

**Bicester Town Council**



**BICESTER**  
TOWN COUNCIL

**Minute Book**  
**Ref: MB04/2122**

**Presented at the meeting of  
Bicester Town Council held on  
Monday 24th January 2022 at 19:00  
The Council Chamber, Bicester Town Council, The  
Garth, Launton Road, Bicester, Oxon OX26 6PS  
(BTC05/2122)**

## MINUTE BOOK MB04/2122

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## **Minutes of the Bicester Town Council Meeting**

A meeting of the **Bicester Town Council Meeting** was held on **Tuesday 16<sup>th</sup> November 2021** at **19:00hrs** at **The Garth, Launton Road, Bicester, Oxon OX26 6PS**

**Present:**

Cllr Nick Mawer – Chairman  
Cllr Alex Thrupp  
Cllr Nick Cotter  
Cllr Sandy Dallimore  
Cllr Donna Ford  
Cllr Dan Hallett  
Cllr Harry Knight  
Cllr Zoe McLernon  
Cllr Lynn Pratt  
Cllr Les Sibley  
Cllr Jason Slaymaker

**In Attendance:**

Paula Lopez - Locum Clerk Support  
Julie Trinder – Administration Officer  
Cllr Calum Miller - OCC

**1. 329/2122 Apologies for Absence**

**RESOLVED** that apologies were received from Phil Evans - Acting Chief Officer, Cllr Richard Mould, Cllr Dan Sames and Cllr Fraser Webster.

**2. 330/2122 Declarations of Interest**

**RESOLVED** that no declarations of interest were received.

**3. 331/2122 Public Session**

**RESOLVED** that representation was received from Cllr Calum Miller in regard to matters surrounding the former Chief Officer.

Chairman of the Council, Cllr Nick Mawer, clarified for Cllr Calum Miller the appropriate process for raising concerns.

**4. 332/2122 The Stables**

A presentation was given by Giles Brockbank from Ridge and Partners LLP with proposed plans for the redevelopment of the stables and site yard.

Thanks, was given to Ridge and Partners LLP for the presentation.

A request was made for a Recommendation for high level costings for the redevelopment of The Stables for discussion at the next Town Council meeting.

**5. 333/2122 Minutes of the Town Council Meeting**

**RESOLVED** that the Council confirmed the minutes and resolutions of the following Bicester Town Council Committee meeting.

**BTC03/2122 - 7<sup>th</sup> September 2021**

**6. 334/2122 Minutes of the Environment Committee Meeting**

**RESOLVED** that the Council confirmed the minutes and resolutions of the following Environment Committee meeting:

**ENV03/2122 - 27<sup>th</sup> September 2021**

*Agenda Item 15 - 229/2122 should read Postponement and not Cancellation*

**7. 335/2122 Minutes of the Finance Committee Meeting**

**RESOLVED** that the Council confirmed the minutes and resolutions of the following Finance Committee meeting:

**FN03/2122 – 5<sup>th</sup> October 2021**

**8. 336/2122 Minutes of the Planning Committee Meetings**

**RESOLVED** that Council confirmed the minutes and resolutions of the following Planning Committee meetings:

**PL05/2122 - 13<sup>th</sup> September 2021**

**PL06/2122 - 11<sup>th</sup> October 2021**

**9. 337/2122 Minutes of the Policy Meetings**

**RESOLVED** that Council confirmed the minutes of resolutions of the following Policy Committee meetings:

**POL03/2122 - 2<sup>nd</sup> August 2021**

**POL04/2122 - 20<sup>th</sup> October 2021**

**10. 338/2122 Questions on Working Parties and Other Groups**

**RESOLVED** that no questions were raised.

**11. 339/2122 Report from Oxfordshire County/Cherwell District Councillor**

**Councillor Sibley reported:**

- The 20-mph scheme will eventually apply across the county.
- The design for the Banbury Road Roundabout was approved by Cabinet 16<sup>th</sup> November 2021.
- Plans for the Graven Hill Surgery are still on-going.

**Councillor Lynn Pratt reported:**

- The Sainsbury's fins are due to be replaced week commencing the 10th January 2022.
- Site Visits for members of CDC Planning Committee to the properties on Queens Avenue and North Street have still not been arranged.
- Funds have been handed over to OCC from Sainsbury's for the repair of the lights in Manorsfield Road

**Councillor Nicholas Mawer reported:**

- Local Cycling and Walking Infrastructure Plans (LCWIPs) need to provide a good network to include all areas and the London Road level crossing.

**12. 340/2122 Report of the Town Mayor**

**RESOLVED** that Council **NOTED** the Mayor's report.

**13. 341/2122 The Banbury FM Motion**

**RESOLVED** that the decision **WELCOMED** OFCOM (UK communication regulator) and support Banbury FM to allow a truly local radio station in Bicester.

**14. 342/2122 Welcome Back Fund Pop-up Art Gallery**

It was **NOTED** that permission was given to go into the old Marks and Spencer's (44-46 Sheep Street) building for 6 weeks commencing 20<sup>th</sup> November 2021.

**15. 343/2122 External Audit**

**RESOLVED** that the Council **REVIEWED** and **ACCEPTED** the external audit and the notice of conclusions of audit.

The Council thanked Bicester Town Council staff for their hard work in achieving this audit.

**16. 344/2122 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.

**17. 345/2122 Whitelands**

The Locum Clerk Support stated that she had advised the Acting Chief Officer to do a full business plan and bring back to Full Council before a decision is made as to whether to transfer responsibility for this to Bicester Town Council.

**RESOLVED** that authority be given to Cllr Richard Mould, Phil Evans - Acting Chief Officer and Cllr Jason Slaymaker to proceed with a business plan.

The Council thanked The Chairman of Policy for his commitment and time.

**18. 346/2122 Freedom of Entry or Honour Alderman**

**RESOLVED** that the motion as amended was agreed by Council that the Award should be presented with the title being either a Freeman or Freewoman and not Alderman or Alderwoman as this award is reserved for principal councils.

**19. 347/2122 Banbury Road Roundabout**

**RESOLVED** that there was an amendment to the recommendation to add Bicester North Councillors to discussions with OCC Officers and Gately Hamer.

Council **RESOLVED** to give authority to arrange a meeting with Gately Hamer to discuss the proposals. It was also agreed that the Acting Chief Officer engages a valuer to value the land in question.

**Close of Meeting: 21.02 hrs**

## Minutes of the Bicester Town Council Environment Committee Meeting

A meeting of the **Bicester Town Council Environment Committee** was held on **Monday 22<sup>nd</sup> November 2021** at **19.02hrs** at Council Chambers, Garth House, Launton Rd, OX26 6PS

### Present:

Cllr Jason Slaymaker – *Chairman*  
Cllr Lynn Pratt  
Cllr Donna Ford  
Cllr Nick Mawer  
Cllr Dan Hallett  
Cllr Alex Thrupp – *Substitute for Cllr Zoe McLernon*

### In Attendance:

Phil Evans – Chief Officer (Acting)  
Callum McMahon – Administration Officer  
Sophia Bradbury – Administration Officer  
Paul Mann – Oxfordshire County Council

### Others:

Rosie Rowe – Cherwell District Council

### 1. 348/2122 Apologies for Absence

**RESOLVED** that apologies were received from Cllr Harry Knight, Cllr Sandy Dallimore, Cllr Zoe McLernon, Cllr Les Sibley and Cllr Richard Mould.

### 2. 349/2122 Declarations of Interest

**RESOLVED** that no declarations were received.

### 3. 350/2122 Minutes of Environment Committee

**RESOLVED** to confirm the minutes of the Environment Committee meeting **ENV03/2122** held on **Monday 27<sup>th</sup> September 2021**.

### 4. 351/2122 Minutes of the Events Working Party

**RESOLVED** to confirm the minutes of the Events Working Party meeting **BE01/2122** and **BE02-2122** held on **Tuesday 25<sup>th</sup> May 2021 – Wednesday 7<sup>th</sup> July 2021**.

### 5. 352/2122 Community Football Working Group Minutes

**RESOLVED** to note the minutes of the Football Community Meeting held on **Wednesday 22<sup>nd</sup> September 2021**. Councillors **REQUESTED** officers to bring an amended copy to the next Environment Committee after an incomplete sentence was found.

### 6. 353/2122 Public Session

**RESOLVED** that no representation was received.

**7. 354/2122 Emergency Plan Policy**

**RESOLVED** that committee **RECOMMENDED** the proposed *Community* Emergency Plan Policy goes to the Policy Committee.

Paul Mann gave a PowerPoint presentation for the committee.

*Rosie Rowe entered the meeting 19:25*

**8. 355/2122 Approved Projects**

**RESOLVED** that committee **NOTED** the work schedule. Committee thanked the team for all their work.

**9. 356/2122 Summer Bedding**

**RESOLVED** that committee **AGREED** to the scheme detailed in the report. Committee thanked Outdoor Supervisor and team.

**10. 357/2122 Purchase of New Electric Van**

**RESOLVED** that committee **AGREED** the report go to Finance Committee requesting an increase to the approved spend.

**11. 358/2122 Sunderland Repair**

**RESOLVED** that committee **APPROVED** the use of Company B and **RECOMMENDED** to go to Finance Committee.

**12. 359/2122 Christmas Lights Report**

**RESOLVED** that committee **APPROVED** to exceed the budget.

**13. 360/2122 Fees, Charges and Rents**

**RESOLVED** that committee **APPROVED** the 2022/23 fees and charges.

**14. 361/2122 Budget**

**RESOLVED** that committee **NOTED** the report and **AGREED** to the 2022/23 draft budget and **AGREED** to redress the £10,000 deficit.

Committee **REQUESTED** Officers check the accuracy for the income of Cemeteries on line 1020.

Committee **REQUESTED** Officers look into the Wild Bicester request of £6-10,000 and if it be split over two years or paid directly in full. **RECOMMENDED** the money be used from Garth House Redevelopment as £5,000 for 2 years.

Committee **RECOMMEND** the £10,000 deficit be moved from an ear marked reserve.

Committee thanked Finance Administrator and Chief Officer (Acting) for the hard work in preparing the budget.

**15. 362/2122 Allotment Rent and Inspections**

**RESOLVED** that committee **WITHDREW** this item pending more information to be taken to the next committee.

**16. 363/2122 Wild Bicester**

**RESOLVED** that committee **NOTED** the report and **CONSIDERED** the approval of a contribution for an extension of Wild Bicester subject to the outcome of Cherwell District Council's contribution and Bicester Town Council's budget process.

Rosie Rowe gave a verbal report to the committee.

**17. 364/2122 Forward Plan**

**RESOLVED** to **ADD** Play areas and Garth Pathways to ENV05-2122.

**18. 365/2122 Date of Next Meeting**

**Monday 31<sup>st</sup> January 2022 at 19:00hrs.**

**Close of Meeting: 21:50**

## Minutes of the Bicester Town Council Finance Committee Meeting

A meeting of the **Bicester Town Council Finance Committee** was held on Monday 29<sup>th</sup> November 2021 at 19:00hrs at the Council Chambers, Garth House, Launton Rd, Bicester, OX26 6PS.

**Present:**

Cllr Alex Thrupp - Chairman  
Cllr Richard Mould  
Cllr Dan Hallett  
Cllr Lynn Pratt  
Cllr Les Sibley  
Cllr Fraser Webster  
Cllr Jason Slaymaker  
Cllr Nick Mawer

**In Attendance:**

Callum McMahon – Responsible Financial Officer

**1. 372/2122 Apologies for Absence**

**RESOLVED** that apologies be received from Cllr Nick Cotter and Cllr Zoe McLernon.

**2. 373/2122 Declarations of Interest**

**RESOLVED** that Cllr Lynn Pratt declared an interest being a member of the Fair Trade Committee.

**3. 374/2122 Minutes of Finance Committee**

**RESOLVED** to confirm the minutes of the Finance Committee meeting **FIN03/2122** held on **Tuesday 5<sup>th</sup> October 2021**.

**4. 375/2122 Public Session**

**RESOLVED** that the Committee received no representations.

**5. 376/2122 Finance Report**

**RESOLVED** that Committee **APPROVED** the Income, Expenditure and Variances Report to **Month 7**.

**6. 377/2122 Bank Balances**

**RESOLVED** that Committee **APPROVED** the bank balances and nominated Cllr Richard Mould to sign the bank reconciliation.

**7. 378/2122 Payments**

**RESOLVED** that the Committee **APPROVED** the payment schedules since those reported to Finance Committee on 5<sup>th</sup> October 2021.

**8. 379/2122 Fees, Charges and Rent 2022/23**

**RESOLVED** that committee **APPROVED** the 22/23 fees and charges.

Committee heard that the recent Football Community meeting was an opportunity for local teams to object to the new fee structure, but that none did and the proposed system was welcomed.

**9. 380/2122 Cemetery Fee**

**RESOLVED** that committee **APPROVED** the removal of a memorial restoration fee from the Council's table of charges.

**ACTION:** committee requested officers investigate the possibility of refunds.

**10. 381/2122 Online Bookings**

**RESOLVED** that Committee:

- A) **NOTED** the engagement of pitchbooking.com as an online booking tool.
- B) **APPROVED** the use of the 2022/23 hourly fees structure ahead of the 2022/23 financial year in order to phase in the new booking system.
- C) **RECOMMENDED** to Council the virement of £5,000 from 110/4313 - Play Area/Open Space Investment to 105/4034 – Computer Support.
- D) **AGREED** to increase the 22/23 budget of code 105/4034 by £5,000 to £25,000.

Committee also noted the significant improvement in relations with football teams as a result of officers' efforts to proactively manage bookings.

**11. 382/2122 Budget**

**RESOLVED** that committee **AGREED** the draft 22/23 budget.

**12. 383/2122 Purchase of New Electric Van**

**RESOLVED** that Committee **APPROVED** the use of ear marked reserves (901/9013 – Equipment Replacement/Maintenance) to bridge the £6,000 gap between the previously approved budget at Environment Committee 25th January, minute 306/2021, and the new market price of the electric van.

**13. 384/2122 Jubilee Trees**

**RESOLVED** that committee **APPROVED** the use of ear marked reserves code 901/9014 – Green Infrastructure for the cost of jubilee trees up to £30,000.

Committee discussed the apparent high cost of each tree, but that the total figure was inclusive of commemorative plaques and essential maintenance for the first critical phase of the trees life post-planting.

**14. 385/2122 Sunderland Pavilion Repair**

**RESOLVED** that committee **APPROVED** the use of ear marked reserves (901/9020 – BTC Premises) to cover the £11,000 cost of the heating system repair.

**15. 386/2122 Garth Pathways Tender**

**RESOLVED** that committee **NOTED** the information.

**16. 387/2122 Christmas Lights Budget**

**RESOLVED** that committee **NOTED** the information.

Committee discussed the success of the event and commented on the contributions from a range of partners such as Glory Farm and Gagle Brook schools; Mini Police; and OneBicester. Committee praised the decision to continue despite the weather warning and noted the positive comments on social media. All this points to the right decision to go ahead with the event and exceed the budget.

Committee particularly thanked staff, Cllr Slaymaker and Mayor Cllr Mawer for all their efforts to make the event such a success.

Cllr Mould also commented on how well the pop up art gallery is doing in sheep street as part of the festive activities.

**17. 388/2122 Town Signs**

**RESOLVED** that committee **NOTED** the information.

Committee noted that the existing signs are in the wrong place due to boundary changes since original installation and that the cost of this is being met by OCC as the Highways authority whereas. The Town is benefiting from this and new signs at proportionately low cost to the Town Council.

**ACTION:** Committee requested a press release to promote the new signs.

**18. 389/2122 Forward Plan**

**RESOLVED** to:

- **ADD** Receipt of Internal Audit
- **ADD** Finance Regulations
- **ADD** Year end accounts
- **ADD** Investments Policy

**19. 390/2122 Date of Next Meeting: 8<sup>th</sup> February 2021 – 7pm**

**Close of Meeting: 19:50hrs**

## Minutes of the Planning Committee Meeting

A meeting of the **Bicester Town Council Planning Committee** was held on **Monday 8<sup>th</sup> November 2021** at **19:00hrs** at **Bicester Town Council, The Garth, Launton Road, Bicester, Oxon OX26 6SP**

### Present:

Cllr Nick Mawer – Chairman  
 Cllr Lynn Pratt – Vice Chairman  
 Cllr Sandy Dallimore  
 Cllr Donna Ford  
 Cllr Dan Hallett  
 Cllr Jason Slaymaker  
 Cllr Les Sibley  
 Cllr Alex Thrupp

### In Attendance:

Phil Evans – Chief Officer (Acting)  
 Julie Trinder – Administration Officer  
 Cllr John Broad  
 Pamela Roberts  
 Clive Shafer  
 Mary O'Brien

### 1. 284/2122 Apologies for Absence

**RESOLVED** that apologies were received from Cllr Harry Knight.

### 2. 285/2122 Declarations of Interest

#### 2.2 Declarations of Interest for District & County Councillors

**RESOLVED** that Cllr Nick Mawer, Cllr Lynn Pratt, Cllr Sandy Dallimore, Cllr Donna Ford, Cllr Les Sibley and District Councillors and County Councillors Cllr Donna Ford and Cllr Les Sibley on this Planning Committee will make their comments and decisions based upon information available at the time of the Meeting. It is accepted that District and County Councillors may come to different decisions in the light of more information being made available at District or County Planning Meetings.

### 3. 286/2122 Minutes of Planning Committee

**RESOLVED** to confirm the minutes of the Planning Committee meeting **PL06/2122** held on **11<sup>th</sup> October 2021**.

### 4. 287/2122 Public Session

Pamela Roberts addressed the committee regarding Application Number **21/035548/OUT** Land on the North East side of Gavray Drive and with the proposed planning application for New Manufacturing and global headquarters for Siemens Healthineers.

## 5. 288/2122 New Manufacturing and Global Headquarters for Siemens Healthineers

A presentation was given by Jonathan Dawes and Nick Wyke, from Framptons Town Planning Limited regarding a proposed planning application for Global Headquarters for Siemens Healthineer.

## 6. 289/2122 Update on Large Developments and Associated Issues

No updates were given.

## 7. 290/2122 Consultations

No consultations to note.

## 8. 291/2122 Planning applications from Cherwell District Council

**RESOLVED** that Bicester Town Council commented on the following planning applications:

**21/01810/F - RESOLVED** that Bicester Town Council strongly object to this planning application and continue to have the same objections that have already been made with addition of further concerns; Under the Cherwell District Council policy it states that 30% of the 40 residential units should be made as affordable housing; Concerns regarding adverse impact on the Conservation area and an historic environment which contains many listed and locally listed buildings which are part of Bicester's heritage and asset; lack of visibility; car park and residents entrance a cause for concern; Lack of car parking spaces; Service road will be used for emergency and deliver vehicles - service road needs to be brought up to required standard; Flood risks, the Environment Agency have assessed this area as flood risks 1, 2 and 3.

**21/02867/F - RESOLVED** that Bicester Town Council has no comments to make with application.

**21/03090/F - RESOLVED** that Bicester Town Council strongly object to this planning application due to the proposed extension the property will not be in keeping with the street scene and sky line; building on a T-Junction will cause visibility issues; car parking an issue causing potential disruption to parking; over development of the site having an adverse impact on neighbouring properties.

**21/03177/F - RESOLVED** that Bicester Town Council strongly object to this planning application, originally the plan was to provide housing provision; mass and scale of buildings need to be considered and not dominate the skyline; Howes Lane already experiencing an increase in traffic movement due to commutative developments in Bicester.

**21/03253/F - RESOLVED** that Bicester Town Council has no objections to this planning application.

**21/03256/F - RESOLVED** that Bicester Town Council has concerns with this planning application due to the scale of the extension and the proximity this will have on the neighbouring property.

**21/03306/F - RESOLVED** that Bicester Town Council has no objections to this planning application.

**21/03307/F - RESOLVED** that Bicester Town Council has concerns with this planning application due to over development of the site and loss of parking in an area which already has parking issues.

**21/03338/F - RESOLVED** that Bicester Town Council has no objection to this planning application.

**21/03377/D - RESOLVED** that Bicester Town Council has no objection to this planning application.

**21/03378/F - RESOLVED** that Bicester Town Council welcomes this planning application and request that the trees surrounding the building remain in place.

**21/03385/F - RESOLVED** that Bicester Town Council has no objection to this planning application.

**21/03394/F - RESOLVED** that Bicester Town Council has no objection to this planning application.

**21/03420/TCA - RESOLVED** that Bicester Town Council leave this to the Arboriculture.

**21/03451/F - RESOLVED** that Bicester Town Council has not objection to this planning application.

**21/03453/F - RESOLVED** that Bicester Town Council welcome this planning application.

**21/03476/F - RESOLVED** that Bicester Town Council has concerns with this planning application due to over development of site; will alter the street scene; a lack of car parking where there are already parking issues in this area. Applicant needs to demonstrate there are 2 car parking spaces on site.

**21/03504/F - RESOLVED** that Bicester Town Council has no concerns with this planning application.

**21/03527/F - RESOLVED** that Bicester Town Council has concerns with this planning application due to the over development of the site.

**21/03533/F - RESOLVED** that Bicester Town Council has no concerns with this planning application.

**21/035548/OUT - RESOLVED** that Bicester Town Council strongly object to this planning application. A request to developers for minimum disruption, noise and dust. Use Section 106 for funding the nature reserve on the site where the construction of 50 houses will be. A request was made for:

- Highways for hedgehogs so they can roam between gardens
- Planting for pollinators, tree planting of species suited to wet low-lying land, protect existing hedges and trees
- Solar panels or green roofs, living walls
- Educational centre to promote nature
- Layout to encourage walking and cycling

Credit was given to Gavray Wildlife Meadows campaigners for all their hardwork and commitment and to the developers who have willingly engaged with Gavray Wildlife Meadows.

**21/03565/F - RESOLVED** that Bicester Town Council strongly object to this planning application due to Over development of site; Inappropriate development on site; adverse impact on character and appearance of street scene; do not believe that there is in fact space for 6 vehicles on site with enough of a turning circle, to park safely; concerns about where the bins would be placed on refuse day. Likely to block the parking; the proposed property is too close to neighbours; entrance on side too close to neighbours; danger to highway; no visitor spaces; no EV charging points.

**21/03569/F - RESOLVED** that Bicester Town Council object to this planning application for reasons previously given concerning over development of site and parking issues.

**21/03587/F - RESOLVED** that Bicester Town Council has no objection to this planning application.

**21/03612/F - RESOLVED** that Bicester Town Council has no objection to this planning application.

**21/03653/F - RESOLVED RESOLVED** that Bicester Town Council has no objection to this planning application.

**9. 292/2122 Amended Plans**

None to report.

**10. 293/2122 Withdrawn Plans**

None to report.

**11. 294/2122 Refused Plans**

**RESOLVED** that Committee **NOTED** the refused plans.

**12. 295/2122 Appeal Decision**

**RESOLVED** that Committee **NOTED** the appeals.

**13. 296/2122 Notification of planning decisions from Cherwell District Council**

**RESOLVED** that Committee **REVIEWED** the planning decisions from Cherwell District Council.

**14. 297/2122 Forward Plan**

**RESOLVED** to add **Low Traffic Neighbourhoods** to forward plan.

**15. 298/2122 Date of next Meeting**

**15<sup>th</sup> December 2021– 19.00 hrs**

**Close of meeting: 21.00 hrs**

## Minutes of the Planning Committee Meeting

A meeting of the **Bicester Town Council Planning Committee** was held on **Wednesday 15<sup>th</sup> December 2021 at 19:00hrs** at **Bicester Town Council, The Garth, Launton Road, Bicester, Oxon OX26 6SP**

### Present:

Cllr Nick Mawer – Chairman  
Cllr Lynn Pratt – Vice Chairman  
Cllr Sandy Dallimore  
Cllr Donna Ford  
Cllr Dan Hallett  
Cllr Harry Knight  
Cllr Les Sibley  
Cllr Alex Thrupp

### In Attendance:

Phil Evans – Chief Officer (Acting)  
Julie Trinder – Administration Officer

### 1. 396/2122 Apologies for Absence

**RESOLVED** that apologies were received from Cllr Zoe McLernon, Cllr Jason Slaymaker and Cllr Fraser Webster.

### 2. 397/2122 Declarations of Interest

**2.1 RESOLVED** that Cllr Les Sibley declared an interest in planning application number **21/03975/F**, Cllr Thrupp declared an interest in **21/038909/F** and Cllr Lynn Pratt declared an interest in **21/03967/DISC**.

### 2.2 Declarations of Interest for District & County Councillors

**RESOLVED** that Cllr Nick Mawer, Cllr Lynn Pratt, Cllr Sandy Dallimore, Cllr Les Sibley District Councillors and County Councillors Cllr Donna Ford and Cllr Les Sibley on this Planning Committee will make their comments and decisions based upon information available at the time of the Meeting. It is accepted that District and County Councillors may come to different decisions in the light of more information being made available at District or County Planning Meetings.

### 3. 398/2122 Minutes of Planning Committee

**RESOLVED** to confirm the minutes of the Planning Committee meeting **PL07/2122** held on **8<sup>th</sup> November 2021**.

### 4. 399/2122 Public Session

No members of the public were present.

### 5. 400/2122 Update on Large Developments and Associated Issues

No updates were given.

### 6. 401/2122 Consultations

No consultations to note.

## 7. 402/2122 Planning applications from Cherwell District Council

**RESOLVED** that Bicester Town Council commented on the following planning applications:

**21/02785/OBL – RESOLVED** that Bicester Town Council noted this planning application.

**21/02810/LB – RESOLVED** that Bicester Town Council has no objection to this planning application.

**21/03649/TEL – RESOLVED** that Bicester Town Council has no objection to this planning application.

**21/03654/REM – RESOLVED** that Bicester Town Council has no objection to this planning application.

**21/03657/F – RESOLVED** that Bicester Town Council has no objection to this planning application.

**21/03674/F – RESOLVED** that Bicester Town Council has no objection to this planning application.

**21/03681/F – RESOLVED** that Bicester Town Council leave this planning application to the Conservation Team at Cherwell District Council

**21/03696/F – RESOLVED** that Bicester Town Council has no objection to this planning application.

**21/03704/ADV - RESOLVED** that Bicester Town Council welcome this planning application.

**21/03738/F – RESOLVED** that Bicester Town Council has no objection to this planning application.

**21/03742/F – RESOLVED** that Bicester Town Council has no objection to this planning application.

**21/03749/F – RESOLVED** that Bicester Town Council has no objection to this planning application and welcome the proposed Extra Care Facility.

**21/03765/REM – RESOLVED** that Bicester Town Council has no objection to this planning application.

**21/03772/LB – RESOLVED** that Bicester Town Council has no objection to this planning application.

**21/03792/F – RESOLVED** that Bicester Town Council strongly object to this planning application and have concerns with the overdevelopment of the site, not in keeping with current street scene, access and exiting site will cause problems, loss of parking in an area which already have off street parking problems, impact on existing neighbours and the quality of living space proposed.

**21/03793/F – RESOLVED** that Bicester Town Council has no objection to this planning application.

**21/03806/F – RESOLVED** that Bicester Town Council object to this planning application and has concerns with the environmental impact this will have. The road layout for Tesco and MacDonalds is inadequate now, with cars queuing to get into MacDonalds preventing access to the Tesco Site. Bicester Town Council would prefer that this application was refused and that MacDonalds was immediately connected to the grid, however equally the Town Council would not like to see MacDonalds close because of lack of electricity. Bicester Town Council are requesting for assurance that this application will be permitted for no longer than 6 months.

**21/03853/F – RESOLVED** that Bicester Town Council object to this planning application due to concerns with safety and the whereabouts of this site which is a 'Accident Black Spot'. Concern too for the over development of the site and off-road parking issues.

**21/0388/F – RESOLVED** that Bicester Town Council has no objection to this planning application.

**21/03890/F – RESOLVED** that Bicester Town Council has no objection to this planning application.

**21/03895/F - RESOLVED** that Bicester Town Council has no objection to this planning application.

**21/03904/TEL- RESOLVED** that Bicester Town Council has no objection to this planning application.

**21/03917/F – RESOLVED** that Bicester Town Council strongly object to this planning applications due to the overdevelopment to the front and side elevations, the proposed property is out of keeping with the current street scene and out of line with adjacent properties.

**21/03967/DISC – RESOLVED** that Bicester Town Council welcome this planning application.

**21/03973/F – RESOLVED** that Bicester Town Council strongly object to this planning application due to the over development of the site, concerns with the design, not in keeping with current street scene, problems with access to the site on a busy network of roads, no turning circle for vehicles, impact on neighbouring streets, the flat roof and windows are also a concern.

**21/03975/F – RESOLVED** that Bicester Town Council strongly object to this planning application due to the over development of the site, concern with the size and design of the extension (which is larger than the first application previously submitted) and what the impact of the property will have on existing properties.

**21/04002/DISC – RESOLVED** that Bicester Town Council welcome this planning application.

#### **8. 403/2122 Amended Plans**

None to report.

#### **9. 404/2122 Withdrawn Plans**

**RESOLVED** that Committee **NOTED** the withdrawn plan.

#### **10. 405/2122 Refused Plans**

**RESOLVED** that Committee **NOTED** the refused plans.

#### **11. 406/2122 Appeal Decision**

**RESOLVED** that Committee **NOTED** the appeal and expressed their disappointment with the decision to grant planning permission for the development of a detached dwelling with new access onto Howes Lane at the land to the rear of 6 Chaucer Close.

#### **12. 407/2122 Notification of planning decisions from Cherwell District Council**

**RESOLVED** that Committee **REVIEWED** the planning decisions from Cherwell District Council.

#### **13. 408/2122 Forward Plan**

**RESOLVED** to add **Banbury Road Roundabout** to the forward plan.

#### **14. 409/2122 Date of next Meeting - 17<sup>th</sup> January 2022 – 19.00 hrs**

**Close of meeting: 20:18 hrs**

## Minutes of the Bicester Town Council Policy Committee Meeting

A meeting of the **Bicester Town Council Policy Committee** was held Wednesday 16<sup>th</sup> June 2021 19.00 hrs at John Paul II Centre, Webb Court, The Causeway, Bicester, Oxon OX26 6AW.

### Present:

Cllr Richard Mould – Chairman  
Cllr Lynn Pratt – Vice-Chairman  
Cllr Sandy Dallimore (*substituted for Cllr Zoe McLernon*)  
Cllr Dan Hallett  
Cllr Nick Mawer  
Cllr Dan Sames

### In Attendance:

Phil Evans – Service Manager  
Julie Trinder – Administration Officer  
Donna Ford – OCC

### 1. 083/2122 Apologies for Absence

**RESOLVED** apologies were received from Cllr Zoe McLernon, Cllr Les Sibley, Cllr Jason Slaymaker and Cllr Fraser Webster.

### 2. 084/2122 Declarations of Interest

**RESOLVED** that no declarations of interest were received.

### 3. 085/2122 Minutes of Policy Committee

**RESOLVED** to confirm the minutes of the Policy Committee meeting **POL06/2021** held on 26<sup>th</sup> April 2021.

### 4. 086/2122 Public Session

**RESOLVED** that no members of the public were present.

### 5. 087/2122 Major Town Initiatives

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

**Bicester Vision CIC Executive Board Meeting Thursday 15<sup>th</sup> April 2021**

### 6. 088/2122 Portrait of Sir Tony Baldry

**RESOLVED** that the Committee **NOTED** the pending availability of Sir Tony Baldry and Miranda Markham to attend Town Council Meeting on Tuesday 7<sup>th</sup> September 2021.

### 7. 089/2122 Office Refurbishment

**RESOLVED** that the Committee **AGREED**;

- The intended work for office Re-Painting with Company B
- The intended work for office Re-Carpeting with Company F
- The intended work for office Furnishing with Company I

**8. 090/2122 Bicester Town Council Meeting**

**RESOLVED** that the Committee **APPROVED** Full Council and Planning Committee meetings to be held at the John Paul II Centre until further notice.

**9. 091/2122 Nai's House**

**RESOLVED** that the Committee **NOTED** the completion of new tenants, Nai's House.

**10. 092/2122 Forward Plan**

**RESOLVED** the Committee **NOTED** the forward plan and removed Refurbishment of offices.

**11. Date of Next Meeting: Monday 2<sup>nd</sup> August 2021 at 19.00 hrs**  
**Venue to be confirmed.**

**Close of Meeting: 19.13 hrs**

## Minutes of the Bicester Town Council Policy Committee Meeting

A meeting of the **Bicester Town Council Policy Committee** was held Monday 20<sup>th</sup> December 2021 19.00 hrs at the Council Chambers, Garth House, Launton Rd, Oxon, OX26 6PS.

### Present:

Cllr Richard Mould – Chairman  
Cllr Lynn Pratt – Vice-Chairman  
Cllr Dan Hallett  
Cllr Nicholas Mawer  
Cllr Les Sibley  
Cllr Jason Slaymaker  
Cllr Alex Thrupp  
Cllr Freaser Webster

### In Attendance:

Phil Evans – Service Manager  
Julie Trinder – Administration Officer  
Cllr Calum Miller – Oxfordshire County Council  
Daza Usher – Bicester Boxing Club  
Wayne Michael – Bicester Boxing Club

### 1. 409/2122 Apologies for Absence

**RESOLVED** apologies were received from Cllr Dan Sames and Cllr Zoe McLernon.

### 2. 410/2122 Declarations of Interest

**RESOLVED** that declarations of interest were made by Cllr Lynn Pratt regarding Agenda Item 14 Bicester Town Council Leases under her portfolio for Cherwell District Council.

### 3. 411/2122 Minutes of Policy Committee

**RESOLVED** to confirm the minutes of the Policy Committee meeting **POL03/2122** held on **Wednesday 20<sup>th</sup> October 2021 at 20.00hrs.**

### 4. 412/2122 Public Session

**RESOLVED** that the following representations were received:

#### 4.1 Cllr Calum Miller, had the following questions:

1. Has independent advice given to Bicester Town Council been sorted?
2. What actions have been taken to restore faith in Bicester Town Council?
3. Have references been given for the previous Chief Officer by Bicester Town Council?

In response to Cllr Calum Miller's questions, The council sought and accepted legal advice that no action should be taken against the Chief Officer in respect of misfeasance in a public office; that no references for the Chief Officer were requested or given; and that Bicester Town Council had changed it's FOI procedure.

**4.2** A presentation was given by Bicester Boxing Club regarding the growth of their club and the need for larger premises. A question-and-answer session followed the presentation, Cllrs thanked Bicester Boxing Club for their time.

**5. 413/2122 Major Town Initiatives**

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

**5.1 Bicester Vision CIC Executive Board Meeting: 4<sup>th</sup> November 2021**

**5.2 Bicester Vision CIC Meeting: 2<sup>nd</sup> December 2021**

**6. 414/2122 Bicester Boxing Club**

Committee listened to a presentation given by the Bicester Boxing Club.

**7. 415/2122 Bicester Health and Safety Policy (GP2) Policy Review**

**RESOLVED** that the Committee requested an **AMENDMENT** to the **RECOMMENDATION** to go to tender using the suggested budget of £2500.

**8. 416/2122 Freedom of Information Policy (GP12)**

**RESOLVED** that the Committee **NOTED** the Freedom of Information Policy (GP12).

**9. 417/2122 Freedom of Information Activity Report**

**RESOLVED** that the Committee **NOTED** the Freedom of Information Activity Report.

**10. 418/2122 Mayors Events Policy**

**RESOLVED** that Committee **APPROVED** the adoption of a new policy – Mayor's Events.

**11. 419/2122 Draft Budget**

**RESOLVED** that Committee:

- a) **AGREED** the proposed 22/23 draft budget
- b) **RECOMMENDED** the budget be approved at Council 24<sup>th</sup> January 2022.

The Committee felt the Christmas events had been a great community achievement and thanked Bicester Town Council Staff for working on the Christmas Light Switch on and the Christmas Light Trail. Committee extended their thanks to all Bicester Town Council staff, Volunteers and Councillors, to Tesco for their kind donations and to Anytime Fitness for supporting the Santa Fun Run.

**12. 420/2122 Forward Plan**

**RESOLVED** that Committee **NOTED** the forward plan and requested that the Closure Policy for the Cemetery be an agenda item at the next Policy Committee Meeting.

**13. 421/2122 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.

**14. 422/2122 Bicester Town Council Lease**

**RESOLVED** that Committee **AGREED** Cllr Richard Mould and the Acting Chief Officer contact Cherwell District Council and bring this item back to Policy Committee at a later date.

**15. 423/2122 Date of Next Meeting: 15<sup>th</sup> February 2022 at 19.00 hrs**

**Close of Meeting: 20:12 hrs.**

## Minutes of the Bicester Town Council Events Working Party Meeting

A meeting of the **Bicester Town Council Events Working Party** was held on Wednesday 3<sup>rd</sup> November 2021 at 19:05hrs at Garth House, Launton Road, Bicester OX26 6PS.

### Present:

Cllr Jason Slaymaker – Chairman

Cllr Lynn Pratt

Cllr Richard Mould

Cllr Alex Thrupp

Cllr Harry Knight

### In Attendance:

Callum McMahon – Administration Officer

Sophia Bradbury – Bicester Town Council

Janine Shuter – OYAP

Christina Riley - Bicester Pride

Simon Jenkins – Bicester Pride

### 1. Apologies for Absence

**RESOLVED** that no apologies were received.

### 2. Declarations of Interest

Cllr Lynn Pratt declared an interest in Hummingbird.

Cllr Jason Slaymaker declared an interest in Christmas Lights Switch On.

### 3. Minutes

**RESOLVED** that committee **APPROVED** the **MINUTES** of meeting **BE03/2122 – Wednesday 8<sup>th</sup> September 2021.**

### 4. Markets Update

**RESOLVED** that committee **NOTED** the information presented.

Cllr Mould noted the need to impress on CDC the need for tighter control of the bollards on Sheep Street.

Cllr Mould gave an update on the welcome back fund efforts in the town centre such as vinyls and art gallery.

### 5. Entertainment Events 2021

A) Progression report. **RESOLVED** that committee **NOTED** the information. Councillors also noted the success of events so far this year and how the efforts of Council staff contributed towards this.

B) Christmas Lights. **RESOLVED** that committee **NOTED** the information. Councillors **RECOMMENDED** a slight change in Parade route for safety aspects – Parade to process around the top of Market Square.  
Cllr Slaymaker and Officers gave an update on two items that will exceed the budget.

1. Market Square Lease (£420) – Councillors noted the necessity of a lease and recommended to Environment Committee that the budget be exceeded to accommodate this.
  2. Staffing for Road Closures – Councillors noted the cost information from officers and recommended to Environment Committee that the budget be exceeded with officers to use their discretion to get the best value for money.
- C) Christmas Light Trail. **RESOLVED** that committee **NOTED** the information. The Working Group suggested an invitation to go out to all councillors on the potential for volunteering.
- D) Platinum Jubilee. **RESOLVED** that committee **NOTED** the information and awaits feedback from the community meeting.
- E) Budget. **RESOLVED** that committee **RECOMMEND** the proposals for approval by Environment Committee with exception of 3.e – remove any sponsorship from the income code for Christmas Lights as this is yet to be confirmed. The Working Group acknowledged this will leave a £10,000 gap in the budget to be discussed at Environment Committee.

## 6. Other Events

- A) OYAP. **RESOLVED** that committee **NOTED** the information.
- B) Bicester Festival. **RESOLVED** that committee **NOTED** the information. Janine will come back to Events Working Party with a substantive update after an awaited meeting with CDC.  
The Working Group, Christina Riley and Janine Shuter discussed the promotion of the 2021 Bicester Festival and how to plan for a wider spread going forward.
- C) Women's Tour. **RESOLVED** that committee **NOTED** the update given by Cllr Mould including that it was a successful event, looking forward to next year and working on comms with CDC.
- D) Hummingbird. **RESOLVED** that committee **NOTED** the information. The Working Group requested officers reply to the Hummingbird offering an open door for future cooperation.
- E) Bicester Pride. **RESOLVED** that committee **NOTED** the verbal update including that it was a successful event over multiple days with community engagement from Park Run, Tesco and the Fire Station.  
Councillors noted the suggested overview for a 2022 event and requested a report outlining proposals including how the council can support for consideration at the next Events Working Party on 19<sup>th</sup> January 2022. Councillors noted the need to review the councils own 2022 Events Programme before being able to consider the form of support that can be offered to community groups.

## 7. Forward Plan

**RESOLVED** to **ADD** Bicester Pride and Bicester Festival.

8. Date of Next Meeting: Wednesday 19<sup>th</sup> January 2022 at 19:00hrs.

Close of Meeting: 21.45

## Minutes of the Bicester Traffic Advisory Group Meeting

A meeting of the **Bicester Traffic Advisory Group Meeting** was held on **Thursday 25<sup>th</sup> November** at 14.00hrs at **The Chamber Room, The Garth, Launton Road, Bicester, Oxon OX26 6PS.**

**Present:**

**Bicester Town Council**

Cllr Richard Mould – Chairman

Cllr Jason Slaymaker

Phil Evans – Service Manager

Julie Trinder – Administration Officer

**Cherwell District Council**

Cllr Lynn Pratt

**Oxfordshire County Council**

Jacqui Cox

Cllr Les Sibley

Cllr Michael Waine

Mike Wasley

**Cherwell District Council**

Dale Hoyland

**Bicester Vision**

Peter Cox

**Value Retail/Bicester Village**

Miranda Markham

### 1. Apologies for Absence

**RESOLVED** that apologies were received, Chris Hulme – Thames Valley Police, Cllr Dan Sames and Cllr Zoe McLernon, BTC.

*Cllr Jason Slaymaker substituted for Cllr Zoe McLernon*

### 2. Minutes of the Bicester Traffic Advisory Group

**RESOLVED** to confirm the minutes of the Bicester Traffic Advisory Group meeting held on **Thursday 25<sup>th</sup> November 2021 BTG03/2122** as an accurate record.

### 3. Update of items outstanding not covered elsewhere on the Agenda

**RESOLVED** that no items were discussed.

### 4. Report of Oxfordshire County Council

**Jacqui Cox and Mike Wasley - Report of Oxfordshire County Council's Infrastructure Locality (Cherwell and West) Team**

#### 4.1 Realignment of the A4095

It was announced that the Future Oxfordshire Partnership have removed funding originally agreed for the realignment of the A4095 in Bicester to now fund projects in the South of the County. Cllr Les Sibley updated the Bicester Traffic Advisory Group. It was agreed that Cllrs would approach the Future Oxfordshire Partnership and ask for a deferral on their decision.

*Cllr Pratt declared an interest in this item as a Cherwell District Council representative on the Board.*

Miranda Markham informed the meeting that she will be attending the next Future Oxfordshire Partnership meeting on Tuesday 30<sup>th</sup> November 2021 where she will be happy to present this issue to the board with the support and on behalf of the Bicester Traffic Advisory Group.

Cllr Richard Mould proposed that Officers write to the highest level of the Future Oxfordshire Partnership group, expressing their concerns and ask for a referral. Bicester Traffic Advisory Group find this decision very difficult and would like to ask why this decision has been made. Representation of the Bicester Traffic Advisory group will be represented by Cllr Richard Mould Chairman of the Bicester Traffic Advisory group, Cllr Les Sibley and Cllr Michael Waine as Oxfordshire County Council representatives and Cllr Lynn Pratt as Cherwell District Council representative.

#### **4.2 M40 Junction**

The scheme is currently within Detailed Design. In parallel we have liaised with the Oxfordshire Strategic Rail Interchange developer and another potential developer regarding their possible future impact on the scheme.

Cost: £18.8m

Construction: June 2022 to December 2023

#### **4.3 Banbury Road Junction with Lords Lane/Southwold Lane**

Planning permission has been granted, subject to conditions, for the Banbury Road improvements at the junction of the B4100 and the A4095. The revised junction will comprise a signalised four arm crossroad with improved cycle and pedestrian facilities

Cost: £5.5m

Construction: April 2022 to March 2023.

An online meeting is being held on 26<sup>th</sup> November 2021 with a high attendance expected.

#### **4.4 A41/Plougley Road Junction**

The scheme is currently proceeding within Design Detail.

Cost: £3.8m

Construction: March 2022 to November 2022.

#### **4.5 Bicester Active Travel Measures**

The void in Kings End was filled in at the beginning of November and the wooden posts have been reinstated. The scheme is now complete as far the elements funded by the LEP are concerned.

The remaining elements on Causeway, which will be funded through held s106 contributions, need to be resolved and once any measures along here have been decided the toucan crossing on Manorsfield Road can also be actioned. We will look to move this forward this side of Christmas but given other pressures this is likely to be determined in the New Year. It is important to resolve this issue as it will impact on the overall scheme.

Transport Officers are working together with Bicester Bike Users Group to review cycle barriers throughout the town as these can act as a deterrent to cycling on dedicated routes. This work will be brought back to the Traffic Advisory Committee for a steer once completed.

We are still awaiting the outcome of the Tranche 3 bid to Government for Active Travel Funding. For Bicester the bid included Middleton Stoney Road and London Road.

#### **4.6 London Road Cycle Improvements**

The review meeting was delayed due to diary clashes but will take place by the end of November. Once the way forward has been agreed the business case for OCC approval will be submitted and the scheme can progress through design and delivery. The current plans will be delivered through developer funding from the Graven Hill housing site; if additional funding is awarded through the Active Travel Tranche 3 funding bid further improvements can be implemented.

#### **4.7 Bicester Market Square**

We have continued to present the pre-design work carried out by consultants Wood to key stakeholders and the work has been very well received. The main comments have been that we could further reduce the parking shown in the two optional layouts and a mixed reaction in terms of preference. This work will form part of the bid for funding for town centre regeneration and will be a key part of the area transport strategy as we start to review that in the New Year.

A request was made for costings to know what funding will be given and what infrastructure is to be considered.

#### **4.8 A41 Corridor Study**

A briefing session and discussion on the report from Steer will be set up for early in the New Year – the report will be shared in advance. This will go to the County Council Locality meeting and then come to District and Town Councillors and the wider stakeholder group. This needs to be a key element of the area strategy review and feed into the Local Plan Review evidence work.

#### **4.9 Speed Review - Peripheral Road and Countrywide 20mph Policy**

There were some minor amendments to be made to the peripheral road speed review consultation map – this is primarily aiming to reduce the remaining sections of 50mph limit on the peripheral road to 40mph (apart from Boundary Way) but also picks up some linking sections of road such as the Buckingham Road past Bicester Heritage.

OCC's Cabinet recently approved the update of the County Council's speed limit policy statement and the criteria for consideration of 20mph restrictions across Oxfordshire. The criteria includes:

- a) Within the extents of the built-up environment of the village or town where vulnerable road users and vehicles mix in a frequent and planned manner (except where strong evidence exists that higher speeds are safe); and
- b) Have an existing speed limit no greater than 40mph; and
- c) in an environment that explains and justifies a lower speed limit to the driver including, but not limited to, the following environments:
  - Where data shows incidences or identifies potential risks
  - Have visible residential frontages
  - Village settings with no pavements
  - Have shop, service or business frontages

- Have a school or be on a school walking or cycling route
- Be on a designated cycling route
- Be in an area where greater active travel is or could be being promoted
- Have the ability to aid better air quality
- Have a “quiet lane” designation
- Have higher than expected volumes of traffic for the type of road

Parish and Town Councils can apply with the support of the local County Councillor via the website <https://www.oxfordshire.gov.uk/residents/roads-and-transport/traffic/requesting-20mph>.

Local Councillors urging to see 20mph across the estates in Bicester and outside schools as a matter of urgency. A request was made for Bicester to have signs on waste bins like Kirtlington promoting the 20mph scheme. The meeting was informed that Kirtlington had been invited to be part of the 20mph pilot schemes taking place across the County.

20mph project website now live for applications and work to begin funding in February 2022.

### **Planned Works**

#### **Highway**

|                                                                    |                                        |                      |
|--------------------------------------------------------------------|----------------------------------------|----------------------|
| Tubb Close                                                         | Micro asphalt                          | Oct                  |
| Nuffield Close                                                     | Micro asphalt                          | Oct                  |
| Bernwood Crescent                                                  | Micro asphalt                          | Oct                  |
| Chichester Close                                                   | Micro asphalt                          | Oct                  |
| Buckingham Crescent                                                | Micro asphalt                          | Deferred to 2022     |
| Kings End from Middleton Stoney Road roundabout up to the antiques | Resurfacing                            | 21 <sup>st</sup> Oct |
| Neunkirchen Way/Wretchwick Lane                                    | Footway / Cycleway improvements        | Complete             |
| Buckingham Crescent                                                | Footway Parking Area improvements      | Complete             |
| Banbury Rd - Under the railway bridge                              | Drainage Investigations / Improvements | Ongoing              |
| Buckingham Rd - Under the railway bridge                           | Drainage Investigations / Improvements | Ongoing              |

It was reported that following highway works carried out Tubbs Close a lot of loose debris had been left behind resulting in several residents complaining. Mike Wasley to pass this onto his colleagues.

Buckingham Crescent only half of parking's signs have been put up - this is due to notices not being put on cars warning them to move.

Clarification of 'ongoing' was requested - an update will be given at the next meeting.

**Lining**

The lining refresh programme has now been completed for this year and we are now putting together next programme, sample below, if there are any specific sites that our feel need refreshing then your input would be appreciated.

|                         |                                                        |                                               |
|-------------------------|--------------------------------------------------------|-----------------------------------------------|
| West Bicester various   | Junctions, keep clears, APMs etc                       | Work to be put in hand                        |
| West Bicester various   | New double yellows                                     | Design ongoing                                |
| Moor Pond Close         | New double yellows                                     | Design ongoing                                |
| Green Close             | New double yellows                                     | Design ongoing                                |
| Keble Road              | New double yellows                                     | Design ongoing                                |
| Windmill Avenue         | New double yellows                                     | Design ongoing                                |
| Mallards Way            | Refresh                                                | Needs doing again, will be added to programme |
| Kings End               | Removal of centre line                                 | Complete                                      |
| A41 corridor southbound | Hand work between Bicester Village and Bicester Avenue | To be moved to 2022 programme                 |

**Signage**

- Proposed speed limit reductions on all Bicester peripheral roads – Feasibility study is still with Infrastructure Locality Team.
- Various direction sign rationalisations - Bicester Village signage work is now complete.
- Relocation of Bicester Town and the addition of 'Fair Trade' nameplates. This project is ongoing.
- Additional 'No parking' signs on Vendee Drive are now in place but one has been removed by unknown persons.
- Active Travel Bicester Town Centre new 20mph speed limit – the speed limit terminal signs are too small and still need to be replaced with larger ones to allow enforcement. Cllr Richard Mould to speak with Phil Evans, Acting Chief Officer, Bicester Town Council
- New direction signs to direct drivers of electric vehicles to the charging points in Cattle Market car park – design complete and project ongoing.

Funding is now available but due to a shortage of parts the faulty street light in Manorsfield Road is still out of order and damaged street furniture was reported. Cllr Michael Waine to follow this up.

**5. Report of Cherwell District Council****Dale Hoyland - Projects Team Leader, Bicester Delivery Team**

**5.1** Environmental planting scheme – corner of Middleton Stone Road/ Kings End to go ahead early 2022. Copy of design to be distributed.

**5.2** The Banbury Road roundabout improvement scheme got planning permission on 16<sup>th</sup> November.

**5.3** Howes Lane Bridge realignment - it was reported that in the light of climate emergency declarations (all tiers of authority), this is an extension of the Eco town site; sustainable housing, fit for the future, as perhaps all new build should now be.

**5.4** COMF – thermoplastic health route enhancement complete. Graven Hill awarded for their own 'designed in' Health Route.

**5.5** Welcome Back Fund – Welcome Back Gallery and Vinyls project are both progressing well, The Welcome Back Pop Up Gallery open until Sunday 5<sup>th</sup>.

## **6. Matters Raised by Group Members/Residents**

**6.1** Miranda Markham informed the meeting about traffic management and COVID safety measures that have been put in place for the 'Extraordinary Sale' starting on Friday 26<sup>th</sup> November and for Boxing Day.

**6.2** Cllr Les Sibley received an email from a resident requesting 20mph restrictions on Shakespeare Drive. Cllr Sibley informed the meeting that yellow line restrictions and white lining over resident's access drives and slow down signs have already been installed in this area. Cllr Sibley also welcomed the ticketing of cars.

## **7. Forward Plan**

Members **NOTED** the forward plan and **ADDED** Howes Lane.

## **8. Date of Next Meeting**

**Thursday 27<sup>th</sup> January 2021 - 2pm - Council Chamber, The Garth.**

**Close of Meeting: 15:30hrs**