

# Minutes of the Meeting of the Operations Committee Held on Wednesday 16<sup>th</sup> January 2013 at 10.30am in the Community Office

**Present:**  
**Councillors:** Barry Adby – Chairman  
Ted Backhouse – Vice-Chairman  
Ian Hill  
Robert Barber  
Tim Horton  
**Co-opted Member:** Linda Nicholson  
**Officer:** Kristina Tynan  
**Members of the Public:** 2

- 1/13 Apologies for Absence  
Tony Williamson, Roger Beattie Neil Boddington
- 2/13 Minutes of the Meeting held on 28<sup>th</sup> November 2012 which were accepted by Council on the 13/11/2012 to be agreed  
**Resolved:** That these minutes were a correct record of this meeting and that they be signed by the Chairman.
- 3/13 Declarations of Interest  
There were none.
- 4/13 Matters arising  
**Ash Tree at Recreation Ground** (Minute 113/12 refers) – This will be removed by Beechwood Estates and there will be no charge to the Council. Beechwood Estates have been in touch with SODC forestry regarding this tree.
- 5/13 Outstanding Issues  
1. **BT leylandis and hedge** – These are to be done on 21/1/2013. BT will cordon off the necessary spaces prior to the work being carried out.  
2. **Recycling Bins in Car Park**- a response has been received from our District Councillor on this in which she said that the bins should be emptied

twice a week. It was noted that we still have problems with fly-tipping carpets, fridges etc in this area (photographs taken on 9/1/13 are on file showing dumped items). Discussion took place on whether these recycling bins could be removed. TH put the case that they are very useful at certain times of the year for people in flats who have nowhere to store extra recycling. He thinks that there will be a reaction from residents if we ask for these to be removed. It was also noted that traders use these bins for personal and commercial rubbish, even though they should pay to get their commercial waste removed by commercial companies. It was noted that if they were removed it would take time for people to adjust to not having them available. RBr stated that people have had to adapt to changes before ie there used to be a regular skip in the car park and also in outlying villages and then there was a fortnightly manned lorry in the industrial estate before the recycling bins were put in the car park.

The clothes banks in this area were also discussed as to whether there needs to be any bins or possibly be re-located. It was noted that the School have a clothing bank.

**RECOMMENDATION TO COUNCIL:**

1) That we ask SODC to remove the recycling bins in the car park and this to happen 3 months after SODC's agreement to do this (potentially in May 2013) due to constant mis-use of the site. This time frame would ensure that there is plenty of advance notice for residents. Signs would need to be put up as well as notices in Watlington Times and Henley Standard. This could also be announced at the Annual Parish Meeting in April 2013. The Business Association and local businesses also to be notified.

2) That we ask for all the Clothes Banks to be removed but try to find a site to re-locate the Air Ambulance Clothes Bank.

3. **War Memorial Works** – TB reported that this is moving on. He is getting quotes for the works and has been in touch with grant bodies. He will continue to work on this.

4. **Arrow Markings in Car Park** – BT to do this with GB in good weather. This will be done with Thermo Plastic Tape which we have purchased.

5. **Car Park Noticeboard** – Awaiting quote from Shire Roofing – BA to chase this up.

6. **Willow Hedge in Paddock** – John Brannan to be contacted regarding this.

7. **Watcombe Road Adoption** – awaiting response from OCC

8. **Emergency Plan** – This has been circulated to relevant people by LN and KT.

6/13 Property

1. Car Park

a) **Drains in Car Park** – BT has cleared out the drains and they now need jetting.

**Resolved:** That we arrange for this to be done ASAP. The cost will be in the region of £200.

b) **Car Parking Area**(by recycling bins) – This has been cleared by BT (photos are held on file). It was noted that a good job has been done of this area which looks very clean and tidy.

c) **Hedge in Car Park – side of the entrance to the car park** (photos held on file) – Discussion took place on this as to whether it would be able to be laid. It was agreed that KT asks Nigel Adams if this would be possible. If it is not it needs cutting to about 5ft.

d) **WIB Proposal for the creation of a central reservation area in the middle of the Car Park** (email and plan given by TH)

TH explained that this could have a wide environmental interest and this area could include benches, cycle racks and planters. It would be an opportunity for people to sit down eg to wait for people. He also suggested that it could possibly have an electric charging station in this location in the future. WIB would be prepared to put in £200 towards this scheme. They have not yet done any detailed costings at this stage.

The provisional idea is shown at the end of these minutes.

TB stated that he had a concern about benches in this area as it could encourage loitering in this location and it could be an area that youngsters could congregate and produce a lot of noise. It was thought we should ask PC Kent for his opinions.

It was thought that creating a space in this area was a good idea and the cycling stands would be good. A noticeboard and planters were also thought to be appropriate for this area.

RBr suggested that the surface in this area should be different than the car park surface and asked that this be considered by the WIB group. LN said that trees in planters (1m wide) would be a good alternative to a bench.

It was noted that if these changes were probable we would need to be careful when redoing the white arrow markings (as discussed above) to locate them nearer to the hedge on the Johnson's alley side.

TH stated that this would be further discussed at the next WIB meeting on the 11/2/13 and if any councillors would like to attend this meeting they would be most welcome.

2. Public Conveniences – Future Improvements

What is behind the back of the current urinal is important for us to know. NB had offered to look at this but to date this has not happened. TB to see if

there is anyone else available to do this. After this is known it will be possible to continue with a plan for the conveniences.

7/13 Open Spaces

1. **Play Area Inspections**

a) **Rospa Actions needed** – BA reported that there is only 1 thing of priority on this which is new bolts for the swing. This will be done at the same time as the iplay repairs/maintenance, which TH is dealing with.

b) **Playground Inspections** – Inspection paper from OPFA was attached to the agenda.

This was discussed and it was noted that BT inspects the equipment 3 times a week. The form from OPFA was agreed to be used and filled in on a monthly basis.

c) **Who to commission for the Annual Playground Inspection for 2013**

– A list of RPII Inspectors was available at the meeting.

It was agreed that this list be looked at for the next Operations meeting with regard to price, location etc. KT/BA to do this.

d) **I- Play** – TH is waiting for information from Playdale on this. TH to chase up this issue.

e) **Half Pipe- repairs needed -**

2. **Proposal by Watlington in Bloom** – ‘Watlington in Bloom would like to propose to the Parish Council that we replace the existing Oak Tubs in the High Street and adjacent to the Town Hall with Planters like that by the new Library extension. Further we would suggest that the Oak Tubs be re-used, as a temporary measure, at the entrances to the town whilst the Parish Council discuss the possibility, proposed by WIB some time ago, and finalise the practicalities, that permanent brick-built planters be erected at the Town Entrances’

This was discussed and it was agreed that WIB come back with a detailed location plan and type sizes of the planters with a mock up picture.

8/13 General Issues

1. Signs on Gates to Entrances to the Town – OCC do not have any money for new signs for gates – **BA to measure the size of each gate**

2. Consultation on the initial review of the first Rights of Way Improvement Plan (referred from FC)- **Tom Bindoff is looking into this issue.**

3. Definitive Map and Statement of Public Rights of Way –Consultation ends 23/1/2013 – **IH, TH and RBr to look into this and respond.**

4. Disabled Parking Signs for Hill Road and Rec Car Park

**Resolved:** That we order 4 signs, 2 for the car park and 2 for the recreation ground.

9/13 Committee Structure

The following wording was agreed to be given to the Strategy Committee.

**Operations Committee**

To deal with operational matters concerned with the use, monitoring, replacement and maintenance and enhancement of the WPC assets as well as those for which the council has taken responsibility. This includes strategic decisions on these issues, and spending decisions within the agreed budget for the relevant items.

The committee will generate a programme of work for the caretaker.

The agenda for each meeting to be prepared by the clerk and agreed by the chairman of the committee.

10/13 Action List

Outstanding actions were noted.

11/13 Correspondence

1. Rospa – Annual Playground Inspections for 2013 – **Noted**

2. Affordable Warmth Network Team – **LN will deal with this issue.**

3. Caroline Newton – copy of letter on Triathlon sent to Rodney Rose- **Noted.**

4. Michelle Evans – Cuxham Road Crossing – **KT to repond letting her know the current position. BA/KT to contact the new residents of Bulrushes.**

5. Caroline Newton – Love Lane Parking Restrictions – **Noted.**

6. Swyncombe PC – copy of letter sent re Triathlon– **Noted.**

7. Thames Valley Police – New Community Messaging System– **Noted.**

8. OPFA – Playground Inspection Training on Sat 2<sup>nd</sup> March – Does anyone wish to attend? **It was agreed that we ask if BT could attend this.**

9. Natural England – Information of Ash Tree – **Noted.**

12/13 Future Issues for Discussion

Mansle Gardens Entrance when proposal received from WIB

Car Park Central Reservation proposal from WIB

Planters in the Town proposal from WIB.

13/13 Any Other Business

**Budget** – TH reported that at the Finance meeting last night it will be proposed to Full Council that the Operations Contingency amount which the committee had asked for has been changed from £2000 to £1000.

**Hill Road Hedges** – It was noted that the landowners have cut back the hedges in this area but that we need to arrange for the hedge of the Chalk Pit area to be cut. It was agreed that this needs to be done quickly and KT and RBr were delegated to arrange for this to be done.

**Go Ride Buses in the Hill Road Car Park** – BA reported that they are still parking 2 buses in this area which are sometimes taking up 6 car parking spaces. KT to speak to Danny Douglas regarding this as we had agreed only 1 bus and 1 space when properly parked.

**THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 12.28PM**

