

Bicester Town Council



BICESTER
TOWN COUNCIL

Bicester Town Council Meeting

Ref: BTC01/2425, Mayor Making

Monday 13th May 2024

at 19:00hrs

**Whitelands Farm Sports Ground, Whitelands Way,
Bicester, OX26 1AJ**

Members:

Cllr Harry Knight – **Chairman**,

Cllr Tom Beckett, Cllr Nick Cotter, Cllr Donna Ford, Cllr Dan Hallett,
Cllr Sam Holland, Cllr Damien Maguire, Cllr Rachel Mallows, Cllr Nicholas Mawer,
Cllr Christopher Pruden, Cllr Alisa Russell, Cllr Les Sibley, Cllr Jim Webb, Cllr
Paul Wheatley

Other Circulation:

Cllr C Miller (OCC), Cllr M Waine (OCC)
Cll J Broad (CDC)



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03 May 2024

To all Members of the Bicester Town Council

You are hereby summoned to attend a meeting of the **Bicester Town Council** at **Whitelands Farm Sports Ground, Whitelands Way, Bicester, OX26 1AJ** on **Monday 13th May 2024** to commence at **19:00hrs** for the transaction of the following business.

Phil Evans
Town Clerk

Agenda

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

1. Election of the Town Mayor and Signing of Declaration of Acceptance of Office

To elect a Town Mayor for the 2024/2025 municipal year and to receive the acceptance speech.

2. Election of Deputy Mayor

Newly elected Mayor to propose a Deputy Mayor for 2024/2025 municipal year.

3. Appointment of Consort to Newly Elected Mayor

4. Report of the Retiring Mayor

To receive the report of the retiring mayor.

5. Vote of Thanks for the Retiring Mayor

The newly elected Mayor will propose a vote for thanks to the retiring 2023/2024 Mayor.

6. Apologies for Absence

To consider apologies and reasons for absence. Committee members who are unable to attend the meeting should notify Bicester Town Council (enquiries@bicester.gov.uk) prior to the meeting, stating the reason for absence.

7. Declarations of Interest

Councillors are reminded to declare any interests on any item on this agenda in accordance with the Bicester Town Council's Code of Conduct.

8. 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.

9. Minutes of the Town Council Meeting

To confirm the Minutes and **RESOLUTIONS** contained in the minutes of the following:

(Pages 4 -
7)

Monday 15th May 2023 - BTC01/2324

10. Appointment of Mayor's Cadet

The Mayor will propose the 2024/2025 Mayor's Cadet.

11. Date of Next Meeting

20th May 2024 – 7pm, The Chamber Room, The Garth

Close of meeting:

Minutes of the Bicester Town Council

A meeting of the **Bicester Town Council** was held on **Monday 15th May 2023** at **19:00 hrs** at the **John Paul II Centre, Henley House, The Causeway, Bicester, Oxon OX26 6AW**.

Present:

Cllr Harry Knight (Chairman)
Cllr Nick Cotter
Cllr Donna Ford
Cllr Dan Hallett
Cllr Nicholas Mawer
Cllr Les Sibley
Cllr Christopher Pruden
Cllr Tom Beckett
Cllr Sam Holland
Cllr Jamie Jessett
Cllr Rachel Mallows
Cllr Damien Maguire
Cllr Rich Oliver
Cllr Paul Wheatley

In Attendance:

Phil Evans Town Clerk
Julie Trinder Civic and Democratic Administrator
Dominic Hilton Civic and Democratic Administrator
Louise Steele Locum RFO

1/23 Election of the Town Mayor and Signing of Declaration of Acceptance 24 of Office

RESOLVED that Cllr Harry Knight be elected as Town Mayor for the ensuing municipal year of 2023/2024.

Declarations of Acceptance

The new Mayor, Cllr Harry Knight, signed his form Declaration of Acceptance of office with the Town Clerk counter signing. He then have a short resume of his goals for the forthcoming year. The Mayor's chosen charity will be:

- Baby Bicester Bank

2/23 Election of Deputy Mayor 24

RESOLVED that Cllr Damien Maguire be elected as Deputy Mayor for the ensuing municipal year of 2023/24.

3/23 Appointment of Consort to Newly Elected Mayor 24

RESOLVED that Mrs Lorraine Knight be appointed as consort to the newly elected Mayor.

4/23 Report of the Retiring Mayor

24 Resolved The report of the retiring Mayor, Cllr Alex Thrupp, was given.

5/23 Vote of Thanks for the Retiring Mayor

24 Resolved That thanks was given to outgoing mayor Cllr Alex Thrupp by Cllr Harry Knight as follows:

"That whereas Councillor Alex Thrupp was elected Mayor of the Bicester Town council for the year 2022-2023 at the meeting of the Council held on 9th May 2022.

And whereas by his unswerving devotion to his duties, he has maintained the dignity and honour of such an office;

And whereas the Council is desirous of expressing and recording grateful thanks to Councillor Alex Thrupp for the dedicated service which he has so willingly and freely given to the town during this year of office.

Be it now **RESOLVED** that the Council do remember and record its gratitude to Councillor Alex Thrupp in the minutes of the proceedings of the Council held this day, 15th May 2023, and that this resolution be engrossed, sealed and presented in a suitable form by the Mayor and the Town Clerk on behalf of this Council."

6/23 Apologies for Absence

24 Resolved apologies were received for Cllr Jim Webb

7/23 Declarations of Interest

24 RESOLVED that no declarations of interest were received.

8/23 Public Session

24 RESOLVED that there were no questions from the public.

9/23 Minutes of the Town Council Meeting

24 RESOLVED to approve the minutes of the following meeting:

BTC06/2223 – Monday 13th March 2023

10/2 Appointment of Mayor's Cadet

324 Resolved in the absence of fire cadet Bradley Luff, Cllr Harry Knight accepted this on his behalf for the forthcoming municipal year 2023/2024. The Mayors Cadet Shield will be presented at a later date.

11/2 Appointment of Committees

324 RESOLVED that the committee **AGREED** the following recommendations:

1. **AGREE** that ten members are **APPOINTED** to the Policy Committee 2023/24
2. **APPROVED** the **APPOINTMENT** of councillors N Cotter, D Hallett, S Holland, H Knight, D Maguire, R Mallows, N Mawer, R Oliver, L Sibley, P Wheatley
3. **APPROVED** the **APPOINTMENT** of Cllr R Mallows as Chair of the Policy Committee 2023/24

4. **AGREE** that ten members are **APPOINTED** to the Finance Committee 2023/24
5. **APPROVED** the **APPOINTMENT** of councillors T Beckett, N Cotter, D Ford, D Hallett, S Holland, H Knight, R Mallows, C Pruden, L Sibley, P Wheatley
6. **APPROVED** the **APPOINTMENT** of Cllr P Wheatley as Chair of the Finance Committee 2023/24
7. **AGREE** that thirteen members are **APPOINTED** to the Planning Committee 2023/24
8. **APPROVED** the **APPOINTMENT** of councillors T Beckett, N Cotter, D Ford, D Hallett, S Holland, D Maguire, R Mallows, N Mawer, R Oliver, C Pruden, L Sibley, J Webb, P Wheatley
9. **APPROVED** the **APPOINTMENT** of Cllr N Cotter as Chair of the Planning Committee 2023/24
10. **AGREE** that ten members are **APPOINTED** to the Environment Committee 2023/24
11. **APPROVED** the **APPOINTMENT** of councillors D Ford, D Hallett, J Jessett, H Knight, D Maguire, R Mallows, N Mawer, R Oliver, C Pruden, L Sibley
12. **APPROVED** the **APPOINTMENT** of Cllr D Maguire as Chair of the Environment Committee 2023/24

12/2 Working Parties and Task and Finish Groups

324 RESOLVED that the committee **AGREED** the following recommendations:

1. **AGREE** that six members are **APPOINTED** to the Personnel Sub Committee 2023/24
2. **APPROVED** the **APPOINTMENT** of councillors T Beckett, D Hallett, H Knight, R Mallows, N Mawer, C Pruden
3. **AGREE** that five members are **APPOINTED** to the Appeals Sub Committee 2023/24
4. **APPROVED** the **APPOINTMENT** of councillors S Holland, D Maguire, J Webb, N Cotter, P Wheatley
5. **APPROVED** the **APPOINTMENT** of councillors D Ford, D Hallett, R Mallows as members for the Bicester Traffic Advisory Group meetings for 2023/24
6. **APPROVED** the **APPOINTMENT** of councillors D Ford, D Maguire, H Knight, L Sibley, R Oliver, J Jessett as members for the Events Working Party for 2023/24
7. **APPROVED** the **APPOINTMENT** of councillors S Holland, D Maguire, J Webb, P Wheatley, R Oliver as members for the Allotment Working Party for 2023/24
8. **APPROVED** the **APPOINTMENT** of councillors N Mawer, D Hallett, N Cotter as members for the Task and Finish Standing Orders Group for 2023/24
9. **APPROVED** the **APPOINTMENT** of councillors N Mawer, T Beckett, J Webb, P Wheatley, C Pruden as members for the Community Sports Working Group for

2023/24

10. **APPROVED** the **APPOINTMENT** of councillors D Ford, D Hallett, P Wheatley, C Pruden as members for the Task and Finish Group Assets for 2023/24
11. **AGREE** to appoint the Chairman and Vice Chairman for each working party at the first meeting of each.

13/2 Representatives to Outside Bodies

324 RESOLVED that the Council **AGREED** the following recommendation:

1. **APPROVE** the arrangements and reporting back on representation on outside bodies in accordance with Council Policy:
2. **APPROVE** the **APPOINTMENT** to outside bodies for 2023/24 as follows:
 - Bicester Vision – Chair of Policy
 - Bicester Chamber of Commerce – Chair of Policy
 - Bicester Food Bank – Chairman of Policy
 - Bicester and District Twinning Association – Mayor, Deputy Mayor, Chair of Policy
 - Strategic Oversight Partnership – Chair of Policy
 - Lady Jersey Trust – N Mawer
 - Citizen's Advice Bureau – P Wheatley

14/2 General Power of Competence

324 RESOLVED that the committee **AGREED** that the Council will suspend the power of competence whilst the Town Clerk completes CILCA qualification

15/2 Calendar of Meeting 2023/2024

324 RESOLVED the calendar of meetings for 2023/24 is **NOTED**

16/2 Meeting Attendance Register 2022/2023

324 RESOLVED the Councillors attendance for 2022/23 is **NOTED**

17/2 Long Service Award

324 RESOLVED that the Mayor Cllr H Knight presented a gift to Mr R Crutchfield for 35 years of service for Bicester Town Council

19/2 Date of Next Meeting

324 Monday 22nd May 2023 – The Chamber, The Garth – 7pm

CLOSE OF MEETING: 7:53pm