



Minutes of the Meeting of the Operations Committee Held On Wednesday 22nd November 2017 at 8pm In the Community Office

Present:

Councillors:

Bob West (BW)
Tom Bindoff (TB)
Ian Hill (IH)
Terry Jackson (TJ)
Roger Beattie (RB)
Rachel Huckvale (RH)
Fergus Lapage (FL)
Tony Williamson (TW)

Co-opted Member:

Jenny Wilkinson (JW)

Officer:

Kristina Tynan (KT)

118/17 Apologies for Absence

Fiona Butler.

119/17 Minutes of the Meeting held on 18TH October 2017 which were accepted by Council on the 14/11/2017 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 Chair of this meeting.

120/17 Declarations of Interest

There were none.

121/17 Matters arising

There were none other than agenda items.

122/17 Jonah Maddox – SODC – Emergency Planning Officer - Presentation

JM stated that the Emergency Plan, which all Parishes should have is to help the community recover from disruptive challenges such as flooding, adverse weather conditions, loss of utilities, major fire etc. WPC has one in place which is currently being reviewed. His role is to help make the PC and the Community more resilient and to advise how SODC can help. SODC can help with Community emergency planning advice, provide resilience training. SODC are not responsible for providing sandbags. There are community grants available.

There are ways that residents can help, they can sign up to become a red-cross volunteer and then they are on list and can be called upon in an emergency.

Residents can help by preparing an emergency grab bag and also by helping any neighbours. If residents need to evacuate their home, they should take their grab bag, listen to local radio, take all pets, turn off utilities and lock all their doors and windows.

There is an Oxfordshire tool kit available which gives advice and can be found at www.oxfordshirefloodtoolkit.com which gives advice on what to do on flooding. There is an information phone service to get the latest information: Floodline 0345 988 1188.

To prepare for adverse weather residents can contact Better Housing Better Health: 0800 107 0044 or www.bhbh.org.uk

To prepare for a loss of utilities, there is a priority risk register for families with children under 5, people over 60, if special communications needed, disabled people, if electricity is needed for medical care, people with chronic illness or short term medical conditions. If you have an electricity power cut you can call 105 to get the latest information or if gas 0800 111 999.

Community Grants that are available are for flood action groups to reduce or prevent flooding and the application form is on the SODC website. SEN also have some funding available for projects.

JM said that he is willing to come to Watlington and talk to other groups etc on community resilience. KT suggested that perhaps the AGM in May would be good.

123/17 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 by BW and TB.
2. **Cobbles by Public Conveniences clearing out** – This is currently being done. JW has replaced the missing cobble as she found a suitable match in the Reclamation Yard. BW has spoken to a paving man and he has suggested power washing the area to get all the old mud etc out and then a mix of coarse and soft sand to be put around the cobbles. BW and JW will liaise on getting this work completed.
3. **MUGA Proposal for Recreation Ground** – RB said he has now received two estimate for the construction of a MUGA. He suggested that we put out a questionnaire in the New Year to all users asking if they would be interested in using one. This was agreed.
4. **Lights at Mansle Gardens** – these are now working

124/17 Highway/Footpath/Tree Issues

1. **Trees in Watlington** – TB reported on his meeting with Martin Gammie.
 - a) **Paddock Area**
 1. We ask Nigel Adams to lay the hedge rather than top it at 6ft as a laid hedge would look better and encourage more wildlife. KT has contacted him regarding this.
 2. The contractor who pruned the hornbeam is being asked to have another light trim to give 1- 1.5M clearance from the gable end of the neighbouring house at no cost to the WPC as he did not do it properly last time. .
 3. The hazel in the corner is coppiced at ground level.MG will add 2 and 3 to the tender for all the other work. TB and MB also met with the neighbour who had complained about shading from these trees and the hedge
2. **Footpaths**
 - a) **Black Horse Alley** – TB asked when SODC will be putting up these signs as they are not yet up. KT will contact them.

125/17 Open Spaces

1. Recreation Ground /Sports Field/Pavilion

a) **Paving Slabs broken at the ½ pipe** – We have received two quotes for this work and we are awaiting a third. After discussion it was:

Resolved: That we delegate the Chairman and Clerk to order these works at up to a total cost of £1000.

b) **Container for WTFC in the Recreation Ground Car Park** – KW has asked for permission to do this- information was attached to the agenda.

After discussion it was agreed that this be allowed, subject to any necessary planning application needed being sought, that it needs to be on 3 sleepers, that it does not cause any damage to tree roots and that the container is painted green.

c) **WTFC have asked for permission to install an outside tap** – This was agreed subject to a soakaway being dug and shingle being put on top. Bob West said it would need to be 1m³ to 1.5m³. It was suggested that the soil be put under the new container. It would need to be kept locked and frost protected.

d) **Clearing of hedges and tidying up around the half pipe** – RB said that this area is really overgrown and needs work doing on it. RB to get quotes and bring back to the next meeting.

e. **I-Play** – The work has been done and this was working, however it has now got more problem with the solar panels which Playdale say need replacing and to do so would be in the region of £900. We have not yet paid the previous bill for £600 to replace the speakers. Discussion took place on how much money we wish to spend on this item and whether we should perhaps replace it. RB said he would find out how much other Councils spend on their I-Play. It was agreed that Bob West speak to Playdale on this issue.

f) **Sports Field Hedge Cutting** (by net) – quotations on not removing the net have been requested. It was agreed that if the quotes are in the same region of getting the work done without the net with the proviso that WTFC club ensure that the grass is cut behind the net up to the hedge when the football pitch is cut. If this is confirmed by WTFC we will instruct this work to go ahead.

2. Paddock

a) **Performance Space** – BW has spoken to an Architect who is going to put together a proposal. It is hoped that we will have this for the next meeting. KT to give BW a plan of the paddock area.

b) **Hedging around the fence around the Children's Play Area** – KT has spoken to our Gardener about this. She thinks that it should only be planted on the inside of the fence. Concern was expressed this may affect the fall area needed for the play equipment. RH will have a look at what fall area is required. RH is also looking into putting a sunken trampoline in this area. Discussion took place on whether we should have a hedge put in this area as the fence looks very nice and that a hedge will need maintenance.

Vote: 1 in favour, 7 against

RECOMMENDATION TO COUNCIL: That we do not plant a hedge inside the Paddock Children's Area.

c) **Noticeboard for Children's Play Area**- To be discussed at the next meeting.

d) **Small Electric Box in Paddock** – This has now been mended.

3) Other Areas

a. **Triangle on Cuxham Road** –It was agreed to go ahead with DTC's quote to fell the trees. TJ asked that the tree stumps be left as seats to a 1m height. IH to produce a scale plan of this area and KT to

ask our Gardener to meet TJ on site when she is next in Watlington to discuss her ideas for this area. It was noted that we would like a rubbish bin in this area. It was agreed to ask the Finance Committee to allocate £3000 for this project. TJ was thanked for her ideas for this area.

4) Grass Cutting Tender for 2018 – KT has started reviewing the Tender Document. IH is doing a Plan.

Resolved: That KT send out this document to Members for comments prior to being sent to Companies to quote.

126/17 Property

1. Car Park

a) **Leylandi trees belonging to BT** – KT cannot find a contact from last time we asked them to cut. She said she thinks she did it via an on-line form and will do this again.

2. Public Conveniences

a) **Updating of the facilities** –RB said that Martin Dix has now been commissioned to do these works. It was agreed to ask him to start the works in January 2018.

3. Parish Office

a) **New Carpet for Community Room** – BW said he would get some quotes for replacing this.

127/17 General Issues

1. **Sale of Black Bags, Food bin bags and dog bags by WPC** – This was discussed and it was agreed that we do not do this at the present time.

2. **Collection point location for Christmas Trees** – SODC have asked us for a collection point. We have over recent years had this in the Recreation Ground but we have had trouble with the youngsters moving them around the site. It was thought that the St Leonards Church Area may be possible and TW will speak to the Rector and Church Wardens regarding this.

128/17 Correspondence

There was no correspondence that needed discussion.

129/17 Future Issues for Discussion/Implementation

There were no issues brought up.

130/17 Any Other Business

Cars Parking on Pavements and Cars being left with their engines running by the Town Hall – TB said that these issues are a real problem and asked that we design some flyers that can be put on cars. It was agreed that TB draft these.

Hi- Vis Jackets for Volunteers – JW asked about having these for people doing jobs for the Parish Council around the town. It was thought this was a very good idea and should have 'Watlington Parish Council Volunteer' printed on them. KT/JW will obtain some prices.

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 9.30PM

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