



## Minutes of the Meeting of the Operations Committee Held on Thursday 20<sup>th</sup> May 2021 at 7pm on Zoom

**Present:**

**Councillors:**

Ian Hill (IH)  
Roger Beattie (RB)  
Terry Jackson (TJ)  
Tim Horton (TH))

**Co-opted Member:**

Jenny Wilkinson (JW)

**Officer:**

Kristina Tynan (KT)

**In Attendance:**

Martin Gammie (MG) (Agenda Item 7g)  
Richard Dorney-Savage (RDS) (Agenda Item 7i)

**Members of the Public:**

Janet Lambert, Bob Head (Agenda Item 7d)  
Peter Logan, Jonathan Moses, Peter Logan, Liz Harris (Agenda Item 7a)

31/21 Election of Chairman

Roger Beattie proposed Ian Hill and Tim Horton seconded. There were no other nominations.

**Resolved:** That Ian Hill is elected as Chairman.

32/21 Election of Vice-Chairman

Ian Hill proposed Roger Beattie and Tim Horton seconded. There were no other nominations.

**Resolved:** That Roger Beattie is elected as Vice-Chairman.

33/21 Apologies for Absence

Alex Basden, Rob Smith

34/21 Minutes of the Meeting held on 18<sup>th</sup> March 2021 which were accepted by Council on the 11/5/2021 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.

35/21 Declarations of Interest

There were none notified.

36/21 Matters arising

**Sign Washing Equipment from SODC** – All signs in Watlington and Christmas Common have been cleaned.

**HGV's to Bloor Site** – A letter on this has been sent to Planning Enforcement

**Half Pipe** – RB reported that he has asked Martin Dix to paint the underside of the half pipe. The rivets are also being looked at.

**Dead Cherry tree** – TJ said that this dead tree on Couching Street was felled but would like to see the stump removed but it was noted that there may be services underneath. It was thought we could do an exploratory excavation as part of the main programme of tree work.

37/21 Tasks in progress and new tasks

- a. **Task 8**            **Pyrton Lane improvements** – Need to agree whether the Edge Road decision makes this work on Pyrton Lane unnecessary. (IH)  
IH stated that there had been a meeting of the CIL and Major Projects Group who suggested that we do not do this as the Edge Road is likely to be built before the housing (2023). However, he said that there is the issue of pedestrian safety in this location and his view is that the scheme should go ahead. At present there are 40 projects on the list.  
Jonathan Moses said that this should not be dependant on the Edge Road and the Pyrton Lane residents are all in favour of the scheme. It was noted that after the Edge Road is built Pyrton Lane will be a cul-de-sac and that Sites B and C will be developed.  
**RECOMMENDATION TO COUNCIL:** That this scheme is given approval to go ahead and that Granville is appointed to draw up the engineering plans.  
**Vote:** 2 in favour, 2 abstentions
- b. **Task 17**            **Malfunction of I-Play at Rec** - Meeting has been held with Playdale who have offered two solutions - repair or replace. Need to decide which to adopt  
After discussion it was agreed that the repair option was not appropriate as Playdale would offer no guarantees. However, they will give us a significant discount if we purchase £15,000 of equipment. TH said it would be good to inject some new equipment in this area. I  
**Resolved Unanimously:** That the replace option be adopted and that in the first instance TH to see if he is able to negotiate bigger discount. This will then be sent to Finance for further discussion on a budget.  
  
IH said that there is a piece on this in the Watlington Times asking for ideas of equipment and it would be useful to have some talk with parents etc about this.
- c. **Task 18**            **Christmas Common improvements** – Replacement of removed / demolished bollards agree. Need to submit new plan for installing bollards along the length of the road with limited kerbs along western side. (IH)  
Jon Beale (OCC) has agreed to new bollards as a replacement for those that had been lost and a plan has been sent to him. IH reported that a sunken kerb would not be possible in this location. IH to lead on this.
- d. **Task 20**            **SID's in town** – Still waiting for poles to be delivered (IH)  
We had been sent some letters from residents on Britwell Road asking that one of the poles be put here or asking for a permanent SID in this location. It was noted that Finance would need to give agreement for this. It was agreed that we discuss this further at the next meeting.
- e. **Task 29**            **Grass cutting contract** – Group to look at this **IH/RB/RS and KT**
- f. **Task 30**            **Mansle garden improvements** – Need to arrange meeting with all interested parties to agree plan for short and longer term actions. (TJ) **Meeting arranged for 26<sup>th</sup> May at 3pm**
- g. **Task 38**            **Full tree survey** – need to agree group to review tree survey and identify short and longer term actions. To discuss with MG possibility a single longer contract to cover a few years work. (RB)  
IH said he has gone through the whole plan in detail and asked Martin Gammie to speak on this. MG stated that the original survey was done in 2016 and was a three-year plan for tree works. He has now resurveyed. Back in 2016 the tree stock was in poor condition but now the tree stock is in good condition, so works are slightly reduced. We are now looking to build resilience in the stock by new planting and care of the young trees which will reduce future costs and also looking at

planting on potential sites a diverse species mix of different trees which is in the schedule of works. Sites have been identified and MG said that some planting could be done by volunteers of the Green Plan, WEG and WCAG and WPC will need to consider how they can be involved. This would give a more community approach which he thinks is desirable.

When the formal acceptance of the plan is agreed he would get 3 contractors to quote and then the WPC can agree with which one they wish to contract.

The last contract came in just over £8,500 and this schedule should be less than this but will know more once the tenders come in. WPC could put in a contract for all works which could start in October 2021 until March 2022, but the contract could be extended for works needed at a future time with the time frames suggested to be adhered to. This may make the administration easier as the works will be done in phases. It was agreed that the allotment trees be added to the tree survey area.

Martin said he has noted some actions with \*\* and this means it could be done by volunteers

**Resolved:** That the revised management plan be approved and that the Watlington Parish Council instruct Consulting with Trees to proceed with procurement and management of the next three-year contract.

**Mansle Gardens** – MG said he had been asked that if the pathway was repaired would there would be any potential damage to tree roots. He said it can be done without damage and he would be happy to produce a method statement and the methodology that would be needed. IH asked if parts of the path could be replaced with some type of geogrid that can be filled with aggregate. MG said that there is a material made by re-constituted tyres which can give a flexible surface and could have graduated sides. There is a meeting next week in Mansle Gardens and this issue will be discussed then.

**Performance Space** – MG said that he sought approval to take out one tree and asked if the planning permission had any conditions on it regarding submitting a method statement. KT will send him the planning decision conditions.

**Allotment Trees** – MG reported that KT had been asked by the Allotment Committee to look at removing/replanting some trees on a plot that is shading some other plots. MG said that the Hawthorne may be able to be relocated as it is not suitable for this location.

**Floodlights at the Sports Field** – MG said that KT had asked him to look at the condition of these as one fell over last spring. He has looked at these and at least 3 are rotten. MG will send a map and report on these to KT.

Ian Hill thanked Martin Gammie for attending and for all his useful input.

- h. Task 46 Paddock pathway and surrounding grass areas have been badly damaged by construction traffic and heavy rain**  
We have had a quote from Collingsgroundworks for doing this work. IH and RB to meet with him and discuss this. It was noted that the water runs towards the play area site so the path needs raising and potentially some higher boards to stop the water.  
**Resolved Unanimously:** That we commission this work.
- i. Task 49 Footpath 36 / Little Orchard** - need to decide whether this task would be better handled by a different committee. If we stick with Ops doing this, then need to agree what we realistically want done here and establish better communication with owner (IH)
- j. Task 51 New signs for recreation ground** - Still waiting for final version of sign design from the sports clubs.
- k. Task 64 CCTV monitor for public toilet** – need to find suitable device. Start by putting up warning signs (JW/IH)- **Signs Ordered.** IH and KT to be delegated to find an appropriate CCTV system and to install this.

- I. Task 65 Stand alone youth building** - RDS said that he and RB have spoken to some organisations about this and looked at physical layouts. Three areas in the recreation ground have been identified. One to the side of the pavilion (facing the play area), one by the area of the monkey bars and one near where the MUGA would be sited.
- RDS said that they would like a location identified so as to be able to commission an architect to draw up the plans as would like to come up with a project and costs by July so this information can be given to the CIL and Major Projects Group.

The building would be for youth and consist of a meeting space and a café and would measure 20m x 5m.

TH said that his preferred location would be where the junior skateboard facility is. It was noted that the septic tank is in this location.

It was agreed that RDS and RB bring a motion to the next Full Council meeting giving the site options and a supporting paper on this prior to the meeting. It was also thought it would be useful to have the sites on a google earth map.

**38/21 Other tasks (only if any change to report)**

- a. Task 1 Multi-use Games Area (MUGA) for the Rec. Land now registered was WPC owned so can progress with funding (RB)
- b. Task 2 Performance Space in the Paddock - Identification of sources of grants underway. (TH)
- c. Task 7 Replacement of litter bins in town centre – need to identify locations for new bins and identify suitable bins (TJ)
- d. Task 11 Lady Mogg garden in Cuxham Road – benches delivered, and installation will be done. (KT/TJ)
- e. Task 19 Dogs on the playing fields – Review possibility of larger bins and if appropriate order them (IH)
- f. Task 23 20mph speed limit for whole town – Waiting on OCC decision, but with new council and councillor may be worth pushing for Watlington scheme asap (IH)
- g. Task 26 Improvements to dangerous crossing at Pyrton Lane/Cuxham Lane. Need a proposal that can go to OCC (KW)
- h. Task 42 List of significant trees in the parish. Work being done by WCAG – need to identify councillor to work with them (??)
- i. Task 43 Sprung gate at entrance to Rec from Love Lane – waiting for replacement (RB)
- j. Task 57 Comet bus service will restart on 25<sup>th</sup> May -need to monitor usage (IH)
- k. Task 58 Refurbishment of phone box in Hill Road car park
- l. Task 61 Brook Street trench - Need to remedy it - discuss with Jon Beale from OCC (TJ)
- m. Task 62 and Task 63 Rowan tree planting and removal of dead tree. Can these be combined? (TJ)

**39/21 Tasks on hold**

- a. MUGA proposal (task 1 – RB)
- b. Barrier at end of Church Lane (task 31 – TH)
- c. Electric charge points in Hill Road car park (task 55 – IH)
- d. Business Use of Rec – Decision on whether a charge is needed deferred until COVID restrictions lifted (task 37 – RB)

*Progress reports for any other tasks should be circulated in advance where there is something to report. They will be discussed where wider committee input is needed*

**\*Operations updated spreadsheet is attached**

**40/21 Subcommittees**

**1. Allotments**

**2. PSFC - 6/5/2021– Minutes attached - Noted**

**a) Permanent Marking of Rec Car Park – Deferred and to arrange a meeting with KW on site.**

41/21 Correspondence

1. Letter 60 from Playdale re I-Play – **Dealt with under 37/21b**
  2. Letter 59 – Traffic Calming on Love Lane
  3. Letter 51 – OCC 20mph
  4. Copy letter to OCC from Graham Pitman -Christmas Common – **Dealt with under 37/21c**
  5. Letter 65 - R Head – SID's and Britwell Road- **Dealt with under 37/21d**
  - 6 Letter 66 – C Matthews – Britwell Road speed and SID's - **Dealt with under 37/21d**
- All correspondence was either discussed above or noted.

42/21 Any Other Business

It was noted that as the major topics had taken significantly longer than expected to complete, many items on the agenda were not addressed. None of the items in 38/21 and 39/21 were discussed and no decisions were taken on them. They will be covered in the next Operations meeting.

**THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 9PM**