

Minutes of the Bicester Town Council

A meeting of the **Annual Town** was held on **Monday, 20th May 2024** at **19:00 hrs** at the **Chamber Room, Bicester Town Council, Launton Road, Bicester, Oxon OX26 6PS**.

Present:

Cllr Damien Maguire
Cllr Jim Webb
Cllr Donna Ford
Cllr Sam Holland
Cllr Rachel Mallows
Cllr Nicholas Mawer
Cllr Christopher Pruden
Cllr Alisa Russell
Cllr Les Sibley
Cllr Paul Wheatley
Cllr John Willett

In Attendance:

Phil Evans, Town Clerk
Helen Pool, Responsible Finance Officer

1/2425 Apologies for Absence

RESOLVED that apologies were received for: Cllr Nick Cotter, Cllr Tom Beckett and Cllr Dan Hallett.

2/2425 Declarations of Interest

RESOLVED that no declarations of interest were received.

3/2425 Appointment of committees

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

- i. **AGREE** that the nine members are **APPOINTED** to the Environment Committee, Councillors: R. Mallows; C.Pruden; A.Russell; J.Willett; H.Knight; L.Sibley; D.Ford; N.Mawer and D.Maguire.
APPROVED the **APPOINTMENT** of Cllr R.Mallows as Chair of the Environment Committee, seconded by Cllr Paul Wheatley.
- ii. **AGREE** that the nine members are **APPOINTED** to the Policy Committee, Councillors: R. Mallows; P.Wheatley; A.Russell; N.Cotter; H.Knight; J. Webb; S.Holland; N.Mawer and Tom Beckett.
APPROVED the **APPOINTMENT** of Cllr P. Wheatley as Chair of the Policy Committee, seconded by Cllr C.Pruden.
- iii. **AGREE** that the nine members are **APPOINTED** to the Finance Committee, Councillors: R. Mallows; P.Wheatley; A.Russell; N.Cotter; L.Sibley; D.Hallett; S.Holland; D.Ford and T.Beckett.
APPROVED the **APPOINTMENT** of Cllr A.Russell as Chair of the Finance Committee, seconded by Cllr Paul Wheatley.
- iv. **AGREE** that the 11 members are **APPOINTED** to the Planning Committee, Councillors: R. Mallows; C. Pruden; N.Cotter; J.Willett; H.Knight D.Hallett; J.Webb; S.Holland; N.Mawer; D.Maguire and T.Beckett.

APPROVED the **APPOINTMENT** of Cllr N.Nawer as Chair of the Planning Committee, seconded by Cllr Paul Wheatley.

Working Parties and Task and Finish Groups

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

- i. **APPROVED** the **APPOINTMENT** to the Personnel Committee, of Councillors: R.Wallows; C. Pruden; D.Hallett; N.Mawer and N.Maguire. Chair to be approved in next Personnel Meeting.
- ii. **APPROVED** the **APPOINTMENT** to the Events Working Group, Councillors: A.Russell; C.Pruden; J.Webb; D.Ford and N.Maguire. Chair to be approved in next Events Meeting.
- iii. **APPROVED** the **APPOINTMENT** to the Community Sports Working Group, Councillors: N.Cotter; C.Pruden; J.Webb; N.Mawer and D. Maguire. Chair to be approved in next Sports Meeting.
- iv. **APPROVED** the **APPOINTMENT** to the Allotments Working Party, Councillors: P.Wheatley; A.Russell; J.Webb; S.Holland and D.Maguira. Chair to be approved in next Allotments Meeting.
- v. **APPROVED** the **APPOINTMENT** to the Assets Working Party, Councillors: C.Pruden; P.Wheatley; H.Knight; N.Mawer and T.Beckett. Chair to be approved in next Assets Meeting.
- vi. Councillors raised the concern that not all Officers from other Councils attend the Traffic Advisory Group. Attendance by non-Bicester Town Councillors has waned.
A motion was passed to retain 3 members for the Traffic Advisory Group. The Committee **AGREED** to the reduction of members and **APPOINTED** to the Traffic Advisory Group, Councillors: J.Willett; D.Hallett and D.Ford. Chair to be approved in next Traffic Meeting.
The Councillors **ASKED** the Town Clerk to review the Terms of Reference regarding non-attendance by other Officers and to ensure that the Officers are made aware that the Group will be disbanded due to lack of attendance, if necessary.
- vii. **APPROVED** the **APPOINTMENT** to the Standing Orders Committee, Councillors: N.Cotter; P.Wheatley; L.Sbiley; N.Mawer and T.Beckett. Chair to be approved in next Standing Orders Meeting.
- viii. **APPROVED** the **APPOINTMENT** to Appeals, Councillors: N.Cotter; P.Wheatley; L.Sbiley; S.Holland and D.Maguire. Chair to be approved in next Standing Appeals Meeting.

Representatives to Outside Bodies

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 2024/25 as follows:
 - Bicester Vision – Chair of Policy
 - Bicester Food Bank – Cllr Mallows
 - Bicester and District Twinning Association – Mayor, Deputy Mayor, Chair of Policy

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Signed

Dated

- Strategic Oversight Partnership – Cllr Mallows
- Lady Jersey Trust – N Mawer
- Citizen’s Advice Bureau – P Wheatley

4/2425 Calendar of Meetings.

The Councillors **REQUESTED** that they be consulted 3 days before a meeting is due to be held of changes to the date and a reason needs to be provided.

RESOLVED the calendar of meetings for 2024/2025 is **NOTED**.

5/2425 Meeting the Attendance Register

Cllr. Pruden asked for his attendance to be checked and Cllr L.Sibley asked for all attendances for 2023/2024 to be reviewed as did Cllr Wheatley.

The Town Clerk will **REVIEW** all attendances.

6/2425 Date of Next Meeting

Monday 24th June 2024

Close of meeting: 7.40pm