

Minutes of the Bicester Town Council Policy Committee Meeting

A meeting of the **Bicester Town Council Policy Committee** was held on Tuesday 3rd November 2020 at 19:00hrs on Zoom.

Present:

Cllr Richard Mould - Chairman
Cllr Lynn Pratt – Vice Chairman
Cllr Dan Hallett
Cllr Dan Sames
Cllr Les Sibley
Cllr Jason Slaymaker
Cllr Alex Thrupp
Cllr Fraser Webster

In Attendance:

Samantha Shippen – Chief Officer
Julie Trinder – Administration Officer

1. 170/2021 Apologies for Absence

RESOLVED that apologies were received from Cllr Nick Mawer, also non-committee members Cllr Harry Knight, Cllr Zoe McLernon and Cllr Michael Waine, Oxfordshire County Council

2. 171/2021 Declarations of Interest

RESOLVED that no declarations of interest were made.

3. 172/2021 Minutes of Policy Committee

RESOLVED to confirm the minutes of the Policy Committee meeting **POL/2020** held on 24th August 2020 to be signed at a later date.

4. 173/2021 Public Session

RESOLVED that no members of the public were present.

5. 174/2021 Assets Management Update

RESOLVED that:

- the Assets Task & Finish Working Party is meeting with Ridge & Co on 4th November 2020 to finalise works with Garth House and will give an update at the next Policy Committee meeting.
- the Chairman and Vice-Chairman of the Committee are meeting with the Bicester Team Leader to discuss the Burial Ground and will report back at the next Policy Committee meeting.
- the Committee **NOTED** the remaining updates.

6. 175/2021 Major Town Initiatives

RESOLVED that the Committee **NOTED** the minutes from:

**Bicester Vision Partnership Meeting:
8th October 2020**

**Bicester Vision Executive Board Meeting:
8th October 2020**

7. 176/2021 Special Personnel Sub-Committee Meeting

RESOLVED that the Committee **CONFIRMED** the minutes and recommendations of the meeting:

PCS Special/2021 – 29th September 2020

8. 177/2021 Flag Raising Policy (GP22)

RESOLVED that the Committee:

1. **AGREED** an amendment to 14. to remove “in June until the Friday before Armed Forces Day” and replaced with “one week from the 1st June”.
2. **ADOPTED** the Flag Flying Policy (GP22) as amended, for further review not later than 2024.

9. 178/2021 Whitelands Sports Ground

RESOLVED that the Committee **AGREED** in principle the transfer of Whitelands Farm Sports Ground from Cherwell District Council subject to CDC providing a condition survey of Whitelands Farm Sports Ground before transfer of ownership is agreed.

10. 179/2021 Garth Gazette

RESOLVED that the Committee **AGREED** to produce two bumper issues – one as soon as possible, preferably before Christmas and one in March before purdah. Articles to include Events programme and memories/good news stories achieved in the community.

11. 180/2021 Draft Budget 2021/22

The Committee considered a line by line review of the draft budget as presented by the Chief Officer.

RESOLVED that the Committee **AGREED** the draft budget for Policy & Finance for 2021/22 subject to the comments of the Committee.

12. 181/2021 Office Telephones

RESOLVED that the Committee **AGREED**:

1. in principle the purchase of a VOIP telephone provision subject to a detailed report on costs being presented to a future meeting of the Committee.
2. That the Chief Officer work with CmR Intech Ltd.

13. 182/2020 Rural/Market Towns Groups Management

RESOLVED the Committee **AGREED**:

1. to accept free membership of the Rural/Market Towns Group for 2020/21 and pay membership for 2021/22;
2. Appointed Cllr Fraser Webster as representation to the group and review membership benefits in March 2022.

14. 183/2021 Forward Plan

RESOLVED that Committee reviewed the forward plan and made the following observations.

NW Bicester - Chairman of the Committee reported that the 100-hour closure of the railway line will take place Easter 2021. Funding for roads and under bridge have been approved.

Town Centre Group – as an item for the December Committee meeting

15.184/2021 Exclusion of Press and Public

RESOLVED

That in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting during the consideration of the items set out below on the grounds that publicity would be prejudicial to the general interest by reason of the confidential nature of the business to be transacted.

16.185/2021 Lease Update

RESOLVED that Committee **AGREED**:

1. **AGREED** to **APPROVE** the extension of lease and license arrangements with Bicester Green to 31st March 2020 subject to the Council's legal costs being met;
2. **AGREED** to **OFFER** a new tenancy from 1 April 2021 on new terms for the two allotment plots under notice;
3. **AGREED** to delegate the Chief Officer in consultation with the Chairman of the Committee the authority to negotiate the terms of an agreement with OCC Registrars for use on the Garth House in line with the views of the Committee subject to BTC legal costs being met by Oxfordshire County Council.

17.186/2021 Date of Next Meeting: Monday 21st December 2020 – 7pm

Meeting close: 9.31pm