

Minutes of the Environment Committee Meeting

A meeting of the **Environment Committee Meeting** was held on **Monday 15th June 2026** at **19:00 hrs** at **The Chamber Room, The Garth, Launton Road, OX26 2PS**.

Present:

Cllr Les Sibley (**Chair**)
 Cllr Rachel Mallows (**Vice Chair**)
 Cllr Donna Ford
 Cllr Dan Hallett
 Cllr Damien Maguire
 Cllr Nick Mawer
 Cllr Dr Paul Wheatley (substitution for Cllr Chris Pruden)
 Cllr John Willett

In Attendance:

Michael Lee, Officer
 Isobel May, Events and Marketing Administrator

- 1/
2627 **Appointment of Vice Chair**
RESOLVED that Cllr Rachel Mallows was appointed Vice Chair of the Environment Committee Meeting.

- 2/
2627 **Apologies for Absence**
RESOLVED that apologies were received from Cllr Alisa Russell and Cllr Chris Pruden.

- 3/
2627 **Declarations of Interest**
RESOLVED that declarations of interests were received from Cllr Les Sibley and Cllr John Willett as Cherwell District Councillors.

- 4/
2627 **Minutes of the Environment Committee**
RESOLVED that the Committee **APPROVED** the **MINUTES** and **RESOLUTIONS** of the following **Environment Committee Meeting** held on:
 - **ENV06/2526 – Monday 30th March 2026**

Cllrs asked for an update on:

 - Mess Room Toilets – The Officer confirmed that the outdoor team currently use the former CAB office for toilet and break facilities, with a possible move to the Outreach building following refurbishment.
 - Cherwell District Council Contract – The Officer confirmed that no rebate is available for missed bin collections, as verified by the RFO following a review of the contract.

- 5/
2627 **Public Session**
RESOLVED that no members of the public were present.

- 6/
2627 **Proposed Relocation of Office (Administration Team)**

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Signed

Dated 13/7/2026

RESOLVED that the Committee **APPROVED** the Members Room changes functionality to become the Administrators Office and the expenditure.

7/
2627

Proposed Park Opening Trial Summer 2026

RESOLVED that the Committee **APPROVED** and **COMMENTED** on a closely monitored 3-month trial.

- Cllrs raised concerns regarding the access gate to Garth Court. The Officer will investigate access arrangements and consider whether the gate should remain closed, given its location within a residential area.
- Cllrs noted the benefits of the trial for staff.
- The Officer will provide an update at the September meeting on the outcome of the trial and proposed next steps.

8/
2627

Office IT Equipment Renewal

UNRESOLVED that the Committee **DID NOT APPROVE** the purchase of new IT equipment.

Cllrs agreed this agenda item gets deferred to the next meeting in July with the following:

- 3 quotations.
- Confirmation of the number of laptops required.
- Details of the standard specification to be adopted.

9/
2627

Purchasing New Outdoor Team Vehicles

UNRESOLVED that the Committee **DID NOT APPROVE** the purchase of new vehicles.

Cllrs agreed this agenda item gets deferred to the next meeting in July with the following:

- 3 quotations.
- A cost comparison between purchasing and servicing the vehicles and leasing arrangements inclusive of servicing.

10/
2627

Play Area Equipment

UNRESOLVED that the Committee **DID NOT APPROVE** the purchase of new equipment.

Cllrs agreed this agenda item gets deferred to the next meeting in July with the following:

- 3 quotations.
- Plans and images of the equipment to be replaced and its proposed replacements.
- Requested that the 'Super Park' proposal for Mallards Way be reinstated on the agenda.
- A consultation to be arranged with the local primary school.

11/
2627

Forward Plan

RESOLVED that the Committee **NOTED** and **APPROVED** the forward plan.

Cllrs requested:

- The Officer to share the bin mapping system with Members to identify any gaps and potential locations for additional bins.
- A review of the bin design, noting concerns regarding the size of some new bins.
- A representative from Oxford University to be invited to a future meeting to discuss memorial benches.

12/ **Date of Next Meeting:**
2627 **Monday 13th July 2026, at 19:00 hrs, The Council Chamber, The Garth,**
 Launton Road, OX26 2PS.

CLOSE OF MEETING: 20:06 hrs

