and paint it green. That Council delegate responsibility to the operations committee to decide on the type of fencing and to arrange installation within a budget of £350.

2. Play equipment – KT and BW have been through the report and all is in order. It was noted that the play equipment will need replacing in the near future and this will be looked at later in the year. RH will lead on this at the appropriate time.

73/15 Property

a. Car Park

i) **Works to Drains** – A letter has been sent to OPC – no response has been received to date. TJ is following up this issue. It was noted that a quote from Hammond Construction has been received.

ii) **Marking out the 2 Hour Car Park Spaces** – This work is being done today by Anglo Liners. They will also have a look at the recreation ground car park surfacing for potential future marking.

iii) **Civil Enforcement** - It was agreed that we use our website, noticeboards and our Facebook page to communicate to our residents that the two hour car parking spaces will be enforced.. IH said he has contacted Henley Town Council as they were thinking of joint partnership with Thame for car park enforcement which we could have asked to be included in, but this is no longer the case. They did say that they are not happy with the agency they use for enforcement in the Town. Thame Town Council have been contacted to see if any of their wardens want any extra work. SODC have also been contacted but they cannot help with providing any warden cover. KT/IH to investigate agencies regarding costs. IH has spoken to the Chiltern Business Centre about this and it was agreed that we post on their Facebook page about the car park enforcement issue.

iv) **Bollard for corner of Watcombe Road** – This is still on-going. BW to speak to Tim Horton regarding this and he will then deal with this.

b. Public Conveniences

i) **Updating of the facilities** –TJ/JBt - It was noted that a quote has been received from Hammond Construction to update the Men's. TJ and JBt will meet on site and prepare a proposal which will be brought back to this committee. Further quotes will then be sought.

ii) **Area behind the Public Conveniences** –WiB are doing this. TJ/TB have had it agreed that the cleared soil can be put on the allotments land.

iii) **Cobbles outside Public Conveniences** – Awaiting response from SH.

c) Pavilion/Summer Tuck Shop

i) **Porta loo in Recreation Ground** – This has been ordered for 4 months to run to the end of the summer holidays.

EW reported that Robin from The Granary is interested in doing a tuck shop at the Pavilion during the summer. JBt, EW, KT to advertise this. It will run for 6 weeks starting from the 17th July. It was agreed that if this does go ahead the portaloo will be removed as the toilets in the pavilion will be open for the public to use.

74/15 General Issues

1. Summer Sports Programme – RH had sent through a written update in which she said that a name needs to be agreed. First aiders will need to be present. It was agreed that a dedicated email address for bookings is needed. KT/IH to set this up.

This will be advertised in the Watlington Times, Henley Standard, Noticeboards, Facebook page, The Children's Centre, Age Concern. Information will also be put in both the schools newsletters. RH will design posters. Bookings will be able to be done via the website, by email and will also be taken in the Parish Office.

Resolved: that the summer programme be named 'Get Watlington Active'

2. **Phone Box at Christmas Common** – WiB are dealing with this issue.

3. **Emergency Plan** – This needs to be reviewed – a copy was attached to last month's papers. KT/TB to update this for the next meeting and will be an agenda item for the next meeting.

4. **Footpath W13** – TB is monitoring this. Half the work has been done and OCC are waiting for the weather to get better to complete. TB will continue to monitor the situation.

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

6. **Drainage and Street Lighting** – KT has sent a letter on this issue to OCC.

7. **Speeding on Pyrton Lane** – KT has contacted Pyrton PC on this issue for their comments but has not yet received a response. BW stated that this could be a perception issue and that drivers may not be breaking the speed limit. There is a safety issue in this location for pedestrians as there is no footpath.

8. **Hedge and Scrub Issues** – To be discussed at the next meeting.

9. **Watlington Walk Leaflet** – There was discussion on re-printing this leaflet. It was noted that Andi West is looking to produce a Midsomer Murder map for Watlington and KT to speak to her regarding this. IH will have a good look at the map. This will be an agenda item for the next meeting.

10. **Walkabout** – It was agreed that this take place on Wednesday 15th July at 9.30am. To meet at the Community Office. TB/BW will arrange the route to be taken so that specific issues can be looked at.

11. **Car Valeting on WPC land.** A request has been received to do this. It was thought that this would be fine in principle. KT to find out more details about this and this will then be further discussed at the next meeting.

75/15 Correspondence

1. **Michelle Evans – Red Kites** - Facebook Message – re her daughter being attacked by a kite on the primary school footpath. This was discussed and it was noted that the main problem is people feeding them. It was agreed that we give the Primary School the number for Kathy Rose from the RSPB to see if they wish her to come and speak to the children about kites.

76/15 Future Issues for Discussion

Noted above.

77/15 Any Other Business

Watering Points – TJ will look into costs of these are report back to the next meeting.

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 11.55AM