



## Minutes of the Meeting of the Operations Committee Held on Wednesday 19<sup>th</sup> November 2014 At 11.00 am in the Community Office

**Present:**

**Councillors:**

Bob West –Chairman  
Robert Barber – Vice-Chairman  
Tim Horton  
Ian Hill  
Elizabeth Winton  
Linda Nicholson –Co-opted Member

**Officer:**

Kristina Tynan

**Members of the Public:**

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**In attendance:**

Tom Bindoff

109/14 Apologies for Absence  
Neil Boddington

110/14 Minutes of the Meeting held on 22<sup>nd</sup> October 2014 which were accepted by Council on the 14/11/2014 to be agreed as a correct record

The following amendment was agreed – Minute 101/14 Item 5, Brook Street – This should read 'one trout of 47cm' not 'some trout'.

**Resolved:** That these minutes with the one amendment stated above be agreed as a correct record and signed by the Chairman.

111/14 Declarations of Interest

Tim Horton declared a prejudicial interest in the letter from Geoff Hall asking that the WPC purchase some tubs for The Goggs in the correspondence agenda item. He signed the 'Declaration of Interest' book and left the room for this item.

112/14 Matters arising

**There were** none other than agenda items.

113/14 Outstanding Issues

i) **Parish Controlled Trees Audit** – RB had prepared a note to be sent to the Finance Committee and this was given out to the committee. After discussion it was:

**Resolved:** That this note be sent to the Finance Committee for discussion at their next meeting.

ia) **Tree and Hedge Work**– Tom Bindoff is prepared to do the work set out below and it was noted that this will save the parish money. These works needs to be undertaken between now and the start of the nesting season in early spring:

<b>Location.</b>	<b>Length.</b>	<b>Equipment Required.</b>	<b>Priority 1 = urgent 2 = less urgent</b>
1. Path from school end. of Allotments to Pyrton Field	30M.	Petrol strimmer. Petrol hedge cutter	1.
2. Hedge between the Allotments and the Recreation ground (top of hedge only s G Bruce cuts the side)	100M.	Petrol hedge cutter.	1.
3. Path from Spring Lane. To Howe Hill (has been cut in the last 2 months But could do with a winter cut)	300M.	Petrol strimmer.	2.
4. Path from Brook St to W Meadow	50M.	Petrol strimmer. Petrol hedge cutter	2.
5. Path from the kissing gate in W Meadow to the Britwell Rd Permissive Path	200M.	Petrol hedge cutter.	2.
6. Johnson's Alley Spring Lane to the entrance to the car park (undergrowth needs a quick strim) RB indicates that the Watcombe Rd end will be cut by a Contractor	50M.	Petrol strimmer.	2.

**Resolved:** That we accept the kind offer from Tom Bindoff to do the above works. It was confirmed that he will be covered by our Insurance Policy and it was noted all health and safety procedures must be adhered to.

It was noted that there are 4 trees growing in the Recreation Ground hedge and it was agreed that TB and RB have a look at these and bring their comments back to this committee. The Sports Field hedges and the hedge at Willow Close also need to be looked at for the future. It was noted that a Hedge Plan for Watlington would be very useful.

It was noted that clarification is being sought from Berinsfield on the car park hedge and recreation ground hedges that they have emailed about. RB/KT to meet them on site to clarify works and quotes needed for these hedges.

ii) **Icknield Way sign on Howe Road**- RB had prepared a draft letter on this which was discussed. It was then:

**Resolved:** That this letter be sent to by the Clerk to OCC.

iii) **Signs bent in Car Park** – BW said that he has been to examine these and said they were not too badly bent. However it was noted that there are some extra posts available which could be rescued and recycled and the 2 hour waiting signs be put on the new posts.

**Resolved:** That BW/RB and the Clerk have a look to see is this would be viable to do and if so to obtain some quotes for this work (It is possible that Tom Bindoff could straighten the posts with his Land Rover).

iv) **Drainage Issues in Brook Street** – The Clerk has asked OCC, via our County Councillor to update us on this issue. RB said that the problems that occurred in this location was due to an exceptional sequence of weather conditions and that the relevant authorities are now much more alerted to the problems. BW said a few years ago there was a blockage in the culvert but this was finally resolved. He also said that it is not in the WPC remit but will always alert the relevant authorities to any problems. Dave Baldwin (Monson) is very aware of the problems. TW stated that The Goggs residents were advised to go onto the Alarm System for Chalgrove as they had been given a warning on the possible flooding problems last year and if we had of been on it them we would have

been forewarned. It was also suggested to TB that the residents form a Brook Street Residents Group as The Goggs Resident Group has been very effective and has led to the flooding issues being dealt with seriously by all the Agencies involved, however they did have 4 properties which were flooded.

RB stated that the Environment Agency has undertaken a complete survey on all drainage issues.

**Resolved:** That the Clerk add Watlington Parish Council to the Alarm List for Chalgrove.

#### 114/14 Issues update from discussion with Keith Stenning

1. **Pavement on Britwell Road beyond The Goggs** – A drop crossing has been ordered by OCC – January 2014.

2. **Howe Road Markings and Signs** – Mark Francis OCC has been out to look and we are awaiting his report.

3. **Hamp Assessments from Watlington-** This was attached to the agenda. It was stated that this is very useful to have. It was noted that the HAMP rating is affected by the length of road that was assessed and we could look into asking very specific stretches of roads to be re-assessed eg 30 Love Lane to the Chequers stretch. It was noted that Brook Street is in 2 sections but with the same rating and KT will ask OCC for an explanation of this and also for the formula used for the 'Relative Need Factor' and how it is derived and why it goes to 3 decimal places.

**Resolved:** That we ask for a stretch of Love Lane to be re-assessed and TH will provide the Clerk with the exact area to be examined and she will then request this from OCC.

4. **Pound Close/Pyrton Lane issue** – TH said he has updated his listing on 'fixmystreet'. Keith Stenning said he would pass this onto the relevant person, Gordon Hunt to deal with. It was agreed that the Clerk send him an email asking for an update on this issue.

5. **Traffic Survey at Christmas Common** – RB said that this issue was brought up at the Outreach Meeting held in the Fox and Hounds at Christmas Common. There is huge concern by the local residents that traffic in this area has increased both in volume and speeds and that there should be a new traffic survey. The NPCC have done a Traffic Survey for Watlington but did not do one for this area. OCC did a survey in 2010 but not in the best location however it did prove that this area does have some of the highest speeds in the parish. This issue was raised at the last meeting with Keith Stenning and he advised that OCC could do a week survey using strips at a cost of £250 and the location of the strips could be stated.

**RECOMMENDATION TO COUNCIL:** That we request a speed survey in Christmas Common which will cost £250.

#### 115/14 Open Spaces

##### a. Recreation Ground

i) **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. KT has also chased up BIFFA as to where they are with the Green Dog Walker licence. EL is still continuing with the dog fouling audit.

ii) **Safety Inspection Report for Recreation Ground** – Copies are in the office for members to read prior to the meeting.

It was noted that we must order playbark for the zip wire area. The Clerk to take advice on when is the best time to put new bark down. All issues raised by the report will be looked into. We have had a quote from Playdale for works that need attending to.

iii) **Skateboard ½ pipe** - TH has now met with the contractors on site and they will be attend to all the snagging issues on the 3<sup>rd</sup> November. This will incur no extra charge. TH is still dealing with the Ply board issue. TH asked that we now issue HAGS SMP with an interim contribution to their full invoice. There was discussion on this and it was:

**Resolved:** That we issue an interim payment of £3,600 to HAGS SMP towards the total invoice of £4,700.

b) Paddock

i) **Fencing options** – costs – RB and KT have been looking into this. We now have measurements for the area which needs to be fenced. RB said he has had some discussion regarding a possible 'hedge' which could be put in front of the railings/fence and one idea was to plant *Lonicera nitida*, 'Baggerson' Gold', which is a dwarf shrubby honeysuckle hedging plant. It was agreed that this be further discussed at the next meeting.

ii) **Paddock Play equipment** – awaiting Safety Report for this area. KT has chased up.

iii) **Path by Library** – one quote for the remedial works was attached to the agenda. TH said that he has been in touch with the Breedon manufacturers but they will not advise on what work is needed. One suggestion was to lift the path and put down some aggregates before putting in the Breedon. Having a 'crown' was also discussed. It was agreed that some further work will need to be done on this issue and TH to do this and will also seek 2 more quotes for the work and to then ask the Finance Committee to look at this issue when costs are known. TW said that he felt that this is an urgent issue.

116/14 Budget discussion for next financial year - current information was sent to all Councillors prior to the meeting.

There was much discussion on the current budget and also next year's provisional budget items.

**Car Park** – It was noted that the car park does have its own budget and reserves. However things that were noted as desirable to do were; painting of the lines on the 2 hours bays, some formal notices stating that the car park is operated by WPC and that it has a car park order on it, possible enforcement on the car park which would have to be paid for.

After further discussion it was:

**Resolved:** To ask the Finance Committee to consider the following for the budget for 2015/16.

Tree Maintenance of £2500-4000

Operation Contingency of £3000

Increase in Green Maintenance budget

Play Equipment Maintenance of £2000

To look at increasing the paddock gardening hours.

It was agreed that we look this year at a new play scheme for the paddock area with a view that this would be a budget item in 2016/16.

117/14 Property

a. Car Park

i) **Car Park Entrance/Watcombe Road** – Nothing to report.

ii) **Hedges in Car Park** – KT and RB to obtain quotes for the work needed. Berinsfield also will give a quote.

b. Public Conveniences

i) **Updating of the facilities** –BW/TH still need to meet on site to discuss this.

#### 118/14 General Issues

1. **Infrastructure Funding Application-Update** – *Email was attached to the agenda from SODC.*  
TH stated that the SODC Officer was not very keen on us applying to this fund for bins and stated that the fund is for parishes to make their area more appealing to visitors. After discussion it was:  
**Resolved:** That we put a bid into this fund for bins in the Town and TH/KT to submit the bid.

#### 2. **Summer Sports Programme**

TH suggested that it would be good to meeting with the relevant SODC Officer/s to discuss this issue and he suggested that he, EW and Rachel Gill would be a good team to meet with SODC. KT to speak to RG regarding this. It was also suggested that it would be good to plan having the Pavilion open in the School Holidays at the earliest possible time.

**Resolved:** To be an agenda item for the January Meeting

3. **Footpath 4** – It was noted that Beechwood Estates cancelled the meeting which was scheduled for 17/11/2014. A new date needs to be put in the diary. RB has done a very helpful map and TH has sent this to OCC for their comments.

4. **Sara Mackmin**- Asking for permission to make a small raised bed by the tree base nearest to Chapel Street – She would arrange and pay for works

All members have looked at the site

**Vote:** 5 Against

**Resolved:** That a raised bed in this area would not be a good idea.

#### 119/14 Action List – To note any outstanding actions if needed and to note any new actions needed.

**Deep Cleanse** – A deep clean was undertaken by SODC in October and they have done some good work in the town. They have sent us photographs of the work they did. We can report any outstanding issues to Ian Robinson and he will send someone out to deal with a specific issue. We did draw attention to specific areas that we asked the team to deal with. TH will continue to monitor areas.

**Leaves in the Car Park** – Our caretaker to be asked to deal with these.

#### 120/14 Correspondence

1. **Tony Clark** – Watlington Walk to Lewknor and Pyrton – distance inaccurate – *was attached to agenda.*

**Resolved:** That we put a sticker on these maps stating that the walk is nearer to 8 miles rather than 6 miles. Also a note to be put on the website and on the map in the bus stop in Junction 6.

2. **Geoffrey Hall** – funding of replacement tubs in The Goggs – *copy was attached to the agenda.*  
After discussion it was agreed that this would be the resident's responsibility to do and not the Parish Council's.

3. **Tom Bindoff** – work needed to be done and WIB and WEG have offered to do this –Discussed above.

4. **OCC** – Road Closure in The Goggs – It was noted that this closure is for sweeping the road and doing some reasonable quality of patch repairing as a temporary measure. Next year OCC have in their budget to resurface the road and put in filter rains and kerbing setts.

#### 121/14 Future Issues for Discussion

##### **Summer Sports Programme**

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

122/14 Any Other Business

**Tree bases in Couching Street and tubs in the Town.** – WIB have attended to these and have also attended to most of the tubs in the town.

**Clock in main meeting room** – RB requested that a new clock be put up.

**THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 13.18PM**