



Watlington Parish Council

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Minutes of The Meeting of the Operations Committee Held on Thursday 24th October 2019 At 8pm In the Community Office

Present:

Councillors:

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

Co-opted Member:

Jenny Wilkinson (JW)

Officer:

Kristina Tynan (KT)

Members of the Public:

7 (These included representatives from the WCAG, The Dog Fouling Group and the Pyrton Lane Traffic Calming Group)

124/19 Apologies for Absence

Keith Woolfson, Bob West.

125/19 Minutes of the Meeting held on 19th September 2019 which were accepted by Council on the 8/10/2019 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.

126/19 Declarations of Interest

127/19 Matters arising

Grants (Minutes 112/19 item 11 refers) – It was noted that there is now an enablement team at SODC, and it was agreed that the Clerk set up a meeting with them. Representatives to be IH, TH and to ask if Nicky Smallbone will attend as Finance Chair.

128/19 Update on Outstanding /Completed Issues - See attached spreadsheet. (will be emailed out)

Little Orchard – This is with TH to draft a letter

129/19 Discussion items

Major Items

a) **Watlington Climate Action Group** – Recommendations for WPC Actions – Nicola Schafer (Co-Chair of WCAG) in attendance.

It was noted that a recommendation for a Watlington Climate Change Action Plan had been sent out prior to the meeting.

IH stated that the Operations Committee has no role in policy making and financial planning and we would not be able to consider issues where we have no authority.

He therefore suggested that this committee deal with the things that they have the remit to do. The

Action Plan will be put on the next Strategy Agenda as it is their remit to deal with policies and plans.

TH said that it would be useful to have a meeting with some Councillors who have experience in things that have been tried in the past as a number of ideas have previously been looked into.

Discussion took place on some recommendations:

Funding for a website – It was agreed to **RECOMMEND TO THE FINANCE COMMITTEE** that they look at this when setting the budget. A cost of approx. £1500 was given.

Funding for training a surveyor who can then do energy analysis on residents' homes. They would see this working in conjunction with So Sustainable Pop Up Shop once a month when they would run an Energy Advice Bureau.

It was agreed to **RECOMMEND TO THE FINANCE COMMITTEE** that they look at this when setting the budget. A cost of approx £3000 was given and they would like to see the WPC pay half this cost.

Tree Planting – The WCAG have scoped this but they have no request as yet for a possible location. They have asked if there is any WPC land that could be used for tree planting. TH stated that WPC planted 2000 trees in the 1980's.

Location for planting the Beech Tree from John Howell - This will need to be considered by the Committee. We will need to obtain advice for the best location to plant this.

Plastic Free Watlington – WCAG are working on this.

WPC Buildings Audit of Energy Efficiency- It was noted that some of our buildings have already been audited and the Clerk and Rachel Gill will produce a report on this.

Car Sharing – It was agreed that this be discussed as part of the Transport Group Agenda.

Water Fountain (or similar) – This is already on the Operations Committee Agenda.

Community Energy – This would look at solar panels, wind farms etc and they ask if Council could consider allocating money for a feasibility study into this. This issue to be referred to the Strategy Committee.

Wildflower Meadow – An area would need to be allocated and it would need to be costed. This would need scoping by the WCAG. TH suggested that they get in touch with the National Trust as they have a lot of land and would have the aspirations also.

Cycle Plan – With regard to new developments cycle connectivity will be key and residents need to send letters to the developers regarding this. NS will get members of the group to send letters.

Electric Charging Points in Watlington – It was noted that Henley have obtained funding for these. IH asked where these could be put. The Hill Road Car Park does not have the space and if they are put on the High Street, parking which is already stretched would be lessened. A study would need to be conducted on this.

TH suggested that a meeting with some representative of the Operations Committee and WCAG be set up in the new year to discuss and share information on the various schemes proposed. KT will send out some dates.

b.Grass cutting contract – (Spreadsheet 29)

IH had sent out a draft prior to the meeting. He just needs to update the map

c. Pyrton Lane /Christmas Common – Traffic Calming (Spreadsheet 8 & 18 -

Representatives from Pyrton Lane were present.

Pyrton Lane Residents proposals – A paper had been sent prior to the meeting. The request from the residents are:

The residents group have sent the following which they believe is the minimum scope of the scheme required to achieve an effective result and that they would like to request the Operations Committee to recommend to Full Council that the necessary commitment is made to OCC to enable the proposals to move to the next stage.

Core cost: two speed humps, with design, road closure and consultation. £5,312 (£5,715 including VAT on materials)

Additional cost:

Verge protection (wooden bollard posts £500 + VAT each)

Subject to OCC Highways site inspection and design that will follow WPC assent, at the upper end of the lane, a build-out feature (or alternatively a third hump)

£1,006 – £3,680 (£1,208 - £4,416 incl. VAT on materials)

This scheme was discussed, and the minimum scope required was noted. It was also stated that we need to seek clarification on what we can spend CIL money on. TH said that we are awaiting a meeting with Vanessa Buckley (OCC). We also are awaiting a costing on the scheme for Christmas Common (which has been with OCC for 5 years) so we can make a decision on how much we can spend on each scheme.

The Operations Committee agreed that they need to look at both schemes in conjunction before allocating funds and a meeting has been asked for with OCC to progress the costs needed.

- a. **Dogs on playing Fields (new bins, bag dispensers, signs, new bench)** – Notes from the meeting held on 3rd October attached. Recommendation/s to be agreed (Spreadsheet 19)

A brief precis of the meeting is below:

- Provision of a bench on the far side of the field to provide a resting/meeting point for those who need it.
- Improved signs to make it clear that ordinary litter bins could be used to dispose of poo bags.
- More poo bag dispensers
- More poo bins, particularly on the far side of the sports field.
- The concentration near the Love Lane entrance to the rec could be addressed by providing a sprung gate and improved fencing there.
- If improved signage was agreed, SS felt that the signs needed to be changed regularly to avoid them being ignored.
- The group reported that they intended to carry on with the Poo Patrols and felt that evidence of support from WPC would regenerate enthusiasm among volunteers.

RECOMMENDATION TO COUNCIL: That in view of the progress made in keeping the sports field clear of dog fouling over the summer period that we do not implement the Dogs on Lead Policy and ask Council to consider the means of appropriate minor works to improve the facilities for dog waste.

- b. **Assessments of Roads in Watlington** – *Tim Horton to provide a paper on this* (Spreadsheet 5) – to be deferred to the January Meeting.

- c. **Street Lighting issues and Dark Skies** – TH made the following point:

1. OCC is carrying out a 5-year programme to introduce LED lighting.
2. It has commenced with some lights set at 5000 then 4000 kelvins – producing the very

- bright white light that some have not enjoyed! They now plan 3000 kelvins (to be compared with 2,700 kelvins of the old 'sodium' lights)
3. They are also planning to provide focussed downward light to all lights over this period, but will only use moments of dysfunction to change over (ie on a piecemeal basis)
 4. They will not place any new lights on buildings or other existing structures (eg lampposts)
 5. They will not install bollard lights or similar.

It was agreed to discuss this at the January 2020 meeting.

Stand and Town Hall – it was agreed that this take place on the 9th November 9.30 – 12.00 and the subject will be dog fouling. It is hoped that some of the Dog Group will be able to be present. Councillors will also be needed.

Minor Items

- a. **Martin Gammie tree management report** – Quotation for work received (Spreadsheet 38)

Resolved: That we accept the quote for the Tree Management Report.

- b. **Consideration of renewal/replacement of posts by car park and children's play area** -KW has requested that the posts be renewed and set closer to the small children's play area to help with parking. The cost would be in the region of £700.

- b. **Suggested installation of a sprung gate at the Love Lane/Trackway Entrance**

Resolved: That we put in swing gate on the Love Lane side of the Recreation Ground to stop children and dogs being able to run into the recreation ground.

- c. **Christmas tree collection point for January 2020** – KT stated that the Church cannot be the collection point for this year because of building works. However, they would consider it for the following year. Suggestions for a new collection point are needed.

- d. **Naming of New Developments** – TH had produced a paper and TJ had also sent notes on this item. Discussion took place on possible naming of the new roads and streets for the new developments and the papers produced were noted.

- e. **Naming of the new Development at Watcombe Manor** (5 house)

After discussion the following was agreed:

RECOMMENDATION TO COUNCIL: That we call this development 'Wiggins Walk' after William Wiggins .

[A note on this will be sent with the Full Council papers]

130/19 Discussion on Budget

Potential additional budget items to be given to the Finance Committee for consideration. IH will put some approximate costs with these where possible for the meeting.

Speed Device

Funding for 20mph limit

Car park signage

Climate Actions for Watlington

New Posts for Recreation Car Park

Improvement of facilities for dog waste

Performance Space

MUGA

Possible Replacement Equipment for the I-Play and removal of the item.

Church Lane – New Wall

Finger post funding – We are putting in an application to the District Councillors Fund.

131/19 Progress Reports – As only limited time was available none of these items were discussed in detail.

1. **HGV Enforcement** – Trading Standards will be doing another operation towards the end of the year.
2. **New bays in Hill Road car park** – KT to get quotes for re-lining all car park spaces. It was noted that this would be best done in the Spring.
3. **I-Play** – Tim Horton / Roger Beattie to report (Spreadsheet 17) – No update
4. **Footpath 13** – TOE grant (Spreadsheet 39) We have been allocated the grant. We await the formal offer.
5. **Litter bins/Recycling Bins** - Terry Jackson to report (Spreadsheet 7) – No update
6. **Speed indicator** - Kristina Tynan to report (Spreadsheet 20) – Cost in the region of £5000.
7. **OCC Speed survey (Howe Hill, Hill Road)** - Kristina Tynan to report (Spreadsheet 27)- no update
8. **Pyrton Lane / Cuxham Road hedge Ian Hill to report (Spreadsheet 26)** – No update
9. **MUGA – has a working group been set up, what are they doing** - Roger Beattie to report (Spreadsheet 1)- No update
10. **Performance space** – Opinion Survey attached for information (Spreadsheet 3). Noted.
11. **Christmas Eve Carol Service** – IH is working on this with the band.
12. **Church Lane Barrier** – Tim Horton to report (Spreadsheet 31)- Costs and designs are being looked at.

132/19 Sub-Committees

1. **Allotments** –There has been no meeting.
2. **PSFC** -30/9/2019

133/19 General Issues

134/19 Correspondence

1. **BT Phone Box** – Consultation –
RECOMMENDATION TO COUNCIL: That we purchase the phone box at the Hill Road Car Park at a cost of £1.00.
2. **Mr N Thomas** – Re extra trees in Rec – Not discussed due to time constraints.

135/19 Future Issues for Discussion/Implementation

Dark Skies – January 2020 Meeting

136/19 Any Other Business

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 10PM