



## Minutes of the Meeting of the Operations Committee Held on Wednesday 20<sup>th</sup> March 2019 at 8pm In the Community Office

**Present:**

**Councillors:** Bob West (BW) -Chairman  
Tom Bindoff (TB) – Vice-Chair  
Ian Hill (IH)  
Terry Jackson (TJ)

**Co-opted Member:** Jenny Wilkinson (JW)

**Officer:** Kristina Tynan (KT)

1. Apologies for Absence  
Roger Beattie
2. Minutes of the Meeting held on 20<sup>th</sup> February 2019 which were accepted by Council on the 12/3/2019 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.
3. Declarations of Interest  
There were none notified.
4. Matters arising  
There were none other than agenda items
5. 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** – The committee all looked at the mat RB is proposing. RB to get a price for the area to be done.
  3. **Kissing Gate with disabled access**- Awaiting Response from Watlington Public Charities.
  4. **I-Play** – The work has been commissioned so will hopefully be done soon.
  5. **Super User** - Training of people to officially identify potholes and repair them – A mention of this was put in the recent issue of the Watlington Times. KT will put on the website and Facebook page. It was thought it would be very useful to have people identifying and reporting potholes. KT to find out if we could just do this without fixing them.

6. **Moving car park tubs to Couching Street/Brook Street Junction** -TB and TJ have moved one and will move the other two.

7. **Litter Bins for recycling in the Town** – TJ has been around the town but there are not many places that have enough pavement width to install these. After discussion it was agreed that TJ investigate ones that can be put on poles.

8. **MUGA** – The Planning Application has been resubmitted to SODC.

9. **Deep Cleanse in Watlington** – 28<sup>th</sup> Feb – 5<sup>th</sup> March – This has been done. It was noted that Shirburn Road was not cleaned or the roundabout which had been put on our list. JW said that they did a good job on the path behind the Church. KT will ask them for a report of what they did. It was noted that next year we need to be very specific in our requirements.

6. Highway/Footpath/Tree Issues

1. Highways

a) **Pyrton Lane Improvements** – Awaiting response from OCC. KT will chase them up again.

b) **Christmas Common** – Update from Meeting held on 18<sup>th</sup> March.

The meeting was attended by Steve Harrod and Vanessa Buckley – OCC Principal Officer Area Operations South and members of the Outreach Group. VB said that OCC would not now allow wooden sleepers to be used only conservation style kerbs which are approved for use in the AONB

VB said that she would prepare a detailed plan and proposal for delivery in May, to allow time for distribution before the planned Outreach meeting in early June.

IH and KT are to meet with Lee Turner, OCC to look at the signage and road priority feasibility again.

c) **Other Highway Issues**- There were no other issues raised.

2. Footpaths

a) **Footpath 13** – We will hear from TOE at the end of the month if our grant application has been successful.

b) **General Footpath Issues** – No issues raised.

3. Tree/Hedge Issues

a) **Hedge at Johnson's Alley side** – It was resolved at Full Council that this hedge be kept at a height of 9 foot and that it be cut every year.

7. Open Spaces

a). **Grass Cutting update for 2019** – A formal letter has been sent to The Landscape Group Oxford (TLGO) confirming they have the contract for this year's grass cutting season. Tracey Bilcliffe has the Gardening contract for this year.

2. Recreation Ground /Sports Field/Pavilion

a) **Consideration about having a portable toilet in the Rec during the summer holidays**

**Resolved:** That we have a porta-loo in the recreation ground for the summer holiday.

3. Paddock

a) **Performance Space** – We have SODC's consent to remove the tree. We will now commission David Parker Architects to put in the planning application. (This was resolved in July 2018)

#### 4. Other Areas

a) **Triangle on Cuxham Road** – Our Gardner, Tracy Bilcliffe will be weeding this area.

b) **Willow Close** – The survey has been sent to the residents of Marlbrook and one of the questions on it is whether they would help clear this area.

c) **Green Area at Marlbrook** – This will be on the agenda next month when we have had the survey responses back.

### 8. Property

#### 1. Car Park

#### **Purchase and installation of new/improved highway signs**

#### **Recommendation to Council:**

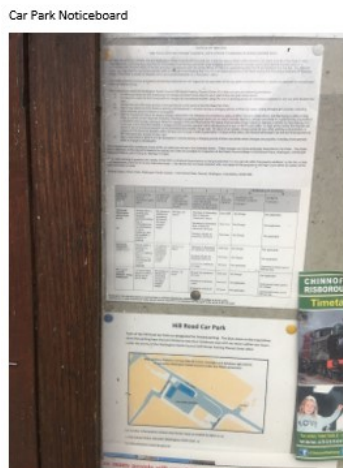
1. No change to the parking sign on Shirburn Street as it is relatively new but when replaced to change the sign to 'Long Term Parking'.
2. Hill Road – To increase the size of the parking sign and to change the sign to read 'Free Shoppers Parking'.
3. Car Park Entrance Sign to be changed to 'Shoppers Parking' and this to be put on both sides of the sign.
4. Car Park order to be removed from the Noticeboard and install a permanent sign with the relevant information by the entrance to the car park.



Shirburn Road  
No change suggested at present as newly installed. Suggest adding "long term" to the sign should it be replaced.



Hill Road  
Increase size parking sign and add text "Free Shoppers Car Park"



Car Park Noticeboard  
Replace this notice on the noticeboard with a permanent separate sign at entrance to car park



Entrance to Hill Road Car Park  
1. Add "Shoppers Car Park" below sign [or Short Term]  
2. Add parking sign with extra text facing in the opposite direction for traffic from east

### **Additional 2 hour stay bays to be marked out in Hill Road car park**

Discussion took place on whether we put 11 or 22 two hours spaces in the Car Park. BW said he thought 11 would be sufficient.

A vote was taken on putting 11 new 2-hour spaces in the Car Park: **2 in favour, 2 against**. The Chairman then used his casting vote in favour. **CARRIED**

**RECOMMENDATION TO COUNCIL:** That we mark out 11 more spaces in the car park (central area).

**Mud in the Car Park** – Update for the meeting with Julia Spargo (CPT) on 19/3/2019

### 2. Public Conveniences

a) **Consideration of new hand units** – These units are now in excess of 20-years-old and Wallgate will no longer be able to give us a maintenance contract as some parts are now obsolete. A quote for new units is attached for discussion. After much discussion the following was agreed:

**RECOMMENDATION TO COUNCIL:** That we purchase three new hand units up to a cost of £7,100.00

b) **British Toilet Association** – JW said that the man who oversees this is unwell at the moment. But an article has been written on our toilets. It was agreed that we do not join this association at the present time. JW said we are one of the only toilets that are open 24/7. There was a suggestion that we put up contribution boxes in the loos.

### 3. Parish Office

a) **Carpet for Office** –BW/RB and RB and KT will bring a recommendation to the next meeting.

## 9. Sub-Committees

### 1. **Allotments**

There was a meeting held on the 14<sup>th</sup> March 2019, with one recommendation from the Committee.

### **Agreement on the rent increase for allotment plots for 2019/2020**

**Resolved:** That an increase of £1 per allotment holder for the year 2019/2020 be made.

### 2. **PSFC**

**Dogs on leads on the Sports Field** – IH had prepared a note on this.

IH reported that WPC has looked previously (2014) into by-laws to provide the ability to fine those who allow their dogs to foul the playing fields. The Anti-social Behaviour, Crime and Policing Act 2014 provides the ability for a local authority to introduce such fines under a Public Spaces Protection Order, but at the time SODC (the local authority who would have to make the order) was not willing to consider PSPOs. However, in the last year, SODC have introduced PSPOs for Thame and for Henley to deal with drunken and unruly behaviour in those towns. Unfortunately, dog fouling is included with bans on alcohol and unruly behaviour, which means it is buried under a host of more serious offences.

**Resolved:** That KT approach SODC on this issue again now they have some experience of creating PSPOs.

10. General Issues

1. **Food Banks and Community Fridge Larder** – JW said that she is trying to get a food bank in the Co-op. There will be the issue of how we get the goods to Oxford. It was suggested that we ask the volunteer drivers if they could help with this as they travel to the JR hospital a lot.

2. **Great British Spring Clean** – 23<sup>rd</sup> March – TJ is organising this.

3. **Mr T Levant** – Asking permission to have a car wash at the car park

The Committee agreed that they would not consider any activity that takes away car parking spaces in the Hill Road car park.

**Resolved:** That we do not allow a car wash in the car park.

4. **Walkers are Welcome** – Attached information from Henley -on-Thames ‘Walkers are Welcome’ group.

5. **Recycling** - KT has requested to join some recycling schemes and we are waiting to see if we are successful.

11. Correspondence

None that needed discussion.

12. Future Issues for Discussion/Implementation

Noticeboard for Children’s Play Area – RB is looking into this.

13. Any Other Business

**Sign on Ridgeway** - to have a sign showing way to shops, eating facilities and public conveniences. KT will contact Sarah Wright, The Ridgeway National Trail Project Officer for permission to do this.

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

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1 Old School Place, Gorwell, Watlington, Oxon. OX49 5QH. Tel: 01491 613867.  
Email: [wpc@watlington-oxon-pc.gov.uk](mailto:wpc@watlington-oxon-pc.gov.uk) Website: [www.watlington.org](http://www.watlington.org)