



**There will be a Meeting of the Operations Committee
Held on Wednesday 15th May 2019 at 8pm
In the Community Office**

A G E N D A

1. Election of Chairman
2. Apologies for Absence
3. Election of Vice-Chairman
4. Co-option onto Committee
5. Review of Terms of Reference (attached)
6. Discussion of changing the Day the Operations Meetings are held.
7. Minutes of the Meeting held on 17th April 2019 which were accepted by Council on the 7/5/2019 to be agreed as a correct record
8. Declarations of Interest
9. Matters arising
10. Update on Outstanding /Completed Issues
 1. **Cherry Tree in Paddock** – *Awaiting comments from CwT*
 2. **Mat to be used for Parking at bottom of Love Lane between Schools and Chequers** – *RB to give costs.*
 3. **Kissing Gate with disabled access-**
 4. **I-Play** – *Computer Element has been taken away for checking -RB to update.*
 5. **Super User** - *Training of people to officially identify potholes and repair them. See email from OCC*
 6. **Moving car park tubs to Couching Street/Brook Street Junction** – *TJ to update*
 7. **Litter Bins for recycling in the Town** – *TJ to give costing of pole mounted bins.*
 8. **MUGA** – *The Planning Application has been resubmitted. The Parish Council recommended approval and to ask an Environmental Health Officer to visit site for advice on lighting and noise. No decision has been received to date from SODC.*
 9. **Deep Cleanse in Watlington** –*They will be coming back to Watlington for 4 days 6th-11th June. Specific Areas have been sent to SODC. We can add extra if wished*
11. Highway/Footpath/Tree Issues
 1. Highways
 - a) **Pyrton Lane Improvements** – *Meeting with Lee Turner (OCC) and representatives from Pyrton Lane to be present. Need some Councillors to be present at the meeting which will be held on Friday 17th May at 10am in the Parish Office.*
 - b) **Christmas Common**
 1. **Verges and Traffic Calming** - *See attached email from Vanessa Buckley OCC*
 2. **Outreach Meeting** will be held on Monday 8th June in the Fox and Hounds, Christmas Common

c) Other Highway Issues

2. Footpaths

a) **Footpath 13** – A new specification has been given. Quotes have been requested. TOE Application form has been re-done. Just awaiting 2nd quote. Application needs to be submitted by 6th June. Peter Logan/KT are dealing with this.

3. Tree/Hedge Issues

12. Open Spaces

1. **Grass Cutting** – KT to update

2. Recreation Ground /Sports Field/Pavilion

1. **Grass Cutting around the perimeter of the Sports Field** –*email from Jane Beard was sent by email to Members on 9/5/2019.*

3. Paddock

a) **Performance Space** – The Planning Application has been submitted. The Planning Committee will have discussed this on 14th May.

b) **Noticeboard for Play Area** – RB to update.

4. Other Areas

a) **Triangle on Cuxham Road** –Our Gardener is now tending to this area.

b) **Willow Close**- Illegal sign on industrial estate. Awaiting response

c) **Green Area at Marlbrook** –Survey results will be emailed out prior to the meeting.

13. Property

1. Car Park

a) **Purchase and installation of new/improved highway signs** – Changes have been agreed. These need to be implemented.

b) **Additional 2 hour stay bays to be marked out in Hill Road car park** – 11 new 2 hours spaces were agreed by Full Council. Discussion on how to progress.

c) **Mud in the Car Park** – Julia Spargo has agreed that this is a take the CPT could do. Awaiting a date from her as to when the team will be coming. We will need to order a skip in.

d) **No Entry sign on pole in the Car Park** – KT to deal with.

2. Public Conveniences

a) **Consideration of new hand units** –Full Council gave agreement to purchase 3 new units. BW was to speak with Wallgate. Colours need to be chosen.

3. Parish Office

a) **Carpet for Office** – BW, TJ, IH and KT have agreed the carpet and the work has been commissioned and will be done in August.

14. Sub-Committees

1. **Allotments**

2. **PSFC**

Dogs on leads on the Sports Field – Update from IH

15. General Issues

1. **Food Banks and Community Fridge Larder** – Update TJ

3. **Recycling** - KT has requested to join some recycling schemes and is waiting to see if we are successful – We can now recycle KP Products – This has been put on the Watlington Parish and Watlington Town Noticeboard.

4. **Sign on the Ridgeway** – KT has invited Sarah Wright to the Operations Meeting in June.

5. **Go-Active** – How we can help promote their activities – RB

6. **T1 Bus Service** – has a new timetable from 14th July – to note.

7. **Waste Tours for Councillors** - TJ

16. Correspondence

1. Copy Letter from Mr Orr – Restore the pond by the Ridgeway – Does any Councillor wish to get involved in this project?

2. Mrs Meats – obstruction by cars parking on yellow lines and stopping the T1 getting through. Asking if something could be put at the front of the yellow line. KT has passed onto OCC for comment.

3. Mike Edwards – Christmas Common Traffic Calming

4. Steve Harrod – copy of email to Trading Standards on HGV reports in Watlington

Copies of letters will be sent to Members

17. Future Issues for Discussion/Implementation

18. Any Other Business

Attachments

1. Agenda
2. Minutes from the Meeting held on 17th April
3. Current Terms of Reference for Operations Committee
4. Email from Vanessa Buckley – OCC
5. Copy of Letters

Signed: Kristina Tynan - Parish Clerk

Dated:8/05/2019

Distribution

Councillor: Roger Beattie, Terry Jackson, Ian Hill, Tim Horton, Alex Basden, Bonnie Williams, Keith Woolfson



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