

BICESTER TOWN COUNCIL



MEETING OF BICESTER TOWN COUNCIL

Ref: BTC04/1819

MONDAY 10TH SEPTEMBER 2018

at

7.00 pm

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

Circulation:

Town Mayor: Councillor Sean Gaul

Committee Members

**Cllr David Anderson
Cllr Nick Cotter
Cllr Sean Gaul
Cllr Dave Magee
Cllr Melanie Magee
Cllr Nick Mawer
Cllr Richard Mould
Cllr Debbie Pickford
Cllr Lynn Pratt
Cllr Przemek Rybka
Cllr Dan Sames
Cllr Les Sibley
Cllr Jason Slaymaker
Cllr Lawrie Stratford
Cllr Rose Stratford**

Non Committee Members

**Cllr Tom Wallis - CDC
Cllr Michael Waine – OCC
Cllr Lucinda Wing - CDC
Cllr John Broad - CDC**

**Bicester Advertiser
Bicester Review
Oxford Mail
Bicester Library
BTC Copy**



BTC04/1819

Council Offices,
The Garth,
Launton Road,
Bicester
Oxon, OX26 6PS

Telephone: 01869 252915
Email: enquiries@bicester.gov.uk

Monday 3rd September 2018

Sir/Madam

All members of Bicester Town Council are summoned to attend a meeting of the Council on **Monday 10th September 2018 at The Garth, Launton Road, Bicester OX26 6PS** to commence at **7.00 pm** for the transaction of the following business.

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	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.
✓	4	MINUTES OF THE BICESTER ANNUAL TOWN MEETING To confirm the minutes and RESOLUTIONS of the following Town Council meetings: BTC03/1819 - 18 June 2018 SPECIALBTC01/1819 - 25 June 2018

Copy Attached	Agenda item No	AGENDA
	5	POLICE Representative from Thames Valley Police will give an update on local police matters.
✓	6	MINUTES OF THE PLANNING COMMITTEE MEETING To confirm the minutes of the following Planning Committee meetings: PL02/1819 - 25 June 2018 PL03/1819 - 24 July 2018 PL04/1819 - 20 August 2018
✓	7	MINUTES OF THE POLICY COMMITTEE MEETING To confirm the RESOLUTIONS contained in the minutes of the following Policy Committee meeting: POL02/1819 9 July 2018
✓	8	MINUTES OF THE FINANCE COMMITTEE MEETING To confirm the RESOLUTIONS contained in the minutes of the following Finance Committee meeting: FIN02/1819 3 July 2018
✓	9	MINUTES OF THE ENVIRONMENT COMMITTEE MEETING To confirm the RESOLUTIONS contained in the minutes of the following Environment Committee meeting: ENV02/1819 30 July 2018
✓	10	QUESTIONS ON WORKING PARTIES & OTHER GROUPS Members are asked to raise any questions they may have regarding the minutes of Working Parties and Other Groups contained in the Minute Book.
	11	REPORT FROM OXFORDSHIRE COUNTY/ CHERWELL DISTRICT COUNCILLORS A report may be delivered to Bicester Town Council from Oxfordshire County and Cherwell District Councillors.
✓	12	REPORT OF THE TOWN MAYOR Members are asked to note the report of the Town Mayor.

Copy Attached	Agenda item No	AGENDA
✓	13	COMMUNITY GOVERNANCE REVIEW - GRAVEN HILL Members are asked to consider the attached consultation.
✓	14	BICESTER FOODBANK Members are asked to consider the attached letter from Bicester Foodbank.
✓	15	APPLICATION OF THE SEAL TO LEASES Members are asked to consider the attached report.
	16	DATE OF NEXT MEETING: Monday 12th November 2018 at 7.00pm.

Mayors Report – 9th June – 3rd September 2018

The Mayor and Mayoress have attended the following functions in a Mayoral Capacity:

- 9 June AGM of the Oxfordshire County Scout Council and Open Forum
- 10 June Bicester's Big Lunch
- 17 June Bicester Festival
- 26 June Lord Lieutenant of Oxfordshire, an Evening at Dorchester Abbey
- 30 June Carnival/Armed Forces Day
- 1 July Witness at World Records - Stagecoach Theatre Arts School
- 7 July WW1 Commemoration Concert
- 9 July Annual A Level and GCSE Art & Textiles Exhibition
- 13 July Twinning Committee of the commune of Essarts en Bocage
- 18 July Oxfordshire Trefoil Guild Celebration, Guiding and Scouting
- 21 July Freedom of Entry
- 28 July Party in the Garth
- 1 Aug Bicester Activity Day

The Mayor has attended the following functions on his own:

- 3 July Bicester Heritage - Tour of Site
- 5 July Opening of Discovery Walks
- 2 Aug Visit Robert Glen at E P Barrus
- 22 Aug Refurbished Acorn Pub Opening

The Mayoress has attended the following functions:

- 1 Sept Grand opening of the Paula Jane Boutique

The Deputy Mayor has attended the following functions:

- 19 June SERFCA Briefing 2018
- 25 June Flag Raising Ceremony, Armed Forces Day OCC
- 29 June Bicester Town Council Flag Raising
- 6 July Oxfordshire County Music Service Gala Concert
- 7 July Bicester Fire Station Open Day
- 15 July Bicester Bike and Sports Day

BICESTER TOWN COUNCIL

Monday 10th September 2018

COMMUNITY GOVERNANCE REVIEW – GRAVEN HILL

Mayor: Councillor Sean Gaul
sean.gaul@hotmail.com

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

Ward Affected: South & East

1. Background

1.1 Cherwell District Council is carrying out a second Community Governance Review regarding the change of boundaries between Bicester Town Council/ Ambrosden Parish Council and Ambrosden Parish Council/Chesterton Parish Council.

1.2 After considering the responses from the first consultation, Cherwell District Council now proposes the following changes as depicted on the attached map:

- the area known as Graven Hill should move from Ambrosden Parish Council to Bicester Town Council;
- the Orphan area adjacent to Graven Hill which would be separated from Ambrosden Parish Council should move into Chesterton Parish Council.
- Bicester Town Council (BTC) wards should be reconfigured so that BTC - Bicester South Ward be increased by one councillor and BTC -Bicester East Ward be decreased by one councillor, therefore retaining the same number of councillors (15 councillors).

1.3 Cherwell District Council now seeks views on the revised proposal. A copy of the consultation and appropriate map is attached to this report as appendices 1 and 2.

2. Recommendation

The Council is recommended to **AGREE**

1. that Graven Hill should be incorporated into Bicester Town Council in its entirety;
2. that Bicester Town Council has wards be reconfigured so that BTC - Bicester South Ward be increased by one councillor and BTC -Bicester East Ward be decreased by one councillor, therefore retaining the same number of councillors if Graven Hill is incorporated within.



DISTRICT COUNCIL
NORTH OXFORDSHIRE

*Bodicote House
Bodicote
Banbury
Oxfordshire
OX15 4AA*

www.cherwell.gov.uk

30 July 2018

Second Consultation regarding the change of boundaries between Bicester Town Council/ Ambrosden Parish Council and Ambrosden Parish Council/Chesterton Parish Council – Please tell us what you think.

Following the first consultation, Cherwell District Council Community Governance Working Group met to consider the responses received.

There were 28 responses in total:

19 from Graven Hill Plot Holders
5 from other local residents
1 from a Parish/Town councillor
1 from the Oxfordshire Association of Local Councils
1 from Ambrosden Parish Council; and
1 from Bicester Town Council.

Of the 28 responses received:-

26 were in favour of Graven Hill becoming part of Bicester: and
2 against which gave the alternative of Graven Hill being a separate Parish.

The majority of responses supported an extra councillor for Bicester Town Council, Bicester South ward which comes into effect in May 2019.

Bicester Town Council (BTC) requested that consideration be given to reducing the number of councillors in the new BTC Bicester East Ward by 1 and increasing the new BTC Bicester South ward by 1 so that the number of councillors at Bicester Town Council remain the same. (15 Councillors)

Ambrosden Parish Council did not object to the Graven Hill development being moved from from Ambrosden Parish into Bicester but suggested that the strip of land labelled the Orphan Area should be moved into Chesterton, rather than Bicester, as it was more rural in character.

After considering the responses from the first consultation, Cherwell District Council now proposes the following changes as depicted on the attached map:

- the area known as Graven Hill should move from Ambrosden Parish Council to Bicester Town Council

- the Orphan area adjacent to Graven Hill which would be separated from Ambrosden Parish Council should move into Chesterton Parish Council.
- Bicester Town Council (BTC) wards should be reconfigured so that BTC - Bicester South Ward be increased by one councillor and BTC -Bicester East Ward be decreased by one councillor, therefore retaining the same number of councillors (15 councillors).

We are now writing to interested parties, to explain our proposals and to get their views.

What would this move mean?

Graven Hill would become part of Bicester. Residents would vote for a Bicester Town Councillor and have a say in the running of Bicester Town Council as opposed to Ambrosden Parish Council.

There would be an increase in Council Tax for properties moved from Ambrosden to Bicester. A band D property in Ambrosden Parish currently pays £1762.50 in total for the 2018/2019 period. A band D property in Bicester Town currently pays £1856.33 in total for the same period.

The area of land between Chesterton and Ambrosden, marked with an X on the attached map, would become part of Chesterton Parish Council and residents living in this area would have a say in the running of Chesterton Parish Council as opposed to Ambrosden Parish Council.

There would be an increase in Council Tax for properties moved from Ambrosden to Chesterton. A band D property in Ambrosden Parish currently pays £1762.50 in total for the 2018/2019 period and a Band D property in Chesterton Parish currently pays £1785.54.

If agreed, the changes would take effect from 1 April 2019.

Where would the new parish boundaries be?

The attached map shows the proposed areas of change, and the positioning of the new boundaries.

What happens now?

Cherwell District Council is consulting all interested parties within the Graven Hill area, Bicester Town Council, Ambrosden Parish Council and Chesterton Parish Council. All interested parties will have an opportunity to give their views on the proposals put forward by Cherwell District Council.

How to give your view

You can

- reply by email to democracy@cherwellandsouthnorthants.gov.uk
- visit our online consultation surveys at:
https://www.surveymonkey.co.uk/r/CGR_BicesterTC_AmbrosdenPC
for comments on Bicester Town Council/Ambrosden boundary and Bicester Town Councillors; and
https://www.surveymonkey.co.uk/r/CGR_AmbrosdenPC_ChestertonPC for
Ambrosden/Chesterton boundary

- write to us at or complete the attached reply slip and send to:

Graven Hill Boundary Review
Democratic and Elections Team
Cherwell District Council
Bodicote House
Bodicote
Banbury
OX15 4AA

All written or emailed responses must reach us by **Friday 14 September 2018** to be taken into consideration. The online consultation will close at 11:59pm on the same date.

After this date, responses received will be considered by a working group of Cherwell District Council Councillors, who will make a final set of recommendations that will be considered at the meeting of Full Council on 15 October 2018.

Tell us what you think of these suggestions

I am a:

Chesterton Resident	()
Ambrosden Resident	()
Town/Parish Council Councillor	()
Other (please state)	()

.....

Do you agree with the proposal that the Orphan area shown on the map should be incorporated into Chesterton Parish?

YES/NO

Comments.....
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Do you agree with the proposal that Graven Hill should be incorporated into Bicester Town Council?

YES/NO

Comments.....
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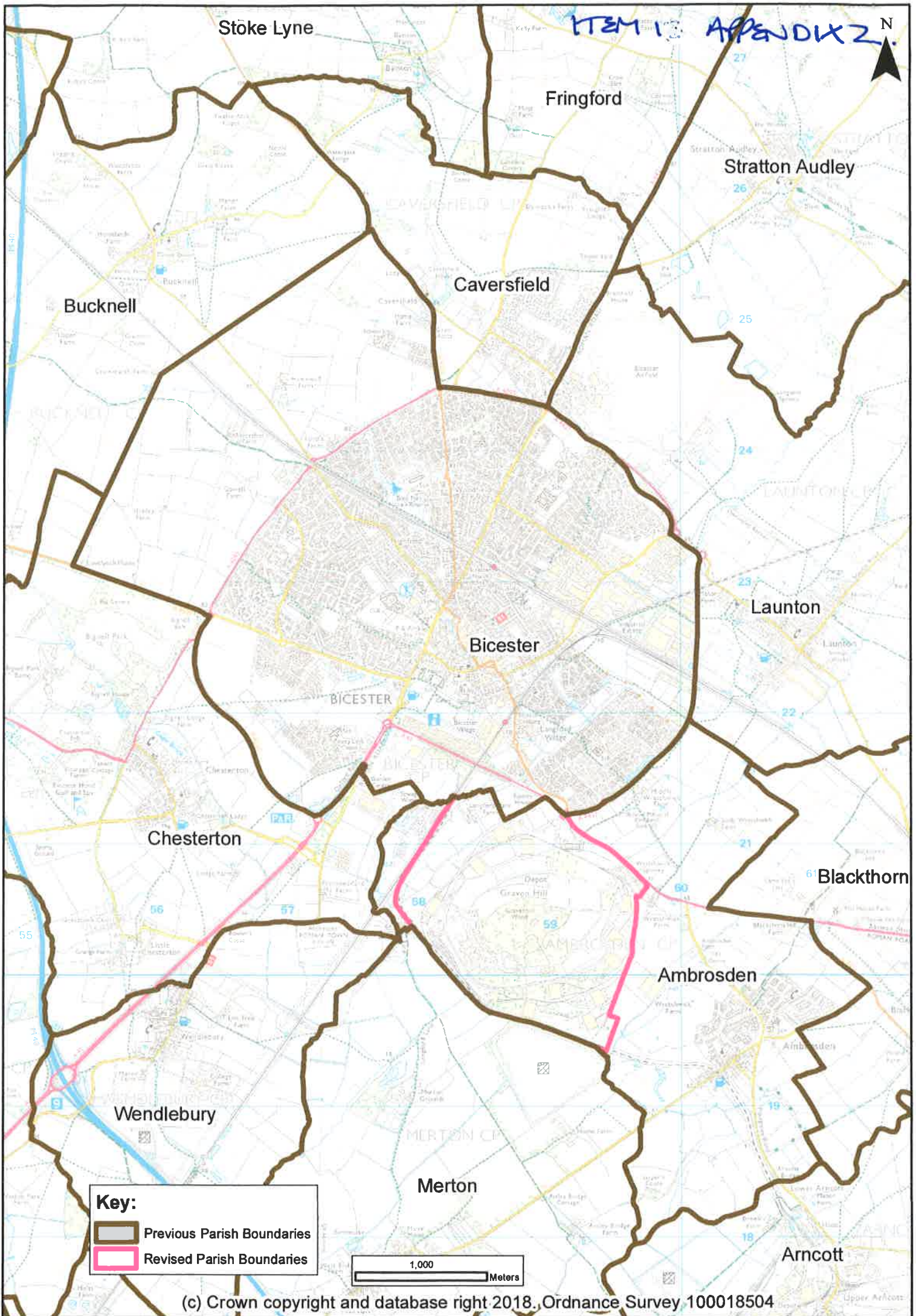
Do you agree with the proposal that Bicester Town Council (BTC) should be reconfigured so that BTC- South Ward be increased by one councillor and BTC – Bicester East Ward be decreased by one councillor, therefore retaining the same number of councillors

YES/NO

Comments.....
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Do you have any further comments to make?

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.....
.....



Bicester Town Council

The Garth

Launton Road

Bicester

Diana Pettifer

29 Isis Avenue

Bicester

OX26 2GR

01869252269

Aug 6th 2018

dianapettifer@aol.com

Dear Town Councillors

I am writing to you on behalf of Bicester Food Bank, which you have supported in many ways over the years.

In response to recent changes in the requirements of the Trussell Trust, the body which oversees all registered food banks, the Bicester Food Bank is reconstituting it's management committee. It is hoped to increase the membership of this group to include representatives from the wider community.

Therefore a representative from the Town Council would be a welcome addition to the committee. At present we are meeting about every two months, for about an hour. Whilst I understand the pressures on Councillors and the enormous number of outside bodies asking for attention, I hope that you will give this matter consideration at your earliest convenience.

Yours faithfully

Diana Pettifer

Bicester Food Bank management committee

BICESTER TOWN COUNCIL

Monday 10th September 2018

APPLICATION OF COUNCIL SEAL TO LEASES

Mayor: Councillor Sean Gaul
sean.gaul@hotmail.com

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

Ward Affected: South & East

1. Background

- 1.1 The Town Council's Policy Committee will consider the outstanding review of leases to the Bowls Club, CAB, OCC Registration Service, Hayward Carey & Vinden and the Tennis Club plus a new lease to Bicester Green at its meeting on 24th September 2018.
- 1.2 The Council's Standing Order 12 requires the resolution of Council for the application of the Council Seal.
- 1.3 In order to expediate the completion of leases, once approved the authority of Council is sought to allow the application of the Seal subject to the lease approvals at Policy Committee.

2. Recommendation

The Council is recommended to **AGREE** that subject to the approval of leases by the Policy Committee, the Council's Seal be applied in accordance with standing order 12 to leases between the Council and the Bowls Club, CAB, OCC Registration Service, Hayward Carey & Vinden, the Tennis Club and Bicester Green.