

Minutes of the Meeting of the Operations Committee Held on Wednesday 26th September 2012 at 10.30am in the Community Office

Present:
Councillors: Barry Adby – Chairman
Ted Backhouse – Vice-Chairman
Tim Horton
Ian Hill
Robert Barber
Tony Williamson
In Attendance: Rhian Woods (Car Park re-arrangement item)
Officer: Kristina Tynan
Members of the Public: 1

83/12 Apologies for Absence
Linda Nicholson, Roger Beattie

84/12 Minutes of the Meeting held on 25th July 2012 which were accepted by Council on the 11/09/2012 to be agreed
It was noted that Robert Barber had sent his apologies.
Resolved: That with him added to the list of 'Apologies of Absence' that these minutes are a correct record of this meeting and that they be signed by the Chairman.

85/12 Declarations of Interest
There were none.

86/12 Matters arising
Recycling Bins in Hill Road Car Park – We have contacted SODC regarding this previously but have had no response. The bin area is always in a bad state with rubbish being left all around this area. There is also flytipping on a regular, usually weekly basis and this is reported to Sean at SODC. SODC have put up a camera sign but no camera. The article about the removal of recycling bins in one area was noted. Discussion also took place about the number of Clothes Banks we have and it was agreed that the Clerk contact SODC asking if they receive any payment for these banks.
Resolved: That we write to our District Councillors asking if they could ask SODC about emptying these bins twice a week.

Adoption of Watcombe Road from Hill Road to Co-op Entrance – We are still awaiting replies from OCC and the Co-op on this issue.

Repairs to Watcombe Road (Bell Mouth) – It was noted that OCC carried out these repairs promptly after we reported them. They are only responsible for the bell mouth area. TH said that he did not think they were done very well and that there still is a trip point in this location.

Resolved: That we write to OCC saying that we are very pleased that these were repaired but could they do a comprehensive repair in this area.

It was also agreed that we write to OCC asking for a map of this area which shows the exact area they are responsible for. To copy our County Councillor on any correspondence on this.

Finger Sign by the Town Hall – This has been straightened by a company on the Industrial Estate and Bob is now painting the post and the signs. It will shortly be put back in place.

87/12 Outstanding Issues

BT leylandis and hedge cutting – The letter was sent and BT have confirmed that these are their responsibility and they have put in an order for these works to be done.

Ash Tree at Rec – this work has been commissioned from Heritage Tree Services.

Action List

Each Operation item on this was gone through and the list will be updated and sent to members.

The following points were noted:

1. We asked for the Post Box in the Car Park opening to be moved. The Post Office has said that it is how it is due to vandalism issues and they will not move it. They also said that it is well used.
Resolved: That we ask them if it would be possible to put up a sign which states it is a post box.
2. Re-Alignment of Car Park Spaces in Hill Road Car Park- RW had brought scale plan of the existing arrangement and BA's idea for a change in design. These and other arrangements were discussed and it was noted that the current design with 97 spaces is the best one any other design would lose spaces. It was noted that if the recycling bins were removed or put in an alternative location there would be an extra 4 spaces.
Resolved: That we keep the current layout and arrange to repaint the arrows in the car park.
3. Car Park Noticeboard – AK has suggesting that we could put some fake lead on the top. It was thought that this would be a good idea and a cost for this needs to be sought. It was agreed that BT do some remedial work on this noticeboard. We are still awaiting the quote from Classic Joinery.
4. Drains in the Car Park – OCC had agreed to jet these but there has now been a change in officer for this area- it is now David Goldsworthy. Agreed to ask him if he is still prepared to do this.
5. Bollard by Parkers – It was noted that this is still standing but has a lot of chips etc. It was agreed that this would be better placed 150m down the street.

Resolved: That we arrange for a new bollard to be put up in this new location and the old one to be removed.

6. Bollard in front of Co-op – It was noted that this had been hit and OCC had removed and tarmaced over the hole.

Resolved: That a new one is put back here.

It was noted that BT has put reflectors on the bollards that were missing them.

7. Salt Bins – It was noted that last year BT put a primer on these which lasts for 4 years thereby these do not need any varnish putting on them.
8. Pound Close – These have not yet been jetted and the hedge needs cutting back. OCC have been written to regarding these issues.

88/12 Property

1. **War Memorial**- quotes have been received for these works and the preliminary application to the War Memorial Trust has been sent with accompanying photos. We await their response.

It was noted that the War Memorial has had Smart Water applied to the plaque. The British Legion has been informed of what we are doing.

2. **Car Park Survey** – It was agreed that it is time we resuscitate this, IH will arrange a date and we will need more volunteers to help. The information will be very useful

3. **Public Conveniences** – Future Improvements – 1 quote has been received in writing. Discussion took place on using ceramic rather than stainless steel as is in the Thame conveniences.

Resolved: That we obtain some quote for using ceramic bowls

The windows and doors will be painted.

89/12 Open Spaces

1. **Dog Bag Dispenser in the Recreation Ground** – BA reported that the bags are being used. However this still has not solved the problem. People have said that they are impressed with it. BA reported that the No Ball Games signs on the Pavilion Wall have worked well and it was agreed that we put 3 signs in the Rec stating that this bin dispenser is available. Wording to be agreed at the next meeting. All members to think of wording for this.

2. **Play Area Inspections** – It was noted that at the last meeting we agreed to put the Rospa Play Inspection on hold and the Clerk to ask our Insurers for a list of recommended inspectors. They do not hold this information and the Clerk has been in touch with OPFA regarding this. The Clerk stated that she was worried on insurance grounds that the annual inspection is now out of date.

Resolved: That we use Rospa for this year and look for an alternative inspector for next year. It was noted that the inspection this year will be about £120 more than last year.

3. **Barrier to the Entrance to the Recreation Ground** (Love Lane side) – Discussion took place on this. It was thought that we ought to consider what would be best, a swinging gate, a staggered barrier for example.

Resolved: That all members have a look on site and further discuss the best option for some type of barrier.

4. Litter in Recreation Ground

Resolved: That we move a bin over to the Skateboard Area which will cost in the region of £128.

90/12 General Issues

1. Safety Issue Reasons when work needs to be carried out (referred from Finance 18/9/2012)

The Finance Committee had brought up the issue about money being spent for safety reasons and how things are solved will depend on the circumstance. There does need to be some legislative freedom for the office to deal with. It was noted that the Clerk has authority to spend up to £500. It was suggested that the Finance Committee discuss this further.

2. Works to outside Pavilion needed due to vandalism.

Resolved: That we accept the quote from Scion for £318.00 to re-bed the loose paving on steps to the pavilion and to supply and fit Kee Klamp handrail to steps.

3. Consideration of Budget to date and possible items for next year's budget –initial discussion.

This will be a major discussion for next months meeting. However a few points were discussed; possible increase in grass cutting budget as it is likely that we will be over budget on this item.

TH stated that we will be in the National Britain in Bloom competition next year and perhaps we could have a budget item for exceptional items for 2013 which different organisations could apply to.

4. Awarding of regular contracts - discussion

It was thought that contracts such as grass cutting should be for 3 years provided that WPC are happy with their work which should be regularly reviewed. Every 3 years there should be a thorough tender process.

5. Parish Trees – Robert Barber referred to a number of issues regarding these:

Jubilee Tree at the Pavilion – Beechwood Estates have been contacted regarding this. Their response was to suggest that it should be in line with the existing hedgerow. RBr and KT are having a site visit with the Estate Manager on Friday regarding this. If Beechwood Estates do not agree with our suggestion there are other locations that it could be planted.

Trees in Conservation Area – RBr said that we did well out of the OCC tree works. Most trees have been attended to. There are some key areas that need attention. The trees in the paddock need some serious work and 2 horse chestnuts are severely diseased and we should consider the removal of these trees. The hornbeam branches are in the gutter of a neighbouring house, it is not an easy tree to prune and could be repollarded. The beech tree has a serious squirrel problem. The Cherry Tree in Brook Street needs some pruning. It was noted that all tree works will need permission and it would make sense to put in one application for all the tree works.

The Peter G Tree in the Rec needs to be re-staked.

Resolved: That our Tree Wardens put together an application of works needed and bring back to the next meeting.

6. Parking Issues in Watlington

BA stated that no one takes any notice of yellow lines in the town and this can lead to obstructions eg the bus cannot get down the High Street etc. It is thought that this is a serious issue and that we need to ask the police to address this problem more frequently.

Resolved: That we ask if PC Ian Kent could attend the next meeting to discuss this issue with us.

7. Community Games – Do we wish to hold some type of this event in Watlington
It was agreed that this be referred to the Strategy Committee.

8. Purchase of a hedge cutter – quotes in file.

Resolved: That we purchase a hedge cutter at a cost of up to £100

91/12 Correspondence

1. Radar Organisation – re disabled toilet in Town – The Clerk has responded.

2. Notification of Cycling Club Time Trials on 13/10/2012

3. Pear Technology – Seminar how digital mapping can be used for many tasks in the local council environment . 10th October, Southampton – cost £20

4. Request to cut the hedge between Recreation Ground and Pyrton Turn off –

The Clerk has sent this request to OCC. However it was noted that this is not a right of way.

5. Generation Games – local fitness for Over 50's – This has been sent to us via the Memorial Club.

6. Watlington to Cuxham – White lining – OCC Confirm that these will be refurbished.

All correspondence was noted.

92/12 Future Issues for Discussion

Mansle Gardens Entrance

Services that are no longer being provided by OCC.

Dog Dispenser Signs - Wording

Budget Update and Budget 2013/2014

93/12 Any Other Business

ORCC Meeting 10th October– CRL will attend this.

Willow Hedge in Paddock – The Clerk to instruct Berinsfield to cut this as much as is possible.

Brook Street/Cuxham Road – To ask OCC to jet these.

Car Park Hedge – This has been cut however it is higher than we asked for, it should be lower and straighter. BA and the Clerk to speak to Leytons regarding this.

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 12.45PM