



## Open Spaces Committee Meeting Minutes for Monday, September 15, 2025.

**Present:** Andrew Cooper (Chair) Alison Sercombe (Vice- Chair), Paul Willmott, Anthony Shepherd, Lucy Thomas

**Officer:** Ast Clerk

**Members of the Public:** 3

**The meeting opening at 19:30 and closed at 20:54**

Item	Action
<b>#29/25-26 APOLOGIES FOR ABSENCE-</b> Cllr Toby Newman	
<b>#30/25-26 DECLARATIONS OF INTEREST</b>  Cllr Wilmott Wheatley Playing Fields Trust and Wheatley Rugby Club Cllr Shepherd Wheatley Playing Fields Trust	
<b>#31/25-26 TO RECEIVE MINUTES</b> From Open Spaces Committee meeting on 21st July 2025	
<b>#32/25-26 TO RECEIVE AN UPDATE ON OUTSTANDING ACTIONS</b> From Open Spaces Committee meeting on 21st July 2025	
<ul style="list-style-type: none"><li>i. Wheatley Playing Field Pavilion- meeting held 28.08.2025, Report provided by Paul Willmott and presented at Full Council 01.09.2025. WPC have agreed that the Trust can engage with a Structural Engineer, which the Trust will pay for</li><li>ii. Crown Rd to Ambrose Rise ditch clearance- Ast Clerk awaiting quote from ODS contractor</li><li>iii. Spring walkabout report produced by Cllrs Cooper &amp; Sercombe and to be sent to the Howe Trust Committee</li></ul>	
<b>#33/25-26 TO RECEIVE AN UPDATE FROM OFFICERS</b> And includes:	
<ul style="list-style-type: none"><li>i. Maintenance tasks completed and planned- Hippo bag still to do for rubble and large items, Graffiti removed from Morland House bus shelter, bus stops &amp; benches refreshed</li><li>ii. Winter Preparedness report provided to OCC, delivery of salt bags by end of Oct</li><li>iii. Village Deep Clean SODC completed</li><li>iv. Oxford County Council HART pilot</li><li>v. Christmas Tree 2025, would be purchased, in line with previous years (Local Government Act 1972 s145). Ordered</li><li>vi. Dog waste collection price increase by £2.75 per bin</li></ul>	

- vii. Dead trees along Littleworth Park/ Cooper's Close alley reported to Drayton Park Home Estates, who own the mobile home site and the greenery along the alley. Confirmed work scheduled for trees and hedges. Awaiting date.
- viii. Tool marking booked in with Thames Valley Police for Weds 24<sup>th</sup> Sept.
- ix. Resident parking work van in the Village Square disabled bays- company emailed and confirmed that they will speak with the employee.

#### **#34/25-26 TO DISCUSS TREE WORK**

- i. Meeting held with tree surgeon to discuss outstanding work, new survey's and quotes needed- Council agreed to survey areas with trees near residential/ play areas every year. Tree Policy to be updated and emailed to tree surgeon to complete appropriate survey's
- ii. Proposal to plant 2 trees on verge corner of Leyshon Rd/ Roman Rd- OCC Tree Officer emailed and has passed to a team member to action. Other areas to plant are welcome by them.

#### **#35/25-26 TO DISCUSS PLAY AREAS & RECREATION GROUNDS**

- i. Ongoing maintenance
- ii. Criminal damage in recs- Ast Clerk to find out excess with insurer's and ODS quote for committee to consider and approve via email- ODS working on quote
- iii. Annual Play Inspections completed- actions to be planned
- iv. Church Road Rec refurb update- Cllr Sercombe. Positive feedback from the public consultation at the Wheatley Artisan Market on Sat 13<sup>th</sup> Sept. Ideas taken away to feedback to companies. Grant application submitted to SODC, decision in Feb 2026

#### **#36/25-26 TO DISCUSS MANAGEMENT OF ALLOTMENTS AND FOOTPATH**

- i. Meetings with allotment holders
- ii. Plots to be marked out and numbered
- iii. New tenant agreement to be created and include cultivation rules. To be emailed to Committee once ready, for approval and then distribution to renters.

#### **#37/25-26 UPDATE ON LITTLEWORTH APRON**

- i. Update, Agree actions and timescales.

**#38/25-26 TO DISCUSS ISSUES, IMPROVEMENTS OR SUGGESTIONS FOR OTHER OPEN SPACES**

- i. Footpath from Farm Close Road to Kelham Hall Drive, uneven tarmac due to tree root growth- Ast Clerk including in the tree survey's
- ii. Footpath from Beech Road to Kelham Hall Drive, blocked pipework from catch pit in alleyway. OCC are scheduled to jet wash and cut the roots out, 28-day defect raised but hoping to clear sooner. Residents have placed bags of sand by play area to prevent flooding.
- iii. Environmental Visual Audit completed today with OCC & TVP, report will be compiled and sent to Ast Clerk.
- iv. Yearly Planner being created for yearly tasks.
- v. Burial Ground- can a suitable location be found? Will go to Neighbourhood Plan Committee

**#39/25-26 CORRESPONDENCE AND ANY URGENT ITEMS REQUIRING ATTENTION**

- i. Request from a Templars Close resident for an access gate from their garden. Approved subject to the specifications being approved by the Ast Clerk

**#40/25-26 ITEMS FOR INFORMATION**

- i. A resident has contacted Biffa to clear Cuddesdon Turn which has now been completed. Can a Parish Council representative be created to coordinate litter? Will take to next Full Council.

**#41/25-26 DATE OF NEXT MEETING Monday 17th November 2025, 7.30pm**