

Minutes of the Meeting of the Operations Committee Held on Wednesday 16th October 2013 at 10.30am in the Community Office

Present:

Councillors:

Barry Adby – Chairman
Tim Horton
Bob West
Tony Williamson

Officer:

Kristina Tynan

Members of the Public: 1

86/13 Apologies for Absence

Ian Hill, Robert Barber, Linda Nicholson, Neil Boddington.

87/13 Minutes of the Meeting held on 18th September 2013 which were accepted by Council on the 8/10/2013 to be agreed

Resolved: That these minutes be agreed as a correct record of this meeting and that they be signed by the Chairman.

88/13 Declarations of Interest

There were none.

89/13 Matters arising

Paddock Visit by Sue Goss – WIB have arranged this for 14th November at 3pm

90/13 Outstanding Issues

1. **Hedge in Car Park** – KT has emailed Mr Irons asking to meet up with him. We are awaiting a response.

2. **Parish Controlled Trees** – Our Tree Wardens are working on this

3. **Howe Hill Hedges** – letter has been sent to OCC and David Goldsworthy has been out to look at them.

4. **Pothole by Car Park** - Scion have been contacted regarding this and this will be done shortly.

5. Phone Box at Christmas Common – This still needs to be strimmed and cleaned and it is hoped that then the local residents will take this on.

91/13 Property

a. Car Park

i) **Drains in Car Park** – It was agreed at the last Full Council meeting that we get these drains cleared out. We are awaiting a date from OPC for the work to be carried out. They will bring a gully sucker and there will be 2 men working for 1 day on them. BT will tape and cone off the necessary areas of the car park. BA reported that they are reasonably confident that they can solve the problem. They will also supply us with a map of where the drains go.

ii) **Car Park Entrance**- TH reported that a letter has been sent to OCC asking if they would look into co-ordinating this scheme as it needs to be driven by an appropriate person with engineering skills. BA suggested that it might be an opportunity for the Co-op to think of widening the path. TH reported that if the entrance is changed the problems with the drains would also be sorted out. The Clerk to contact Mark Francis if no reply received from OCC during the next week.

iii) **Rubber Strips** – It was noted that the yellow paint on these have faded and the Clerk to instruct BT to repaint the arrows on these.

b. Public Conveniences

i) **Updating of the facilities** – We still need a response on the type of windows the Conservation Officer would allow if we were to replace them, this is being asked by John Backley as we only manage them but SODC own them. If we were to ask direct we would be charged for the planning advice. It is hoped that we have this information shortly.

ii) **Excessive Water Bills** – It was noted that the last quarter water bill was £500+. As the urinal sensor had been removed as it was no longer working it was thought that a new sensor was an urgent requirement and this work was done yesterday by Lee Beckett.

Resolved: The Operations Committee agreed that this was an urgent requirement and approved the bill of £400 which was to fit an IRC Urinal Flush control valve which should reduce the water bills substantially. It was noted that this valve can be moved and reused if necessary.

BT will still monitor the meter reading on a regular basis.

c. Community Office

i) **Painting of Outside of Office** - This is being done at the moment. TH stated that the work and the prepping of the wood is excellent. BA said that the down pipes need to be cleared before they are screwed back up. The Clerk to ask BT to do this.

92/13 Open Spaces

a. Recreation Ground

i) **Sign for Recreational Area** – This has been referred to the Finance Committee

ii) **Hedge around Sports Field**- At the last Full Council meeting it was resolved not to do any work to the hedge until the next Financial year in view of the cost and it not

being budgeted for in this financial year. However if necessary it may be able to just flail the hedge for the time being. There is to be a meeting with John Errington the Estate Manager of Beechwood Estates and BA, RB and possibly TW will attend and discuss this issue. Once this meeting has taken place this issue may need to come back for discussion next month. RB had sent a report which will be taken into consideration at the meeting.

iii) **Bike Racks in Town**- TH has supplied photographs of various types of rack and cost (Information held in the file). WIB have offered to pay for these. TH said that as a Council we should be encouraging cycle use. It was noted that the ones at the Town Hall are well used. TH suggested that perhaps some could be installed in the new central area of the car park. It was agreed that we collect some more ideas and look at the practicalities and locations of installing some for the next meeting.

93/13 General Issues

1. **Ingham Lane/Brook Street road works** – These are now scheduled to be done on 23/24 Nov, 30 Nov/1st Dec and 7/8/ December. These were noted and a map showing the diversion route will be sent to us from OCC. The Clerk has put this information into the Watlington Times. It was noted that a sign will be needed at the M40 junction and BA to contact OCC regarding this. OCC will be delivering a letter to all affected properties and they will also speak to the Co-op regarding their deliveries. It was noted that OCC have concerns about Pilgrim Cottage as they are not sure if there are any footings on this cottage.

It was noted that at the same time there will be road works at Cutmill.

2. **Hill Road Hedges** – RB looking at these. We wrote to OCC about the section opposite 86 Hill Road that was not getting cut and OCC have added this bit to their schedule.

3. **Shirburn Road – Hedges** – BA reported that the section on the road by the Sports Field is the responsibility of the Parish Council, however this previously has been cut by OCC however from now on they will not cut them and we will need to look at this when considering our budget. BA/KT to get some quotes.

4. **Cycling Issues** – It was noted that we had received an email from Mr Richardson on this issue. This issue was brought up at the Outreach Meeting in Christmas Common and this will be scheduled in for discussion at an appropriate time.

5. **Speeding in Christmas Common** – This issue was brought up at the Outreach Meeting in Christmas Common and BA spoke to the Police regarding this yesterday. The Clerk to email Ian Kent requesting the speed van to go to Christmas Common and Howe Hill.

6. **Foot of Watlington Hill – Yellow Lines?** – If a traffic order was being made this could possibly be added. It was noted that this is a very dangerous corner and BA to speak to OCC regarding an Emergency Order for this.

94/13 Action List

This will be sent to all members.

95/13 Correspondence

1. **Woodland Trust** –Woodland Survey 2013 –RB to be asked if we would like to complete this.

2. **Highways Agency** – A34 College Farm Bridge Road – Refurbishment Works – This was noted.

3. **Community Safety** – Emergency Plan Meeting – It was noted that LN has attended this in the past but cannot attend this time. However last time WPC was congratulated for having an Emergency Plan.

96/13 Future Issues for Discussion

Paddock – various issues– WIB will give us a wish list after visit by Sue Goss.

WIB - It was agreed that an informal meeting be set up after the Sue Goss visit with the Operations Committee members and WIB to discuss issues of mutual interest. Issues can then go back to the Operations Committee meeting for formal discussion.

Staff designated responsibilities – referred from Finance Committee. To be discussed at the next meeting.

Budget 2014/2015 – This will be discussed at the next meeting. However it was noted that the grass cutting budget will need discussion as to whether the amount needs to be increased. Other items which will need consideration are the maintenance of play equipment and specifically the I-Play. The possible new Car Park entrance change will also need to be considered.

Grass Cutting Tender from April 2014 – This will be an agenda item for the next meeting. BA and KT to make an initial draft for discussion.

97/13 Any Other Business

Britain in Bloom - WIB were congratulated on being awarded the Silver Gilt award at the Britain in Bloom ceremony at Cleethorpes

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 12 NOON.