



Open Spaces Committee Meeting Minutes for Monday, November 17, 2025.

Present: Andrew Cooper (Chair), Alison Sercombe (Vice- Chair), Toby Newman, Paul Willmott, Anthony Shepherd, Aaron Brooks, John Wolstenholme, Lucy Thomas

Officer: Clerk/ Asst Clerk

Members of the Public/ online: 0/0

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

Item	Action
#42/25-26 APOLOGIES FOR ABSENCE- None	
#43/25-26 DECLARATIONS OF INTEREST Cllr Willmott Wheatley Playing Fields Trust and Wheatley Rugby Club Cllr Shepherd Wheatley Playing Fields Trust	
#44/25-26 TO RECEIVE MINUTES From Open Spaces Committee meeting on 15th September 2025. Previously circulated and signed as a true record of the meeting.	
#45/25-26 TO RECEIVE AN UPDATE ON OUTSTANDING ACTIONS From Open Spaces Committee meeting on 15th September 2025	
i. Crown Rd to Ambrose Rise ditch clearance- Quote approved by Full Council in Nov meeting and contractor engaged to complete work. Carrier license checked via Environmental Health portal. Awaiting a date for the work to be completed.	
#46/25-26 TO RECEIVE AN UPDATE FROM OFFICERS And includes:	
i. Maintenance tasks completed and planned- Staff sickness has meant reduced man hours. Hippo bag still to do, focus has been on Memorial Grounds in preparation for Remembrance	
ii. Christmas Tree 2025, purchased and due to be installed w/c Monday 24th Nov	
iii. Coopers Close alley tree work by Drayton Park Home Estates, Asst Clerk to check if work completed	
iv. Tool marking completed, Asset Register to be updated	
v. Leaf blower ordered, awaiting delivery	
vi. Padlocks received and to be installed	

- vii. Winter preparedness, awaiting delivery of salt from OCC

#47/25-26 TO DISCUSS TREE WORK

- i. Tree register being completed so tree surgeon can manage outstanding work, new survey's and quotes as needed
- ii. Proposal to plant 2 trees on verge corner of Leyshon Rd/ Roman Rd- OCC Tree Officer confirmed and will action as needed

#48/25-26 TO DISCUSS PLAY AREAS & RECREATION GROUNDS

- i. Ongoing maintenance
- ii. Criminal damage in Cullum Rec- ODS supplied quote £970 +vat, approved, Asst Clerk to confirm with ODS.
- iii. Church Road Rec refurb update, including visit to other Homefront projects in Reading

#49/25-26 TO DISCUSS MANAGEMENT OF ALLOTMENTS AND FOOTPATH

- i. Meetings with allotment holders- one outstanding
- ii. Plots to be marked out and numbered
- iii. New tenant agreement to be created and include cultivation rules

#50/25-26 UPDATE ON LITTLEWORTH APRON

- i. Update, agree actions and timescales. Awaiting Oxford County Council to action power to remove untaxed vehicles on public Highways.

#51/25-26 TO DISCUSS ISSUES, IMPROVEMENTS OR SUGGESTIONS FOR OTHER OPEN SPACES

- i. Footpath from Beech Road to Kelham Hall Drive, uneven tarmac- Asst 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, Asst Clerk has chased 11/11/2025 as was advised it was on a 28 day schedule to fix
- iii. Environmental Visual Audit- draft supplied and being amended, email sent 12/11/2025 to chase amendment

#52/25-26 CORRESPONDENCE AND ANY URGENT ITEMS REQUIRING ATTENTION

- i. Update on Cadet Hut. Site meeting to be arranged.

#53/25-26 ITEMS FOR INFORMATION

- i. Cllr Sercombe attended a Grants panel meeting for the Church Rd rec refurb. Decision due to Feb 2026.
- ii. Oxford Brookes security increased due to thefts
- iii. Crown Road parking dangerous as on both sides
- iv. Templars Close parking, an ambulance, bin lorry and delivery vans have not been able to access the close. Residents have escalated to Highways

#54/25-26 DATE OF NEXT MEETING Monday 19th January 2026, 7.30pm