

Minutes of the Meeting of the Operations Committee Held on Wednesday 19th June 2013 at 10.30am in the Community Office

Present:

Councillors:

Barry Adby – Chairman
Tim Horton
Neil Boddington
Ian Hill
Robert Barber
Bob West
Linda Nicholson

Officer:

Kristina Tynan

61/13 Apologies for Absence
Tony Williamson

62/13 Election of Vice-Chairman
Tim Horton nominated Bob West and this was seconded by Ian Hill. There were no other nominations.
Resolved: That Bob West be unanimously elected as Vice-Chairman.

63/13 Minutes of the Meeting held on 15th May 2013 which were accepted by Council on the 11/6/2013 to be agreed
Resolved: That these minutes be agreed as a correct record of this meeting and that they be signed by the Chairman.

64/13 Declarations of Interest
There were none.

65/13 Matters arising
Car Park Noticeboard – Shire Roofing has now done this.
Letter to Businesses re improving shop frontages – This has been notified to the Business Association alerting them to the Infrastructure funding and deadline.

66/13 Outstanding Issues

1. **Hedge in Car Park** – RB stated that he had nothing further to report.
2. **Parish Controlled Trees** – RB said that he has met with Ben Downing, Complete Tree Services. The conclusion of the visit was:
 - All small trees in the Paddock need some formative pruning
 - The 2 Horse Chestnut tree at the library end of the Paddock – one will need to be removed and the second may be able to be made to thrive. However neither tree has much longevity.
 - Cherry Tree in Paddock by Old School Place – this needs removing and a new tree should be planted before we ask SODC for permission to remove it.
 - Hornbeam in the corner which is against a house needs trimming back to the boundary and pollard it back
 - Ash in Mansle Gardens needs removing

RB and TH will come back with a proposal on trees to the next meeting. TH stated that there is no budget for tree works and asked if there was any idea of the cost of these works, which there is not at the moment.

3. **Dog Bin in Alleyway to West Meadow** – It was thought that the one on Brook Street should cover for the alleyway also. A sign in the alley stating where the closest bin is could be put up. It was noted that we have a spare dog bin and it was agreed that we ask our caretaker to check if it is in working order. It was also noted that a bin by the Icknield Way would be a good place to put one in.

4. **Emergency Plan Update** – LN and KT will update this and send to the relevant people. Relevant Councillors will be sent a note with the changes so they can mark up their paper copies.

5. **Phone Box at Christmas Common** – This needs cleaning and repairing and strimming needs to be done around the box. BA and BT to arrange for this to be done. RB has the board that will be put up as the noticeboard inside.

67/13 Property

1. Car Park

a) **Drains in Car Park** - BA reported that we are still awaiting the quote from Scion.

b) **Car Park Entrance** - A Meeting with Mark Francis from OCC has been arranged for Monday 8th July at 1pm (meeting first in Community Office).

2. Public Conveniences

BA reported that we have chased John Backley from SODC . RB stated that if the disabled toilet is to be the only one that a urinal should be put in it.

It was agreed that the offer from WIB to paint the windows and doors be accepted BA to look at the window panels.

3. Community Office

1. **Energy Prices for WPC owned property**- It was noted that the Community Office electricity supplier will be changed. However the Public Conveniences and Pavilion cannot be changed until 2014 as they are still in contract. Regarding the Gas contracts this was passed to the Finance Committee.

2. **Outside Painting of Community Office** – 2 quotes have been received. It was agreed to ask Bob West to look at these and then the issue can be discussed by the Finance Committee as these works are not a budget item.

68/13 Open Spaces

a) **Signs for Recreational Areas** – Awaiting RB to pass on information.

b) **Bin needed for near Love Lane Enrance to Recreation Ground** – BA suggested that we could re-site the spare bin from the car park to this location.

c) **Rabbit warrens under the Pavilion** – TH reported that whilst WIB have been doing gardening work in this area they have noticed lots of warrens going under the pavilion. BA to contact John Minns to get rid of the rabbits in this location.

d) **Paddock**

1. **Willow Hedge** – RB to contact Sue Glenn for her advice on this hedge.

69/13 General Issues

1. **Lighting in Davenport Place** – comments from Mr Young and Alan Cockbill (OCC) were attached to the agenda. TH said that Mr Young has every right to speak to the County Councillor on this issue. After discussion the following was agreed:
RECOMMENDATION TO COUNCIL: That we do not support an additional light in Davenport Place.

It was noted that Mr Young will be attending the Operations Meeting on 17th July.

70/13 Action List

To note any outstanding actions if needed and to note completed actions on the caretaker list. – An updated list will be email to committee members.

71/13 Correspondence

1. ORCC – Energy Use in Community Buildings – Free training event Wed 26th June 2013 at 9.30am in West Oxford Community Centre – **Noted**

2. David Goldsworthy OCC – Update on the potholes we have reported
It was noted that we need to chase up when the work on Brook Street and Ingham Lane is to be carried out. It was also agreed that KT report the sinking on the road outside Quarrington Place.

72/13 Future Issues for Discussion

Grit Spreader for next winter

73/13 Any Other Business

Howe Road – IH reported that a resident on Hill Road has started a new campaign to get Seymour Green recognised in its own right. If it is successful it was noted that there would be only minimum signage eg roundels would not be a legal requirement. It was noted that the statistics state that the average speed in this location is 38mph

Bus Stop at Seymour Green – It was noted that this stop is on the timetable but Whites' Coaches do not stop there. There is no bus stop visible. BA has contacted the Bus Company for their comments on this.

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 11.40AM