

# Minutes of the Meeting of the Operations Committee Held on Wednesday 15<sup>th</sup> May 2013 at 12.30am in the Community Office

**Present:**  
**Councillors:** Barry Adby  
Robert Barber  
Ian Hill  
Tim Horton

**In attendance:** Linda Nicholson

**Officer:** Kristina Tynan

A site meeting took place in the Car Park at 11.30am prior to this meeting to discuss issues in the car park.

Barry Adby presided over the meeting until the election of Chairman.

47/13 Apologies for Absence  
Neil Boddington, Bob West, Tony Williamson.

48/13 Election of Chairman  
Robert Barber nominated Barry Adby and this was seconded by Tim Horton. There were no other nominations.  
**Resolved:** That Barry Adby be unanimously elected as Chairman.

49/13 Election of Vice-Chairman  
**Resolved:** That this be deferred until the next meeting.

50/13 Minutes of the Meeting held on 17<sup>th</sup> April 2013 which were accepted by Council on the 14/5/2013 to be agreed  
**Resolved:** That these minutes be agreed as a correct record of this meeting and that they be signed by the Chairman.

51/13 Declarations of Interest  
There were no declarations of interest declared.

52/13 Matters arising  
1. **Car Park Noticeboard** – Shire Roofing will do this in warmer weather

2. **Letter to Businesses re improving shop frontages** – IH stated that the letter had not been sent and discussion took place on this issue.

**Resolved:** That a letter be sent to the Business Association alerting them to the fact that money is available from the SODC Infrastructure Fund of which one of the items states that a grant can be applied for, for improving shop frontages.

53/13 Outstanding Issues

1. **Hedge in Car Park** – RBr has met with Leytons regarding this hedge and is preparing an email which will be sent to Mr Irons. The work will be carried out in July.

2. **Recycling Bins in Car Park** – BA reported that they have all been moved apart from the Salvation Army one which is scheduled to be moved this Friday. However last Friday Biffa collected 75 bags of rubbish. This area will be monitored for the next few weeks to see if this situation improves.

4. **I-Play** – TH stated that he is trying to get a response on a longer term contract from Playdale. He will chase this up.

5. **Parish Controlled Trees** – RBr and Tom Bindoff are working on this issue.

**Marlbrook** - It was noted that a football net has been hammered onto one of the trees and RBr will speak to the resident who put it up. It was noted that there are two trees, one in very poor condition and it was:

**Resolved:** That we remove the tree in poor condition and look after the other one.

**Mansle Gardens** – TH said that this area has now a well set up Neighbourhood Group with 12 members who have been attending to work in these gardens. They have a timetable of work and have put in a herb planter. WIB have said they will attend to the 'glade' part of the gardens – this is the first 15m by the gate.

6. **Lining and Marking in Car Park** – This work is scheduled for 19<sup>th</sup> May, weather permitting. BT and DH have cleared the edges of the car park. 3 tubs will be put in the central area, once it has been marked out.

54/13 Property

1. Car Park

a) **Drains in Car Park** - There was a site visit prior to this meeting. It was agreed that it is absolutely necessary to sort out these drains and they need to be cleared out. It was noted that the one on the road (Watcombe Rd/Hill Road junction) is working correctly. BA to meet with Bob West and then obtain quotes, working from the road drain to noticeboard drain etc.

**Car Park – Changes to Watcombe Road entrance**

A longer term view of the car park is needed and it was agreed to pass this issue onto the Strategy Committee for discussion. It was thought that the entrance onto Watcombe Road could have a complete change and this would help the drainage issue also.

Points to be taken into consideration are:

1. Trees eg Sycamore and Maple

2. Liaison with BT regarding the phone box.

3. Start talks with OCC on structural improvements
4. Check covenant matters ie hedge o/p Mr Irons.
5. Start talks with Co-op as perhaps they could be a significant funder.
6. RBr and TH to draw up a simple plan. RBr will take relevant photos.

## 2. Public Conveniences

1. **Future Improvements** – KT has contacted John Backley at SODC regarding if SODC would consider our idea of only having one disabled toilet and to make the ladies and gents into storage areas. He is looking into the terms of the lease and we are awaiting his response.

2. **Water Bills** – BA reported that we have found a problem with the sensor in the gents which is linked to the urinal and this has been temporarily removed. BT has reduced the flow of water and this has reduced the units to 3 per day.

## 3. Community Office

1. **Energy Prices for WPC owned property** – BA has been investigating this and thinks that we can reduce the cost of the electricity by about ½ the existing bills. The public conveniences are still in contract and we cannot change this until the term expires. He is also looking into the gas c bills.

**Resolved:** That BA gives information to TH for the next Finance Committee meeting to discuss. TH will prepare a note.

2. **Outside Painting of Community Office** – We have received one quote and are awaiting more. As this is not a budget item it was:

**Resolved:** That the quotes be given to the next Finance meeting for discussion.

## 55/13 Open Spaces

a) **Who to commission for Annual Playground Inspection for 2013** – KT/BA have investigated various companies and after discussion it was:

**Resolved:** That we commission Playdale for the annual playground inspection which includes the play equipment in the recreation ground and the paddock at a cost of £195.00.

b) **Signs for Recreational Areas** – information was attached to the agenda. RBr said that they are in the process of ordering signs for the chalk pit and it may be cheaper to do these signs at the same time and save on delivery costs. It was agreed that we would want A0 size and RBr will come back with prices of the signs.

### c) **Paddock**

1. **Grass seeding** – BT has done this.

2. **Tree Scheme** – On-going.

3. **Willow Hedge** – It was noted that this is looking good at the moment. RBr to discuss this with Sue Glenn with regards to future weaving and maintenance etc.

4. **Flooding by Library Gate** – It was noted that when the dead tree is removed this could help improve the flooding problem.

56/13 General Issues

1. **BT Phone Box in Christmas Common** – discussion as an information point (see email from J Crockett)

Discussion took place and it was thought that we should ask our caretaker to clean this up and replace the glass panel which is broken and put an information sign on it as per the photo from J Crockett. It would need some boarding put up inside and BA and BT to look into this and cost out the improvements. It was noted that previously Christmas Common residents have said they would look after it and keep it clean.

57/13 Action List

KT will update this list and circulate to Councillors.

58/13 Correspondence

1. **SODC** – Waste Team re Bins in Town – **noted**.

2. **Talk Talk** – new broadband equipment being installed on 16<sup>th</sup> May 2013-**noted**.

3. **OCC** – 40mph on Howe Road – This is due to come into effect on the 14<sup>th</sup> May 2013-**noted**.

4. **J Gel** – Birdscarers - This was noted.

5. **D Young** – Lighting in Davenport Place – This has been discussed with OCC and it was noted that OCC are improving the existing lighting on 33 High Street and WPC welcome this and note OCC will not install any extra lighting. The cost of one light would be £1200 and would cost about £500 to maintain on an annual basis. It was noted that the Parish Council do not own any lights in the Town and that the WPC is not the Authority for lighting, this is principally the County Council who have already responded to Mr Young.

**Resolved:** That the Parish Council does not support having any more lighting in this area. KT to send letter to Mr Young.

6. **S Polkinghorne** – Broken Manhole Cover and Alley between Brook Street and West Meadow .

KT has responded to Mr Polkinghorne and the broken manhole cover has been reported to OCC who will contact Thames Water, whose manhole it is. Regarding the dog mess issue in the alley, notices have been put up in this location.

Discussion took place on whether it would be useful to put a dog waste bin down this alley. WPC do have one spare bin. KT to speak to the contractors regarding distance from the main road. KT to obtain a quote from Scion to install the bin and it was noted that we will need to inform SODC to add it to the Dog Bin emptying location list.

**Resolved:** That we install a dog bin in this alleyway. Location to be agreed by BA/KT.

59/13 Future Issues for Discussion  
Grit Spreader for next winter

60/13 Any Other Business

**Emergency Plan** – LN stated that with regard to the fire at Lys Mill, if this had happened in a different location eg Industrial Estate we might have had a real problem and would have needed to implement our Emergency Plan. LN and KT to check that the plan is holding all correct information and then will circulate to all councillors.

**Community Office Keys** – Discussion took place on this issue. It was noted that a lot of people have keys to the office.

**RECOMMENDATION TO COUNCIL:** That we change the outside door lock of the office and only give the new key to entitled people.

**WIB** – They have sent a list of works they have done to date. This is held on file in the office.

**THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 1.50PM**