

Bicester Town Council



Environment Committee Meeting

Ref: ENVI04/2425

Monday 18th November 2024 at 19:00

**Council Chamber, Garth House, Launton Road,
OX26 6PS**

Members:

Cllr Rachel Mallows – **Chair**, Cllr Donna Ford, Cllr Harry Knight, Cllr Damien Maguire, Cllr Nick Mawer, Cllr Chris Pruden, Cllr Alisa Russell, Cllr Les Sibley, and Cllr John Willett

Other Circulation, Substitute Members:

Cllr Tom Beckett, Cllr Nick Cotter, Cllr Dan Hallett, Cllr Sam Holland, Cllr Jim Webb and Cllr Paul Wheatley.

Other Circulation:

Cllr John Broad (CDC), Cllr Frank Ideh (CDC), Cllr Simon Lytton (CDC), Cllr Calum Miller (OCC), Cllr Rob Parkinson (CDC) and Cllr Michael Waine (OCC)



Council Offices, The Garth,
Launton Road,
Bicester,
Oxon. OX2 6PS
Telephone: 01869 252915
Email: enquiries@bicester.gov.uk
www.bicester.gov.uk

Monday 11th November 2024

To all members of the Environment Committee,

You are hereby summoned to attend a meeting of the **Environment Committee at the Council Chamber, Garth House, Launton Road OX26 6PS on Monday 18th November 2024** to commence at **19;00** 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. 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.

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. 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.

4. Sunderland Drive Pavilion

Committee is requested to **APPROVE** supplier **B**. Funds will be taken from **110** (Page 4) **Projects / 4313 Play Area Open Space Investment** with £70,909 available.

5. Garth Park Summer Bedding

Committee is asked to **APPROVE** the designs in the report.

(Pages 5 - 7)

6. Outdoor Team Cabin

Committee is requested to **APPROVE** supplier **A** and **APPROVE** Service and (Pages 8 - 9) Infrastructure costs. Funding to be taken from **EMR 901/9020 BTC premises** with £928,000 available.

7. Budget

Committee is requested to **APPROVE** the Environment budget for 2025/26. (Pages 10 - 22)

8 Date of Next Meeting

Monday 20th January 2025 at 19:00hrs.

**BICESTER TOWN COUNCIL
ENVIRONMENT COMMITTEE REPORT
Monday 18th November 2024
Sunderland Drive Pavilion**

Chair: Rachel Mallows

Contact: 01869 252915 Rachel.Mallows@Bicester.gov.uk

Service Manager: Michael Lee

Contact: 01869 252915 Michael.Lee@Bicester.gov.uk

Ward Affected: North

1. Overview

- 1.1. Sunderland sports pavilion requires a complete electrical rewire. The pavilion has been out of use for some time due to water damage. The previous RFO had relayed to Officers an Insurance claim was in process, unfortunately this has been found not to be true. As a result, local football teams cannot use the facility, which will put pressure on other BTC facilities through the winter with a higher-than-anticipated usage. Sunderland Drive was not put through as an insurance claim, we are in the process of finding out whether we can put in for it considering the length of time & what affect it will have to our premium.

2. Proposal

- 2.1. Officers have obtained the following quotes for a complete electrical rewire of the facility.

Supplier A - £11,000 not including VA

Supplier B - £6,456 not including VAT

Supplier C - £8, 650 not including VAT

3. Recommendation

- 3.1. Committee is requested to **APPROVE** supplier **B**. Funds will be taken from **110 Projects / 4313 Play Area Open Space Investment** with £70,909 available.

**BICESTER TOWN COUNCIL
ENVIRONMENT COMMITTEE REPORT
Monday 18th November 2024
GARTH PARK SUMMER BEDDING**

Chair: Rachel Mallows

Contact: 01869 252915 Rachel.Mallows@Bicester.gov.uk

Service Manager: Michael Lee

Contact: 01869 252915 Michael.Lee@bicester.gov.uk

Ward Affected: Town

1. BACKGROUND INFORMATION:

Officers have been tasked to produce a Summer Bedding scheme for 2025.

A planting scheme has been produced to reflect VE Day 80th Anniversary.

- Welcome Bed
- Bell Tower Bed
- Front Door Bed
- Pioneer Bed
- Raised Bed to the rear of Garth House

Installation will be taking place the end of April 2025

2. FINANCIAL INFORMATION:

The scheme falls within the budgets set for the annual bedding schemes.

3. SUPPORTING DOCUMENTATION:

Example diagrams / layouts of bedding schemes.

Bell Tower Bedding



Front Door Bedding



Welcome Bed,



Garrison bed will have a mixture of yellow marigolds and blue primroses to reflect colours on the plaque below



Other raised bed and tree bases will have a mix of red, white and blue primroses

RECCOMENDATION

Committee is asked to **APPROVE** the designs as listed above.

**BICESTER TOWN COUNCIL
ENVIRONMENT COMMITTEE REPORT
Monday 18th November 2024
Outdoor Team Rest Room and Drying Area**

Chair: Rachel Mallows

Contact: 01869 252915 rachel.mallows@Bicester.gov.uk

Service Manager: Michael Lee

Contact: 01869 252915 Michael.Lee@Bicester.gov.uk

Ward Affected: All

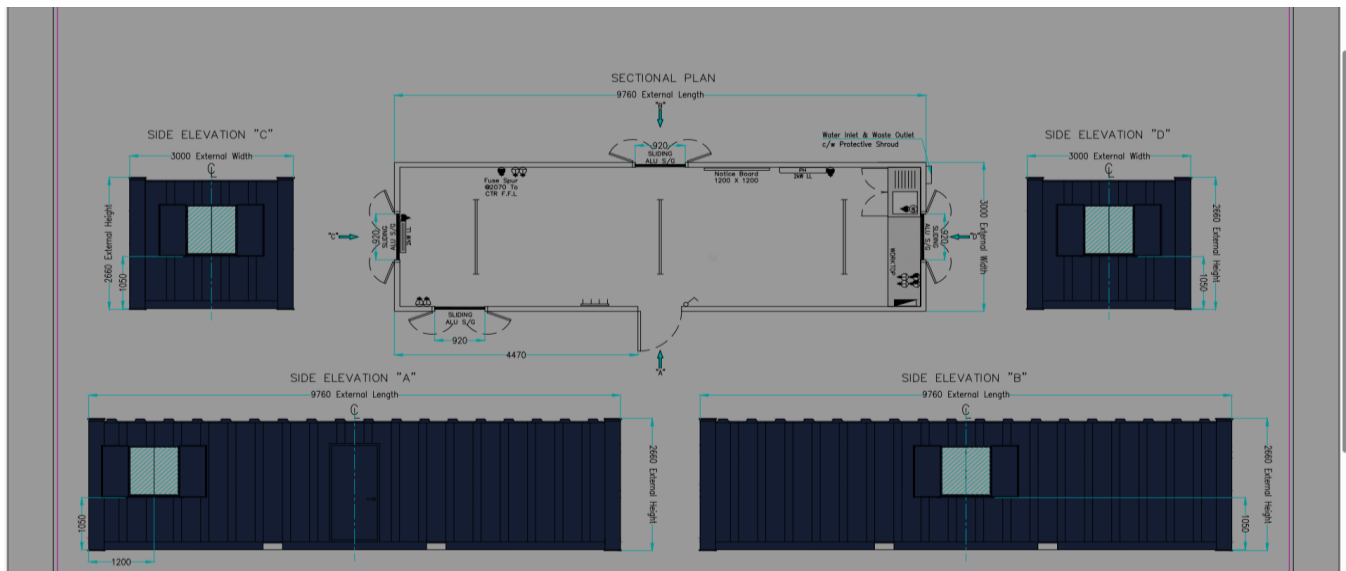
1. Overview

- 1.1. Currently the outdoor team are based in the stables yard. The current restroom facilities are now out of date, open to the elements and do not allow for a drying room, proper toilet facilities or kitchen.

2. Proposal

- 2.1. The existing condemned portacabin is removed from Claytons yard with electricity and water and drains disconnected.
- 2.2. A new anti-vandal portacabin is installed with restroom facilities, toilet and drying room.





2.3. Quotes below include delivery and installation from Supplier A.

Supplier A - £18,000 excluding VAT

Supplier B - £26,000 excluding VAT

Supplier C - £17,000 excluding VAT

2.4. **Service and Infrastructure** - Cut off and re-connect mains electricity, water, drainage, install CCTV and new chairs and tables - **£8,500**

3. Recommendation

- 3.1. Committee is requested to **APPROVE** supplier **A** and **APPROVE** Service and Infrastructure costs. Funding to be taken from **EMR 901/9020 BTC premises** with £928,000 available.
- 3.2. Supplier A is slightly more expensive than supplier C because it is a new container rather than a refurbished one and has a better shelf life and resale value.
- 3.3. There were no costs given for transportation from suppliers B and C so the costs would be higher as well. There were also no other differences between the building facilities to make the extra costs worthwhile.
- 3.4. This mess room and drying room will be monitored regularly by officers and a cleaning rota will be put in place for outdoor team to strictly adhere to.

BICESTER TOWN COUNCIL
ENVIRONMENT COMMITTEE REPORT
Monday 18th November 2024

Environment Budget 2025-26

Chairman: Rachel Mallows

Contact: 01869 252915 rachel.mallows@Bicester.gov.uk

Service Manager: Michael Lee

Contact: 01869 252915 Michael.Lee@Bicester.gov.uk

Ward Affected: All

3. Overview

3.1 The targeted income for 24/25 is £210,303.40 with a planned spend of £1,309,394.00, (-£1,099,090.60). The Environment cost centre net income over expenditure figures are:

300	Environmental Services	-£415,250.00
301	Open Spaces	-£411,471.00
305	Pringle Field	-£27,388.00
306	Sunderland Drive	-£11,050.00
307	Bicester Field	-£16,610.00
308	Whitelands Sports Village	-£149,550.00
401	Garth Park	-£14,791.60
402	Play Areas	-£11,000.00
404	Allotments	£3270.00
601	Cemetery	-£7,750.00
801	Street Scene	-£37,500

3.2 The precept income is demonstrated in the Policy agenda not environment – when combined the overall budget balances at £0.

3.3 Please see Appendix 1.1 for full cost centre and ledger budgets.

Recommendation

Committee is requested to **APPROVE** the Environment budget for 2025/26.