

OFFICERS PROGRAMME OF WORKS - HALLS AND GREEN SPACES COMMITTEE [13 JANUARY 2020] - AGENDA ITEM 5

Project/Activity	Lead Officer	Delivery Partners	Estimated Cost	Funding Secured	Estimated timescale	Comments/Details
Halls & Green Spaces Committee						
Allotments - Provision of composters and removal of skips at all sites	O & E Officer	WAA			2020	WAA given details of T23 Waste Exemption
Allotments - West Witney development New Allotment site	O & E Officer/Town Clerk	Developer		EMR	2020	S106 funded/EMR - IN PROGRESS - Soil samples
Allotments - Fencing at Lakeside	O & E Officer			EMR	Jan-20	Funded from EMR - S/BE COMPLETE EARLY 2020
Burwell Hall - anti climb paint/roof repairs	O & E Officer					COMPLETED
Burwell Hall - Patio works	O & E Officer/Venue Manager				2020	Seeking quotes - BUDGETED FOR IN 2020/21
Burwell Hall - Long term plan	Venue/Office Manager				2021/22	Subject to changing room/sports pitch plans below
Burwell Recreation Ground - additional changing rooms	O & E Officer/Town Clerk			50000	2021/22	S106 funding ref 15/00647 (£25k) + EMR 18/19 (£25k)
Buttercross - works arising from Structural Survey	O & E Officer	TH Charity		46000	Aug-18	EMR held - COMPLETE
Buttercross - roof	O & E Officer	TH Charity	75000		2023	Long term plan to replace roof tiles £80k
Cemetery - Tower Hill - Memorial Stability Testing	O & E Officer				2020	
Cemetery - Tower Hill - Access Issues	O & E Officer					FRIENDS OF CEM OFFERING LIFTS
Cemetery - Windrush - Memorial Stability Testing	O & E Officer					
Cemetery - Windrush - Commission study to mitigate surface water	O & E Officer/Town Clerk				2019	Per Michell & Assoc report
Cemetery - Windrush - consult County Archaeologist re future burial	O & E Officer/Town Clerk				2019	Per Michell & Assoc report
Cemetery - Windrush - development of site with East Witney plans	All Officers	WODC		60000	2019	Per Michell & Assoc report
Cemetery - Windrush - possibility of crematoria	O & E Officer/Town Clerk				?	Per Michell & Assoc report - East Cogges Dev?
Cemetery - Windrush - footpath from new bus stop to current entrance	Town Clerk	OCC			2020	In hands of OCC -WTC no control
Corn Exchange - damp works	O & E Officer/Venue Manager			20000	2022	To be included in Phase 2 refurb works EMR held £30k
Corn Exchange - Phase Two Refurbishment	Venue/Office Manager/Town Clerk				2022	Some S106 funding held
Corn Exchange - new lifting platform	Venue/Office Manager			30000	AS & WHEN	EMR held for eventual replacement when lift breaks
Corn Exchange - Solar Panels/renewable energy	C & E Officer/O & E Officer				2022/23	??? Not yet agreed
Corn Exchange - Wedding Brochure & Promotion	Venue Manager				SPRING 2020	Spring Wedding Fayre
Corn Exchange - Town Council events - income generation	Comms & Events Officer/Bookings Admin/VM				ongoing	Annual programme - ongoing
Corn Exchange - Business Plan	Venue Manager				2020	
Health & Safety - Audit & Compliance works across estate	C & E Officer				ongoing	Ongoing
King George's Recreation Ground - Wild Witney Planting	O & E Officer	WLA			Oct-19	Complete - but also ongoing
Lake & Country Park - land management plan/vision	C & E/O & E Officer/Town Clerk				Autumn 2020	New Sub-Committee set up
Lake & Country Park - workign with BBOWT	C & E/O & E Officer				2021	New Sub-Committee set up
Leys Recreation Ground - no cycling signage	O & E Officer					COMPLETE
Leys Recreation Ground - Skate Park refurbishment - xx SEE BELOW xx	O & E Officer					S106 funding held
Leys Recreation Ground - Parking/yellow line marking	Town Clerk	OCC/WODC				WODC Parking Order
Leys Recreation Ground - Sewer works	O & E Officer					Ongoing
Leys Recreation Ground - Compaction and Pitch Repairs	O & E Officer					Ongoing
Leys Recreation Ground - Footpath from Buttercross Lane to Leys path	O & E Officer				Dec-19	COMMISSIONED - COMPLETE JAN 2020 HOPEFULLY
Leys Recreation Ground - Changing Room works	O & E Officer					
Leys Recreation Ground - Replace grass mats with bunding and play bark	O & E Officer					O/S - Play Bark supply issue
Leys Recreation Ground - Leys Pitch One Repairs	O & E Officer					Dependant on future use - HGS report 13/01/2020
Leys Recreation Ground - Swifts Cricket Club move to West Witney	O & E Officer				Spring 2020	Agreed & moving for 2020 season
Play Area - Fieldmere - upgrades per committee	O & E Officer					INSTALL DUE JAN 2020
Play Area - King George's - Upgrades per committee	O & E Officer				2019	INSTALL DUE JAN 2021
Play Area - Moorland Road - Upgrades per committee	O & E Officer			5000	2019	INSTALL DUE JAN 2022
Play Area - Park Road - upgrades per committee	Town Clerk/O & E Officer			7000	2019	£5k budget + £2k from TH Charity
Play Area - Skate Park Leys refurbishments	O & E Officer			52000	2019	S106 funding ref 15/00647
Play Area - Quarry Road - Upgrades per committee	O & E Officer					NO SPACE FOR MORE EQUIPMENT
Play Area - Unterhaching Park - legal agreement & inspections	Town Clerk					
Play Area - West Witney - Adventure Play & wheeled sports	O & E Officer	WODC			?	S106 - issue with site at Windrush Development
Raleigh Crescent Recreation Ground - MUGA	Town Clerk/O & E Officer	WODC			?	S106 - offsite contribution from the above
Sports - Review of all facilities	Town Clerk/O & E Officer					Commissioned report October 2019 - DUE JAN 2020
St Mary's Churchyard - Memorial Stability Testing	O & E Officer				2020	Review unsafe memorials - IN PROCESS SETTING UP
St Mary's Churchyard - Removal/Pollarding of tree	O & E Officer				2020	TO RECOMMISSION IN SPRING/SUMMER 2020
St Mary's Churhyard - Structural repairs to boundary wall	O & E Officer					SURVEY REPORT DUE JAN 2020
Town Hall - Works arising from Structural Survey	O & E Officer	TH Charity			2020	To draft a work programme 2018-2032 (end of lease)
Town Hall - Paint exterior (per lease agreement)	O & E Officer			15000	Spring 2019	budgeted 17/18 = part of lease terms
Town Hall - Replacement windows (per lease agreement)	O & E Officer			15000	Spring 2019	budgeted 17/18 = part of lease terms
Town Hall - 51 Market Square - electrical works, maintenance, costings	Town Clerk/O & E Officer				2020	Dependant on future use
War Memorial - Inscription for Lucy Harris	DSO				Mar-20	Scheduled for March 2020
War Memorial - Provision of future names on/around memorial	O & E Officer				Oct-20	In time for memorial's centenary - quote awaited
West Witney Sports & Social Club - Clubhouse works re: Alder King report	Town Clerk				Jul-19	External works -roof etc. WTC Landlord responsibilities
West Witney Sports Ground - new clubhouse	Town Clerk				2020	Been an Aspiration since 2001- covenants/negos