



Minutes of the Meeting of the Operations Committee Held on Thursday 20th April 2023 at 7.30pm in the Parish Office

Present:

Councillors: Ian Hill (IH)
Roger Beattie (RB)
Tim Horton (TH)
Rob Smith (RS)

Co-opted Member: Jenny Wilkinson (JW)

Officer: Kristina Tynan (KT)

14/23 Apologies for absence
Alex Basden.

15/23 Minutes of the meeting held on 23rd March 2023 which were received by Council on 11/04/23 to be agreed as a correct record
Resolved: That the note of this meeting was a correct record of this meeting and that it be signed by the Chairman.

16/23 Declarations of Interest
Tim Horton declared an interest in Agenda Item 5a as one of the proposed locations for a dog bin is near his property. He will not vote on this item.

17/23 Matters arising
There were none other than agenda items

18/23 Task list for new Operations committee
The list of current tasks was attached together with proposed actions. These were reviewed to create a reduced task list for the incoming operations committee is shown below.

Task name	Councillor lead	Status	Who	Description
Christmas Common improvements	IH	Agreed	WPC	Arrange Outreach meeting to get residents views
Refurbishment of phone box in Hill Road car park	TH	Agreed	WPC	Convert to art gallery
Mansle garden improvements	IH	Agreed	WPC	Get gateway installed, replant hedge plants where needed
Parish Office painting	IH	Agreed	WPC	To be done by caretaker
Marlbrook parking	RS	Agreed	WPC	Install bollards to restrict vehicle access to field

Gates to public conveniences	IH	Agreed	WPC	Waiting for revised quote
Paddock footpaths	IH	Agreed	WPC	Gardener will stop further encroachment of grass
Review of CCTV policy	RS	Agreed	WPC	With the addition of new CCTV systems at the Rec this needs to be completed
Maintenance of Play equipment at Rec	RB	Maint	WPC / Contractor	Minor ongoing work done as needed, annual review of major needs
Grass cutting contract	IH	Maint	Contractor	Rolling contract not due for renewal this year
Speed checks in town	IH	Maint	Contractor	Fortnightly collection of data from SIDs, periodic transfer to new sites
Hedges obstructing pedestrian pavements	RS	Maint	Contractor	Annual task - in late summer
Water fountain for Rec	RB	Ongoing		Resolved: That we install this at an approximate cost of £1700 and this will be taken out of the Ops Maintenance Budget item.
Replacement of litter bins in town centre	IH	Ongoing		Waiting for response from SODC for new bins
John Howell tree	??	Decision		To ask WCAG to recommend place
Improvements to dangerous crossing at Pyrton Lane/Cuxham Road	IH	Decision		Waiting to see what action Bloor Homes takes
Barrier at end of Church Lane	TH	Decision		TH suggested a brick barrier. He will take a site visit with Albert from Payne and Little and put together a proposal.
Crossing across Brook Street	IH	Decision		Put in <i>ideas</i> list until it becomes an active project. IH will conduct a survey to see how many people cross in this location.
Cuxham Road roundabout (IE) needs attention	??	Decision	OCC	Not our responsibility but OCC does little. To see if we could get a sponsor for this.
Sprung gate at entrance to Rec from Love Lane	RB	Decision		Been missing for a long time. RB has the part and will fit it.
Brook Street planting	IH/KT	Decision		Empty tree planting place -Agreed to put in a shrub. Will get our Gardener to advise
Trim Trail	RB/JP	Decision		This has rotted and it was agreed to replace it in some form
Waste bins at the Rec	RB	Decision		Need for repair / replace / additional bins

Tools for caretaker	IH	Decision	This is on-going. Tools are ordered when needed.
Longer term toilets for the Rec	RB/TH	Decision	Suggestions are larger unit, and/or year round contract. RECOMMENDATION TO FULL COUNCIL: TO PUT IN A LARGER UNIT IN PRINCIPLE AGREEMENT NEEDED To see if planning permission is needed. KT
Full tree survey	RB/IH	New	Volunteer tasks identified in tree survey need to be launched
Cuxham Road - Brook Street roundabout	IH	New	Need to develop and agree a plan to keep this roundabout tidy
Brookside entrance	IH	New	Initial task for tree volunteers
Re-organise Hill Road car park	TH	New	Need to come up with plans for tidying up the bin area
Possible purchase of street sweeper / verge weeder	TH	New	Need to have a business case for purchase of one
Trees overhanging lane at Rec	IH	New	Need to get assessment of feasibility for removing offending trees and creating hedge. KT has asked Nigel Adams to have a look,
Flooding in Hill Road car park	TH	New	Need to come up with plan for improved drainage. TH will pursue this issue
Dogs fouling in public areas	IH	New	Request for dog bins at Goggs and at Horse Pond path

a) **Dog Bin new location suggestions** – email from Jenny Wilkinson was attached to the agenda.

Resolved: To ask SODC if they could put new bins (for both waste and dog bags) at Hurdlers Green and Spring Lane. IH will produce a map with the potential locations so KT can request this from SODC.

19/23 Progress with current tasks

Benches in Rec and Paddock – Some need to be repaired, KT to arrange.

MUGA – outside Embankments

TH stated that the MUGA looks good to him, and it is great news about its popularity. But there are some snags. These partly arise from the new 'embankment' that is formed from 'dug out' soil from the main area. In wet weather the new footway (well- formed in most respects) is flooded/ponded as water from the bank runs down. It is very unpleasant as no draining takes place. I think the solution is to build up the tarmac within the pathway, so water does not gather there.

The second issue is that one end of this embankment is inhibiting motorised movement between sides of the area. This will affect grass cutting by removing the access of vehicles for repair and maintenance towards the Love Lane side of things. Soils needs to be moved on in some way. IH reported that perhaps a French drain is needed.

Resolved: That we arrange for 6-10ft of earth is moved off the embankment. KT/RB to arrange.

20/23 Other Issues

Tubs by Town Hall – TH said that the tubs are under the remit of Ops but they are outside the Town Hall, so the Town Hall Trust want them to look good. WiB have been looking after them, but they are finding it hard to do this now. Some comments have been received that the tubs they are not looking

as good as they could. It was agreed that our Caretaker now undertakes the watering, and the Town Hall Trust will make a contribution for this (KT to cost this up). There was discussion on the possible replacement of the actual tubs. The planting needs reviewing, and KT will speak to our Gardener and Terry Jackson regarding this.

21/23 Correspondence

There was none that needed discussion.

22/23 Any Other Business

TH thanked IH for all his hard work being Chairman over the last four years.

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 8.43PM