

BICESTER TOWN COUNCIL



MEETING OF ENVIRONMENT COMMITTEE

Ref: ENV05/1920

TUESDAY 4TH FEBRUARY 2020

at

7.00pm

**THE GARTH
LAUNTON ROAD
BICESTER
OX26 6PS**

Circulation:

Town Mayor: Councillor Jason Slaymaker

Committee Members

**Cllr Jason Slaymaker – Chairman
Cllr Zoe McLernon – Vice Chairman
Cllr Nick Cotter
Cllr Harry Knight
Cllr Nick Mawer
Cllr Richard Mould
Cllr Robert Nixon
Cllr Lynn Pratt
Cllr Les Sibley
Cllr Alex Thrupp**

Substitute Members

**Cllr Sean Gaul
Cllr Dan Hallett
Cllr James Metcalf
Cllr Dan Sames
Cllr Fraser Webster**

Other Circulation

**Cllr Lawrie Stratford – OCC
Cllr Michael Waine – OCC
Cllr Tom Wallis – CDC
Cllr Lucinda Wing – CDC
Bicester Library
Bicester Advertiser
Bicester Review
Oxford Mail**



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Tuesday 28th February 2020

Sir/Madam

To all Members of the Environment Committee

You are hereby summoned to attend a meeting of the Environment Committee to be held on **Tuesday 4th February 2020** at **The Garth, Launton Road, Bicester OX26 6PS** to commence at **7.00pm**.

Samantha Shippen
Chief Officer

Members of the public and press are welcome to attend in accordance with the Public Bodies (Admission to meetings) Act 1960.

Copy Attached	Agenda item No	AGENDA
✓	1	APOLOGIES FOR ABSENCE
	2	DECLARATIONS OF INTEREST Councillors are reminded to declare any interests on any item on this agenda in accordance with Bicester Town Council's Code of Conduct.
	3	MINUTES OF ENVIRONMENT COMMITTEE To confirm the minutes and RESOLUTIONS of the following Environment Committee meeting: ENV04/1920 – 26th November 2019
	4	PUBLIC SESSION In accordance with Standing Orders 1 d-f, members of the public may make representations, ask questions and give evidence in respect of any item of business included in the agenda. Time allocated shall not exceed 10 minutes. No member of the public shall speak for more than 2 minutes.

Copy Attached	Agenda item No	AGENDA
✓	5	MINUTES OF EVENTS WORKING PARTY Councillors to confirm the minutes and RECOMMENDATIONS of the Events Working Party: BE05/1920 22nd January 2020
✓	6	PLAY AREA REFURBISHMENT UPDATE Committee is asked to consider the attached report.
✓	7	SKATE PARK CELEBRATION Committee is asked to consider the attached report.
✓	8	TREE WORKS Committee is asked to consider the attached report.
✓	9	GARTH PARK PLANTING Committee is asked to note the planting date and information attached.
✓	10	USE OF OPEN SPACES FOR ORGANISED ACTIVITIES Committee is asked to consider the attached report.
✓	11	FORWARD PLAN Committee is asked to review and comment on the forward plan.
	12	DATE OF NEXT MEETING: 30th March 2020 CLOSE OF MEETING:

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

Minute number	Agenda item No	AGENDA																																																				
296/1920	7	FEES AND CHARGES 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>£89</td></tr><tr><td>Double 6'6"</td><td></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"	
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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: • 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: 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: 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.	

Minute number	Agenda item No	AGENDA
		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

Minutes of a meeting of the **Bicester Town Council Events Working Party** held on **Wednesday 22nd January** at **09.30hrs** at The Garth, Launton Road, Bicester.

Present:

Cllr Jason Slaymaker - Chairman
Cllr Harry Knight
Cllr Zoe McLernon
Cllr Richard Mould
Cllr Lynn Pratt

In Attendance:

Samantha Shippen – Chief Officer
Zara Sankey – Administration Officer
Tara Murtagh-Stewart – Cherwell District Council
Donna Waterer– OYAP

**Agenda
No.**

1 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Les Sibley and Tom Duckham – Cherwell District Council

2 MINUTES

Members **CONFIRMED** the Minutes of the meeting held on 14th November 2019.
BE04/1920

3 MARKET UPDATE

No update on markets was received from CDC, as Tom Duckham was absent from the meeting due to illness.

The Chief Officer informed the committee about a new Bicester community stall Bicester Market Traders have launched.

The Chairman informed the committee that OneBicester are organising an Easter Market 2nd Egg Hunt on 4th April.

4 CHRISTMAS LIGHTS FINANCE 2019 UPDATE

The Committee reviewed and **APPROVED** the Christmas lights finance sheets.

5 2019 CHRISTMAS LIGHT SWITCH-ON REVIEW

The Committee reviewed the feedback and officers discussed the activities, performers and vendors present at the event.

The Committee **RECOMMENDED:**

- **SWITCH-ON:** retain Market Square for the stage and main switch-on, move to an earlier time of 5:30pm.
- **LANTERN PARADE:** move earlier to accommodate for earlier switch-on. Administration Officer to organise drummers / music to lead the parade for 2020. OYAP to change colours of lantern lights or lanterns as a point of

difference for this year and to co-ordinate with the new lights theme with BTC. OYAP to retain venue for the workshop as this allowed more time for crafters to make quality lanterns.

- **MARKET:** Administration Officer to research adding in a 'craft tent, gift area' to Sheep Street. The Chief Officer to organise a meeting with CDC re existing sweet traders.
- **ENTERTAINMENT:** Administration Officer to research and review alternative compères and ensure acts are high quality for the event.

A special thanks was given to the team at BTC and to the Chairman Cllr Jason Slaymaker for their commitment and organisation of the event.

6 2020 VE DAY 75TH ANNIVERSARY PLANNING REVIEW

The Committee **RECOMMENDED** the following:

COMMUNITY PICNIC:

- Cllr Richard Mould requested the Administration Officer share VE picnic poster at the Volunteer Forum for potential recruitment of volunteers for this event;
- Cllr Zoe McLernon offered the services of dance group Step By Step for a community dance at the event or other involvement. The Administration Officer to arrange a meeting to discuss further;
- No wet weather contingency to be planned as this was too costly
- To invite Miranda Markham, as Deputy Lieutenant of Oxfordshire to officiate medal giving / announce 3pm toast;
- Councillors will take plans to the next Twinning Association Meeting to decide whether to invite any twinning visitors to the picnic and service. If agreed, then an official invitation will need to be organised and sent out by BTC.

OPEN AIR CHURCH SERVICE:

- The service use BTC small stage, but cover was needed for the choir. Administration Officer to cost a curtain sided trailer stage for review at the next meeting;
- Printed programmes be used for the service in place of screens;
- No wet weather contingency.

7 2020 DRAFT EVENTS PLAN

- DRAFT PROGRAMME 2020:** The Committee **RECOMMENDED** to **MOVE** Food Festival to 2021 to allow for additional research and planning, to **REMOVE EVENT 2** Music Event, to **REMOVE CARNIVAL** and **REPLACE** with **FAMILY FUN DAY**
- BICESTER CARNIVAL** – the Committee has **AGREED** to refocus the event as Family Fun Day. **REMOVE** the procession and ask for Officers to present a **PROPOSAL** at the next meeting to **RECOMMEND** changes to a field based integrated event with entry to be FREE. The Chief Officer suggested a Dog Show at the event. The committee **AGREED** for the event to be in line with the agreed budget. The Committee has **RECOMMENDED** to keep the funfair, have appropriate military vehicles on display and re-look at the food offering as stall holders had disappointing sales last year. Officers to suggest additional ways at the event to raise funds for Mayors charities to replace the money lost on entry fees. Council to apply for Armed Forces Day funding to support this event

- c) **BICESTER CARNIVAL** – the Committee has **AGREED** to refocus the event as Family Fun Day. **REMOVE** the procession and ask for Officers to present a **PROPOSAL** at the next meeting to **RECOMMEND** changes to a field based integrated event with entry to be FREE. The Chief Officer suggested a Dog Show at the event. The committee **AGREED** for the event to be in line with the agreed budget. The Committee has **RECOMMENDED** to keep the funfair, have appropriate military vehicles on display and re-look at the food offering as stall holders had disappointing sales last year. Officers to suggest additional ways at the event to raise funds for Mayors charities to replace the money lost on entry fees. Council to apply for Armed Forces Day funding to support this event.
- d) **TOWN CENTRE EVENTS:** The Chief Officer to organise a meeting with CDC, OneBicester and BTC to discuss a joined effort for the Women's Cycle Race. The Committee **RECOMMENDED** involvement with Bicester Bug and OCC to involve as many schools as possible.
- e) **BICESTER FESTIVAL:** CDC confirmed dates of the festival as 18th -20th Sept. A new website will be developed for the event. The Chief Officer suggested that Ticket Source be used for selling online tickets to be in line with BTC and Bicester Round Table. BTC to be present at Bicester Festival meetings going forward which are usually held 3rd Tuesday of each month.

OTHER EVENTS:

PARTY IN THE GARTH (Bicester Round Table) request: The Committee **RECOMMENDED** to **REMOVE** the hire fee previously charged.

JOHN LAWSON CIRCUS request: The Committee has **RECOMMENDED** that an operational day fee to be charged. Officers to request complimentary tickets that can be given to local community groups (e.g. OYAP Trust) to attend for free.

8 FORWARD PLAN:

RECOMMENDED that BTC Officers present a proposal for the Family Fun Day / Armed Forces Day and an update is given from CDC re the Women's Cycle Race to be discussed at the next meeting.

9 DATE OF NEXT MEETING:

Tuesday 10th March 2020 at 09:30am.

**BICESTER TOWN COUNCIL
ENVIRONMENT COMMITTEE**

TUESDAY 4th FEBRUARY 2020

PLAY AREA REFURBISHMENT UPDATE

Committee Chairman: Cllr Jason Slaymaker

Contact Officer: Samantha Shippen – Chief Officer
01869 252915 samantha.shippen@bicester.gov.uk

Ward Affected: All

1. Background

- 1.1 Councillors and officers visited play areas in 2017 in order to undertake a review of condition to allow a strategic assessment by the Committee for continued improvement.
- 1.2 Since that time a variety of work has been undertaken including complete refurbishment, partial refurbishment and painting. An updated report is attached at Appendix 1.
- 1.3 This report provides an update for the Committee on progress and an opportunity to focus the next round of improvements.
- 1.4 Given that there are 11 areas (listed in section 2 below) originally identified in the review in 2-3 years, it would be prudent to undertake a further review of those sites to identify whether they now need refurbishment, painting or replacement.
- 1.5 The Committee is requested to consider whether the review will be undertaken by officers or, as last time, by members and officers.
- 1.6 No progress has been made on those play areas identified for possible closure (listed in 3 below). The recommendations were made due to perceived lack of use or small size of some play areas with limited equipment in areas where better resourced play areas exist.
- 1.7 The Committee is requested to consider an appropriate process for consultation with residents to enable officers to take this matter forward.

2. Play areas identified for review

The following play areas were identified for review in 2-3 years (i.e. 2019-20)

- Keble Road (3)
- Saffron Close (13)
- Cranesbill Drive (18)
- Lily Close (20)
- Oxlip Leys (28)
- Purslane Drive (29)
- Chaffinch Close (36)
- Dunlin Court (39)
- Woodpecker Close (41)
- Market End Way (56)
- Meredith Close (58)

3. Play areas recommended for possible closure

The following play areas were identified for possible closure

- Woodruff Close (11) limited equipment
- Germander Way (14) limited equipment
- Mullen Road (16) limited equipment
- Foxglove Close (24) limited equipment
- Burdock Close (26) limited equipment
- Restharrow Mead (30) limited equipment
- Gentian Close (33) limited equipment
- Coltfoot Leys (35) limited use & equipment
- Grebe Road (46) limited use
- Sanderling Court (49) limited equipment
- Banbury Road (52) limited use.

4. RECOMMENDATION:

The Environment Committee is **RECOMMENDED** to **AGREE**

1. The review of play areas identified in section 2 of this report and who is to carry out review;
2. The process for consultation with residents on the play areas identified for possible closure in section 3 of this report.

PLAY AREA REVIEW JULY 2017 – UPDATE JANUARY 2020

AREA/LOCATION (INC NUMBER)	WARD	EQUIPMENT	ESTIMATE LEVEL	RECOMMENDATION FOLLOWING SITE INSPECTION	FURTHER COMMENTS/NOTES
Garth Park (1)	Town	3 x Roundabouts 1 x Large Multiplay 1 x Table Tennis Table 1 x Rocket 1 x Seesaw 1 x Slide 1 x Voice Reco Toy 4 x Junior Swings 4 x Infant Swings	High	Possible Closure ☐	REFURBISHED 2016
				Urgent Refurbishment (Paint & Equipment) ☐	
				Urgent Refurbishment (Paint Only) ☐	
				Review (1 – 2 Years) ☐	
				Review (2 – 3 Years) ☐	
Launton Meadows (2)	East	1 x Small Multiplay 1 x Slide 1 x Skate Ramp 1 x Roundabout 1 x Spring Toy 2 x Junior Swings 2 x Infant Swings	High	Review (3 – 5 Years) ☒	• New Bin - completed • New Seating - completed REFURBISHMENT COMPLETED 2018
				Possible Closure ☐	
				Urgent Refurbishment (Paint & Equipment) ☒	
				Urgent Refurbishment (Paint Only) ☐	
				Review (1 – 2 Years) ☐	
				Review (2 – 3 Years) ☐	
				Review (3 – 5 Years) ☐	

Agenda Item 6.
Appendix 1.

AREA/LOCATION (INC NUMBER)	WARD	EQUIPMENT	ESTIMATE LEVEL	RECOMMENDATION FOLLOWING SITE INSPECTION	FURTHER COMMENTS/NOTES
Keble Road (3)	East	2 x Infant Swings 2 x Spring Toys 1 x Swinger Maypole 1 x Roundabout 1 x Assault Course Unit 1 x MUGA / Basketball	High	Possible Closure ☐	• Paint Swings – not completed • Bench Refurb – not completed • New Bin – not completed • Basketball Provision Replacement – not completed Outdoor Gym added 2018
				Urgent Refurbishment (Paint & Equipment) ☐	
				Urgent Refurbishment (Paint Only) ☐	
				Review (1 – 2 Years) ☐	
				Review (2 – 3 Years) ☒	
				Review (3 – 5 Years) ☐	
Spitfire/Bisley (4)	East	1 x Small Multiplay 2 x Infant Swings 1 x Seesaw	Medium	Possible Closure ☐	• New Bin – not completed • New Bench – not completed • Wetpour Repair – completed Painted 2018
				Urgent Refurbishment (Paint & Equipment) ☐	
				Urgent Refurbishment (Paint Only) ☒	
				Review (1 – 2 Years) ☐	
				Review (2 – 3 Years) ☐	
				Review (3 – 5 Years) ☐	
Sunderland Drive (5)	East	1x small multiplay 1x climb rope 1 x Large Multitplay 1 x Slide 3 1 x Spring Toys 2 x Junior Swings 2x toddler swings 1x zipwire	High	Possible Closure ☐	• Toddler Swing Provision – completed • New Bin – not completed • New Bench – not completed Refurbished 2019 Existing bin & bench still in place
				Urgent Refurbishment (Paint & Equipment) ☐	
				Urgent Refurbishment (Paint Only) ☐	
				Review (1 – 2 Years) ☒	
				Review (2 – 3 Years) ☐	
				Review (3 – 5 Years) ☐	

AREA/LOCATION (INC NUMBER)	WARD	EQUIPMENT	ESTIMATE LEVEL	RECOMMENDATION FOLLOWING SITE INSPECTION	FURTHER COMMENTS/NOTES
Southwold (6)	North	1 x Large Multiplay 1 x Small Multiplay 4 x Junior Swings 2 x Infant Swings 2 x Spring Toys	High	Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☐ Review (3 – 5 Years) ☒	REFURBISHED 2016
Lucerne Avenue (7)	North	2 x Medium Multiplay 2 x Infant Swings 2 x Junior Swings 1 x Roundabout 1 x Small Slide 1 x Turning Top	High	Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☐ Review (3 – 5 Years) ☒	New Bin – not completed REFURBISHED 2016 2 Existing bins in play area plus 1 outside of play area
Campion Place (8)	North	1 x Small Multiplay 2 x Infant Swings 1 x Spring Toy 1 x Wooden Hippo	Low	Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☐ Review (3 – 5 Years) ☒	Paint Swings - -- not completed

AREA/LOCATION (INC NUMBER)	WARD	EQUIPMENT	ESTIMATE LEVEL	RECOMMENDATION FOLLOWING SITE INSPECTION	FURTHER COMMENTS/NOTES
Poppylands (9)	North	1 x Small Multiplay 1 x Seesaw 2 x Infant swings 1 x Spring Toy	Low	Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☐ Review (3 – 5 Years) ☒	Paint Swings – not completed
Sorrel Mead (10)	North	1 x Small Multiplay 1 x Infant Swings	Low	Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☐ Review (3 – 5 Years) ☒	- Paint Equipment – not completed - New Sign – not completed
Woodruff Close (11)	North	1 x Knee Rail 1 x Infant Play Board	Low	Possible Closure ☒ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☐ Review (3 – 5 Years) ☐	

AREA/LOCATION (INC NUMBER)	WARD	EQUIPMENT	ESTIMATE LEVEL	RECOMMENDATION FOLLOWING SITE INSPECTION	FURTHER COMMENTS/NOTES
Orpine Close (12)					PLAY AREA ON LIST BUT DOES NOT EXIST
Saffron Close (13)	North	4 x Stepping Blocks 1 x Spring Plank 1 x Small Bridge	Low	☐ Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☒ Review (2 – 3 Years) ☐ Review (3 – 5 Years)	
Germander Way (14)	North	10 x Small Stepping Blocks 1 x Rope Walk	Low	☒ Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☐ Review (3 – 5 Years)	

AREA/LOCATION (INC NUMBER)	WARD	EQUIPMENT	ESTIMATE LEVEL	RECOMMENDATION FOLLOWING SITE INSPECTION	FURTHER COMMENTS/NOTES
Marigold Walk (15)	North	1 x Spring Toy 4 x Stepping Blocks 1 x Walking Plank 1 x Small Slide 1 x Turning Top 2 x Infant Swings	Low	Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☐ Review (3 – 5 Years) ☒	• Paint Fence – not completed • Refurb Bench – not completed, outdoor team have stated bench does not need refurbishment.
Mullen Road (16)	North	1 x Walking Plank 22 x Stepping Stones	Low	Possible Closure ☒ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☐ Review (3 – 5 Years) ☐	
Orchid Close (17)	North	1 x Small Multiplay 2 x Spring Toys 1 x Small Climbing Frame 1 x Mushroom Seat	Low	Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☐ Review (3 – 5 Years) ☒	• Paint Fence – not completed

AREA/LOCATION (INC NUMBER)	WARD	EQUIPMENT	ESTIMATE LEVEL	RECOMMENDATION FOLLOWING SITE INSPECTION	FURTHER COMMENTS/NOTES
Cranesbill Drive (18)	North	1 x Small Multiplay 2 x Spring Toys	Low	Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☒ Review (3 – 5 Years) ☐	Paint Climbing Frame – not completed
Cranesbill Drive (18a)	North	1 x Small Multiplay 1 x Roundabout 2 x Junior Swings 2 x Infant Swings 1 x Small Slide	Medium	Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☒ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☐ Review (3 – 5 Years) ☒	Paint All Equipment – not completed
Bryony Road (19)	North	1 x Small Multiplay 1 x Spring Toys 4 x Stepping Blocks	Low	Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☒ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☐ Review (3 – 5 Years) ☒	Paint Selected Faded Equipment – completed

AREA/LOCATION (INC NUMBER)	WARD	EQUIPMENT	ESTIMATE LEVEL	RECOMMENDATION FOLLOWING SITE INSPECTION	FURTHER COMMENTS/NOTES
Lilly Close (20)	North	Walking Trail / Assault Course	Low	Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☒ Review (3 – 5 Years) ☐	Bench Refurb – not completed outdoor team have stated bench does not need refurbishment.
Fluellen Place (21)	North	1 x Small Multiplay 1 x Spring Toys 4 x Stepping Blocks	Low	Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☐ Review (3 – 5 Years) ☒	Paint Multiplay - not completed
Bartisia Road (22)	North	1 x Toddlers Maze 1 x Toy Clock 1 x Wooden Horse 1 x Plastic Rocket	Low	Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☐ Review (3 – 5 Years) ☒	

AREA/LOCATION (INC NUMBER)	WARD	EQUIPMENT	ESTIMATE LEVEL	RECOMMENDATION FOLLOWING SITE INSPECTION	FURTHER COMMENTS/NOTES
Primrose Drive (23)	North	3 x Spring Toys 1 x Small Slide	Low	Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☐ Review (3 – 5 Years) ☒	- Paint Selected Items not completed - Outdoor team advise that 2 of the spring toys are now at the end of their useful life and require removal.
Foxglove Close (24)	North	2 x Spring Toys 1 x Small Slide	Low	Possible Closure ☒ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☐ Review (3 – 5 Years) ☐	
Reedmace Road (25)	North	1 x Spring Toy 4 x Stepping Blocks with Rail 1 x Wooden Donkey 1 x Small Maze	Low	Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☐ Review (3 – 5 Years) ☒	

AREA/LOCATION (INC NUMBER)	WARD	EQUIPMENT	ESTIMATE LEVEL	RECOMMENDATION FOLLOWING SITE INSPECTION	FURTHER COMMENTS/NOTES
Burdock Close (26)	North	1 x Seesaw 2 x Spring Toys	Low	☒ Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☐ Review (3 – 5 Years)	
Trefoil Close (27)	North	1 x Small Slide 1 x Infant Toy Car	Low	☐ Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☒ Review (3 – 5 Years)	
Oxlip Leys (28)	North	1 x Spring Toy 1 x Seesaw 1 x Wooden Log	Low	☐ Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☒ Review (2 – 3 Years) ☐ Review (3 – 5 Years)	• Paint Fence not completed • Refurb Bench - not completed outdoor team have stated 2 benches do not need refurbishment.

AREA/LOCATION (INC NUMBER)	WARD	EQUIPMENT	ESTIMATE LEVEL	RECOMMENDATION FOLLOWING SITE INSPECTION	FURTHER COMMENTS/NOTES
Purslane Drive (29)	North	1 x Seesaw 1 x Small Multiplay 3 x Stepping Blocks	Medium	Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☒ Review (3 – 5 Years) ☐	Paint fence - completed
Restharrow Mead (30)	North	1 x Spring Toy 1 x Walking Plank	Low	Possible Closure ☒ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☐ Review (3 – 5 Years) ☐	
Restharrow Mead (31)	North	1 x Roundabout 1 x Toy Clock 1 x Toddler Seat 3 x Stepping Stones	Low	Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☐ Review (3 – 5 Years) ☒	Additional Equipment - not completed

AREA/LOCATION (INC NUMBER)	WARD	EQUIPMENT	ESTIMATE LEVEL	RECOMMENDATION FOLLOWING SITE INSPECTION	FURTHER COMMENTS/NOTES
Cranesbill (32)					PLAY AREA ON LIST BUT DOES NOT EXIST
Gentian Close (33)	North	2 x Spring Toys 4 x Stepping Blocks	Low	☒ Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☐ Review (3 – 5 Years)	
Larkspur Square (34)	North	1 x Seesaw 1 x Small Slide 1 x Spring Toy	Low	☐ Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☒ Review (3 – 5 Years)	Paint Fence - not completed

AREA/LOCATION (INC NUMBER)	WARD	EQUIPMENT	ESTIMATE LEVEL	RECOMMENDATION FOLLOWING SITE INSPECTION	FURTHER COMMENTS/NOTES
Coltfoot Leys (35)	North	2 x Infant Swings 3 x Stepping Blocks	Low	☒ Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☐ Review (3 – 5 Years)	
Chaffinch Close (36)	South	1 x Slide 2 x Junior Swings 1 x Spring Toy	Medium	☐ Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☒ Review (2 – 3 Years) ☐ Review (3 – 5 Years)	
Kestrel Way (37)	South	1 x Small Multiplay 2 x Spring Toys 3 x Upright Spinners 2 x Junior swings 1 x Wobble Bench	Medium	☐ Possible Closure ☒ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☐ Review (3 – 5 Years)	Refurbished 2018

AREA/LOCATION (INC NUMBER)	WARD	EQUIPMENT	ESTIMATE LEVEL	RECOMMENDATION FOLLOWING SITE INSPECTION	FURTHER COMMENTS/NOTES
Corncrake Way (38)	South	1 x Slide 2 x Infant Swings 2 x Spring Toys	Low	Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☐ Review (3 – 5 Years) ☒	Paint Fence - not completed fence is galvanised and does not require painting
Dunlin Court (39)	South	1 x Spring Toy 1 x Small Multiplay Inc Slide	Low	Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☒ Review (3 – 5 Years) ☐	Paint selected Items - not completed Outdoor Team advise that nothing requires painting
Galingale (40)	North	1 x Spring Toys 1 x Wooden Pig 2 x Play Boards	Low	Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☐ Review (3 – 5 Years) ☒	Additional Equipment - not completed

AREA/LOCATION (INC NUMBER)	WARD	EQUIPMENT	ESTIMATE LEVEL	RECOMMENDATION FOLLOWING SITE INSPECTION	FURTHER COMMENTS/NOTES
Woodpecker Close (41)	South	2 x Spring Toys 2 x Junior Swings 1 x Play Board	Low	Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☒ Review (3 – 5 Years) ☐	• Paint Swings - not completed • Refurb Bench - not completed Outdoor team advise that bench just needs painting.
Palm Court (42)	South	1 x Large Multiplay 1 x Small Multiplay 1 x Spring Toy 2 x Infant swings 2 x Junior swings 1 x Walking logs and Trail	Medium	Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☐ Review (3 – 5 Years) ☒	• Paint selected items - not completed
Duck Pond (43)	South	2 x Spring Toys 1 x Large Multiplay 1 x Small Multiplay 2 x Infant Swings	Medium	Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☐ Review (3 – 5 Years) ☒	• Small Roof Repair – roof removed due to continued damage

AREA/LOCATION (INC NUMBER)	WARD	EQUIPMENT	ESTIMATE LEVEL	RECOMMENDATION FOLLOWING SITE INSPECTION	FURTHER COMMENTS/NOTES
Mallards Way (44)	South	1 x Extra Large Multiplay Inc Slides 2 x Junior Swings	Medium / High	Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☐ Review (3 – 5 Years) ☒	Basketball Hoop Replacement - not completed
Mallards Way (45)	South	1 x Spring Toy 1 x Small Multiplay 1 x Fixed Toy Car	Low	Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☐ Review (3 – 5 Years) ☒	Bench Refurb - not completed
Grebe Road (46)	South	1 x Spring Toy 1 x Small Multiplay with Slide 1 x Spring Plank	Low	☒ Possible Closure Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☐ Review (3 – 5 Years) ☐	

AREA/LOCATION (INC NUMBER)	WARD	EQUIPMENT	ESTIMATE LEVEL	RECOMMENDATION FOLLOWING SITE INSPECTION	FURTHER COMMENTS/NOTES
The Buntings (47)	South	1 x Walking Trail 1 x Wooden Bridge 1 x Spring Toy	Low	Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☐ Review (3 – 5 Years) ☒	Paint Fence - not completed
Siskin Road (48)	South	1 x Spring Animal 1 x Spring Plank 1 x Small Multiplay	Low	Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☐ Review (3 – 5 Years) ☒	
Sanderling Court (49)	South	1 x Spring Toy 1 x Small Multiplay	Low	Possible Closure ☒ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☐ Review (3 – 5 Years) ☐	

AREA/LOCATION (INC NUMBER)	WARD	EQUIPMENT	ESTIMATE LEVEL	RECOMMENDATION FOLLOWING SITE INSPECTION	FURTHER COMMENTS/NOTES
Dunnocks Close (50)	South	1 x Spring Toy 1 x large Multiplay 1 x Walking Trail 2 x Junior Swings	Medium	Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☐ Review (3 – 5 Years) ☒	Fence Painting - not completed
Merganser Drive (51)	South	1 x Large Multiplay 1 x Small Multiplay 1 x Roundabout 4 x Junior Swings 2 x Infant Swings 2 x Spring Toys	High	Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☒ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☐ Review (3 – 5 Years) ☒	Replace Roundabout with Alternative Piece of Equipment – replaced 2018 Painted 2018
Banbury Road (52)	North	1 x Small Multiplay 2 x Junior Swings 1 x Infant Swing 1 x Spring Toy 1 x Roundabout	Low	Possible Closure ☒ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☐ Review (3 – 5 Years) ☐	

AREA/LOCATION (INC NUMBER)	WARD	EQUIPMENT	ESTIMATE LEVEL	RECOMMENDATION FOLLOWING SITE INSPECTION	FURTHER COMMENTS/NOTES
Shakespeare Drive (53)	West	1 x Swing Maypole 2 x Infant Swings 2 x Junior Swings 1 x Climbing Frame 1 x Slide 1 x Spring Toy 1 x MUGA	High	Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☐ Review (3 – 5 Years) ☒	Refurbished 2016
Kings Meadow (54)	West	1 x Small Multiplay 1 x Spring Toy 2 x Junior Swings 2 x Infant Swings 1 x Large Slide 2 x Assault Courses 3 x Goal Posts	High	Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☒ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☐ Review (3 – 5 Years) ☐	- New Goals – existing goals were repainted. Outdoor team report they are not used. - Fence Does Not Require Paint Painted 2018 Picnic table to be installed in spring supplied by County Councillor Les Sibley local fund.
Villiers Road (55)	West	1 x Large Slide 4 x Junior Swings 2 x Infant Swings 1 x Spring Toys 1 x Seesaw 1 x Rope Walk Frame	High	Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☒ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☐ Review (3 – 5 Years) ☐	Picnic Tables? - not completed Refurbished 2018

AREA/LOCATION (INC NUMBER)	WARD	EQUIPMENT	ESTIMATE LEVEL	RECOMMENDATION FOLLOWING SITE INSPECTION	FURTHER COMMENTS/NOTES
Market End Way (56)	West	1 x Large Wooden Assault Course 1 x Seesaw 2 x Spring Toys	Medium	Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☒ Review (3 – 5 Years) ☐	• Paint Fence - not completed • Gate Refurb - not completed • Dog Bin Installation? - not completed
Roman Way (57)	East				PLAY AREA ON LIST BUT DOES NOT EXIST
Meredith Close (58)	West	4 x Junior Swings 2 x Infant Swings 1 x Small Multiplay 1 x Small Climbing Frame	Low	Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☒ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☒ Review (3 – 5 Years) ☐	• New Bin - not completed • Possible Outdoor Gym – not completed Painted 2018

AREA/LOCATION (INC NUMBER)	WARD	EQUIPMENT	ESTIMATE LEVEL	RECOMMENDATION FOLLOWING SITE INSPECTION	FURTHER COMMENTS/NOTES
Hamilton Close (59)	North	1 x Small Multiplay 2 x Junior Swings 1 x Roundabout 2 x Spring Toys	Medium	Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☐ Review (3 – 5 Years) ☒	
Graham Road (60)	North	1 x Small Multiplay 4 x Infant Swings 4 x Junior Swings 1 x Spring Toy 1 x Seesaw 1 x Goalpost	Medium	Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☐ Review (3 – 5 Years) ☒	- Paint Swings - not completed - Paint Multiframe - not completed
George Street (61)	West	4 x Infant Swings 2 x Junior Swings 1 x Zip Slide 1 x Rocket Spring Toy 1 x Spring Toy	High	Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☒ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☐ Review (3 – 5 Years) ☐	New Zip Wire Seat – seat in acceptable condition

AREA/LOCATION (INC NUMBER)	WARD	EQUIPMENT	ESTIMATE LEVEL	RECOMMENDATION FOLLOWING SITE INSPECTION	FURTHER COMMENTS/NOTES
Fieldfare Close (62)	South	1 x Small Slide 1 x Small Roundabout 1 x Toy Maze	Low	Possible Closure ☐ Urgent Refurbishment (Paint & Equipment) ☐ Urgent Refurbishment (Paint Only) ☐ Review (1 – 2 Years) ☐ Review (2 – 3 Years) ☐ Review (3 – 5 Years) ☒	

**BICESTER TOWN COUNCIL
ENVIRONMENT COMMITTEE**

Tuesday 4th February 2020

Skate Park Celebration

Chairman: Councillor Jason Slaymaker
☎ 07512 902386 jason.slaymaker@bicester.gov.uk

Contact Officer: Samantha Shippen – Chief Officer
☎ 01869 252915 samantha.shippen@bicester.gov.uk

Ward Affected: All wards

1. Background

- 1.1 Reports regarding the opening of the new skatepark were presented to Committee on 25th March 2019 and 5th August 2019. However, an official opening was never organised.
- 1.2 Given that we are now almost a year from completion of the facility, the Committee is now asked to consider whether a celebration in early summer would be more appropriate.
- 1.3 There is a current year budget of £3,000 for maintenance of which only £212 has been used to end of December 2019. There is also a £3,000 balance in reserves taking into account the retention being held. The Committee is requested to set a reasonable budget to enable a celebratory event to take place.
- 1.4 It would be suggested that a task and finish working party be established with councillors, PC Vicky Lees and representatives from the users to organise the event. It is requested that the Chief Officer be given delegated authority to approve the detail of the event in line with the budget allocated.

2. Recommendation

The Committee is recommended to **AGREE :-**

1. A Celebratory event for the skatepark be organised;
2. A task and finish working party be established to organise the event;
3. Subject to approval of 2; councillors to be appointed to the task & finish working party;
4. A budget be allocated to facilitate the event from the revenue budget and/or earmarked reserve;
5. The Chief Officer be delegated the authority to approve the detail of the event following recommendations of the task and finish working party.

**BICESTER TOWN COUNCIL
ENVIRONMENT COMMITTEE**

Tuesday 4th February 2020

Tree Works

Chairman: Councillor Jason Slaymaker
☎ 07512 902386 jason.slaymaker@bicester.gov.uk

Contact Officer: Samantha Shippen – Chief Officer
☎ 01869 252915 samantha.shippen@bicester.gov.uk

Ward Affected: All wards

1. Background

- 1.1 Members have raised queries recently regarding tree works, which the Chief Officer has advised that high priority works identified in the most recent surveys have been actioned.
- 1.2 This report is to advise the Committee on the works order placed totalling £8,895.77 +VAT. A background document of 28 pages has been circulated to the Committee containing specific details of all works approved.
- 1.3 There is a current year budget of £40,000 for tree maintenance of which £28,464 has been used to end of December 2019. The works authorised will leave a balance of £2,641, although other smaller invoices are expected. There is also a Green Infrastructure earmarked reserve with £300,057 balance in should that be required in the financial year.
- 1.4 The Committee is requested to note the details of the report.

2. Recommendation

The Committee is recommended to **NOTE** the details of the report.

**BICESTER TOWN COUNCIL
ENVIRONMENT COMMITTEE**

Tuesday 4th February 2020

GARTH PARK PLANTING

Chairman: Councillor Jason Slaymaker
☎ 07512 902386 jason.slaymaker@bicester.gov.uk

Contact Officer: Samantha Shippen – Chief Officer
☎ 01869 252915 samantha.shippen@bicester.gov.uk

Ward Affected: All wards

1. Background

- 1.1 The Committee is aware of the improvements to the beds in the formal garden area around the bandstand in Garth Park that was approved in February 2019.
- 1.2 The original plan was to plant in spring 2019 which was then delayed to autumn 2019. Unfortunately, the plant order was not placed and more recently the project has been picked up by the Chairman of this Committee and the Chief Officer.
- 1.3 The Chief Officer has requested an updated quotation from the preferred supplier, which is awaited. Meanwhile, the Outdoors Team has undertaken bed preparation in the last few weeks in advance of planting which is hoped to take place in the spring.
- 1.4 The Chairman has advised that National Gardening Week takes place from Monday 27 April to Sunday 3 May 2020.
- 1.5 As it is planned to involve local groups and organisations, it would seem fitting to try, if possible, to complete the works by that week.
- 1.6 This report is to update the Committee on the works planned.
- 1.7 The Committee is requested to note the details of the report.

2. Recommendation

The Committee is recommended to **NOTE** the details of the report.

**BICESTER TOWN COUNCIL
ENVIRONMENT COMMITTEE**

Tuesday 4th February 2020

USE OF OPEN SPACES FOR ORGANISED ACTIVITIES

Chairman: Councillor Jason Slaymaker
☎ 07512 902386 jason.slaymaker@bicester.gov.uk

Contact Officer: Samantha Shippen – Chief Officer
☎ 01869 252915 samantha.shippen@bicester.gov.uk

Ward Affected: All wards

1. Background

- 1.1 The Committee is aware of application arrangements for use of open spaces and has fixed fees for use of sports pitches and commercial activities.
- 1.2 As partners in the Healthy New Town Project, it is understood that Bicester Town Council wishes to support activities in the town which improve physical fitness and wellbeing. Not all activities involve large groups of people and therefore the pitch fee rate may be prohibitive to operators, whether commercial or community.
- 1.3 There are no fixed fees for use for other physical non pitch activities. Officers have delegated authority to agree other uses, however guidance is sought to ensure fairness of application of charges. It is not intended that every application comes before the Committee.
- 1.4 The Chief Officer was contacted by councillors aware of possible unauthorised use of open spaces. The Chief Officer contacted and has met with one such operator.
- 1.5 An application for use has now been received with a payment proposal. Details have been circulated as a confidential background paper, as this is commercially sensitive.
- 1.6 The purpose of this report is to seek the guidance of the Committee on the principles of authorising activities in open spaces.
- 1.7 Should members wish to have a discussion regarding the individual application, an exclusion of press and public may be recommended.

2. Recommendation

The Committee is recommended to offer guidance to Officers on the approval of use of open spaces for organised activities in open spaces.

POLICY COMMITTEE		
MEETING DATE	ITEM	COMMENT
November	Closure policy for cemetery	Pending
	London road Level Crossing	Watching brief
	Retention of Assets Policy	Pending
	NW Bicester	
	Future management of open space play areas	
	New burial ground and memorial policy	
	Working of Town Centre Group	On-going
FINANCE COMMITTEE		
MEETING DATE	ITEM	COMMENT
6 Months 2020	Business continuity plan	

ENVIRONMENT COMMITTEE		
MEETING DATE	ITEM	COMMENT
2019	Wheelchair Swing	
Dec 2019	Garth park Improvement Programme	
Sept 2019	Play Area Improvement Programme	
Sept 2019	Tree Policy	
PLANNING COMMITTEE		
MEETING DATE	ITEM	COMMENT
June 2020	East West Rail	Invite East West Rail to Planning Meeting when the consultation process starts
	London Road Level Crossing	Ongoing – Live issue
April 2020	Oxfordshire Spatial Plan Consultation	
Oct 2020	Oxford/Cambridge Arc Development	
	Bicester Motion	
	BSA	
	Wolf Resorts, Chesterton	BTC to be included on distribution list