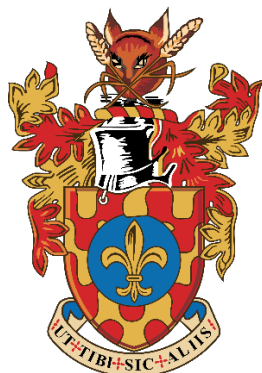


PUBLIC DOCUMENT PACK

Bicester Town Council



BICESTER
TOWN COUNCIL

Extraordinary Environment Committee Meeting

Ref: EN03b/2627

On the Rise of Policy Committee Meeting

Monday 5th October 2026 at 19:00hrs

The Council Chamber, The Garth,

Launton Road, OX26 6PS

Members:

Cllr Les Sibley – **Chair**, Cllr Rachel Mallows – **Vice Chair**
Cllr Donna Ford, Cllr Dan Hallett, Cllr Damien Maguire,
Cllr Nick Mawer, Cllr Chris Pruden, Cllr Alisa Russell and Cllr John Willett.

Substitute Members:

Cllr Tom Beckett, Cllr Nick Cotter, Cllr Sam Holland, Cllr Harry Knight,
Cllr Dr Paul Wheatley and Cllr Jim Webb

Other Circulation:

CDC

Cllr Frank Ideh, Cllr Simon Lytton, Cllr Julius Parker, Cllr Rob Parkinson, Cllr George Popescu, Cllr Bryonie Wells and Cllr Michael Wilson

OCC

Cllr Sean Gaul, Cllr John Shiri and Cllr Matt Webb

Tuesday 29th September 2026

To all members of the Environment Committee,

You are hereby summoned to attend a meeting of the **Environment Committee** at the **Council Chamber, The Garth, Launton Road, OX26 6PS** on **Monday 5th October 2026** to commence **On the Rise of the Policy Committee Meeting** 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 Bicester Town Council (clerk@bicester.gov.uk and enquiries@bicester.gov.uk) prior to the meeting, stating the reason for absence.

2. Declarations of Interest

1. Councillors are reminded to declare any interests on any item on this Agenda in accordance with Bicester Town Council's Code of Conduct.

3. Purchasing New Outdoor Team Vehicles (Pages 3 - 5)

The Committee is **RECOMMENDED** to **APPROVE** the purchasing of new vehicles.

4. Removal of Soil Pile and Garages in Garth Park (Pages 6 - 7)

The Committee is **RECOMMENDED** to **APPROVE** Contractor 1 to remove asbestos and take down the garages leaving in a neat condition for further use.

5. Date of Next Meeting

Thursday 22nd October 2026, at 19:00 hrs, The Council Chamber, Garth House, Launton Road, OX26 6PS



BICESTER TOWN COUNCIL

ENVIRONMENT COMMITTEE REPORT

5th October 2026

Chair: Cllr Les Sibley

Contact: 01869 252915 | les.sibley@bicester.gov.uk

Officer: Mick Lee

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

Ward Affected: All

Purchasing New Outdoor Team Vehicles

1. Background

1.1 The vehicles we currently use are getting old and costing more to maintain each year. We propose purchasing one electric flatbed vehicle, two medium-sized flatbed vehicles and one smaller vehicle to replace the Council's existing electric vehicle. By not purchasing the previously proposed pool vehicle, the Council would save approximately £35,000. These vehicles would support the Council's commitment to achieve net zero by 2030, help manage the increased workload and provide capacity for future workforce expansion.

2. Overview

2.1 The total cost for the new vehicles would be £138,970 as this is not a budgeted cost then funds would have to come out of earmarked reserves.

I propose that we consider each vehicle individually and approve/disapprove each one.

3. Financial Regulation

3.1 Should the spend be more than £25,000 or to be withdrawn from Earmarked Reserves then upon approval, this report must be passed onto the Finance Committee and the Full Council.

3.2 This Committee has delegated approval should the spend be between £10,000 to £24,999.

3.3 The Chair of this Committee can pre-authorise this spend making this report retrospective should the spend be between £3,000 and £9,999.

3.4 Officers have delegated authority to approve spends up to £3,000 and again this report may also be retrospective.

Three Quotes **MUST** be obtained for spends more than £12,500.

Officer to identify which option is applicable to this report.

1	X	2	3	4	NA
---	---	---	---	---	----

Budget Coding where moneys will be deducted from: 110 /4302 Code Description Projects/vehicles

3 Quote summary

Quote 1: £25,360 including a £2,500 grant. To lease hire this vehicle would cost £16,482 over 4 years. Roughly £350 per month
Quote 2: £42,360
Quote 3: £34,860

The Committee is **RECOMMENDED** to **APPROVE** the purchasing of 1 electric vehicle from supplier 1.

4. Financial Regulation

4.1 Should the spend be more than £25,000 or to be withdrawn from Earmarked Reserves then upon approval, this report must be passed onto the Finance Committee and the Full Council.

4.2 This Committee has delegated approval should the spend be between £10,000 to £24,999.

4.3 The Chair of this Committee can pre-authorise this spend making this report retrospective should the spend be between £3,000 and £9,999.

4.4 Officers have delegated authority to approve spends up to £3,000 and again this report may also be retrospective.

Three Quotes MUST be obtained for spends more than £12,500.

Officer to identify which option is applicable to this report.

1	X	2	3	4	NA
---	---	---	---	---	----

Budget Coding where moneys will be deducted from: 110 /4302 Code Description Projects/vehicles

3 Quote summary

Quote 1: £41,940 Including a £5,000 grant
Quote 2: £53,340
Quote 3: £51,948

The Committee is **RECOMMENDED** to **APPROVE** the purchase of 1 transit tipper from supplier 1.

5. Financial Regulation

5.1 Should the spend be more than £25,000 or to be withdrawn from Earmarked Reserves then upon approval, this report must be passed onto the Finance Committee and the Full Council.

5.2 This Committee has delegated approval should the spend be between £10,000 to £24,999

5.3 The Chair of this Committee can pre-authorise this spend making this report retrospective should the spend be between £3,000 and £9,999.

5.4 Officers have delegated authority to approve spends up to £3,000 and again this report may also be retrospective.

Three Quotes **MUST** be obtained for spends more than £12,500.

Officer to identify which option is applicable to this report.

1	X	2	3	4	NA
---	---	---	---	---	----

Budget Coding where moneys will be deducted from: 110 /4302 Code Description Projects/vehicles

3 Quote summary

Quote 1: £35,835 Including a £5,000 grant
Quote 2: £32,000
Quote 3:

The Committee is **RECOMMENDED** to **APPROVE** the purchase of 2 medium sized tippers/utility vehicles from supplier 1.



BICESTER
TOWN COUNCIL

BICESTER TOWN COUNCIL

ENVIRONMENT COMMITTEE REPORT

5th October 2026

Chair: Les Sibley

Contact: 01869 252915 | les.sibley@bicester.gov.uk

Officer: Michael Lee

Contact: 01869 252915 | Michael.lee@bicester.gov.uk

Ward Affected: All

Removal of Soil Pile and Garages in Garth Park

1. Background

1.1 The garages at the rear of Garth Park were purchased in 2024 with the intention of demolishing them to make way for a new Council office development. This proposal was not progressed, and the garages are now in poor condition and require demolition.

1.2 There is also a stockpile of soil, stone and other materials on the site which must be removed prior to the demolition works. This will be addressed as a separate agenda item.

2. Proposal

2.1 A contractor will be appointed to remove the stockpiled soil, stone and other materials before demolition can commence.

2.2 Once the site has been cleared, demolition works will be scheduled. The first stage will involve the safe removal and disposal of asbestos, followed by the demolition and removal of the remaining garage structures by a separate contractor.

3. Financial Regulation

3.1 Should the spend be more than £25,000 or to be withdrawn from Earmarked Reserves then upon approval, this report must be passed onto the Finance Committee and the Full Council.

3.2 This Committee has delegated approval should the spend be between £10,000 to £24,999

3.3 The Chair of this Committee can pre-authorise this spend making this report retrospective should the spend be between £3,000 and £9,999.

3.4 Officers have delegated authority to approve spends up to £3,000 and again this report may also be retrospective.

Three Quotes MUST be obtained for spends more than £12,500.

Officer to identify which option is applicable to this report.

1	2 X	3	4	NA
---	-----	---	---	----

Budget Coding where moneys will be deducted from: 901/330 Green infrastructure

3 Quote summary

Quote 1:16,686
Quote 2:
Quote 3:

The Committee is **RECOMMENDED** to **APPROVE** Contractor 1 to remove the soil and general waste pile.

4. Financial Regulation

4.1 Should the spend be more than £25,000 or to be withdrawn from Earmarked Reserves then upon approval, this report must be passed onto the Finance Committee and the Full Council.

4.2 This Committee has delegated approval should the spend be between £10,000 to £24,999

4.3 The Chair of this Committee can pre-authorise this spend making this report retrospective should the spend be between £3,000 and £9,999.

4.4 Officers have delegated authority to approve spends up to £3,000 and again this report may also be retrospective.

Three Quotes MUST be obtained for spends more than £12,500.

Officer to identify which option is applicable to this report.

1 X	2	3	4	NA
-----	---	---	---	----

Budget Coding where moneys will be deducted from: 901/330 Green infrastructure

3 Quote summary

Quote 1: £27,698
Quote 2: £21,120
Quote 3:

The Committee is **RECOMMENDED** to **APPROVE** Contractor 1 to remove asbestos and take down the garages, leaving it in a neat condition for further use.