

Bicester Town Council



Environment Committee Meeting

Ref: ENV01/2122

Monday 24th May 2021 at 19:00hrs at JP2 Centre

Circulation: Town Mayor - Councillor Jason Slaymaker

Members:

Cllr Jason Slaymaker – **Chairman**, Cllr Zoe McLernon – **Vice Chairman**,
Cllr Harry Knight, Cllr Nick Mawer, Cllr Richard Mould, Cllr Lynn Pratt,
Cllr Les Sibley, Cllr Alex Thrupp, Cllr Dan Hallett

Other Circulation, Substitute Members:

Cllr James Metcalf, Cllr Dan Sames, Cllr Alex Thrupp, Cllr Sandy Dallimore,
Cllr Nick Cotter

Other Circulation:

Cllr Donna Ford – OCC , Cllr Calum Miller – 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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Monday 17th May 2021

Sir/ Madam

You are summoned to attend a meeting of the **Environment Committee** will be held on **Monday 24th May 2021 at 19:00hrs** at the JP2 Centre.

PP.

Samantha Shippen
Chief Officer

Agenda

All Council Meetings are open to the public and press, unless otherwise stated.

1. Apologies for Absence

To consider apologies and reasons for absence. Committee members who are unable to attend the meeting should notify the Chief Officer (phil.evans@bicester.gov.uk) prior to the meeting, stating the reason 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 the Environment Committee

To confirm the **MINUTES** and **RESOLUTIONS** of the following Environment Committee meeting: **ENV06/2021**.

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 shall speak for more than 2 minutes.

5. New bin installation requests

The Committee is asked to consider the attached report.

6. Tree works

The Committee is asked to consider the attached report.

7. Allotment rents

The Committee is asked to consider the attached report.

8. Play Area's Banbury Road & Coltsfoot Leys

The Committee is asked to consider the attached report.

9. Forward Plan

The Committee is asked to review and comment on the Forward Plan.

10. Date of Next Meeting

Monday 19th July 2021 at 19:00hrs.

BICESTER TOWN COUNCIL ENVIRONMENT COMMITTEE REPORT

Monday 24th May 2021

New Bins for Consideration

Chairman: Councillor Jason Slaymaker

Telephone: Telephone: 07512 902386 jason.slaymaker@bicester.gov.uk

Phil Evans – Service Manager

Telephone: 01869 252915 phil.evans@bicester.gov.uk

Ward Affected: TBC

1. Background

- 1.1 In the Last Environment Meeting Councillors expressed the need for additional bins (Both litter and dog waste) to be installed.
- 1.2 Councillors were asked to provide locations for their desired placements
- 1.3 This was last discussed late 2020 and it was decided to postpone all new bin installations until such time that the budgeted replacement bins were in place (estimated completion November 2021)
- 1.4 Officers have now sourced and ordered all replacement bins, securing further discount that could enable an additional order of 10 bins – this additional order will remain in the agreed budgets agreed for 2021/22.
- 1.5 Officers have been in conversation with CDC and have approval to place these items.
- 1.6 This will represent an addition to the contract with CDC for emptying.

2. Locations

1. (Howes Lane)



2.A4095



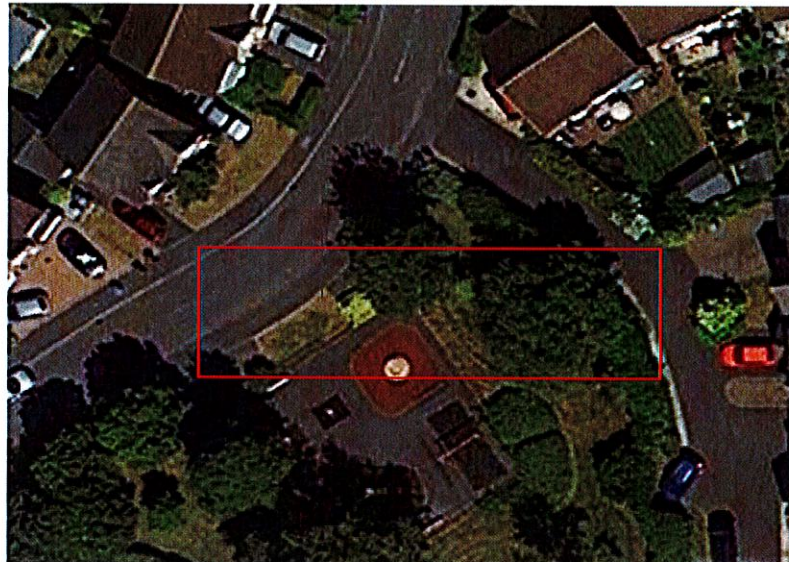
3.Bowmont Sq x2



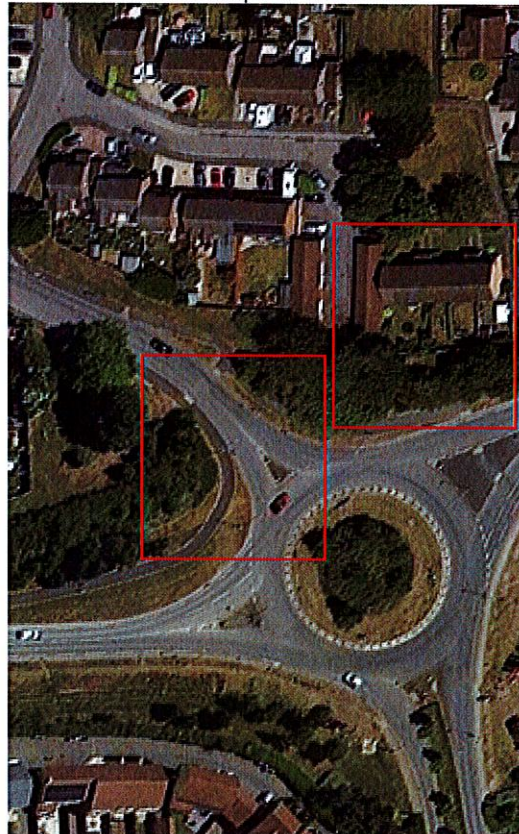
4.Browning Drive



5. Hamilton Close x2



6. Shakespear Drive x2



7. Shakespear Drive



3. Financial

The Committee approved the replacement of 90x Litter Bins (£32000) 52 x Dogs Waste bins (£20000) that upon inspection were considered in disrepair.

The litter bins (20x now installed) are underway but after further discount sought by the service manager it is estimated that Litter bins will deliver at £27000 which means a further 10x Litter bins can be sourced within the originally agreed figures.

The Dog bins will deliver at £15000 which again supports a further 10x within the originally agreed figures.

4. Recommendation

The Committee is recommended to:

APPROVE the request for new bin placement.

BICESTER TOWN COUNCIL ENVIRONMENT COMMITTEE

Monday 24th May 2021

Tree Works

Chairman: Councillor Jason Slaymaker

Telephone: Telephone: 07512 902386 jason.slaymaker@bicester.gov.uk

Phil Evans – Service Manager

Telephone: 01869 252915 phil.evans@bicester.gov.uk

Ward Affected: All Wards

1. Background

- 1.1 Bicester Town Council has adopted the tree policy in its actions to assist with clarity in all works undertaken.

2. Medina Gardens

- 2.1 A member of the public has decided to undertake work that was not approved by BTC on a tree that is an asset belonging to BTC. This was undertaken by the member of the public himself, so lacked the necessary insurance.
- 2.2 This tree is now deemed not fit for purpose and is recommended for removal.

3 Tree works and the interpretation within the tree policy

If tree works are considered despite not conforming to the tree policy they can still be approved at the resident's (requestee) expense. This work will be undertaken by third parties tendered by the resident, the insurance details will be requested as part of this process. – This is no different to the third-party company that BTC themselves use.

4 Recommendation

The Committee is asked to

CONSIDER potential action regarding the works undertaken on the tree at medina gardens. The removal of the tree and the subsequent replacement tree is currently at the cost of BTC.

NOTE the understanding of third-party contractors and their deployment.

BICESTER TOWN COUNCIL ENVIRONMENT COMMITTEE

Monday 24th May 2021

Outstanding Allotment Rents

Chairman: Councillor Jason Slaymaker

Telephone: Telephone: 07512 902386 jason.slaymaker@bicester.gov.uk

Phil Evans – Service Manager

Telephone: 01869 252915 phil.evans@bicester.gov.uk

Ward Affected: All Wards

1. Background

- 1.1 The Council invoices all allotment holders for rent annually in March for the next financial year. The majority of rents are received between March and June, although some payments are received throughout the year. At the end of the financial year, any unpaid rent stays on the account and is carried into the next year. This unpaid rent is clearly identified as overdue in the following annual bill.

2. Rent Received 20/21 and to date 21/22

- 2.1 In the financial year 20/21 the council was owed £7,344.75. Of this £7,134.25 was received (97%). The remaining £210.50 was carried over into 21/22.
- 2.2 For 21/22 the council is due £7,577.75 of which £5736.38 has been received so far (76%). Given that rent notices were sent in mid-March and asked for online payments in contrast to previous years where cash was accepted, we are grateful for the community's responsiveness.

3. Aging debt

- 3.1 Of the tenants who carried unpaid rent over into 21/22, £74.75 (36%) has been paid and £135.75 is still outstanding. The Council will write to all tenants with outstanding rent in July. The intention and summary content of this letter is set out later in this report (section 3.3).
- 3.2 It is worth noting that several tenants have given notice and the Council is in the process of inspecting these allotments for allocation to new tenants. Outstanding rent on these plots may be adjusted or cancelled depending on the outcome of these inspections and the notice date.
- 3.3 The allotment agreement states the following: Rule 22

We may end your tenancy if your rent is in arrears for more than 40 days, if you do not live within the Bicester town boundary, or you are bankrupt or have compounded your creditors. The tenancy may be ended by us re-entering your allotment after giving you not less than one months' notice in writing in these cases.

4 Recommendation

The Committee is recommended to **NOTE** the information.

The Committee is recommended to **CONSIDER** potential action in regard to rule 22 in the agreement between BTC and allotment holders.

BICESTER TOWN COUNCIL ENVIRONMENT COMMITTEE

Monday 24th May 2021

Banbury Road & Coltsfoot Leys Play Areas

Chairman: Councillor Jason Slaymaker

Telephone: Telephone: 07512 902386 jason.slaymaker@bicester.gov.uk

Phil Evans – Service Manager

Telephone: 01869 252915 phil.evans@bicester.gov.uk

Ward Affected: All Wards

1. Background

- 1.1 In the last environment meeting it was approved that Coltsfoot Leys Play Area would be turned into a Communal Garden.
- 1.2 In the last environment meeting the decision for Banbury Road Play Area was placed on hold whilst discussions with CDC were taking place.
- 1.3 The public consultation for both plays areas resulted in equal votes for either Retention of the play area or the repurposing for a communal garden.

2. Coltsfoot Leys

- 2.1 Upon investigation one of the votes for Coltsfoot leys was wrongly categorised as communal garden being the preference when it should have been retention that was logged as the preferred choice.

3. Banbury Road

- 3.1 Although this was placed on hold for a decision. Banbury road has since gathered attention through social media for retention – although no immediate decision can be made whilst the CDC discussions are undertaken it is worth noting that further consideration should be given.
- 3.2 During these social media debates it is also worth noting that there was also attention drawn to this play area drawing a lot of anti-social behaviour these views were shared by TVP.

4 Recommendation

The Committee is recommended to **NOTE** the information for Banbury Road.

The Committee is recommended to **RECONSIDER** the work planned for Coltsfoot Leys.

BICESTER TOWN COUNCIL ENVIRONMENT COMMITTEE FORWARD PLAN

Monday 24th May 2021

Date/ Item/ Comment

1. March/April 2021: Wheelchair Swing: Referred to Mayor Cllr Jason Slaymaker
2. March/April 2021: Garth Park Bylaws
3. March 2021: Bus Shelters