



Minutes of the Meeting of the Operations Committee Held on 23rd June 2022 at 7pm on Zoom

Present:

Councillors:

Ian Hill (IH)
Roger Beattie (RB)
Tim Horton (TH)

Co-opted Member:

Jenny Wilkinson (JW)

Officer:

Kristina Tynan (KT)

56/22 Apologies

Alex Basden, Terry Jackson, Rob Smith.

57/22 Minutes of the meeting held on 26th May 2022 which were accepted by Council on the 14th June 2022 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.

58/22 Declarations of Interest

There were none notified.

59/22 Co-option onto the Committee

KT had emailed Jeannette Wooster to see if she would be interested in being co-opted. However she declined as she would not have enough time to do the role justice at the present time. A suggestion that Matt Hoyle could be approached was mooted.

60/22 Matters arising

There were none other than agenda items.

61/22 Operation Budget

With the new financial management arrangements we now need to monitor spend against our budget and IH has started looking at how best to do this. KT stated that this could be done easily when the new management accounts have been altered.

62/22 Main agenda items

- a. **Task 30 Mansle garden improvements.** Agreed to open a new entrance on the Mason's Wood side. We had a quote from Devey Tree Care in February for this - £200 ex VAT. IH will chase up residents on planting for end wall.
Resolved: That we commission DTC to do the work needed to open up a new entrance.
- b. **Task 73 Footpath across Brook Street.** Prepare a proposal for the crossing and send to OCC Highways. IH will draft up a proposal.
- c. **Task 74 Drinking fountain.** Agreed to install one with a total cost of less than £1k. Preferred location is on side of pavilion facing the septic tanks – budget £1000 including installation.

One quote had been received for this but was over the budgeted amount. **RB will look into this and report back. He will also see some other quotes.**

- d. **Task 76 Half-Pipe woodwork needs replacing** KT to talk to skateboarders to see how much facility is used. However, in the light of it being a health and safety risk it was agreed that this should be done.

Resolved: To ask Adam Clissold to repair this facility at a cost of £220 for Labour and the cost of the marine panels.

- e. **Task 77 PortaLoo for Rec for summer.** It was agreed we install one for July to September at a total cost of up to £500.

63/22 Progress report on agenda items

- a. **Task 17 New play equipment has been installed.** Confirm that it is as requested. Need to consider arrangements for opening ceremony for updated play area. Also look at reinstalling sunshades above tables. A date will be organised once the repair works to the play equipment have been done.

- b. **Task 29 Grass cutting contract.** It was noted that the grass cutting works are much improved. A new gardener has started work on the paddock.

- c. **Task 67 Allotment hedge.** Agreed to repair / replace the part of the fence towards the Love Lane end that has been damaged by people climbing over it. Adam Clissold has given a quote for chain-link fence, but it was agreed something more substantial was needed. RB to speak to AC.

- d. **Task 68 Repairs to play equipment following inspection.** Waiting for parts to arrive. However, RB said that more parts are needed for the zip wire, gate, and a part for the fitness equipment. RB will confirm the price for these works.

- e. **Task 71 Gates to public conveniences.** Agreed to install metal hinged gates. SODC have given approval for the gates (email dated 2nd June 2022). We have two quotes. Also agreed to ask that the PCSO's check on these. **KT to ask Bruce for a sketch of the gates.** It was noted that we have had a couple of incidents in the public conveniences recently, we downloaded the CCTV footage, one was known, and the other was not.

- f. **Task 72 Watlington Drainage and Brook.** Make sure WEG watercourses project is happy with the OCC proposal and IH will contact Mike Chadwick. KT to request previous filming of drain by OCC.

- g. **Task 75 Footpath to Allotment at the bottom of Love Lane** - There is an Allotment Committee Meeting on 11/7/2022 and we will ask for their opinion on this.

64/22 Progress reports as needed

Task 25 – Fingerpost at Town Hall – TH said that he is progressing this.

Task 7 - New Bins for the Town – KT to chase up SODC and ask if David Langstaff would like to attend a meeting with us. It was agreed to also ask SODC for more stickers for the bin.

65/22 Watlington Parish Council CCTV Policy – Draft attached for discussion.

Resolved: That this be deferred to the next meeting.

66/22 Subcommittees

1. **Allotment** – There has been no meeting.

RECOMMENDATION TO FULL COUNCIL: That the Allotment Committee report to Full Council directly and not the Operations Committee.

2. **PSFC** – There has been no meeting.

RECOMMENDATION TO FULL COUNCIL: That the Pavilion and Sports Field Committee report to Full Council directly and not the Operations Committee.

67/22 Correspondence

1. Ray Shergold – Willow Pond walk asking for dog bins – Ian Hill has responded. There was discussion about whether signs saying ‘children walk this path please pick up after your dog’ or words to that effect would be a good idea for West Meadow to Footpath 13. TH suggested a poster could be put up on the noticeboard of the houses where Tony Williamson used to live.
Resolved: That we ask Bloor at Red Kite View to install a bin at the entrance to the site.
2. Charlie Partington -Dog Bin Monthly report- This was noted. **IH stated that the bin by the Icknield Way is always full and we should consider whether to put in a larger dog bin.**
3. FixmyStreet – recruiting volunteers- **It was agreed to put this up on the Parish and Town Facebook pages.**
4. Ellie Ingram – Fitness Classes at Rec – **It was agreed that KT ask to see her insurance document.**
5. SODC – Deep Cleanse – It was noted that this is being paid out of the SODC Climate Action Fund and it was unsure how this will affect their carbon footprint. They are asking for us to identify area of concern .
Resolved: That we ask for comments on our Facebook page and the Watlington Times.

68/22 Any Other Business

Walkaround – It was agreed to do this on 21st July at 2pm starting at the office followed by a meeting of the Ops committee after this.

Watlington Caretaker – TH stated that with the resignation of our caretaker and this committee being the biggest user of his time that this committee should input their comments into the recruitment process. TH said he will compile a list of the work which is overseen by the Operations Committee. There is a draft job advertisement and this can be added to.

Shirburn Road - It was noted that the developers of Castle Gardens have ruined the verges with the bulbs in during the many roadworks that have been done. It was thought that the thousands of bulbs planted would no longer be viable. A letter to be sent to the contractors and Freddie van Meirlo to be copied in.

Roundabout at Cuxham Road – It was thought this is dangerous and KT will report to OCC .

Master Plan for Rec – It was thought that the plan drawn up by Parker would not work for all the people in Watlington and that it will need a careful review.

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 8.20PM