



Minutes of the 'Remote' Meeting of the Operations Committee Held on Thursday 20th January 2022 at 7pm on Zoom

Present:

Councillors:

Ian Hill (IH) - Chairman
Roger Beattie (RB) – Vice-Chairman
Terry Jackson (TJ)
Rob Smith (RS)
Tim Horton (TH)
Alex Basden (AB)

Officer:

Kristina Tynan (KT)

01/22 Apologies for Absence
Jenny Wilkinson.

02/22 Minutes of the meeting held on 18th November 2021 which were accepted by Council on the 14/12/2021 to be agreed as a correct record
Resolved: That these minutes were a correct record of this meeting and that they be signed by the Chairman.

03/22 Declarations of Interest
There were none.

04/22 Matters arising
Gates on Public Conveniences -TH asked if the committee could revisit this issue and asked that it be an agenda item for the next meeting. This was agreed and it was asked that the office prepare a paper on the practical management of this.

05/22 Main agenda items

- a. **Task 29 Grass cutting contract.** Tender document responses have been received. We need to agree which to accept- *This was attached to the agenda.*

There was much discussion on this, and the following was agreed:

Vote: Unanimous in favour

RECOMMENDATION:

1. That we contract The Landscaping Group Oxford for the grass cutting, subject that there is first discussion on some matters which would include range of work, grass collection and verge management.
2. That we contract Owain Devey for the hedge cutting work.
3. That we contract Donald Cousins for the gardening work.

- b. **Task 30 Mansle garden improvements.** Two decisions are needed: (i) We have included a gap in the newly planted hedge for a second exit point. (ii) We need to agree a budget for further work such as replanting within the garden and repairs to the paths.

IH said that he had received an email from one of the neighbours stating her safety concerns regarding the second exit on the same side. It was noted that there will be another exit when the second hedge is dealt with so there would be 3 exits in total. It was agreed that IH will speak to the resident to see if her concerns can be alleviated. RB suggested that we could install a self-closing gate. The preference is for all 3 exits.

It was agreed that dogs should be kept on a lead in this garden. It was also suggested that we look into putting a dog bin inside Mansle Gardens. It was noted that there is one outside.

IH said that we have overspent on the works in Mansle Gardens which have cost £2775 excluding putting in new path (this would be a budget item for 2023/24) . We have £1500 left in this year's budget which could be used but that still leaves £1275 that would be needed. TH said that General Reserves could be applied to. We would take advice from our Gardener and planting would need to take place before the Spring.

- c. **Task 38 Full tree survey.** Martin Gammie has sent quotes from contractors for the key tasks from his report. We need to allocate a budget for this work. - *paper from MG was attached to the agenda.*

It was noted that we have £3100 in the budget for this year and the same for the next. The total net cost of doing all the works is £8225 (net). If both years budget are used it would give us a total of £6200 available with £2025 still to find. It was agreed that it would be cheaper to do all the works at the same time as if some are done later costs may increase. After discussion it was agreed to **recommend** that the Finance Committee allocate the sum of £2025 from General Reserves to enable this work to be done.

- d. **Task 51 New signs for recreation ground.** A decision is needed on how many of the smaller signs are needed and where they should be located. We need to allocate a budget for this work.

IH said that he thought the cost could be in the region of £2K to £3K and that he will need to speak to WTFC. KT said she has another contact who makes signs and KT/IH will try to get 3 quotes. It was noted that this has not been a budgeted item and would ask the Sports Club what they could contribute.

- e. **Task 67 Allotment/Rec hedge.** Decision needed on whether we plan for eventual laying of this hedge.

To ask Nigel Adams to re-look at this hedge regarding laying and to let us have a written note, KT to arrange a date. The Allotment Committee will also be consulted on this. TJ said that she and Keith Jackson surveyed this hedge and that it is one of the better hedges in Watlington and is not ready for laying. This can be further discussed when with have Nigel's comments.

- f. **Task 68 Repairs to play equipment following inspection.** Decision is needed on which repairs to implement now. The single quote we have is over 6 times the operations maintenance budget for the rec for 2021-22.

IH and RB sent out a report on the most vital repairs and cost and it was agreed to obtain a quote on these works from Playdale. It was noted that the works needed on the roundabout would cost around £2000 and another quote for these works is needed. It was agreed that the vital works need to be done and can be done from the existing budget.

- g. **Task 8 Pyrton Lane improvements.** Progress report only.

IH said that this is now moving quickly and there will be a meeting held on 27th January to make a cabinet member delegated decision on this which he is recommended to approve. IH will speak at the meeting.

- h. **Task 17 Malfunction of I-Play at Rec/New Play Equipment. Progress report only.**

TH had sent a note out on this and all is going to plan however it was hoped that the new equipment could be installed by the end of March, but this will now be done week commencing

26th April. It could have been done earlier in April, but it was thought that we did not want the work going on during the Easter holiday. The play area will need to be closed and there will need to be a skip on site. TH stated that this is the largest project this current Council will have done during their term. There will be notices on the Facebook page, Watlington Times etc. WTFC and WCC will also be informed.

i. Task 18 Christmas Common improvements. Progress report only.

IH will prepare a proposal that can be discussed at the next meeting.

j. Task 20 Speed checks in town. Progress report only. IH has sent some graphs from the SID data to the committee. In the first period there was roadworks on Shirburn Road. SB has asked some questions on the data. IH said that 5% of people on Shirburn Road exceeded 50mph. It was agreed to ask Ollie Brake to rotate the camera on Shirburn Road. We need to have an extra mounting bracket before we can install the one in Howe Road

k. Task 23 20mph speed limit for whole town. Progress report only.

IH has submitted the application form for Watlington and Christmas Common to OCC.

l. Task 26 Improvements to dangerous crossing at Pyrton Lane/Cuxham Lane. Need a decision on whether further action is needed, and in particular whether we need to follow up with Bloor on their proposals for improvements to this crossing.

IH reported that we need to contact Bloor as they had a proposal. GB is arranging a site meeting with Bloor and will include the crossing in discussions.

RS said that the hedges need cutting and will send photos to KT who will then ask OCC to cut.

06/22 Budget for 2022/23

The operations budget for 2022-23 was *included with this agenda*.

No discussion took place, and the figures were noted.

07/22 Progress reports as needed

All other tasks are listed in the January task sheet distributed with this agenda. The lead for each task should report any developments on that task where they consider it necessary.

Task 58 Telephone Box in Car Park – TH is continuing with his work on this.

Task 6 Tub in Car Park needs moving – As this is unable to be done at present TH suggested that we plant it nicely and ask someone local to water it. It was noted that the base of the tub needs weeding.

Task 61 Trench in Brook Street – This has been reported many times. However, it was agreed that the office write again to OCC, copying in FvM and to include photos. IH to help draft this letter.

08/22 Subcommittees

1. Allotments

RB reported that there will be a clean up day on Tuesday 1st February. All allotment holders have been notified and asked to put any unwanted items in a specific space before this date. Josh and Kirsty have asked allotment holders if they wish to give up some of their space to reduce the size and a few plot holders have agreed to this so there are some plots available for those on the waiting list.

2. PSFC

a) Permanent Marking of Rec Car Park- No discussion took place on this item.

09/22 Correspondence

1. OCC – re mirror at Goggs – OCC will replace – **Noted and it is hoped it is done ASAP.**
2. Friends of the Ridgeway – asking if we wish to join at a cost of £15 pa – **Deferred to next meeting.**
3. J Worley – concerns about speeding cars and buses in Love Lane – **IH will reply but said that there is not much WPC can do about this, but we could contact FvM and see if he wishes to take this up.**
4. R Field – Looking for suitable premises to establish a community shed project – **WPC are unaware of any premises in Watlington.**
5. OALC – Queen’s Platinum, planned events and Beacon Lighting – June 2022 – **It was agreed that this should be a Full Council agenda item.**
6. OCC - Wildlife and Countryside Act 1981 - section 53
Application for Definitive Map Modification Order - Addition of a Footpath from Spring Lane to Hill Road in the Parish of Watlington - **Noted.**
7. Keith Martindale – Offering to contribute to a SID on Hill Road – **IH will speak to him in the first instance.**

10/22 Any Other Business

Car Park spaces adjacent to Watcombe Road – TH reported that there is a lot of mud in this area and ask that arrangement be made to clear up the mud.

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 8.52PM