

Bicester Town Council



Environment Committee Meeting

Ref: ENV06/2526

Monday 30th March 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 24th March 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 30th March 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

Councilor's 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:

- ENV05/2526 – Monday 19th January 2026 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: Cherwell Bins

Committee is **RECOMMENDED** to **Comment** on the proposal (Page 6)

6. Agenda item 6: Medium Priority Tree Works Off Tree Survey

Committee is **RECOMMENDED** to **Approve** the proposal (Page 7)

7. Agenda item 7: Mess Room Toilet Block

Committee is **RECOMMENDED** to **Approve** the proposal (Page 8)

8. Agenda item 8: Bedding Plant Beds in Garth Park

Committee is **RECOMMENDED** to **Approve** the proposal (Page 9)

9. Agenda item 9: Biodiverse Planting Area

Committee is **RECOMMENDED** to **Comment** on the proposal (Page 10)

10. Agenda item 10: Bloombox for Bicester

Committee is **RECOMMENDED** to **Approve** the proposal (Page 11)

11. Forward Plan

The Committee is **RECOMMENDED** to **APPROVE** the Forward Plan. (Page 12)

12. Date of Next Meeting:

TBC

Minutes of the Environment Committee

A meeting of the **Environment Committee** was held on **Monday 19th January 2026** 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 Damien Maguire
Cllr Nick Mawer
Cllr Chris Pruden
Cllr Les Sibley
Cllr John Willett

In Attendance:

Michael Lee (Officer)
Isobel May (Events and Marketing Administrator)

Representatives from:

DL Hancock

41/ Apologies for Absence

2526 RESOLVED that apologies for absence were received from Cllr Harry Knight and Cllr Alisa Russell.

42/ Declarations of Interest

2526 RESOLVED that no declarations of interests were received.

43/ Minutes of the Environment Committee Meeting

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

- **ENV04/2526 – Monday 17th November 2025**

A Cllr queried whether the issue of parking in the disabled bays at Whitelands had been resolved or referred to the Sports Working Group. The Officer advised that he had spoken with the Whitelands Supervisor, who will monitor the situation more closely and seek to address the issue.

44/ Public Session

2526 RESOLVED that no members of the public were present.

Agenda Item 3

- Cllrs agreed to include a sub-item to allow a representative from DL Hancock to present ideas for the memorial wall.

- DL Hancock advised that space within the cemetery could be used as a short-term solution for a memorial wall, including the scattering of ashes by

lifting turf and the installation of cast plaques on a wall. The creation of a separate area using conifer hedging was also suggested.

Cllrs raised the following points:

- Flower beds or raised beds could also be used for ash scattering; this was confirmed as an option by DL Hancock. The Officer will investigate further.
- Concerns were raised regarding potential undisclosed burials and legal implications of lifting turf. DL Hancock advised this would depend on burial records and deeds, noting that ash interments require less depth and disturbance is unlikely.
- The potential market size would need to be assessed using ash interment records.
- Vandalism was considered unlikely if plaques were secured using resin.
- It was suggested that a meeting be arranged between CDC, BTC and DL Hancock to explore the options further.

45/
2526

Agenda item 5

RESOLVED that the Committee did **APPROVE** one location and did **NOT APPROVE** the second location and **NOTED** on the following:

- The date for Kea Field was approved.
- It was noted that Keble Road requires reconsideration due to surrounding developments, reduced parking availability and frequent road closures.
- The Officer was instructed to contact the organizers to propose alternative locations, namely Bure Park, George Street and Whitelands.

46/
2526

Forward Plan

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

- Bedding plants plans - Cllrs requested information on potential design themes. The Officer suggested a design reflecting the Town's twinning links.
- Memorial benches – The Officer reported several enquiries regarding memorial benches. Cllrs agreed that applicants should indicate a preferred location, with suitability to be assessed by the Officer. It was agreed that additional benches are required across Bicester.
- Play area equipment – The Officer confirmed that repairs to the Garth Park play area have been completed.
- Cllrs requested an update. The Officer reported that quotes had been received and are being reviewed with insurers. Cllrs also requested that BTC post on social media seeking any relevant information.

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2526

Date of Next Meeting:

Monday 30th March 2026, at 7pm, The Council Chamber, Garth House
CLOSE OF MEETING: 20:31



BICESTER TOWN COUNCIL Environment Committee

30th March 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

Cherwell bins

Ward Affected: All

As councilor's are aware we are having issues with Cherwell emptying the bins around town.

This is leading to increasing amount of complaints to the council as well as to councilors direct.

Officers are proposing to investigate alternative contractors to tender for the work.

The cost for this would be a lot more than we currently pay and is not budgeted for.

Recommendation

Committee is **RECOMMENDED** to **Comment** on the proposal



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Medium priority tree works off tree survey

As the red priority work is almost complete, we would like to continue with the medium priority tree works identified off the tree survey.

The amount we would need is £30,990

This to come out of earmarked reserves 901/9011 play are/open space investment

It is important to do the works as if there are any failures on these trees that have been identified and not actioned on then the council will have difficulty in explaining why not.

Ward Affected: All

Recommendation

Committee is **RECOMMENDED** to **APPROVE** the proposal



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30th March 2026

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Mess room toilet block

When purchasing the new mess room, it was originally thought to include a built-in toilet block. Unfortunately, this was not correct. We need to purchase a toilet to add on to the mess room. The price for this will be 5K taken from 901/9020 BTC premises.

Ward Affected: All

Recommendation

Committee is **RECOMMENDED** to **APPROVE** the proposal



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30th March 2026

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Bedding Plant Beds in Garth Park

Officers would like to propose that we use the countries that Bicester is twinned with as this year's bedding plant designs

This would be the German flag in the welcome bed, France, Poland and England in the Well beds and The Union flag in the flagpole bed.

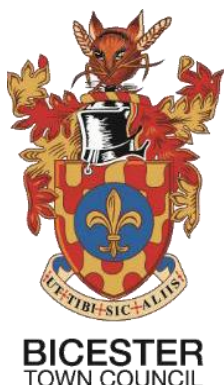
The two regiment beds will be a mixture of blue and yellow to reflect colours on boards

Costs for this is £1,700 taken from 401/4046 Horticulture supplies

Ward Affected: All

Recommendation

Committee is **RECOMMENDED** to **APPROVE** the proposal



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Biodiverse planting area

Officers have been asked to investigate a biodiverse planting area in town.

Councilors are asked to comment on this.

More information provided in Appendix 2

Ward Affected: All

Recommendation

Committee is **RECOMMENDED** to **COMMENT ON** the proposal



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Environment Committee

30th March 2026

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Bloombox for Bicester

Ward Affected: All

Officer has been asked to investigate possibilities of installing Bloom boxes around town

See appendix 1

Recommendation

Committee is **RECOMMENDED** to **APPROVE** the proposal



BICESTER TOWN COUNCIL

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

- Further investment for play equipment as we will not be putting any large play areas in for the next couple of years due to budget, officers would like to spend on replacement equipment throughout the town's play areas.
- As of now there are 47 play areas that need a replacement piece of equipment ranging in price from 2.5K to 15K
- We are Investigating whether to use security company for park lock up instead of outdoor teams