

Bicester Town Council



Environment Committee Meeting

Ref: ENV05/2526

Monday 19th January 2026 at 19:00hrs

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

Members:

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

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 Rob Parkinson (CDC), Cllr John Shiri (OCC), Cllr Matt Webb (OCC) and Cllr Sean Gaul (OCC)



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Tuesday 13th January 2026

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 19th January 2026** to commence at **19:00hrs** for the transaction of the following business.

Mick Lee
Service manager

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 Environment Committee

(Pages 4 - 5)

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

- ENV04/2526 – Monday 17th November 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. Agenda item 5

To **CONFIRM** and **APPROVE** the following Funfair locations and dates. **(Page 6)**

6. Forward Plan

The Committee is **RECOMMENDED** to **APPROVE** the Forward Plan. **(Page 7)**

7. Date of Next Meeting:

Monday 30th March 2026, at 7pm, The Council Chamber, Garth House

Minutes of the Environment Committee

A meeting of the **Environment Committee** was held on **Monday 17th November 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 Alisa Russell – (Vice Chair)
Cllr Donna Ford
Cllr Damien Maguire
Cllr Nick Mawer
Cllr Chris Pruden (left at 20:07)
Cllr Les Sibley

In Attendance:

Michael Lee (Officer)
Tanya Govorusa (Sports and Facilities Administrator)

32/ Apologies for Absence

2526 RESOLVED that apologies for absence were received from Cllr Harry Knight and Cllr John Willett.

33/ Declarations of Interest

2526 RESOLVED that no declarations of interests were received.

34/ Minutes of the Environment Committee Meeting

2526 RESOLVED that Committee did **APPROVE** the Minutes of the Environment Committee Meeting:

- **ENV01/2526 – Monday 16th June 2025**
- **ENV03/2526 – Monday 22nd September 2025**

35/ Public Session

2526 RESOLVED that no members of the public were present.

- Cllr raised the following prior to agenda points. Cllr requested a review / update on the Standing Order's Query.

36/ Budget 2026/2027

2526 UNRESOLVED that the Committee did **NOT APPROVE** and **NOTED** on the following Environment Committee Budget and have asked for **AMMENDMENTS**.

- Cllrs requested a recalculation / review of the Over-Spend and Under-Spend Forecast.

- Cllrs proposed that the Number's are rechecked and a suggestion was made regarding having the Spreadsheet amended to an Excel Spreadsheet with a Scientific Proven Formula.
- Cllrs have questioned the Utilities Budget, including the following: Electric and Water. They have requested an in-depth explanation on how the Forecast was calculated.
- Cllrs noted that Water Charges for Sunderland Drive and Langford Park were not noted on the spreadsheet for Budget for 2026/2027.
- Cllrs have requested for Business Rates from Cherwell District Council.
- Cllrs have requested explanations between big variances on the spreadsheet between the budget figures from the budget verses forecast year-end and expected forecast.

37/ Memorial Wall Update

2526 UNRESOLVED that the Committee did **NOT APPROVE** and **STILL UNDER REVIEW** on the proposal for the Memorial Wall.

- Cllrs raised points regarding our Cemetery Records.
- Cllrs requested a Private Meeting to be briefed on the Memorial Wall Update and to be held outside of Council hours with Darren from DL Hancock LTD.
- Cllrs requested that we further investigate thoroughly regarding looking at other sites for a cemetery and sending a letter to Cherwell District Council regarding finding land for a new cemetery site.

38/ OCC Update

2526 RESOLVED that the Committee **COMMENTED** on the proposal regarding Household Waste and Recycling Facilities.

- Cllrs discussed the proposal regarding Household Waste and Recycling Facilities. The meeting is due to take place with Oxfordshire County Council on the 18/11/2025.

39/ Forward Plan

2526 RESOLVED that the Committee **APPROVED** and **COMMENTED** on the report.

- Cllrs requested more Signage implemented detailing specific age ranges for use of the Garth Park Play Area.
- Cllrs noted the Nissan Van being unusable at the moment and is currently in the garage, due to electrical faults.
- Cllrs noted the Porta Cabin regarding the disconnecting of the 3-phase power supply, due on the 28/11/2025. We can then arrange for a new 3-phase power supply to be delivered, due date early January 2026.
- Cllrs requested Polite Reminder Notices to be made for Whiteland's regarding the misuse of residents using the disabled car-parking spaces. Polite reminders will be issued out clearly stipulating that Blue-Badge Holders can only access the disabled car-parking spaces at Whiteland's. Cllrs have also requested that this matter is added as an Agenda Item to the next Sports Working Group Meeting held on Wednesday 7th January 2026.

40/ Date of Next Meeting:

2526 Monday 19th January 2026, at 7pm, The Council Chamber, Garth House

CLOSE OF MEETING: 20:37



BICESTER TOWN COUNCIL

Environment Committee

Funfair dates and locations

19th January 2026

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

K E A field

Arrive Monday 18th May

Open Thursday 21st until Monday 25th

Close Tuesday and Wednesday, 26-27

Reopening Thursday 28th until Sunday 31st.

Leave on Monday 1st June

Keble Road Recreation Ground

Arrive Monday 24th August

Open Thursday 27th until Monday 31st

Close Tuesday and Wednesday 1-2 September

Reopening Thursday 3rd until Sunday 6th

Leave on Monday 7th September.

Recommendation

Committee is **RECOMMENDED** to **APPROVE** the dates and locations of the fairgrounds



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Environment Committee

19th January 2026

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

- Bedding plants plans
- Memorial wall
- Memorial benches
- Play area equipment