



## Minutes of the Meeting of the Operations Committee Held on Wednesday 21st February 2018 at 8pm In the Community Office

**Present:**

**Councillors:**

Tom Bindoff – Vice-Chair  
Terry Jackson (TJ)  
Tony Williamson (TW)  
Fiona Butler (FB)  
Roger Beattie (RB)  
Jenny Wilkinson (JW) – Co-opted Member

**Officer:**

Kristina Tynan

**In Attendance:**

Martin Gammie – CwT Consultants

**Members of the Public:**

1

13/18 Apologies for Absence

Bob West, Ian Hill, Fergus Lapage.

14/18 Minutes of the Meeting held on 22<sup>nd</sup> November 2017 which were accepted by Council on the 17/1/2018 to be agreed as a correct record

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

15/18 Declarations of Interest

There were no declarations of interest notified.

16/18 Matters arising

There were no matters arising other than agenda items.

17/18 Update on Outstanding /Completed Issues

1. Unofficial path to Watcome Road in the corner of the Hill Road Car Park – **TB has now done this. Thanks were given to him.**
2. Cobbles by Public Conveniences clearing out – **This is currently being done.**
3. Leylandi trees belonging to BT – **BT has responded KT to update-** see attached
4. Trees in Watlington – **Martin Gammie has sent out quotes for works** – see attached
5. Grass Cutting Tender for 2018 – **These have been sent out. The deadline for return is Wed 28<sup>th</sup> February.**
6. Marlbrook Green Space – **KT reported that leaflets about not parking or driving over the green have been delivered to all residents in this area.**
7. Trail Tale – **Clarification on which map are they referring to. TJ said she would try to find out and**

let KT know.

## 18/18 Highway/Footpath/Tree Issues

### 1. Trees

**Martin Gammie (MG)** – MG reported that CwT did a survey in 2016 for WPC to look at all their tree stock and to get a proactive management scheme in place. The idea being that once there is a regime in place the maintenance costs will become less in time and the safety aspect is also managed.

The tree works are phased with regard to the risk assessment and hazard rating of each tree. The phased works were sent to four contractors and these had been given to Councillors in advance of the meeting. MG said that if all the phases were done at the same time there would be a cost saving of £500 to Council. The works are in 5 locations, the Rec, the Paddock, Mansle Gardens, the Cuxham Triangle and the Hill Road Car Park. It was noted that the Cuxham Road Triangle tree works have already been completed and these need to be taken out of the contract.

There are 16 trees identified to have works done in this contract. All contractors who have quoted were selected from the Arboricultural Contractors list and all are on a par as regards quality of work and health and safety legislation. It was noted that some of the trees in the car park relate to the Leylandi trees which are owned by BT. KT has been in contact with them and they have said that they will deal with these and KT to confirm this with them. If this is the case then these will be removed from the contract. KT and MG will liaise regarding these.

There was discussion on this and it was agreed to use 2 years' worth of our tree budget to do 3 years work in the next few months. It was noted that as regards work in the Hill Road Car Park this will necessitate sections having to be closed off so we will need as much notice as possible to make users aware of this. The Sycamore tree in the corner of the car park will be removed and MG suggested that this be replaced with a new tree and also some hedging whips to close the gap.

**Resolved:** That we use two years tree budget money to do all the phases tendered for. It was noted that there will be some plus and minuses in the total price and it was therefore agreed that the Clerk, TB and BW agree a contingency sum.

It was agreed that we give our residents as much notice as possible of the dates of the work in the car park and this will be done via the Watlington Times and the Facebook pages,

### 2. Highways

a) **Removal of white line at the Town Hall** – We do not know when this will be done but it is on the OCC schedule of works.

### 3. Footpaths

#### a) **Footpath 13**

TB has been monitoring this and he had felt that the works done were sufficient enough as that the path was much better than it has been in the past. However it is still muddy and a local resident has stated that he thinks it is unacceptably muddy. TB has spoken to the Footpath Supervision Team asking for his view on options for this path other than the over engineered solution in Aston Rowant. He has also asked for a quote on possible options. Any work to be done will need to be in the summer months. We would potentially also need to seek grants.

TB said that the OCC Countryside section has been downgraded and they do not have any dedicated Footpath Officers any more.

## 19/18 Open Spaces

### 1. Recreation Ground /Sports Field/Pavilion

a). **I-Play** – To ask Bob West for an update on this.

b). **MUGA Proposal for Recreation Ground** – An article was put in the WT and Facebook pages – a number of responses have been received - RB said that there was a big response on Facebook with a lot of comments. He has 3 quotations for the work. He will prepare a paper for the next meeting. A MUGA would require planning permission.

RB is also investigating outdoor table tennis tables at the request of a resident. KT said that we have looked into this before and seems to recall that there was nowhere suitable to site one. It was noted that the Tennis Club have one but it never seems to be used so it might be worth speaking to them regarding this.

RB will report back to the next meeting.

RB said he is also speaking to SODC regarding walking football courses etc.

c) **Hedge between Rec and Allotment** – Quotes received.

**Resolved:** That we ask Owain Devey to do this work.

d) **Kissing Gate into the Sports Field** – the post is rotted and the gate now does not work. RB will deal with this.

### 2. Paddock

a) **Performance Space** – Update from Bob West to be given at the next meeting.

b) **Noticeboard for Children’s Play Area** – on-going

c) **Hedge in Paddock** – KT has asked Nigel Adams about the suitability of laying this hedge.

NA has stated that this is too thin and spindly for laying, It was therefore agreed to cut the hedge to fence height. Our Gardener will be instructed to do this.

### 3) Other Areas

a. **Triangle on Cuxham Road** –No progress on this. TJ and JW to report to the next meeting.

## 20/18 Property

### 1. Car Park

a) **Watlington Map on entrance to Car Park** – Bob has removed this. He has cleaned the map up but we need to decide what to do with the surround. RB said he would ask Alan Keen to have a look at it.

### 2. Public Conveniences

a) **Updating of the facilities** – The work will start in the second week of April.

### 3. Parish Office

a) **Carpet for Office** – We need to get quotes on this.

## 21/18 General Issues

a) **Report from Attending a Community First Oxfordshire Workshop** “Attracting Unusual Suspects “at Harwell Village Hall on 5 February 2018- – **JW – paper attached for discussion.**

on the back of them. It will be useful for residents to see volunteers doing work. She will draft a piece to go into the Watlington Times, on the Facebook page etc.

JW also said that she will contact all the volunteer groups who may need help. KT will print her out a list of organisations and will see if she can update the list where necessary. It is hoped that we can attract more residents to volunteer. It is also useful to approach people personally. It is hoped we can encourage people to clear up their frontages, look after their neighbours if they are unwell be picking up shopping etc.

b) **Poster for Cars parking on pavements and one for cars leaving engines running** – TB/IH to do this.

c) **Poster for cars blocking buses** – This has been done and agreed with our PCSO. It is hoped that these may make people think before they park on the yellow lines, potentially blocking the bus from getting through. See poster below:

**How many people will you delay today by obstructing the bus?**

- ◇ One bus driver?
- ◇ Six passengers on the bus?
- ◇ Twenty people waiting for the bus between here and Garsington?
- ◇ Four cars stuck behind the bus?
- ◇ One vision impaired pedestrian?

And goodness knows who else.

**To save a two minute walk from Hill Road car park, this driver did.**

**The double yellow lines mean no parking for everybody who is not registered disabled.**

**They are there for a reason—please think of others before you ignore them.**

d) **Hearing Loop for the Office** – TW asked if there was still a need for this as there is £300 set aside for this from an anonymous donor, or should it be put towards something else. The system that TW personally uses was discussed and it was agreed that we purchase the same system which could be used in any building.

e) **Welcome Pack for Resident in Watlington** – With all the new houses that will be built this will be an important thing to do. The Strategy Committee have been dealing with this.

#### 22/18 Correspondence

**Letter No 18** – Big Things – new TV programme – this was emailed to all Councillors – **KT put this info on the Facebook pages.**

**Letter No 15** – Mr Kelland – copy letter re lime tree in the Church- **Noted.**

23/18 Future Issues for Discussion/Implementation

**Watlington in Bloom** - March

24/18 Any Other Business

**CCTV and Lighting at the Pavilion** – It was noted that we had put in a grant application to the District Councillor's Fund and we have been lucky to have been given 100% of the cost of the scheme.

**Hedge Cutting on Shirburn Road** – It was noted that the branches etc have been left on the path and it looks very untidy. RB said he would have a look at this.

**THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 9.25PM**

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