

Minutes of the Meeting of the Operations Committee  
Held on Wednesday 18<sup>th</sup> April 2012  
at 10.00am in the Community Office

**Present:**

**Councillors:**

Barry Adby – Chairman  
Ted Backhouse – Vice Chairman  
Roger Beattie  
Tim Horton  
Linda Nicholson

**Officer:**

Kristina Tynan

**Members of the Public:**

2

35/12 Apologies for Absence  
Tony Williamson

36/12 Minutes of the Meeting held on 21<sup>st</sup> March 2012 which were accepted by Council on the 10/04/2012 to be agreed and signed by the Chairman  
**Resolved:** That these minutes are a correct record of this meeting and that they be signed by the Chairman.

37/12 Declarations of Interest  
Watlington in Bloom Issues – Tim Horton declared a prejudicial interest in this item as he is Vice- Chairman of the Committee. He signed the 'Declaration of Interest' book and left the room for this item

38/12 Matters arising  
Dogs in Recreation Ground/Sports Field – Flyers have been made and will be given out to the Sports Club and Councillors to give out. RB asked if the Watlington Parish Council logo could be made more prominent when more are printed.

39/12 Outstanding Issues  
**Trees in Town – OCC works** – BA reported that OCC have done a certain amount on the ones on the outskirts of Town.  
**Resolved:** That the Clerk check with OCC when the other tree works will be done.

40/12 Property

**Car Park**

**Hedge on Johnsons Alley** – TH stated that this issue has been going on for a long while and that it needs to be cut. It was noted that the residents concerned still need to be spoken to and the Clerk will do this and obtain some quotes for this work after this has happened.

**Drains** – These have now been cleared out. However we need to get the edging and rubbish cleared from around them. It was thought that this needs to be done with some urgency and the Clerk will arrange this.

**Lights in the Car Park – one light is permanently on** – BA has sorted out this issue.

**BT Telephone Box** – TH reported that he has written to the Chief Executive of BT regarding the schedule of painting and repairing of this box.

**Post Box** – TH reported that he has written to the Royal Mail regarding the loose brick on the top of this box.

**Car Park Useage** – It was noted that an email from Anna Badcock has been received in which she states that she has had a number of complaints regarding car parking in Watlington recently and that on Tuesday 17<sup>th</sup> April at 7am, 50 of the 70 car parking spaces in the car park were already occupied, which in turn, later on in the day has led to severe congestion in the High Street. She also says that she thinks that the parking measures in Lewknor will impact on parking in Watlington in the future and measures for parking policing and provision should be considered now.

Angela Clark has also written to us regarding this issue(see Correspondence letter No 3)

The useage was discussed and it was noted that checks are done on the car park. TB stated that he thinks there has been more cars parking there all day in recent months. It was said that perhaps there is now more useage from Oxford Tube users now parking is very congested at Junction 6. It was agreed that we do some regular checks at different times of the day to see how many spaces are taken up. Car Park Orders were also discussed and it was agreed that the Clerk investigates how to set one in place. TB also stated that certain events in the Town eg Auctions do account for much more cars in the Town.

**Public Conveniences**

**Roof** – This work has been commissioned and Colin King will start these works next week.

**Drain Clearance** – These have been cleared and a camera put down. It was noted that they seem to be in good order.

**Future improvements** – Sean Cunningham has a pressure washer and has agreed to clean a test area to see if this would work in cleaning the floor and walls. If the test is successful we will ask him to quote for the cleaning of the floor and walls in the 3 toilet areas. TH stated that he had given a contact number for a specialist company in Romsey and it was agreed that the Clerk seek a quote from this company also.

**Cleaning Rota poster** – It was agreed that when the public conveniences have been improved we will do this.

**Handwashers** – BA reported that we have had to pay for Wallgate to repair these as the problem occurred from frost damage which is not covered in our annual contract with them. They have suggested that we have a tube heater put in the cupboard which backs onto the handwashers which should then stop any frost damage.

**Resolved:** That we seek quotes for installing a tube heater in the cupboard.

#### 41/12 Open Spaces

**Hedge in Mansle Gardens** – It was noted that a part of this hedge is so tall it is leaning over. Berinsfield Community Business will be going to look at this and cut back. Regarding the removal of the hedge proposal by WIB they will be continuing the discussion with local residents and will bring back a proposal in September/October.

**Planters at the side entrance to the Library**– an email had been received from WIB asking for permission to put these in this location. They have OCC permission and it was noted that as this it is not our land our permission is not needed.

**Planters at main entrance to the Car Park** – WIB have asked for permission to put two planters one on each side, on the grassed area to the entrance to the car park. This will involve no initial cost to the Parish Council. The plants they would use would be drought resistant ones. They think they can get a volunteer to water them. Discussion took place on whether it would affect the grass cutting and the health and safety aspects.

**RECOMMENDATION TO COUNCIL:** That subject to appropriate plants, a watering regime in place and the health and safety aspects are adhered to, that Council allow them to do this.

#### **Recreation Ground**

**Fenced Area** – RB reported that between the humps and the fence there are a lot of leaves which need to be cleared out. The Clerk to ask our Caretaker to attend to this once the leaves have dried out.

**Woodchip for under the Zip Wire** – This is due to be delivered next Tuesday 24<sup>th</sup> April. It was noted that the membrane needs to be examined prior to the wood chip being put in. BA will do the boards.

**Porta Loo** – It was noted that these were installed for the Easter holidays and

were kept in a clean and tidy condition.

RB asked if we should have a porta-loo in the Recreation Ground over the Diamond Jubilee period (which incorporate half term) and it was agreed that we should order one for this week which incorporates half-term.

**Resolved:** That we put a porta-loo in the Recreation Ground for the week of the Diamond Jubilee and that we need to order it ASAP.

**Sports Field Trees** – The work to these trees are due to start this Friday 20<sup>th</sup> April. This has taken longer to start than expected but this is due to the contractors having to wait for permission from OCC to put up temporary traffic lights.

#### 42/12 General Issues

**Cuxham Road** – RB reported that there are some branches down which are in the ditch. It was agreed to report this to OCC.

**Highway Signs.** It was noted that the road signs need to be cleaned, the one at the top of Howe Hill is very dirty and covered in algae. It was also noted that a number of 30mph signs are being obscured by trees/hedges.

**Resolved:** That we write to OCC asking that road signs around Watlington be cleaned and cleared of any obscuring materials.

**Watlington Hill Road** – It was noted that trees and hedges are encroaching on the road.

**Resolved:** That we write to OCC and ask them to attend to this matter.

**Triathlon** – Further to Full Council a meeting will be arranged with the organisers.

#### **Paddock**

It was noted that this area is looking in very good condition.

**Fence** - There is some chestnut palings that need to be repaired. BA/BT to look at this to see if they can fix it.

**Bare patches of grass** – It was agreed that we put down some grass seed in these locations ASAP.

**Residents driving into Paddock** – We have had reports of some residents driving into this area. It was agreed that look to see if it is possible to put a padlock or other on the gate so stop this happening.

**Pedestrian Gate** – These need greasing and our caretaker to do this.

**SODC Cleansing of South Oxfordshire**- The Clerk is organising a meeting with them so we can discuss with them what areas in Watlington are going to be attended to.

#### **Co-op Offer**

The manager has offered for the Co-op staff to do some litter clearance etc in Watlington. It was agreed that WIB, who do regular litter picking liaise with him

regarding this offer. The Clerk to write to him regarding this.

### **Setts in Brookside**

BA reported that the setts have been replaced with tarmac at present. This is due to them having been damaged by tree roots. Once the tree work has been done the original setts will be replaced.

### 43/12 Correspondence

1. John Howell – letter re Triathlon – **His comments were noted.**
  
2. Parkers – Signs on Gates – **A letter has been sent to them on this issue. However OCC were going to put the Watlington and Twinning signs onto the gate. The Clerk to see where we are with this issue.**
  
3. Undercroft Fruit and Veg – re car park – **It was agreed that the Clerk reply back to this regarding the car park issue only. The financial issue to be sent to the Finance Committee.**
  
4. OCC – Buy with Confidence – **Noted.**
  
5. SODC – Deep Cleanse programme in South Oxfordshire – **Discussed above.**

### 44/12 Issues for Future Meetings

Triathlon – once meeting has happened.  
Mansle Gardens hedge – Sept/Oct  
Public Conveniences Rota Poster – once improvement works have been completed.

### 45/12 Any Other Business

**Diamond Jubilee Issues** – TH reported that it is very likely that Hill Road will be closed on Monday 4<sup>th</sup> June 6pm-11pm for the procession up to the beacon to take place. There will be a diversion in place. He said that OCC may not be able to provide enough signage and the Jubilee Committee may purchase some A signs. He asked if this happened would the Parish Council like to have them. It was thought this would be a good idea as we have storage for them.

**Mobile Catering Van in the Recreation Ground** – BA reported that Sarah Smith will be sending a letter to us on this issue.

**THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 11.05AM**