



Minutes of the Meeting of the Operations Committee Held on Thursday 23rd September 2021 at 7pm on Zoom

Present:

Councillors:

Ian Hill (IH) - Chairman
Roger Beattie (RB) – Vice-Chairman
Terry Jackson (TJ)
Rob Smith (RS)
Tim Horton (TH)

Officer:

Kristina Tynan (KT)

Members of the Public:

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63/21 Apologies for Absence

Keith Woolfson, Alex Basden.

64/21 Minutes of the Meeting held on 22nd July 2021 which were accepted by Council on the 14/9/2021 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.

65/21 Declarations of Interest

There were none notified.

66/21 Matters arising

There were none other than agenda items.

66/21 Tasks in progress and new tasks – Actions and Decisions

- a. **Task 18 Christmas Common improvements** – need to get proposal prepared and submitted to Mike Horton (OCC) (IH)
It was agreed that IH amend the letter sent to Jon Beale, who is unable to help with this issue, to Mike Horton at OCC. Jon Beale had arranged replacement bollards in Christmas Common but does not have the authority to instigate any other works.
- b. **Task 17 Malfunction of I-Play Playdale who have offered two solutions** – need to decide on package and publicise it to get residents opinions. (TH)
Tim Horton said that Rachel is working on a Monkey Survey on this which will go out on Facebook and Social Media. There will be a public consultation at the Rec on the 16th October and asked that Members be available for an hour or so on this date to help with this.
- c. **Task 20 Speed checks in town** – Request for SID near the B4010 entrances north and west of the town. Propose that we get one more SID to cover all the speeding areas. (IH). Tim Horton suggested that we purchase 2 SIDs but after much discussion and after a vote the following was agreed:

RECOMMENDATION TO FINANCE COMMITTEE – That they consider purchasing 1 SID and three extra solar panels.

[Vote: 3 in favour, 2 against- CARRIED]

IH will put a cost proposal together for the meeting.

It was noted that 5 poles have been installed and we have asked OCC for two more for Britwell Road and Cuxham Road. It was noted that the Hill Road pole is not quite where we had asked it to be put OCC said that it had been put there to give more protection to pedestrians crossing the Ridgeway.

We need to order some fixings and then the SID's can be put up hopefully within the next two weeks. We have identified someone who will move the SID's around and will also download the data if necessary.

- d. **Task 23 20mph speed limit for whole town** – need to put together local group of parishes interested in 20mph limit; report on meeting with OCC officers and FvM (IH)
IH will draft a letter on this to be sent to neighbouring parishes to see what interest there is in this. One scheme can then be sent to OCC which will speed up the work at OCC level.
- e. **Task 30 Mansle garden improvements** – need to agree proposals for revitalising the garden (IH) – IH had sent a note out on this.
The two main issues are dealing with the hedge removal and new planting and the other one is for a new path etc and this would have a much bigger cost. It was thought that we deal with the hedge issue in this financial year and look at the bigger project for 2022/23 budget. It was noted that the hedge work will cost in the region of £1300 and with there already being £1000 earmarked for Mansle garden the remainder of the money could be found in current budget.
Resolved: That the hedge works be attended to. It was noted that that the quote for new hedging is for native hedging.
- f. **Task 42 List of significant trees in the parish** – This is with NPAB
- g. **Task 62 John Howell tree** - we need to decide where in the paddock the tree should go and agree planting ceremony with John Howell (TJ) This does not need to be done until the silver birch is removed as part of the performance space project.

67/21 Other tasks - Progress report only

Task 8 Pyrton Lane improvements – FC approved going ahead with the scheme with the proviso that we first look at getting the hedges obstructing the footpath cut back (IH)
IH thanked Freddie Van Mierlo for getting this moving at OCC and Officers are now keen to get this scheme done. Glanville's have been commissioned to the plans. There will then be a public consultation and they hope that this can be approved at the OCC Oct/Nov meeting which means that the work would be able to be done in the first half of 2022.

Task 19 Dogs on the playing fields - Larger dog waste bin for the playing fields area has been installed. Our bin emptying contractor has pulled out, but a different company has been contracted by us and other parishes. (IH)
TH noted that a two of the general bins in the rec are not in good condition and loose and may need replacing. RB/KT will look into this issue.

68/21 Other tasks (only if any change to report)

- h. **Task 1 Multi-use Games Area (MUGA)** for the Rec - need to prepare CIL and Major Projects scoping document (RB)
- i. **Task 3 Performance Space in the Paddock** - Need to prepare CIL and Major Projects scoping document (TH)

- j. Task 6 Removal for flower tubs from the Hill Road car park
- k. Task 7 Replacement of litter bins in town centre - still waiting for SODC to decide policy on waste bins (TJ) – KT to chase up SODC regarding the bin survey they were going to undertake.
- l. Task 22 Pilgrims Way footpath needs attention
- m. Task 24 Refurbishment of public conveniences
- n. Task 25 Signs on the Town Hall fingerpost and at the Ridgeway/ Hill Road crossing
- o. Task 26 Improvements to dangerous crossing at Pyrton Lane/Cuxham Lane – need to develop a scheme for this and get OCC Highways to consider it. (KW)
- p. Task 29 Grass cutting contract - IH, RB, RS and KT tasks to meet this (IH) – **Draft was attached to agenda.**

Resolved: That the tender document now be sent out to companies for quotes.

RB said that IH, RS and himself have been looking into equipment etc with a view in future years of WPC being able to undertake the contract. He noted that there is a SALTEX exhibition on soon and that this would be a good opportunity to look at equipment. He asked that someone attend with him. IH will check his diary.

- q. Task 31 Barrier at end of Church Lane
- r. Task 37 Business use of recreation ground and sports fields
- s. Task 38 Full tree survey – MG has invited tenders for two-year programme of work. We need to review these when received and agree to go ahead. (RB)
- t. Task 43 Sprung gate at entrance to Rec from Love Lane – still needs to be replaced (RB)
- u. Task 46 Paddock pathway and surrounding grass areas have been badly damaged by construction traffic and heavy rain – contract to relay gravel path at entrance has been awarded. Gardener is looking at planting scheme for area under trees (RB)
- v. Task 49 Footpath 36 / Little orchard - need to decision first on policy regarding this before Ops involvement (IH)
- w. Task 51 New signs for recreation ground to be ordered (IH/KW) – **IH will chase up KW**
- x. Task 58 Refurbishment of phone box in Hill Road car park – sand blasting of box has been arranged. Volunteer input will then be needed to repaint it. (TH)
- y. Task 61 Brook Street trench – OCC have been reminded of the problem but no action as yet. (TJ)
- z. Task 63 Brook Street planting – following guidance that grubbing the stump out is not practical we need to decide what to do. (TJ)
- aa. Task 65 Footpath Brook St to West Meadow - OCC have said they could carry out remedial work, need to keep chasing (TH)
- bb. Task 66 Ballot Bin – If more information received on proposal for location.
- cc. Dog Bin at Lady Moggs Garden – **This need to be moved and KT will organise this.**

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**

69/21 Subcommittees

1. **Allotments** - Meeting held 16/9/2021 – Minutes were sent out to Members.

TJ brought up the Tenancy Agreement and said that the agreement said that produce cannot be sold and noted that the committee will be having a chutney/jam sale and that this is not within the terms. It was agreed that the Allotment Committee consider putting 'unless for allotment fundraising' into this clause.

2. **PSFC**

a) **Permanent Marking of Rec Car Park** –RS said that he has been up and measured up the car park and thinks potentially we could add another 3-5 spaces. This will be determined by the size of the space and the turning radius also needs to be looked at and other safety requirement.

However, the way in an out will also need to be considered and this may need to be a one-way

system. RS suggested that we need to engage a specialist to design the car park and come up with a plan. It was agreed that KT ask David Parker for a quote for doing this. It was noted that if the car park was to be marked up, we may need to tarmac it which would be an extra cost.

b) **Payment to WTFC for the fence repair bill** -After discussion the following was agreed:

RECOMMENDATION TO FINANCE COMMITTEE: That the bill for the broken fence paid by WTFC be paid due to the timing issue during the August Holidays. It was noted that they must be told that in future if the Clerk is not available, they should have a list of people to contact eg Chair of Finance so that spending can be approved by WPC prior to works being done.

70/21 Correspondence

1. Tom Bindoff – copy of amended application for modification to the definitive map - Footpath from Spring Lane Watlington to Hill Road Watlington - **Noted.**

2. Freddie Van Mierlo – OCC take over from TvP on street parking restriction from 1st November – volunteer to prepare a list of road markings etc to be sent to OCC. **IH/RS will do this.**

3. Iain Philips – Traffic Issues – **He has been responded to.**

4. OCC – National Highways and Transport public satisfaction survey – There is a dedicated PC link. Volunteer need to complete this short survey. IH will fill this survey in.

5. J Berry – re Pyrton Lane pavements- **This was noted.**

6. T Bindoff -copy letter to SODC re Lime Trees – **This was noted.**

7. The Queen’s Green Canopy - Plant a tree for the Jubilee – TJ will speak to WCAG regarding this and let KT know.

8. OCC – Pyrton Lane Highway Plan- **This was noted.**

71/21 Any Other Business

Watlington Garage – It was noted that this has moved to another location, and this is now an empty building. It was suggested that this would be a good location for extra parking and Electric charging points. IH will try to contact the owner.

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 8.28PM