

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 : 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
296/1920	7	FEES AND CHARGES

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		RESOLVED that committee AGREED the following fees and charges to be recommended to the Policy Committee. Sports Pitches <table><tr><th>Description</th><th>Cost incl VAT</th></tr><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></table> Open Spaces <table><tr><th>Description</th><th>Cost incl VAT</th></tr><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></table> Allotments <table><tr><th>Description</th><th>Cost (per year)</th></tr><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></table> Cemetery <table><tr><th></th><th>Fees and Charges</th></tr><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 rowspan="3">£89</td></tr><tr><td>Double 6'6"</td></tr><tr><td>Treble</td></tr></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"	Treble
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		Reopen	£89
		Exclusive Right of Burial – 99 year lease of plot	A standard fee of £300 per plot
		Monuments and Monumental Inscriptions: - 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: - 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: - The budget report subject to additional proposals. - Event 2: add 6k to the budget for an open-air film night. - Add 4k to the budget for a food festival for Bicester Town Centre. - 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: - 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. - Chief Officer to ask OCC if they can join in any further action.	

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