



## Minutes of the Meeting of the Operations Committee Held on Wednesday 16<sup>th</sup> September 2015 At 10am in the Community Office

**Present:**

**Councillors:**

Bob West (BW) - Chairman  
Tom Bindoff (TB) - Vice-Chair  
Ian Hill (IH)  
Liz Winton (EW)  
Rachel Huckvale (RH)  
Tony Williamson (TW)  
Jane Bryant (JBt)

**Officer:**

Kristina Tynan

**Members of the Public:**

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90/15 Apologies for Absence  
Terry Jackson

91/15 Minutes of the Meeting held on 22<sup>nd</sup> July 2015 which were accepted by Council on the 8/9/2015 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.

92/15 Declarations of Interest  
Jeremy Bell declared an interest in the item on the Churchyard Maintenance as he is a member of the PCC. He signed the 'Declaration of Interest' book and left the room for this item.

93/15 Matters arising

94/15 Outstanding Issues

i) **Drain Cover- Watcombe Road** – This has been reported to Openreach again by KT (Ref THOAVP88) . The Clerk to check on the status of this and when it is likely to be repaired.

ii) **Johnson's Alley Hedge** – This was scheduled to be cut on 7<sup>th</sup> September and flyers etc were put out but when the contractor came cars have removed the cones and parked in those spaces and therefore the work could not be done. This work has been rescheduled **to 4<sup>th</sup> and 5<sup>th</sup> November**.

iii) **Footpath W13** – TB reported that the works to this path have now been completed. OCC spent 10 man days doing it so hopefully the work done will last well. He said that he hopes that they will also cut the hedges on Footpath 13a which leads to Britwell Road.

95/15 OCC Issues

i) **Traffic Survey at Christmas Common** – Awaiting date

ii) **Area behind Library** – The Clerk has written to OCC regarding cleansing of this area – still no response. KT will take this up with SH.

iii) **Pavement on Britwell Road beyond The Goggs-** BW/TB to report on their site visit. OCC report awaited. TB said that he had looked at the original planning application but the footpath initially referred to before the Windmill Piece planning application was sent in was omitted from this. KT to ask if there is any Section 106 money left for Watlington projects. We should also keep this issue in mind once we received developer CIL money. IH said that it is not possible to have a pedestrian crossing if there are speed bumps present as this was the OCC justification for not having one in this location. However he was not sure if this is still the case.

iv) **Pound Close/Pyrtan Lane issue** – KT has requested an update from OCC. SH reported on this at FC (9/6/2015)

v) **Hamp Assessments** – Awaiting response from OCC

KT has emailed SH for an update on the above issues. It was agreed that we add onto this list for SH:

1. Cuxham Road – road collapsed into the brook. It was noted that a cone and a barrier has been put in this location.
2. Brook Street – The middle of the road has sunk and this could be dangerous especially for motorbikes.

TW asked that we consider publicising issues that WPC have reported and that OCC have not yet fixed. It was agreed that we put this in our WT pages and on our website. **IH/KT**

96/15 Open Spaces

a. Recreation Ground

i) **Dog Fouling Issues** – Nothing to report

ii) **Recreation Ground Car Park.** *J Bell has done a scaled up plan. Further progress? Letter has been sent to Beechwood Estates on work needed to help the vision splay on Shirburn Road. KW has suggested that a map be marked out showing areas that different people look after. Who to do this? Email was attached to the agenda from KW.*

The Committee looked at the plan that Jeremy Bell's plan. It was noted that we would need to put down mesh under the trees if cars are going to park there. It was noted that we need to pass this plan onto the PSFC for their comments. TB asked that we consider spraying the edge of the car park every Spring now that the working party have cleared all the edges. This would need to be done by a licenced person. KT to ask Berinsfield for a quote for this. KT reported that Berinsfield cut this ditch area once a year on request.

**Resolved:** That we ask Berinsfield to do this and to ask if it could be cut back another foot and what the increase in price would be.

The response from Beechwood Estates was discussed and it was thought that they have misunderstood our request. TB will contact them to further discuss the issue of the vision splay at the entrance to the rec and to try to have a site visit with them.

iii) **I-Play** – the quote received from Playdale was discussed.

**Resolved:** subject to confirmation about our current agreement that RH and KT be delegated to deal with this issue and accept the quote if appropriate.

iv) **Half Pipe** – Painting needs to be completed. Replacement Slabs? TB and Bob Thomas will replace these slabs. It was also noted that some of the screws at the bottom are coming undone. We need to contact the people who installed it and ask them to rectify the issue. Regarding finishing the painting of the ½ pipe BW will contact Tim Horton on this as he has the paint for it.

v) **Mowing of the whole bank at entrance from Shirburn Road** – TJ has suggested that this should be done and not just the strip.

KT reported that Berinsfield cut this ditch once a year on request.

**Resolved:** That we ask Berinsfield to do this and to ask if it could be cut back another foot and what the increase in price would be.

#### b) Paddock

1. **Fencing – TB to report on Infrastructure Grant application.** It was thought that this should be expanded to include the issue below. Regarding the fencing TB has obtained a number of quotes for fencing. It was noted that the planting cannot take place until the fencing and playground issues are resolved. TB will have a look at the chestnut paling fence which was removed to see if it could be used to stop dogs getting into the play area. If it could be used BW can obtain the posts needed.

2. **Play Equipment** – Discussion following vandalism of some of the wooden equipment. TJ sent an email on her suggestions on this to all members -dated 19/8/2015. There was discussion on this and it was thought that we should look into new play equipment for this area which we could then apply for a grant for. Fencing could be included as part of this project. It was agreed that RH and JBt come up with a few different options for this area and to bring them to the next meeting.

#### a. Car Park

i) **Works to Drains** – TB met with Robert Barber on site to discuss the flooding issue. One option would be to dig some trenches between the trees at the bank at the Watcombe Road end. This may help quite a bit. TB suggested that this work could be done by a Work Party and a skip would be needed. TB will liaise with KT regarding this.

ii) **Civil Enforcement** – IH said that the car park is full a lot of the time. IH and KT have contacted a number of people regarding enforcing the car park but have not found anyone willing to do so.  
*To be kept on the agenda.*

iii) **Bollard for corner of Watcombe Road.** The email from Tim Horton stating that he could not source one was noted. *The issue of a bell bollard to be discussed at the next meeting.*

#### b. Public Conveniences

i) **Updating of the facilities** Quotation received from Advance Terrazzo and Tile Systems. JBt and TJ to continue looking into this.

ii) **Area behind the Public Conveniences** – *a note from WiB was attached to the agenda.* TB reported that it will not be possible for WiB to remove the rubble from this area and it will be difficult for anyone to remove. It was noted that there are no issues inside the premises so this is not a high priority so it will be removed from the agenda.

#### c) Pavilion

i) **Porta loo in Recreation Ground/Tuck Shop** –This has now been removed. EW said she had spoken to Robin about the Tuck Shop and it not a huge success. TW said that that this could be put on his questionnaire about older people survey as a lot of older people may like to volunteer to man this for the next time. It was agreed that this would be a good idea. RH will also put a job specification for this on the Wallingford Piper.

## 98/15 General Issues

1. **Summer Sports Programme** – RH said that doing this needs a lot of effort. If anyone is going to do this for next summer it would need to be done differently. No-one wanted to book anything or pay in advance which is why RH had to cancel all the classes. If we had some money to allocate to this we could pay for a personal trainer or someone to come and run something. The smoothie bike made back the money we paid to hire it.

2. **Phone Box at Christmas Common** – WiB are dealing with this issue. KT will have a look at this. This should be on the agenda for the Outreach Meeting.

3. **Emergency Plan** – to be recommended for approval following check on number by BW. BW has checked all the information and it is all correct.

**Resolved:** That the Emergency Plan be approved and KT will now send out the updated plan to all relevant people.

4. **Footpath 4** – TB reported that the forms for the DMFO will be sent to the office.

5. **Environment Agency Grants for surveying culverts** – Brook Street has potentially some blockage in the drain. KT to report again to OCC. Shirburn Road was flooded after only 10 minutes of rain recently.

6. **Drainage and Street Lighting** – Awaiting OCC response to our letter. To add to SH list.

7. **Speeding on Pyrton Lane** – KT has contacted Pyrton PC on this issue for their comments. No response to date. Any further actions needed? KT to contact Pyrton PC again and also to Peter Logan.

### 8. **Issues raised from Walkabout**

- Hedges along pavements and footpaths– whose responsibility are they? TB stated that growth originating within the width of the footpath is OCC responsibility but growth coming from within the property is that of the resident.

It was noted that they need cutting back in Davenport Place (Nos 3, 4 and 10), and at The Old Forge (Britwell Road), Spring Lane (Ingham Lane end). **Letter were sent to all the above residents. Regarding Davenport it was noted that the width was cut but not the height. KT to ask that this also be done. Re Spring Lane this is the responsibility of the National Grid and KT will contact them.**

- Fencing rubbish following their installation of a new fence from No9 The Meadows needs to be removed. – **KT wrote to them. They have replied. Letter on this was attached to the agenda which stated that they think the hedge in question belongs to WPC. This is not the case and KT will reply.**
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- Who is responsible for hedges on the footpath from Mason's Wood to the Meadows- **It was noted that these are the responsibility of the Masons.**
- Church grass – A Churchyard Maintenance Plan was submitted by Mike Gardener. **The committee looked at this and they noted this report which will be sent to the next Strategy Meeting and then to the Finance Committee.**
- Cuxham Road Triangle –TJ was speaking to Robert Barber about this area. **Deferred to the next meeting.**

9. **Hedge and Scrub Issues** – Discussion of works needed following Walkabout – **Deferred to the next meeting.**

10. **Watlington Walk Leaflet** – discussion on re-printing of this leaflet . KT has asked SODC if there would be any funding available towards this. They have responded that there is not. KT to find out how much this would cost from the person who did the original map.

11. **Watering Points in the Town** – TJ to report to the next meeting.

12. **Tree Issues** – TB reported that Mr Jones had reported the tree in Gorwell needs some work doing. Agreed to ask Martin Gammie for a price for this work and TB will meet with him.

99/15 Correspondence

1. Robert Barber – Photo of hedge in paddock showing Golden Shrubby Honeysuckle – **Noted.**
2. Wild Oxfordshire - My Community – My Green Space – *see attached email.* - **Noted**
3. Robert Barber – Mason’s Wood /Little Orchard – *see attached note-* **Noted**
4. SODC –Compost Day – Sat and Sun 3<sup>rd</sup> and 4<sup>th</sup> October 2015 **Noted**
5. J Wynne – Well-done to 2-hour parking bay lines **Noted**
6. The Conservation Volunteers - Free Trees for All – Do we wish to apply for some?
7. Resilient Communities Fund – Do we wish to apply? **Noted**
8. P Richardson – Phone Box in Hill Road – this got repaired but is now damaged again. **KT will report**
9. Samantha Wingrove – Watlington Pumping Station – see attached. **IH will contact her.**

100/15 Future Issues for Discussion

As noted in Agenda Items above.

101/15 Any Other Business

**THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 11.45AM**