



Minutes of the Meeting of the Operations Committee Held on Thursday 20th October 2022 at 7.30pm in the Parish Office

Present:

Councillors: Ian Hill (IH)
Roger Beattie (RB)
Rob Smith (RS)

Co-opted Member: Jenny Wilkinson (JW)

In Attendance: Brenda Bradford (BB)

Officer: Kristina Tynan (KT)

69/22 Apologies

Tim Horton, Alex Basden.

70/22 Minutes of the meeting held on 23rd June 2022 which were accepted by Council on the 12th July 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.

71/22 To note the Walkabout notes from the 21st July 2022

IH said that it was disappointing that only himself and TH could make this. They covered most of the scheduled route but did not complete all of it. However notes were made and there are a number of issues that need addressing.

72/22 Declarations of Interest

Agenda Item 13, Letter 283 – Roger Beattie declared a non-prejudicial interest in this as he is a volunteer for the Ambulance Service but will take part in the discussion on this.

73/22 Co-option onto the Committee

The Clerk had contacted Jeannette Wooster with regard to this but at present she does not have time to take on this roll. IH will contact Matt Hoyle.

73/22 Matters arising

There were none other than agenda items.

74/22 Operation Committee Budget

With the new financial management arrangements we now need to monitor spend against our budget – IH to report.

IH had prepared a report for the committee and it was noted that we have spent 2/3rds of the budget as at the end of September, if we disregard the items that were paid for from General Reserves.. Some items are annual spends. IH stated that we must be careful in what we agree to spend for the next few months.

75/22 Main agenda items

- a) **Task 17 Rec play equipment.** Equipment installed. Arrange opening ceremony - Do we still want to do this? It was agreed that this is not an appropriate time to do this with the MUGA work in progress.
- b) **Task 30 Mansle garden improvements.** New entrance opened on the Mason's Wood side. Needs a gate or protective barrier to prevent children and cyclist going straight onto footpath. IH and RB will look into this and get this issue addressed. It was noted that the TVP thought that two entrances were needed so that there was an exit point on both sides. IH said that some of the hedging plants did not survive the hot weather, and these will be replaced in the Spring. There is a lot of weeding to be done and KT will ask our Gardener to take on this area.
- c) **Task 66 New survey of hedges obstructing footpaths needs to be carried out.** RS will conduct this. IH said he would be happy to help him if needed.
- d) **Task 81 Footpath across Brook Street.** Prepare a proposal for the crossing and send to OCC Highways. It was agreed that in the first instance we ask Jon Beale (OCC) to meet up on site to discuss this. It was noted that there are other issues that we need to ask his advice on.
- e) **Task 90 Car Park at Rec** – discussion on resurfacing and new markings (requested by WTFC) It was noted that this be necessary especially with the new MUGA. KT to obtain a quote for this so we have an idea of the cost. Discussion took place and it was agreed that this could be a CIL project.
- f) **Task 25 Sign for Town Hall fingerpost** – TH had sent through a quotation for this, but it was not in the file. KT to find this for the next meeting.
- g) **Task 91 Car Park re-organisation of bin area** – TH had circulated a paper on this. It was agreed to defer this until TH was present.
- h) **Task 92 Purchase of a street sweeper** – It was agreed to defer this until TH was present.

76/22 Suggestions from Walkabout Meeting

- i) **Task 79 Parish Office painting.** Some of the woodwork of the building needs repainting as paint is peeling off – It was agreed to refer this to Finance as it is not an operations issue.
- j) **Task 80 Paddock footpaths.** Grass is starting to grow over the footpaths and needs cutting back – KT reported that she has asked our new caretaker to attend to this. IH will be meeting with him to discuss the requirements for him from the committee.
- k) **Task 82 Weeds on road edges.** Should we look at getting a “mechanical goat” to clear the verges – It was noted that our new caretaker has been doing sterling work on the weeds.
- l) **Task 83 Cuxham Road roundabout.** This is always being damaged by heavy vehicles negotiating the junction. Suggestion is that we get it reduced in size and then be given strong edging with obstructions on the inner edge and a raised area inside treated in the same way as Lady Mogg’s garden – IH will raise this at the meeting with Jon Beale.
- m) **Task 84 Brookside entrance.** This was planted out with distinctive trees as a focal point. It has become overgrown with other shrubs and trees crowding the original trees. Needs to be cleared up and surrounding beds replanted – It was agreed that this work could be done by volunteers. IH will organise a work party.
- n) **Task 85 Lady Mogg’s garden.** The dog waste bin is right alongside the bench. It should be moved, probably to the east front corner of the triangle – It was agreed that this needs re-locating to elsewhere in this location. It was agreed to ask Adam Clissold for a quote.
- o) **Task 86 Marlbrook parking.** Residents have asked that the large tree on the Beech Close corner be removed to provide parking for visitors to SOHA housing. This will reduce parking on the green – It was noted that this is on SOHA land but WPC view is that it should be retained.
- p) **Task 87 Mansle garden.** Need to get bin base on footpath repaired by SODC and consider moving dog bin to new location – KT will report this to SODC
- q) **Task 88 Damage to Shirburn Road verges.** The contractors for the Beechcroft development have destroyed the roadside verges, with the probable loss of the daffodils planted there some years ago. Approach Beechcroft for replacement. Also, some of the trees on verge have been cut back on

only the roadside leaving the trees unbalanced – It was agreed that a letter be sent to the Developers. IH will draft.

- r) **Task 89 Barrier at Methodist Chapel.** A car has collided with the safety barrier outside the chapel. OCC has been approached about this and has agreed to replace it at some point – It was noted that this has been replaced. KT will send a note of thanks to Jon Beale.
- s) **Task 91 Tree in Paddock** – branches overhanging residents' property – We have had a quote for this and now need to agree who pays the cost of the work.

77/22 Progress report on agenda items

- t) **Task 29 Grass cutting contract.** Any comments on quality of work done to date by new gardener? Do we need a gardener for Mansle Garden? It was agreed above, task 33 to ask our current gardener to take this area on.
- u) **Task 54 Fencing at rec between Rec and allotments.** There is still a need to repair fence between Rec and allotments. Suggest that put up 2m wooden fence and paint top with “no-climb” paint – This needs to be discussed with the Allotment Committee.
- v) **Task 65 Footpath Brook St to West Meadow.** OCC have said they will resurface this to provide a more weatherproof path. Need to wait and see what happens with planning application for 40 Brook Street.
- w) **Task 67 Allotment hedge.** It has been suggested that we get the hedge along the allotment side of the Rec laid. It was agreed that this be deferred until after the MUGA is completed.
- x) **Task 71 Gates to public conveniences.** Agreed to install metal hinged gates. KT to get SODC approval. We have had three quotes. The consensus was to have metal gates as quoted for by Bruce Garside. KT has asked that he gives us a design in the first instance Also agreed to ask that the PCSO's check on these.
- y) **Task 72 Watlington Drainage and Brook.** WEG watercourses project is working with OCC to get this resolved. OCC have filmed much of the drain but a key section near Quarrington Place could not be done. No further action needs by this committee.
- z) **Task 75 Allotment footpath at the school end of Love Lane.** The last remaining bit of hedge at the Love Lane end of this has been removed against the wishes of this committee and the allotment committee. However, the owner of the house it adjoins has offered to put up a fence just on that part to provide them some privacy in their front garden. Remainder of path needs to be agreed with allotments committee.

78/22 Progress reports as needed

All other tasks are listed in the task sheet distributed with this agenda. The lead for each task should report any developments on that task where they consider it necessary. If there are decisions that need to be made, especially with regard to funding, please let the Clerk and the Chairman know in advance.

79/22 Watlington Parish Council CCTV Policy – Draft attached for discussion.

It was agreed that IH, RS and KT meet to review this draft which will then come back to the next meeting.

80/22 Correspondence

284 – Response to our letter regarding a SOHA resident driving over the green at Marlebrook – It was noted that SOHA are unable to do anything to stop the resident doing this. RS to review this area and see if we could stop this by putting in woodent bollards etc.

283 – Air Ambulance asking to put a clothing bank in the recreation car park – It was noted that we have one in the Hill Road Car Park which is regularly emptied. It was thought that this would not be an appropriate location with regard to space and lack of lighting.

276 – A Seabourne -asking what can be done about the red kite problem- The leaflet that was previously printed on this was mentioned. It was agreed that we put out a facebook post and put leaflets on our noticeboards.

263- Robin Risely – replacement apple tree – It was noted that this is not on WPC land but that we would have no objection to this.

14. Any Other Business

Lights at Recreation Ground – It was noted that the lights on the path need to be put on at the Pavilion. When turned off there is about 20mins before they switch off. We need to ensure that the Youth Club worker knows about these.

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 8.45