

Bicester Town Council



Allotments Working Party Meeting

Ref: AWP02/25/26

**Wednesday 17th September 2025 at 19:00hrs
The Council Chamber, Garth House, Launton Road,
OX26 6PS**

Members:

Cllr Jim Webb – **Chair**

Cllr Paul Wheatley, Cllr Alisa Russell, Cllr Damien Maguire, Cllr Sam Holland, Cllr Nick Mawer

Other Circulation:

Reps:

Leach Road, Claypits, Anson Way, Evenlode House, Colne House

Allotments Representatives



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

11th September 2025,

To all members of the Allotments Working Party,

You are hereby summoned to attend a meeting of the **Allotments Working Party** at the **Council Chamber, Garth House, Launton Road, OX26 6PS** on **Wednesday 17th September 2025** to commence at **19:00hrs** for the transaction of the following business.

P.P. Thyfield

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 of the Allotments Working Party (Pages 3 - 4)

To **APPROVE** the **MINUTES** and **RESOLUTIONS** of the following Allotments Working Party Meeting held on: 26/2/25 **AWP0** Minutes 03/2425

4. Agenda item Forward plan (page 5)

Working group to **APPROVE** forward plan

Minutes of the Allotments Working Party

A meeting of the **Allotments Working Party** was held on **Thursday 19th June** at **19:00 hrs** at **The Council Chambers, Bicester Town Council. The Garth, Launton Road, OX26 6PS.**

Present:

Cllr Jim Webb (Chair)
Cllr Paul Wheatley
Cllr Damien Maguire

In Attendance:

Paul Canning, Officer
Tanya Govorusa, Sports & Facilities Administrator

Leach Road Rep
Anson Way Rep
Leach Road Tennant

Appointment of Chair

RESOLVED that Working Party **APPOINTED** Cllr Webb as the Chair of the Allotment Working Party.

Apologies for Absence

RESOLVED that apologies were received from Cllr Alisa Russell.

Declarations of Interest

RESOLVED that no declarations of interest were received.

Minutes of the Allotment Working Party

RESOLVED that the Working Party **APPROVED** the **MINUTES** and **RESOLUTIONS** of the following Allotments Working Party Meeting:

- **AWP03/2425** – Wednesday 26th February

Representatives

RESOLVED that the Working Party **COMMENTED** on the Allotment Representatives and discussed the following points:

- Requested for Officer to enquire who the representatives are
- Currently no representative for Evenlode House as notice was given from previous representative

Forward Plan

RESOLVED that the following matters were raised by the representatives:

- Water Troughs (Leach Road – 42, 37, 30) – The representatives are eager to know what's happening and the next steps
- The representatives have asked the Officer for further clarification regarding the trees in between the plots on site Anson Way
- Anson Way Tenant – 11A has made a complaint to the Anson Way representative regarding inheriting compost and rubbish on their plot and is enquiring removal of both
- Anson Way Tenant – 17A has made a complaint to the Anson Way representative regarding an encroachment of ivy and bind weed and is requesting removal by the Officer
- The Anson Way representative has requested the Officer to cut back the trees round the borders of the Anson Way Site
- Anson Way Tenant – 6 has requested from the Anson Way representative that the most recent inspection score be taken into consideration, as the tenant was at Bicester Motion as their gardening tools were destroyed in the fire, so has not been able to get down to maintain the plot
- Anson Way Tenant – 19A has made a complaint to the Anson Way representative regarding the Fir tree on site as it is extremely large and, in the way, and has no allotment benefit. The tenant is requesting removal from the Officer.

Date of the Next Meeting

17th September 2025 at 7:00pm, The Chamber Room, Garth House

CLOSE OF MEETING: 19:27 hrs



BICESTER
TOWN COUNCIL

BICESTER TOWN COUNCIL

Allotment Working Party

17th September 2025

Chair: Cllr Jim Webb

Contact 01869 252915 jim.webb@bicester.gov.uk

Mick Lee Service Manager

Contact 01869 252915 michael.lee@bicester.gov.uk

Ward Affected: All

Forward Plan

1. Leach road trees have been priced to remove and will commence in the Autumn
2. Water Troughs (Leach Road- 42, 37, 30) Priced and will send to next finance meeting for approval of spend. (this will be September as June one was postponed)
3. Colne Close Gate(s) need replacing materials ordered will complete asap
4. Claypits Concrete Bays Investigating and getting quotes
5. Tree to the rear of Site at Anson Way have been priced to remove and will commence in the Autumn
6. Notice boards are ordered and will be replaced asap
7. Inspections were completed in July and next ones due end of September

