Bicester Town Council

BICESTER
TOWN COUNCIL

Environment Committee Meeting

Ref: ENVI06/2425

Monday 17th March 2025 at 19:00hrs

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)

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Council Offices, The Garth,
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Bicester,
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Monday 10th March

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 17th March 2025** 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. 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. Minutes if the Environment Committee (Page 4 - 6)

To **CONFIRM** and **APPROVE** the following Environment Committee Minutes:

- ENV05/2425 - 21st January 2025 at 19:00hrs

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. **Garth Park play area consultation** **(Page 7)**

   The Committee is asked to **APPROVE** officers commence the installation of the Garth Park Play area.

6. **Play area equipment replacement** **(Page 11 - 12)**

   The Committee is requested to **APPROVE** the installation of new play area equipment.

7. **Forward Plan** **(Page 13)**

   The Committee is asked to **NOTE** the report.

8. **Date of Next Meeting**

   Monday 16th June 2025 at 19:00hrs.

Minutes of the Environment Committee

A meeting of the **Environment Committee** was held on **Tuesday the 21st January 2025** at **19:00hrs** at **The Chamber Room, Bicester Town Council, The Garth, Launton Road, Bicester Oxon, OX26 6PS.**

Present:
Cllr Rachel Mallows (Chair)
Cllr Donna Ford
Cllr Dan Hallett
Cllr Alisa Russell
Cllr Damien Maguire
Cllr Christopher Pruden

Public in attendance:
Brian Welters

In Attendance:
Mick Lee, Service Manager

34/2425 Apologies for Absence

RESOLVED that apologies were received from Cllr Harry Knight, Cllr Nick Mawer and Cllr Les Sibley

35/2425 Declarations of Interest

RESOLVED that no declarations of interest were received.

36/24/25 Minutes of the Environment Committee

37/2425 Public Session

RESOLVED that members of the public were present.

Brian Welters – Expressed appreciation of the electric vehicles that we intend to acquire.

He also mentioned solar panels and trying to find renewable energy sources and that the pool vehicle to investigate being an electric vehicle also.

38/2425 Motion – Bowls Club Boiler repairs

RESOLVED that committee **Retrospectively approved** after discussions. S.M to investigate whether the lease has a 50/50 repair cost option

S.M to investigate service dates of other buildings to prevent unexpected costs in future and if these inspections are BTC responsibility or tenants

39/2425 Motion – Electric vehicles to replace existing Diesel vans.

RESOLVED that committee **Approved** subject to investigation into acquiring vehicles by best value means.

S.M to investigate lease hire against outright purchase. This will include what we get as part of service/maintenance package for electric against Diesel option

S.M to investigate charging points installation at Garth Park

S.M to investigate whether we can get grants from OCC for the charging points.

S.M to investigate whether costs would be brought down to to getting 3 vehicles at the same time

S.M to put information together to take to next full council meeting.

40/2425 **Motion – Replacement play equipment at Lucerne Avenue**

RESOLVED that committee **Approved** costs of up to £7,556.77 with the proviso that the S.M enquires with the contractor whether they can match the lower quote or at least cut the price.
S.M to check for warranty periods of equipment.

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41/2425 **Motion – Pool Vehicle**

RESOLVED that committee **Approved t**he acquisition of this vehicle with the proviso that S.M investigates lease hire, electric or Hybrid versions of similar vehicles and compares prices of such to take to the next full council meeting
Also as with the replacement electric vehicles.
S.M to investigate lease hire against outright purchase. This will include what we get as part of service/maintenance package for electric against Diesel option
S.M to investigate charging points installation at Garth Park
S.M to investigate whether we can get grants from OCC for the charging points.
S.M to investigate whether costs would be brought down to to getting 3 vehicles at the same time
Taxable benefits and procedures for use of a pool vehicle were discussed

42/2425 **Motion – High priority tree works**

RESOLVED that committee **Approved** the high priority works with proviso that the S.M investigates whether this work should have been done previously as part of the old contract.
S.M to check dates of previous tree surveys if any carried out.

43/24/25 **Motion – Funfair locations and dates**

RESOLVED that committee **Approved** with the proviso that the S.M will investigate access issues due to road closures, other access issues due to ongoing building work.
Comments were made that the fairground at Keble made a lot of mess due to ground conditions being wet and muddy.
Fairground operators to give advanced notice to residents with locations of noise creating generators
S.M to investigate further locations if Keble is inaccessible. Consider Sunderland sports fields or Pnigle fields
S.M to investigate whether other positions have been considered before.

44/2425 Forward Plan

Committee REVIEWED and COMMENTED on the Forward Plan.

Mess room planning application has been applied for as of 20/1/25
CCtv at Holm Square as been further investigated with potential of using the community centre in progress.
Lights at Whitelands are in discussion between BTC and CDC week commencing 27/1/25
Bandstand renovation is to be taken on by S.M
Insurance claims for the repair works at Sunderland Pavillion and Southwold play area have been re opened.
Garth park destination park consultations should be complete by Friday 31st January
A suggestion that an introductory email should be sent to councillors when new staff start work for BTC.

45/2425 Date of Next Meeting: TBC

Monday March 2025 - 7pm, The Chamber Room, Garth House

CLOSE OF MEETING: 20: 30hrs

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Environment Committee

Agenda item 5

17th March 2025

Chair: Councillor Rachel Mallows
Contact: 01869 252915 rachel.mallows@bicester.gov.uk

Mick Lee Service Manager
Contact 01869 252915 michael.lee@bicester.gov.uk

Ward Affected: South

Garth Park Play Area Refurbishment Public Consultation

1. Background

As part of the Garth Park Refurbishment a Public Consultation has taken place.

2. Report / Update

All questionnaires were completed by residents in the OX26 post code.

- Average adult age group – 36-50 years old
- Average Child Age – 6-12 Years old
- Average visits to the play area – every 1-4 weeks
- Features that are most important – Climbing structures, safe equipment.
- Accessibility for Children with disabilities – Plans were detailed and showed a high level of accessibility
- Modern play equipment or natural – 82% modern equipment, natural 10%, a balance of both 8%
- How would the play area benefit the community – "Meeting place for parents and grandparents", "save money for parents, rather than travel", "enhanced safety for children".
- How do you feel about the designs you have seen – I love it – 55%, I like it – 35%, Its ok – 10%
- No responses for neutral, dislike it or hate it.

3. The Committee is asked to **APPROVE** officers commence the installation of the Garth Park Play area.

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Agenda item 7

17th March

Chair: Councillor Rachel Mallows
Contact: 01869 252915 rachel.mallows@bicester.gov.uk

Mick Lee Service Manager
Contact 01869 252915 michael.lee@bicester.gov.uk

Ward Affected: South

Play area equipment replacement

1. Background

Many pieces of play equipment around town are becoming outdated, damaged, or vandalized.

Bicester Town Council recommends replacing the worst of these pieces of equipment in as many parks as possible with the available funds

Play area name / equipment to replace / Cost excluding installation.

Poppy lands / seesaw / £1,730

Fluellen / new rocker / £600

Orchard way / new rocker / £600

Corncrake / new rocker / £600

Marigold / new roundabout / £3,030

Sunderland drive

/ climber / £5,770

/ seesaw / £1,730

/ 2 X rockers/ £1,200

Keble / 2 x rockers /£1200

Sorrel Mead / toddler swing /£1,630

Total - £18,090 excluding install

Financial Regulation 4.0:

1. Should the spend be more than £25,000 or to be withdrawn from Earmarked Reserves then upon approval, this report must be passed onto the Finance Committee and then Full Council for final approval.
2. This Committee has delegated approval should the spend be between £10,000 to £24,999
3. The Chairman of this Committee can pre-authorise this spend making this report retrospective should the spend be between £3,000 to £9,999
4. Officers have delegated authority to approve spends up to £3,000 and again this report may also be retrospective
5. Financial Regulation 11.0
6. Three Quotes MUST be obtained for spends more than £12,500.

Officer to identify which option is applicable to this report

1	2	3	4	NA

Budget Coding where moneys will be deducted from: 901 / 9011 / Play areas, open spaces investment

1. **Recommendation** Committee is requested to **APPROVE** the installation of new play area equipment.

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Agenda item 8

17th March 2025

Chair: Councillor Rachel Mallows
Contact: 01869 252915 rachel.mallows@bicester.gov.uk

Mick Lee Service Manager
Contact 01869 252915 michael.lee@bicester.gov.uk

Ward Affected: All

Forward Plan

1. The replacement of the play equipment at Lucerne is scheduled to begin the week commencing 24th March.

2. The repair works for the Garth Park wall are scheduled to start in April

3. A bin audit is under way to monitor the condition of the equipment and also to see if and where new locations are needed

The Committee is asked to **NOTE** the report.