



## Minutes of the Meeting of the Operations Committee Held on Wednesday 21<sup>st</sup> November 2018 at 8pm In the Community Office

**Present:**

**Councillors:**

Bob West (BW)  
Roger Beattie (RB)  
Ian Hill (IH)  
Terry Jackson (TJ)  
Fergus Lapage (FL)

**Officer:**

Kristina Tynan (KT)

**Members of the Public:**

Peter Logan – Footpath 13 and West Meadow Footpath.

115/18 Apologies for Absence

Tom Bindoff, Tony Williamson, Jenny Wilkinson

116/18 Minutes of the Meeting held on 17<sup>th</sup> October 2018 which were accepted by Council on the 9/11/2018 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.

117/18 Declarations of Interest

There were no declarations of interest notified.

118/18 Matters arising

There were none other than agenda items.

119/18 Update on Outstanding /Completed Issues

1. **Changes to the white line at the Town Hall** – KT has contacted OCC. She is meeting with Jon Beale on Friday to discuss this issue.

2. **Junction 6 Noticeboards** –Tony Williamson will clean these.

3. **Table Tennis table for Rec** – A grant has been successful from the County Councillors fund. RB asked if permission could be given for us to purchase the tables and store until the spring when they will be installed, as there are some good deals around now. It was noted that they come flat packed and this would be possible. There was unanimous agreement to do this if savings could be made. It was noted that no planning permission is needed to install these.

4. **Cherry Tree in Paddock** – Awaiting comments from CwT

5. **Planting of a tree for Armistice** – It was noted that the grant for a tree was not applied for.

6. **Parking at bottom of Love Lane between Schools and Chequers** – Residents have been leafleted by JW. The residents were unanimous in that if something is done that the best thing to do would be to install the matting that grass can then grow through. RB will do a costing for the next meeting.
7. **Swans Way** – KT has asked for update from OCC as they said they would update us at the end of September. No update has yet been received. A local resident will be asking a public question on this at the next FC meeting in December.
8. **Kissing Gate with disabled access to West Meadow** - A formal response from Watlington Public Charities has not yet been received. However, the Clerk had an initial verbal response in which they indicated that this is not a green space but a field rented out to a farmer for his cows.  
Peter Logan stated that the footpath through this field has been used for more than 20 years and should the Parish Council consider putting a DMMO in for this footpath.  
It was agreed that this be an agenda item for the January meeting.
9. **I-Play** –Work was commissioned in July 2018- RB said he has spoken to Playdale and they received the order from the Clerk but not the formal order form, so they did not order in the parts.  
It was noted that it will take about 12 weeks to get the parts in and it was agreed to order the parts.  
There will be either a one or two year warranty on the parts.
10. **Super User** - Training of people to officially identify potholes and repair them – KT stated that she has identified some people who would like to be part of this. We could do with a few more volunteers. We will then need to identify a day and time for training by OCC. IH said he would join this group.
11. **Proposed disabled car park bay outside the Library** – OCC deferred this issue. It was agreed to take this off the agenda for the time being.
12. **Moving car park tubs to Couching Street/Brook Street Junction** -TJ said she and Tom will try to do this at some point.

120/18 Budget for 2019/2020 – Information on this will be emailed to Councillors

To make recommendation to the Finance Committee on the budgets the Operations Committee are responsible for.

**RECOMMENDATION TO FINANCE COMMITTEE:** That the Committee consider the following items when drafting the budget for 2019/2020

- Allotment payments to be increased from £350 to £850;
- £500 for the Footpath 13 project;
- £500 towards recycling bins;
- £2,000 towards a Performance Space in the Paddock
- Asking to earmark this year's carpet money and put in £2,000 more in the budget for this to allow the whole office to be done.
- Churchyard request for grant for next year.

121/18 Highway/Footpath/Tree Issues

1. Highways

a) **Progress report on High Street parking and buses** – IH said that the re-marked spaces using the pavement have been working very well. However, the resident who is worried about buses hitting his house has reported some bus drivers have been driving on the pavement to Thames Travel. It was agreed that we should have a meeting with the resident and our PCSO.

b) **Pyrton Lane Improvements** – The survey has been delivered to residents by JW. We should have the results for our next meeting.

c) **New Bollards in High Street and Shirburn Street** – KT/IH have had a site visit with OCC and WPC following a request from a resident in Couching Street and a resident in Shirburn Street. We have now got OCC authorisation to put in 2 new bollards, one at Couching Street and one at Shirburn Road. It was agreed that we install these subject to the residents approval

d) **Twenty is Plenty signs** – IH gave out a map of potential locations as shown below, which were agreed and KT will contact OCC to obtain them.



## 2. Footpaths

a) **Footpath 13** – Discussion on improvements to this path

There had been a site meeting on Friday 2<sup>nd</sup> November to look at this issue. We have one quote but we need to obtain another one. It was noted OCC have allocated £500 towards this. We would be looking to try to do these works in the summer 2019. KT will ask Jon Beale if he has any more contacts to get another quote.

**Resolved:** That we apply to TOE for a grant to improve this footpath.

b) **General Footpath Issues**

No issues raised.

## 3. Tree Issues

No issues discussed.

## 122/18 Open Spaces

1. Recreation Ground /Sports Field/Pavilion

2. Paddock

a) **Performance Space** – Awaiting SODC comments on the trees.

### 3. Other Areas

a) **Landscape Design for Triangle on Cuxham Road and Benches for this area** – Our gardener, Tracey will deal with the weeds in this area. TJ is seeing if anyone would like to donate a bench.

b) **Willow Close** – Clearance along hedge- TB and TJ to have a site visit and report back to the next meeting.

### 123/18 Property

#### 1. Car Park

No issues raised.

#### 2. Public Conveniences

a) **Consideration of new hand units** – These units are now in excess of 20 years old and Wallgate will no longer be able to give us a maintenance contract as some parts are now obsolete. They are prepared to come out on a call out basis if there is a problem.

This will be discussed at the next meeting as the quote has not yet been received.

#### 3. Parish Office

a) **Carpet for Office** – We have asked for the quotes to be broken down into rooms as they were higher than budgeted for. TW said that there is sense in doing the whole place at the same time. After discussion it was agreed to ask to earmark this year's budget and ask Finance for some more money in next year's budget so that the whole office can be done.

### 124/18 Sub-Committees

#### **Allotments**

##### **To appoint Members onto the Allotments sub-committee**

**Resolved:** That the following allotment holders be appointed: George Bruce, Robert Rogers, Jane Beard, Sally Stewart, Marie-Claire Allen, Shane McIntyre, Gerald Short, Keith Gambriel.

Nicky Smallbone will now organise a meeting.

### 125/18 General Issues

1. **Volunteering and Volunteer Awards** – It was noted that the WBA are looking into doing this as they have done this in the past. Agreed that we take it off our agenda.

2. **Litter Bins for recycling in the Town** – SODC have given approval for the type of bins we are considering installing. WiB will be applying for a grant but it was agreed that we ask that some money be put in the budget towards these.

3. **Electric Charging Points** – It was noted that this is being looked at by the Traffic Group of the NPAB.

4. **Mobile Banks in Watlington** – RB said that many areas now have these in their towns and villages. It was agreed to pass this issue onto the Strategy Committee.

5. **Go Active Awards SODC** – RB stated that Nicky Smallbone and he attended this event and that it was very interesting. Watlington had been nominated for a Community Group award but lost out to Shiplake.

6. **Christmas Stalls on 1<sup>st</sup> December** – This has been put on the Strategy Meeting agenda.

7. **Emergency Plan** – KT/RG have reviewed this – It was agreed to pass this onto the Strategy Committee.

126/18 Correspondence

1. **Good Neighbour Scheme Support Service** – To be looked at in conjunction with the Emergency Plan

127/18 Future Issues for Discussion/Implementation

Noticeboard for Children's Play Area

Items noted above in the minutes.

128/18 Any Other Business

**Paddock and Lighting** – KT reported that there has been a group of young people who managed to open the electric box and turn all the lights off and scaring some people in the dark. They seem to hang out in the hut in the Teddy's Play area. Our PCSO suggested perhaps having some more low-level lighting in this area may be useful.

**THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 9.20PM**