

Bicester Town Council



Policy Committee Meeting

Ref: POL06/2425

Monday 24th March 2025 at 19:00

Members:

Cllr Paul Wheatley – **Chairman**, Cllr Rachel Mallows , Cllr Alisa Russell ,
Cllr Nick Cotter , Cllr Jim Webb , Cllr Harry Knight , Cllr Sam Holland ,
Cllr Nick Mawer and Cllr Tom Beckett/

Other Circulation, Substitute Members:

Cllr Chris Pruden , Cllr John Willett , Cllr Les Sibley , Cllr Dan Hallett ,
Cllr Donna Ford and Cllr Damien Maguire.

Other Circulation:

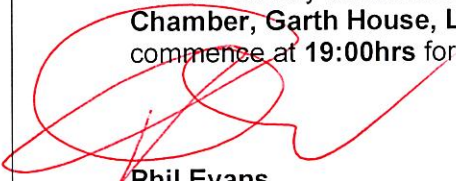


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Tuesday 18th March 2025

To all members of the Policy Committee,

You are hereby summoned to attend a meeting of the **Policy Committee at the Council Chamber, Garth House, Launton Road, OX26 6PS** on **Monday 24th March 2025** at 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 the Town Clerk (phil.evans@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 of the previous Meeting (Page 4 - 6)

The Committee is asked to **APPROVE** the minutes of the Policy Committee meeting held on:

- **POL05/2425 – Monday 10th February 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. Exclusion of Press and Public

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.

6. Lease Review

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Councillors are asked to **APPROVE** the actions as set out in this report.

7. Date of Next Meeting

To be confirmed.

Minutes of the Policy Committee

A meeting of the **Policy Committee** was held on **Monday 10th February 2025 at 19:00hrs** at the **Chamber Room, Bicester Town Council, The Garth, Launton Road, Bicester, Oxon, OX26 6PS.**

Present:

Cllr Paul Wheatley (Chair)
Cllr Tom Beckett
Cllr Rachel Mallows
Cllr Nick Mawer
Cllr Jim Webb

In Attendance:

Phil Evans, Town Clerk
Viktorija Kovale, Sports & Facilities Administrator

36/2425 Apologies for Absence

RESOLVED that apologies were received from the following Committee Members:

- Cllr Alisa Russell
- Cllr Harry Knight
- Cllr Sam Holland

37/2425 Declaration of Interest

RESOLVED that no declaration of interest were received.

38/2425 Minutes of the Previous Meeting

RESOLVED that the Committee **APPROVED** the following minutes:

- **POL04/2425 – Monday 11th November 2024 at 19:00hrs**

39/2425 Public Session

RESOLVED that no members of the public attended the meeting.

40/2425 General Policy Review

RESOLVED that policy **APPROVED** in principle.

The Town Clerk will provide the updated policy at the next meeting. The updated policy should be in clear English language, cover all aspects, and splitting to sections. The Town Clerk and Councillors discussed how data should be stored and who should have control over it. The Councillors also requested a review of the GDPR policy for contacting past Mayors and retired Councillors.

41/2425 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.

42/2425 Lease Review

The Town Clerk informed the Councillors about the expired lease agreements.

St Edburgs Park Lease

The Town Clerk informed the Committee about Bicester Village's offer of a long-term lease for a piece of land in St Edburds Park. The lease is currently being drafted and will be ready for presentation at June's policy meeting. The Councillors requested the Town Clerk to ask Bicester Village to give this piece of land to BTC for free, whilst maintaining the need for the significant funding associated to this lease.

The Thames Water lease is on hold due to upcoming negotiations.

Citizens Advice Bureau Lease is under investigation as they are not responding to the Town Clerk's emails.

Nai's House is requesting a tenancy renewal and permission to change their current opening hours. They would like to extend their opening hours until 10 PM and include Saturdays. Additionally, they are proposing a Late Night Lounge from 10 PM to 2 AM once a month.

Councillors would like to set terms and conditions, including out-of-hours contact for BTC. Nai's House should also be responsible for park safety during the night.

RESOLVED that the Committee provisionally **APPROVED** the Tenancy Renewal and Change of Service Hours for Nai's House.

43/2425 Cemetery Update

RESOLVED that The Committee **NOTED** the update.

The Town Clerk informed the Committee that new cemetery land has been identified, and an agreement needs to be put in place. The Town Clerk is planning upcoming negotiations with the landowners and is seeking assistance from Councillors if needed.

44/2425 Land Purchase Proposal

RESOLVED that The Committee **APPROVED** the bid for lands being auctioned in WEST ward.

45/2425 Date of the Next meeting

24th March 2025 at 19:00hrs

Close of meeting: 20:38hrs