



Minutes of the Meeting of the Operations Committee Held on Wednesday 19th October 2016 at 8.30pm in the Community Office

Present:

Councillors:

Tom Bindoff (TB) – Vice-Chairman
Rachel Huckvale (RH)
Roger Beattie (RB)
Terry Jackson (TJ)
Ian Hill (IH)
Tony Williamson (TW)

In Attendance:

Stephanie Van de Pette (SvP)

Officer:

Kristina Tynan (KT)

88/16 Apologies for Absence

Bob West, Jon Lorimer.

89/16 Minutes of the Meeting held on 21st September 2016 which were accepted by Council on the 11/10/2016 to be agreed as a correct record

The following amendment was agreed: Minute 83/16b, page 27. Public Conveniences, the word 'window' to be inserted after 'aluminium'.

Resolved: That with the amendment shown above, these minutes are a correct record of this meeting and that they be signed by the Vice-Chairman.

90/16 Declarations of Interest

There were no declarations of interest notified.

91/16 Matters arising

There were no matters arising other than agenda items.

92/16 Outstanding Issues

1. **Unofficial path to Watcome Road in the corner of the Hill Road Car Park** – TB and BW had intended to do the work but this was when the Co-op had their pop up shop in this area of the car park. This will be done soon.

2. **Puddle by gate at Library end** – KT has commissioned this work which should be done in the next two weeks.

3. **2 Trees in Paddock** –CwT have been commissioned to do these works.

93/16 Highway/Footpath/Tree Issues

1. **Trees in Watlington**

a. **To consider the quote from CwT on 6 trees in Gorwell.**

After discussion it was:

Resolved: To accept the quote from CwT for £1080, which also includes the fee for the SODC permission to do the works needed to the six trees in Watlington. It was noted that as these trees need specialist/skilled care that Martin Gammie is the best person to do these works.

b. Consideration of a Management Plan for all Watlington Parish Council trees – email from Robert Barber, one of Tree Wardens, was attached to the agenda.

RB had stated in his email that *'Implementation of the Management Plan with its different priorities and options appears a somewhat daunting and complex undertaking. Essentially a tender document needs to be drawn up with a prioritised scheme of works which the PC could get quotes for. At the recent meeting with MG, TB and RB, MG made very sensible suggestion to take matters forward. For a fee, which he would quote for, he could draw up a tender document, get the quotes from approved contractors, then procure and manage the contract (he would not undertake the works himself). That would ensure that all works were done to the approved standard and relieve the management responsibility from the PC. He suggested he could be remunerated on the basis of an agreed fee or a percentage of the contract value. Clearly this is for the PC to decide on and it would add an element of cost - but the benefit of having him manage the whole process could be very considerable'*

Discussion on this took place and it was:

Resolved: That the Clerk discuss this issue with Martin Gammie and report back to the next meeting.

TW said that we will need to consider this issue when planning the Operations budget for next year. SvP said that she would be happy to have a look at the management plan and the Clerk will give her a copy of this.

Resolved: That any tree works to be done will be posted on our website and Facebook page so that our residents are aware of these.

c. Three trees on corner of Brook Street and Willow Close.

Robert Barber had reported on these as below:

This group of 3 trees have been assessed and a proposal made for some works to all 3 trees at a total cost of £415. They are not in the Conservation Area so no consent for works is required. The trees are on OCC Highways list as belonging to them - although whether they are willing to undertake any works not strictly safety related is questionable. However - having looked at these trees on a number of occasions I have been concerned that money will be expended on a less than ideal solution which will require regular follow up. When all 3 of us discussed the trees on site we agreed that the ideal solution may be to fell the 2 outer trees (a rowan and a silver birch) and allow the central oak to remain as a long-term feature. It is certainly well-suited to this and arguably the outer trees have done their job by nursing the oak in its formative years. However the oak casts considerable shade on the neighbouring property and overhangs the pavement so some work would be required to address that. The suggestion is that a number of low branches - especially those growing back away from the road - would be removed, the crown would be lifted to 3.5 metres to give light and air beneath and the crown thinned and lightened. Pollarding was considered but after some discussion was ruled out as requiring too much future management and casting too heavy a shade on the neighbouring property as it regrows. Martin Gammie also thought that felling the 2 trees would be cheaper than working on them and thought it worth attempting to get OCC to do (or pay for) the work. Although it seems harsh to be felling two nice trees, they are now too big for their location and becoming very lopsided due to the closeness of their planting'.

After discussion it was:

Resolved: That KT contact OCC and ask them to attend to these three trees as stated in the assessment above.

d. **Conker Trees** – RB mentioned the recent article in the Telegraph about Horse Chestnut trees which stated that these could vanish from Britain because of a lethal combination of disease and invasive moths. Experts predict that two million horse chestnut trees will be lost in the next 15 years, while they are no longer being planted because they only survive three to five years before they are killed by the leaf-miner moth. RB said that we have a lot of these trees in the Parish and should we be looking at having a sinking fund for possible removal and replacement trees

2. Updates on any other issues

There were no updates on any other issues.

94/16 Open Spaces

1. Recreation Ground

a. **Fenced Area in front of Pavilion** – quote received for repair – this was attached to the agenda. After discussion it was agreed that this was a Health and Safety Issue and should be done.

Resolved: To accept the quote from NG Allen for £280.00. KT will commission this work.

b. **Sports Field** – RB said that the Horse Chestnut trees on the corner of the sports field need to have the lower branches cut. TB and Robert Barber will see if they are able to cut these. If they are unable to do this it was agreed to get quotations for these works.

c. **Hedge between recreation ground and allotments**

Resolved: To get quotes for cutting the side and top on the recreation side.

d. **I-Play** – RB/KT to investigate what needs doing to repair this unit and will report back on this.

2) Paddock

a. **New Play Equipment Project - Fencing Update** – It was noted that Playdale have said that the fencing needs to be 2m away from all pieces of equipment. KT to contact OPFA to see if this is the correct legal distance.

Resolved: That TB/BW and RH be delegated to look at the quotes for fencing once we have received the information from OPFA and to make a decision as to which company should be commissioned. It was noted that we have the funding in place to do this.

b. **Launch of New Play Equipment** – KT to speak to Sarah Pullen about having the Band at the Launch and a possible date.

c. **Vandalism in Play Area - The** damage to the table in the play house was noted with dismay. KT will ask Bob Thomas to see what he can do to repair it.

95/16 Property

1. Car Park

Johnson's Alley/Watcombe Road – Hedge Cutting - quote attached

Resolved: To accept the quote from Devey Tree Care to trim the top and both sides of Watcome Road and Johnson's Alley at a cost of £380.00

2. Public Conveniences

Updating of the facilities – We have now received several quotes for this. After discussion it was agreed that the best option would be to accept the quote from Trident to do the works apart from the flooring which would be done by Advance Terrazzo Systems.

RECOMMENDATION TO COUNCIL: That we commission the works to be done to the Gent s

and Ladies Public Conveniences from Trident Construction Ltd which would include: Supply and fix new white powder coated Aluminum windows to ladies and gents toilets, Replace 1 door to gents and two doors to ladies. Complete with external opening safety locks, Refit 2 x stainless steel urinals with plastic auto kit, Refit handrails to disabled toilet, Fit new door with locks, Steam clean both toilet blocks, Decorate inside, ie. Ceiling, doors, Decorate outside fascia's and door, colours to match existing, Make good tiling to damaged areas. And to commission Advance Terrazzo to do the flooring works in both the Gents and Ladies by regrinding/polishing existing terrazzo paving and associated coved skirting to an 120 grit honed finish, repairing damaged terrazzo, replacing damaged mosaic tiles with new to match existing (Gents only) and to seal all floors. That the total cost to be no more than £12,000.

3. Community Office

a) **Painting of Office** – Two more quotes have been received.

It was noted that we have no budget for this work.

RECOMMENDATION TO FINANCE COMMITTEE: That the committee consider this issue at the next meeting.

96/16 General Issues

1. **Recycling Bins for the Town** – Nothing to report.

2. **Environmental Issues** – TJ said that she has contacted a company and will be receiving some sample low phosphate cleaning samples. She proposed that WPC have a stall at the Watlington Christmas Fair on helping our environment. The committee fully supported this initiative.

3. **Red Kites** – Update on meeting – RB said that it was a useful meeting with Kathy Rose on this. The Conservation Board will be writing a leaflet on the problem with feeding red kites. It was agreed that once this has been received this should then be put in the Watlington Times.

4. **Insuring WPC Properties** – TW said that he attended a recent Community First meeting and there was an interesting talk on the dangers of underinsuring properties. IH/KT will have a look at this issue and will report back on this. It was agreed that we should speak to our Insurance Company in the first instance.

97/16 Correspondence

1. OCC – Highway Enquiry 12-14 Cuxham Road. Response to TB enquiry. – **Noted.**

2. OCC – Additional bus stop in Watlington – **We are awaiting a reply from OCC on this.**

98/16 Future Issues for Discussion/Implementation

1. **Cobbles outside Public Conveniences** – BW is looking into this and will report back to the next meeting.

2 **Enforcement of 2 Hour Bays** – When recommendations are received from the NP Infrastructure Report.

3. **Car Park Marking out** – Awaiting plan from KW.

4. **Triangle at Cuxham Road** – November Agenda Item.

99/16 Any Other Business

Bin Collection – TJ said she was concerned about having seen an electrical item being put in the Landfill Section of the refuse lorry. KT to raise this with BIFFA.

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 9.40PM