

Minutes of the Bicester Town Council Environment Committee Meeting

A meeting of the **Bicester Town Council Environment Committee** was held on Monday 30th November 2020 at 19:00hrs on Zoom.

Present:

Cllr Jason Slaymaker – Chairman
Cllr Zoe McLernon – Vice 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
Phil Evans – Service Manager
Zara Sankey – Administration Officer

1. 216/2021 Apologies for Absence

RESOLVED that no apologies were received.

2. 217/2021 Declarations of Interest

RESOLVED that no declarations of interest were received.

3. 218/2021 Minutes of Environment Committee

RESOLVED to confirm the minutes of the Environment Committee meeting **ENV03/2021** held on – Monday 28th September 2020 to be signed at a later date.

4. 219/2021 Public Session

No members of the public were present.

5. 220/2021 Minutes of the Events Working Party

RESOLVED to confirm the minutes of the following Events Working Party **BE04/2021 – Wednesday 18th November 2020. Subject to the following amendment** – 7.c. Events Working Party Officers to correspond with the Bicester Chamber of Commerce and Bicester Vision to update on plans for the proposed Business Society Street Fair for the next meeting.

6. 221/2021 Play Area Update

RESOLVED that the Committee:

1. **NOTED** the improvements to the online play area map and play area listings;
2. **REQUESTED** that Officers amend the resident's consultation letter to include an option to retain the play area; include a dog exercise option for the medium sized sites; make clear that informal spaces and exercise proposals are without equipment and to confirm which residents will receive the letter;

3. **APPROVED** the methods and proposals for the play area closures. Require Officers to submit for **REVIEW** a summary of data and the final proposal including costs to the Environment Committee;
4. **APPROVED** the costs estimated at £12,500 for play area repairs as identified in RoSPA reports;
5. **AGREED** the projects budget request for £191,000 be forwarded to Policy Committee for inclusion;
6. **REQUESTED** that Cranesbill Drive play area be reviewed for improvements at a later date in the programme.

7. 222/2021 Litter and Dog Bins

RESOLVED that the Committee:

1. **NOTED** the Council's dog and litter bin provision across town;
2. **REQUESTED** that the Service Manager investigate recycling bin options at sites to be advised by councillors for submission to the Environment Committee prior to commencing the litter bin replacement;
3. **APPROVED** the preferred litter bin as the Glasdon Plaza in black and that the Bicester Town Council crest is added;
4. **APPROVED** the purchase of 90 litter bins for installation subject to the previous resolutions;
5. **REFUSED** the request for additional bins at Bowmont Square subject to review at such time as other bins are brought up to standard;
6. **APPROVED** the preferred dog bin as Glasdon Retriever 35 in red;
7. **APPROVED** the purchase of 60 dog bins;
8. **AGREED** that costs be met from the Green Infrastructure Earmarked Reserve and the 2021/22 budget to be adjusted accordingly. The request to be forwarded to Finance Committee for approval.

8. 223/2021 Pavilion Improvements

RESOLVED that the Committee:

1. **APPROVED** the purchase of defibrillators from Company A – Defib Shop and installation at a cost of £4,035 for the Bicester Town Council's Pavilions at Pingle Field and Bicester Fields to be funded from the Equipment Replacement/Maintenance Earmarked Reserve subject to approval by the Finance Committee. The Committee **REQUESTED** that for Sunderland Drive Officers seek funding from the FA Grant;
2. **APPROVED** the identified pavilion improvement costs which have been included in the draft budget for 2021/22.

9. 224/2021 Bicester Bowls Club

RESOLVED that the Committee **APPROVED**:

1. The external works from Company C - CP Decorating, at a cost of £550 to the Council be met from the 2021/22 budget;
2. The external door replacement by Company D – Bicester UPVC, at a cost of £3,401.71 to the Council;
3. That funding for the external doors be requested from the Finance Committee to be met by the Asset Maintenance budget within projects cost centre.

Cllr Zoe McLernon left the meeting at 20:18 and re-joined at 20:19

10. 225/2021 Garth Park Improvements**RESOLVED** that the Committee:

1. **AGREED** the pathway improvements in sections 1,3,4 and 7 for inclusion in the projects budget for 2021/22, with additional works scheduled for inclusion in future budgets;
2. **APPROVED** the replacement of edging stones to the pond at a cost of £1,400 within 2020/21 budget;
3. **AGREED** that the lights in the pond not be replaced at present;
4. **APPROVED** the bench replacement process with benches in Garth Park being Oxford Blue and benches in the town being black.

11. 226/2021 Budget**RESOLVED** that the Committee:

1. **APPROVED** the 2021/22 Environment Budget, subject to any required additional review;
2. **REQUESTED** that project funding be requested from the Finance Committee to be allocated to the Policy/Finance budget for the following items play areas, bins, defibrillators, doors, pathways, van and a wood chipper.

<u>Item</u>	<u>Cost</u> <u>£</u>	<u>From</u>
Play areas	191,000 +	Play Areas EMR
Bins	42,640	Green Infrastructure EMR
Defibrillators	3,398	Equipment EMR
Doors	3,401.71	Projects Asset Maintenance 2020/21
Pathways	55,500	Projects 21/22
Van	25,000	Equipment EMR
Wood chipper	11,000	Equipment EMR

12. 227/2021 RoSPA Inspections**RESOLVED** that the Committee **NOTED** the report.**13. 228/2021 Forward Plan****RESOLVED** that the following amendments be made to the forward plan:

1. **Wheelchair Swing:** review in January 2021;
2. **Garth Park Bylaws:** review in January 2021;
3. **Refurbishment Programme for Pavilions:** remove.

14. 229/2021 Date of Next Meeting: 25th January 2021**Close of Meeting: 21:18hrs**