

Minutes of a meeting of the Bicester Town Council Environment Committee held on **Tuesday 26th November 2019** at **The Garth, Launton Road, Bicester OX26 6PS**.

Present:

Cllr Jason Slaymaker – Chairman
 Cllr Harry Knight
 Cllr Nick Mawer
 Cllr Richard Mould
 Cllr Robert Nixon
 Cllr Lynn Pratt
 Cllr Les Sibley
 Cllr Alex Thrupp

In Attendance:

Samantha Shippen – Chief Officer
 Zara Sankey – Administration Officer

Minute number	Agenda item No	AGENDA
290/1920	1	APOLOGIES FOR ABSENCE No apologies were received
291/1920	2	DECLARATIONS OF INTEREST No declarations of interest were received.
292/1920	3	MINUTES OF ENVIRONMENT COMMITTEE RESOLVED that with the exception of minute number 204/1920, item 5 to confirm the minutes of the following Environment Committee ENV03/1920 – 30th September 2019 .
293/1920	4	PUBLIC SESSION No members of the public were in attendance.
294/1920	5	CHERWELL DISTRICT COUNCIL COMMUNITY TRAVEL PLANNER RESOLVED that committee AGREED : <ol style="list-style-type: none"> 1. The written presentation regarding Environmental Planting Scheme at Queen's Avenue/Kings End in principle. The committee would like to see the design proposal in order to confirm approval.
295/1920	6	MINUTES OF EVENTS WORKING PARTY RESOLVED that committee CONFIRMED the minutes and RECOMMENDATIONS of the Events Working Party: BE04/1920 14th November 2019

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296/1920	7	<p>FEES AND CHARGES</p> <p>RESOLVED that committee AGREED the following fees and charges to be recommended to the Policy Committee.</p> <p>Sports Pitches</p> <table border="1"> <thead> <tr> <th>Description</th> <th>Cost incl VAT</th> </tr> </thead> <tbody> <tr> <td>Adult Pitch Only</td> <td>£49</td> </tr> <tr> <td>Adult Pitch & Pavilion</td> <td>£55</td> </tr> <tr> <td>Junior Pitch Only</td> <td>£36</td> </tr> <tr> <td>Junior Pitch & Pavilion</td> <td>£40</td> </tr> <tr> <td>Intermediate Pitch Only</td> <td>£25</td> </tr> <tr> <td>Intermediate Pitch & Pavilion</td> <td>£29</td> </tr> <tr> <td>Mini Pitch Only</td> <td>£22</td> </tr> <tr> <td>Mini Pitch & Pavilion</td> <td>£25</td> </tr> <tr> <td>Pavilion Only – Charity Organisation</td> <td>£16</td> </tr> <tr> <td>Pavilion Only – Commercial Organisation</td> <td>£27</td> </tr> </tbody> </table> <p>Open Spaces</p> <table border="1"> <thead> <tr> <th>Description</th> <th>Cost incl VAT</th> </tr> </thead> <tbody> <tr> <td>Hire of Open Spaces Non-Working Day</td> <td>Min charge £130</td> </tr> <tr> <td>Hire of Open Spaces Working Day</td> <td>Min charge £260</td> </tr> </tbody> </table> <p>Allotments</p> <table border="1"> <thead> <tr> <th>Description</th> <th>Cost (per year)</th> </tr> </thead> <tbody> <tr> <td rowspan="3">Plot Range</td> <td>Small (4m x 10m) £22.00</td> </tr> <tr> <td>Standard (5m x 12m) £33.00</td> </tr> <tr> <td>Large (6m x 14m) £44.00</td> </tr> <tr> <td></td> <td>*Discount of 25% to be given to recipients of state pension with proof.</td> </tr> <tr> <td>Rotivation/maintenance of Plots. Excludes materials and specialist hire tools.</td> <td>£25.00 per hour and per employee.</td> </tr> </tbody> </table> <p>Cemetery</p> <table border="1"> <thead> <tr> <th></th> <th>Fees and Charges</th> </tr> </thead> <tbody> <tr> <td>Interments – full bodies and ashes:</td> <td></td> </tr> <tr> <td>Under one month (including stillborn)</td> <td>£89 *</td> </tr> <tr> <td>One month – 12 years</td> <td>£89 *</td> </tr> <tr> <td colspan="2">*Fees and charges for child burials will be reclaimed by the Council from the Government Child Burials Fund</td> </tr> <tr> <td>Single 4'6"</td> <td>£89</td> </tr> <tr> <td>Double 6'6"</td> <td></td> </tr> </tbody> </table>	Description	Cost incl VAT	Adult Pitch Only	£49	Adult Pitch & Pavilion	£55	Junior Pitch Only	£36	Junior Pitch & Pavilion	£40	Intermediate Pitch Only	£25	Intermediate Pitch & Pavilion	£29	Mini Pitch Only	£22	Mini Pitch & Pavilion	£25	Pavilion Only – Charity Organisation	£16	Pavilion Only – Commercial Organisation	£27	Description	Cost incl VAT	Hire of Open Spaces Non-Working Day	Min charge £130	Hire of Open Spaces Working Day	Min charge £260	Description	Cost (per year)	Plot Range	Small (4m x 10m) £22.00	Standard (5m x 12m) £33.00	Large (6m x 14m) £44.00		*Discount of 25% to be given to recipients of state pension with proof.	Rotivation/maintenance of Plots. Excludes materials and specialist hire tools.	£25.00 per hour and per employee.		Fees and Charges	Interments – full bodies and ashes:		Under one month (including stillborn)	£89 *	One month – 12 years	£89 *	*Fees and charges for child burials will be reclaimed by the Council from the Government Child Burials Fund		Single 4'6"	£89	Double 6'6"	
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		Treble	
		Reopen	£89
		Exclusive Right of Burial – 99 year lease of plot	A standard fee of £300 per plot
		Monuments and Monumental Inscriptions: <ul style="list-style-type: none"> • Headstones, flatstones, base for headstone (including vase provision, under 3ft high) • Monument for Cremated Remains • Cases on graves – permanent or moveable • Additional inscription 	A standard fee of £115 for any item in this section
		General: <ul style="list-style-type: none"> • Transfer or replacement of deed of grant • Searching register of burials 	£25
		Weekend Burials: Weekend burials available upon request.	Double fees
		Bank Holiday Burials: Bank Holiday burials available upon request.	Treble fees
297/1920	8	WISHLIST PRIORITIES RESOLVED that committee AGREED to the wishlist subject to the removal of item 12. Tree Works as this is already built into the budget.	
298/1920	9	BUDGET RESOLVED that committee AGREED to: <ol style="list-style-type: none"> 1. The budget report subject to additional proposals. 2. Event 2: add 6k to the budget for an open-air film night. 3. Add 4k to the budget for a food festival for Bicester Town Centre. 4. Add £25k to the budget for new Christmas lights (to include fixtures and fittings). 	
299/1920	10	GARTH PARK CLOSURE CHRISTMAS DAY RESOLVED that the committee AGREED to the closure of Garth Park for Christmas Day.	
300/1920	11	TREES ON LAND NOT BICESTER TOWN COUNCIL RESOLVED that committee AGREED to the following actions from the report: <ol style="list-style-type: none"> 1. Chief Officer to obtain legal advice on how to proceed to contact the land owner regarding their responsibility of maintaining the trees on the land. 2. Chief Officer to ask OCC if they can join in any further action. 	

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301/1920	12	<p>3. CDC to take an assessment of the damage and to action a legal letter to the resident for compensation.</p> <p>FORWARD PLAN</p> <p>Committee made no comment on the forward plan.</p>
302/1920	13	<p>DATE OF NEXT MEETING: 4th February 2020</p> <p>CLOSE OF MEETING: 10:00PM</p>