

## Commercial A – Z Guide to Materials Recycling (also try [www.letsrecycle.com](http://www.letsrecycle.com))

Resource	Contact	Notes	How to Reduce waste or 'close the loop'
<b>Batteries</b>	G & P Batteries Crescent Works Industrial Estate Willenhall Road Darlaston Wednesbury West Mids WS10 8JR Tel: 0121 568 3200 Website: <a href="http://www.g-pbatt.co.uk">www.g-pbatt.co.uk</a> Email: <a href="mailto:enquires@g-pbatt.co.uk">enquires@g-pbatt.co.uk</a>	Recycles all sorts of batteries charging £50 minimum for car batteries and approximately 50p to 70p per kilo for other batteries within a minimum charge of £200. Battery banks can be provided on community sites (for small batteries e.g. AA), when these are full they are collected for a charge of £200.	Since recycling of some types of batteries is not currently an option, it is more important to reduce use of them. Wherever possible use appliances that can be plugged into mains electricity.  Where you do have to use batteries use rechargeable ones if possible. Many are available from good hardware stores, or by mail order from specialist environmental suppliers such as those below:  Centre of Alternative Technology <a href="http://www.cat.org.uk">www.cat.org.uk</a>
	Office Green Technologies Montrose House 412-416 Eastern Avenue Gantshill Ilford Essex IG2 6NQ Tel: 020 8592 9998 Collection Hotline: 0800 833 480 Website@ <a href="http://www.officegreen.co.uk">www.officegreen.co.uk</a> Email: <a href="mailto:info@officegreen.co.uk">info@officegreen.co.uk</a>	Provide recycling service across the UK, and will recycle a series of different types of batteries.	Natural Collection <a href="http://www.naturalcollection.com">www.naturalcollection.com</a>
	Silver Lining Industries Ltd. Richmond Works Garfoth Leeds LS25 1NB		However, where possible, choose appliances which use solar or mechanical power - these are readily available for calculators, watches and radios.

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	Tel: 0113 286 2323 Website: <a href="http://www.wastecare.co.uk">www.wastecare.co.uk</a>		
<b>Building Supplies</b>	Pathway Sheltered Workshop Dunnock Way Blackbird Leys Oxford OX4 7EX Tel: 01865 714111	Mainly timber, particularly untreated wood. Do not use pallets much nowadays.	Almost all pallets can be reused or recycled. However, there is a more limited market for pallets that have either been painted or treated with preservative, since the contaminated wood cannot be used for either chipboard or horticultural purposes.
	Marston Books Ltd. Miltin Park Abingdon C/O Hemmick Services Ltd Tel: 01494 865477 Email: <a href="mailto:Marston@hemmick.com">Marston@hemmick.com</a>	Will collect damaged wooden pallets if 50+	To cut down on this problem, many businesses can re-use their pallets themselves. Either for the same purpose or various alternative uses – e.g. pallets can provide a strong unit which can be used in construction, decking, fencing etc.
	Association of Environmentally Conscious Building (AECB) PO Box 32 Llanysul SA44 5ZA Tel: 0845 456 9773 Website: <a href="http://www.aecb.net">www.aecb.net</a> Email: <a href="mailto:lnaidloeoffice@aecb.net">lnaidloeoffice@aecb.net</a>	Established in 1989 to increase the awareness within the construction industry of the need to respect, protect, preserve and enhance the environment. They can provide information on how improved environmental performance within the construction industry can be achieved	However, if you do need more, buying second hand pallets will help the environment and improve the market for this type of recycled material.  J James Ltd 01235 814565 <a href="http://www.jjamesltd.co.uk">www.jjamesltd.co.uk</a> Sell reconditioned wooden pallets.  One company has taken reusing wooden pallets a step further: Pallet Display Systems have developed pallet legs that can give wooden pallets over 200 new applications, including work benches, platforms, staging, temporary bridges and many more.

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			<a href="http://www.palletlegs.org">www.palletlegs.org</a>
<b>Cans</b>	<p>Smiths of Bloxham Milton road Bloxham Nr. Banbury Oxon OX15 4HE Tel: 01295 720286</p> <p>T.R. Rogers and Son The Metal Yard Nuneham Courtenay Oxon OX44 9NX Tel: 01865 343444</p>	<p>Recycle all sorts of cans. Also take aluminium foil (free) and donate profits to Guide Digs for the Blind. Foil can be taken to Milton Road, Bloxham or Cherwell District Council recycling points. They will collect within a 10 to 15 mile radius of Bloxham and will supply a bank which takes approximately 300 cans.</p> <p>Takes aluminium cans and tin foil along with all non-ferrous metals – special arrangements can be made to make one-off collections (although not for cans) e.g. aluminium roofing from a building site.</p>	<p>Recycling of aluminium can be repeated many times without loss of quality. However, wherever possible it is best to try and avoid using cans and foil.</p>
<b>Cardboard</b>	<p>Biffa Waste Services Ltd. Gooch Southmead Industrial Estate Didcot</p>	<p>Clean cardboard i.e. not contaminated (e.g. no sellotape) Collection bin rent - 20p/day (£1.40 a week) lift price £6</p>	<p>The simplest and most cost-effective method for reducing the amount of cardboard discarded is by reducing the amount received/produced. Many suppliers over-package goods because they assume customers prefer heavily packaged</p>

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	<p>Oxon OX11 7ET Tel: 01235 813444 (depot) Website: <a href="http://www.biffa.co.uk">www.biffa.co.uk</a></p> <p>Sita Unit 1 Enstone Airfield Chipping Norton Oxon OX7 4NP Tel: 01608 677609</p> <p>Harrison's Removals Headington Oxfordshire Tel: 01865 744993</p>	<p>Empty bin with one lift per week £7.40 Empty bin with three lifts per week £19.40.</p> <p>Collect large quantities of cardboard and hire out bins. Charges/payments for collection depend on market situation – sometimes free. Will not collect small quantities but will accept delivery of clean, flattened cardboard at their depot in Enstone free of charge. Do one-off fortnightly collections. Minimum 15 boxes, in good condition and approx 18" x 18" x 18" in size. Free collection in Oxford area.</p> <p>Cardboard from warehouse rather than shops as need 1 ½ tonnes collected per week, will provide skip, cardboard needs to be flattened. Bin rental - £15/week, Collection –</p>	<p>products. Check with suppliers and distributors whether items can be supplied with less cardboard or other packaging.</p> <p>If you only produce a small quantity of cardboard, it may be helpful to align yourself with other businesses nearby to increase the quantities available for collection.</p> <p>Cardboard can also be composted. The cardboard should be shredded so that it will mix with other materials and decompose quickly.</p>
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	<p>SCA Recycling UK          Armstrong Road          Daneshill Industrial Estate          Basingstoke          Hampshire RG24 8NU          Tel: 01256 351456          Website: <a href="http://www.scarecycling.co.uk">www.scarecycling.co.uk</a></p>	<p>approximately £50. (Can't take cardboard cups as liquid interferes with pulp process).</p>	
<b>Cartons</b>	<p>Crompton F          Unit 20          Cheddington Lane          Tring          Herts HP23 4 QR          Tel: 01296 661681</p>	<p>Merchant of new and used carton and packaging materials, redundant stocks purchased.</p>	
<b>Cars</b>	<p>Salop Car Breakers Ltd          Unit 6/7          Monkmoor Industrial Estate          Monkmoor          Shrewsbury SY2 5TX          Tel: 01743 272768</p>	<p>Service may be free if they can reuse the car parts.</p>	
<b>Car Breakers</b>	<p>The Bumper Man          Central Panels          Chipping Norton          Tel: 01608 646811          Email:</p>	<p>Repairs used bumpers and sells at a reduced price. Contact Phil Smith</p>	

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	<a href="mailto:centralpanels@amserver.com">centralpanels@amserver.com</a>		
<b>Compactors</b>	<p>Pakmaster Compactor House East Richardson Street High Wycombe Bucks HP11 2SB Tel: 01494 441133 Website: <a href="http://www.pakmaster.co.uk">www.pakmaster.co.uk</a></p> <p>Waste Compaction Equipment Units 3 &amp; 4 Soap House Industrial Estate Howard Street St. George Bristol BS5 7AZ Tel: 0117 955 6682</p>	<p>Provides waste compactors.</p> <p>Compact paper, cardboard, textiles etc.</p>	<p>Bailing or compacting can increase the value of your waste cardboard. This makes transport and storage cheaper, reduces the fire risk and adds value to the product. It also means that you can store more cardboard in a given area, thereby allowing less frequent collection - again saving money. Many companies sell balers and compactors - the links listed below have helpful information and are of companies relatively accessible to Oxfordshire.</p> <p>PRM Waste Systems Ltd <a href="http://www.prmwastesystems.com">www.prmwastesystems.com</a></p> <p>Hardall International Ltd <a href="http://www.hardall.co.uk">www.hardall.co.uk</a></p> <p>KenBay <a href="http://www.kenbay.co.uk">www.kenbay.co.uk</a></p>
<b>Computers</b>	<p>Computer Salvage 5 Abex Road Bone Lane Industrial Estate Newbury Berks RG14 5EY Tel: 01635 552666 Website: <a href="http://www.computersalvagespecialists.com">www.computersalvagespecialists.com</a></p>	<p>PC's free of charge in Oxon, certain grades of components are free (in some cases the company will pay for them), others are chargeable.</p>	<p>As a computer user it is more environmentally friendly if you can:</p> <ul style="list-style-type: none"> <li>• Select durable electronic or electrical items that can be upgraded in the future if possible.</li> <li>• Consider first if a current item of equipment can be upgraded, rather than being</li> </ul>

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	<p>Email: <a href="mailto:enquires@computersalvagespecialists.com">enquires@computersalvagespecialists.com</a></p> <p>Computers for Charity Tel: 01288 361177 Website: <a href="http://computersforcharity.org.uk">computersforcharity.org.uk</a></p> <p>DTC Unit D4 Telford Road Bicester Oxon OX6 0TZ Tel: 01869 810600 Website: <a href="http://www.dtc-telecom.co.uk">www.dtc-telecom.co.uk</a> Email: <a href="mailto:info@dtc-telecom.co.uk">info@dtc-telecom.co.uk</a></p> <p>Office Green Technologies Montrose House 412-416 Eastern Avenue Gantshill Ilford Essex IG2 6NQ Tel: 020 8592 9998 Collection Hotline: 0800 833 480 Website@ <a href="http://www.officegreen.co.uk">www.officegreen.co.uk</a> Email: <a href="mailto:info@officegreen.co.uk">info@officegreen.co.uk</a></p>	<p>Collect free of charge – no minimum load. Collect low end Pentiums and above to pass to charities, sometimes overseas.</p> <p>Recycles all parts of computers plus telephones and cabling. Computers can be brought to their site or taken to Redbridge. Alternatively collection can be arranged.</p> <p>Collect any computers and printers. Use what they can and recycles the rest. Minimum invoice value £50 – depends on how much is collected. Give certificate for destruction of confidential data.</p> <p>Any computers collected.</p>	<p>completely replaced.</p> <ul style="list-style-type: none"> <li>• See if broken appliances can be repaired before discarding them.</li> </ul> <p>If you do need to replace your computer/s or parts thereof, try contacting one of the below companies:</p> <p>CKS Group <a href="http://www.cksgroup.co.uk">www.cksgroup.co.uk</a> Sells refurbished computers.</p> <p>Maxitech.Biz <a href="http://www.maxitech.biz">www.maxitech.biz</a> Offers service to assist companies looking to comply with WEEE (Waste Electronic and Electrical Equipment) and RoHS (Restriction of Hazardous Substances) directives. Services include: testing, repairing and reselling, recycling, and finding new equipment</p>
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	<p>Printers Plus Unit 2D Lower Mount Farm Long Lane Cookham Berkshire SL6 9EE Tel: 0870 16207999 Website: <a href="http://www.printersplus.co.uk">www.printersplus.co.uk</a></p> <p>Silver Lining Industries Ltd. Richmond Works Garfoth Leeds LS25 1NB Tel: 0113 286 2323 Website: <a href="http://www.wastecare.co.uk">www.wastecare.co.uk</a></p> <p>Recycle IT Sundon Park Road Luton LU3 3BL Tel: 01582 4924 36 Website: <a href="http://www.recycle-it.ltd.uk">www.recycle-it.ltd.uk</a></p> <p>Schools recycling Computers <a href="http://vtc.ngfl.gov.uk/docserver.php?docid=10019">http://vtc.ngfl.gov.uk/docserver.php?docid=10019</a></p>	<p>If not used, parts are recycled. No minimum collection. About £10 per unit for collection.</p> <p>Service nationwide – price depends on volume.</p> <p>Recycles all parts of computers that are above 486 standard. Minimum collection 20 units or can take smaller amounts to Luton by arrangement. Not-for-profit company.</p>	
<p><b>Electronic Waste</b></p>	<p>Computer Salvage 5 Abex Road Bone Lane Industrial Estate</p>	<p>Waste taken includes television, audio equipment etc.</p>	<p>As a consumer of electrical goods it is more environmentally friendly if you:</p>

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	<p>Newbury Berks RG14 5EY Tel: 01635 552666 Website: <a href="http://www.computersalvagespecialists.com">www.computersalvagespecialists.com</a> Email: <a href="mailto:enquires@computersalvagespecialists.com">enquires@computersalvagespecialists.com</a></p> <p>Office Green Technologies Montrose House 412-416 Eastern Avenue Gantshill Ilford Essex IG2 6NQ Tel: 020 8592 9998 Collection Hotline: 0800 833 480 Website: <a href="http://www.officegreen.co.uk">www.officegreen.co.uk</a> Email: <a href="mailto:info@officegreen.co.uk">info@officegreen.co.uk</a></p> <p>OCVA Furniture Recycling Project The Old Community Centre Westlands Drive Headington Oxford OX3 9QY Tel: 01865 763698</p> <p>Sue Ryder 4 Market Place Abingdon</p>	<p>Various office electrical equipment.</p> <p>Will take electrical equipment that can be used to set up a new home.</p> <p>Take various types of electrical equipment.</p>	<ul style="list-style-type: none"> <li>• Select durable electronic or electrical items that can be upgraded in the future if possible.</li> <li>• Consider first if a current item of equipment can be upgraded, rather than being completely replaced.</li> <li>• See if broken appliances can be repaired before discarding them.</li> </ul> <p>If you do need to replace your electrical equipment, try contacting one of the companies below who sell recycled goods:</p> <p>Printers Plus <a href="http://www.printersplus.co.uk">www.printersplus.co.uk</a> Printers Plus sell computers, printers and printer consumables and provide repairs and servicing.</p> <p>Re-Tek Direct <a href="http://www.retekdirect.co.uk">www.retekdirect.co.uk</a> They supply a wide range of quality new and second user refurbished electronic and computer product, much of which you can buy direct on line.</p>
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	OXON OX14 3H9 Tel: 01235 521 708		
<b>Farm &amp; Horticultural Waste</b>	Waste Recycling Directory Website: <a href="http://www.wasterecycling.org.uk">www.wasterecycling.org.uk</a> Email: <a href="mailto:info@wasterecycling.org.uk">info@wasterecycling.org.uk</a>	A recycling and waste management directory for agricultural and horticultural businesses.	
<b>Furniture</b>	OCVA Furniture Recycling Project The Old Community Centre Westlands Drive Headington Oxford OX3 9QY Tel: 01865 763698  Sue Ryder 4 Market Place Abingdon OXON OX14 3H9 Tel: 01235 521 708	Can collect furniture, or can drop off without calling between 9am-4pm (Mon-Fri). Furniture needs to be in a condition to pass on without refurbishment. May also accept blankets and curtains in v. good condition. Also accept pots, pans, books – anything useful for setting up a home.  Take upholstered goods providing they have fire labels and electrical goods.	If you require more furniture for your work place, try buying second hand furniture. A good place to look for this is in the classified sections of the Oxford Mail and the Oxford Times. Or try looking in some local charity shops.
<b>Gas Discharge Lamps (Fluorescent)</b>	Biffa Waste Services Ltd. Tel: 0800 307307 Website: <a href="http://www.biffa.co.uk">www.biffa.co.uk</a>  Office Green Technologies		

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<p><b>tubes)</b></p>	<p>Montrose House 412-416 Eastern Avenue Gantshill Ilford Essex IG2 6NQ Tel: 020 8592 9998 Collection Hotline: 0800 833 480 Website@ <a href="http://www.officegreen.co.uk">www.officegreen.co.uk</a> Email: <a href="mailto:info@officegreen.co.uk">info@officegreen.co.uk</a></p> <p>Grundons Goulds Grove Ewelme Wallingford Oxon OX10 6RJ 01491 839212</p> <p>Mercury Recycling Ltd. Unit G Canal Slide North John Gilberts Way Trafford Park Manchester M17 1DP Tel: 0161 877 0977</p> <p>Shanks Waste Solutions Tel: 0800 0282877 Website: <a href="http://www.shanks.co.uk">www.shanks.co.uk</a> Email: <a href="mailto:infor@shanks.co.uk">infor@shanks.co.uk</a></p> <p>City Electrical Factors Ltd.</p>	<p>annual basis or can have one off collection.</p> <p>Can supply containers for used fluorescent lights.</p> <p>Can supply containers for used fluorescent lights.</p>	
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	<p>Unit A2 Barton Hill          Audlett Drive          Abingdon          Oxon OX14 3NJ          Tel: 01235 535991          Email: <a href="mailto:Jason.hoff@cef.co.uk">Jason.hoff@cef.co.uk</a></p>		
<b>Glass</b>	<p>Thamesdown Glass Recycling          Kingshill Recycling Centre          Cricklade          Swindon          Wiltshire SO6 6JR          Tel: 01793 751310          Website: <a href="http://www.thamesdownrecycling.co.uk">www.thamesdownrecycling.co.uk</a>          Email: <a href="mailto:info@thamesdownrecycling.co.uk">info@thamesdownrecycling.co.uk</a></p> <p>Valpak Ltd          Savannah House          11-12 Charles II Street          London SW1Y 4QU          Glass hotline: 0207 321 3500          Website: <a href="http://www.recycle-more-glass.co.uk">www.recycle-more-glass.co.uk</a>          Email: <a href="mailto:glass@valpack.co.uk">glass@valpack.co.uk</a>          Email: <a href="mailto:recycle-more@valpack.co.uk">recycle-more@valpack.co.uk</a></p>	<p>All sorts of glass except window glass, wheely bins can be provided for pubs and restaurants and are collected on a weekly basis (can provide as many as the business requests and will only charge for those collected).</p> <p>Trade free glass recycling collection service for licensed premises. No need to separate colours – can all be collected together. To join scheme you need to sign an agreement and Duty of Care form. Cannot take: ceramic beer bottles, returnable bottles,</p>	<p>If you are interested in purchasing recycled glass products try:</p> <p>Green Glass UK          01208 812531  <a href="http://www.tradinggreen.co.uk">www.tradinggreen.co.uk</a>          Makes attractive glasses, bowls, vases, etc, from recycled glass.</p>

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	GRIO (Glass Recycling in Oxford) For licensed premises within the city 01865 483823	drinking glasses, ceramic and pyrex.	
<b>Hazardous Waste Collectors</b>	<p>Betta Special Waste Stanier Road Warndon Worcestershire WR4 9FE Tel: 01905 755500 Website: <a href="http://www.bettaspecialwaste.com">www.bettaspecialwaste.com</a> Email: <a href="mailto:info@bettaspecialwaste.com">info@bettaspecialwaste.com</a></p> <p>Computer Salvage 5 Abex Road Bone Lane Industrial Estate Newbury Berks RG14 5EY Tel: 01635 552666 Website: <a href="http://www.computersalvagespecialists.com">www.computersalvagespecialists.com</a> Email: <a href="mailto:enquires@computersalvagespecialists.com">enquires@computersalvagespecialists.com</a></p>	Betta collect: Laboratory smalls; acids & batteries; mixed fuels; and oil & water mixtures.	

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	<p>Grundons Goulds Grove Ewelme Wallingford Oxon OX10 6RJ 01491 839212</p> <p>Shanks 01234 768520</p>		
<b>Metals</b>	<p>BMRA <a href="http://www.recyclemetals.org">www.recyclemetals.org</a></p> <p>Agrivert</p> <p>A V Smith &amp; Sons Frogs Island Brightwell-cum-Sotwell Wallingford Oxon OX10 0SW Tel: 01491 836664</p> <p>Whitecross Metals Ltd 49 Whitecross Abingdon Oxon OX13 6BS Tel: 01235 525285</p>	<p>Non ferrous</p> <p>Purchase and collection of all scrap metals except cars, roll-on/off skip service, dismantling &amp; cutting by experienced staff.</p> <p>Licenced scrap metal yard.</p>	
<b>Mobile Phones</b>	<p>Oxfam 0870 7520999</p>	<p>Phones can be taken onto any Oxfam store or if more than 10 phones the</p>	

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## Commercial A – Z Guide to Materials Recycling (also try [www.letsrecycle.com](http://www.letsrecycle.com))

	<p>Office Green Technologies          Montrose House          412-416 Eastern Avenue          Gantshill          Ilford          Essex IG2 6NQ          Tel: 020 8592 9998          Collection Hotline: 0800 833 480          Website@ <a href="http://www.officegreen.co.uk">www.officegreen.co.uk</a>          Email: <a href="mailto:info@officegreen.co.uk">info@officegreen.co.uk</a></p>	<p>phone up to arrange a courier to pick up. The SIM card needs to be removed before recycling. The phones are reconditioned and sold on making approx. £5 for Oxfam.</p> <p>Pays for mobile phones and printer cartridges. Amounts can be determined by registered users via the website. Registration is free. Items are mainly recycled , or sent to developing countries. Operates Monday to Friday 9 to 5.</p>	
<b>Oil (Cooking)</b>	<p>A &amp; B Oils          Roual Crescent Road          Southampton SO14 3TT          Tel: 02380 339292</p> <p>Wokingham Oils          6 Drake Close          Finchampstead          Wokingham RG40 4EQ          Tel: 01189 734458</p>	<p>Collect from supermarkets, food stores etc in Oxford area.</p> <p>Operate oil collection services in an around Oxford.</p>	
<b>Oil (Motor)</b>	Betta Special Waste	Betta collect: Laboratory	

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	<p>Stanier Road Warndon Worcestershire WR4 9FE Tel: 01905 755500 Website: <a href="http://www.bettaspecialwaste.com">www.bettaspecialwaste.com</a> Email: <a href="mailto:info@bettaspecialwaste.com">info@bettaspecialwaste.com</a></p> <p>Highspeed Lubricants Unit 1 Riverside Newbridge Industrial Estate Pitt Street Keighley BD21 4PQ Tel: 0845 600 3572 Website: <a href="http://www.highspeed.co.uk">www.highspeed.co.uk</a> Email: <a href="mailto:info@highspeed.co.uk">info@highspeed.co.uk</a></p> <p>OSS Valley Road Morley Leeds LS27 8ES Tel: 0113 2533571</p>	<p>smalls; acids &amp; batteries; mixed fuels; and oil &amp; water mixtures.</p> <p>Waste Away takes care of all your waste, including: Waste Oil, Filters, Chemical Packaging, Wet Batteries, Grease Cartridges and Pails, Aerosols, Oil Absorbent and other Special Waste e.g. Wipers, Spray Suits, Disposable Gloves, Antifreeze, Brake Fluid etc.</p>	
<p><b>Organic Materials</b></p>	<p>Land Network  Worton Farm</p>	<p>Organic materials from</p>	<p>Instead of sending your leftover lunch scrapings, paper and cardboard away for recycling, try recycling it at work!</p>

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	<p>Worton Park Composting Cassington Witney Oxon OX29 4SU Tel: 01865 882644 Website: <a href="http://www.wortonfarms.co.uk">www.wortonfarms.co.uk</a> Email: <a href="mailto:pnelson@wortonfarms.co.uk">pnelson@wortonfarms.co.uk</a></p>	<p>food processing (e.g. oranges, coffee, chocolate, eggs, etc.), green waste, untreated timber (pallets), animal bedding etc.</p>	<p>To find out more, call the Oxfordshire County Council Composting helpline on 08450 50 45 50 or download composting guides from our website: <a href="http://www.oxfordshire.gov.uk">http://www.oxfordshire.gov.uk</a></p>
<p><b>Paper (confidential)</b></p>	<p>Banner Business Supplies Tel: 0845 712 5926</p> <p>Euroshred 70 Green Road Oxford OX3 8LA Tel: 01865 762400 Website: <a href="http://www.euroshred-oxford.co.uk">www.euroshred-oxford.co.uk</a></p> <p>Kelton Stone Sentinel House 673 to 675 Dunstable Road Luton LU4 0DA Tel: 01582 572431</p> <p>Sevenside Recycling Aronmill Keynsahm Bristol BS31 2UG Tel: 0117 9869611 Website: <a href="http://www.sevenside.com">www.sevenside.com</a></p> <p>Office Green Technologies</p>	<p>Collection service available, all bags supplied all waste recycled.</p> <p>Security shredding.</p> <p>Member of UK Security Shredding Association will provide certificate of destruction. £35 for up to 30 bags or £1/bag.</p>	<p>Shredded paper and cardboard is also very good for your compost bin. Why not get one at work?</p>

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	<p>Montrose House 412-416 Eastern Avenue Gantshill Ilford Essex IG2 6NQ Tel: 020 8592 9998 Collection Hotline: 0800 833 480</p>		
<p><b>Paper (general office waste)</b></p>	<p>Biffa Waste Services Ltd. Gooch Southmead Industrial Estate Didcot Oxon OX11 7ET Tel: 01235 813444</p> <p>Sita Unit 1 Enstone Airfield Chipping Norton Oxon OX7 4NP Tel: 01608 677609 Website: <a href="http://www.sita.co.uk">www.sita.co.uk</a></p> <p>CROP (Recycling paper for Businesses) Dominique Henderson Unit 39 Stevenson Storage Facility</p>	<p>Free weekly collection for white office paper – bags cost £7 for 50 or £25 for 200 (do not have to segregate). Tuesday – Oxford, Bicester, Chipping Norton. Wednesday – Banbury. Thursday – Abingdon, Witney and Burford.</p> <p>Collect any quantity of white officer paper, coloured paper and magazines, but must be segregated into high and</p>	<p>Some tips for waste reduction in your office:</p> <ul style="list-style-type: none"> <li>• Choose minimally packaged products or ask your suppliers to provide products in less packaging. Where possible, return excess packaging to supplier for reuse.</li> <li>• Order reusable envelopes for inter-office mail.</li> <li>• Remember to close the 'recycling loop' by purchasing recycled products wherever possible. Make a conscious effort not to waste office supplies. Ask yourself, 'do I really need it?'</li> <li>• Encourage those responsible for supplies to order in bulk where possible and to purchase durable, high quality supplies (e.g., paper clips vs. staples).</li> <li>• Encourage avoidance of over-packaged goods, such as bubble-wrapped packages or single-item containers. These contain a small amount of product relative to packaging.</li> <li>• Cancel junk mail and unwanted publications. If several of your co-workers subscribe to</li> </ul>

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	<p>Hanney Road Stevenson OX13 Tel: 01865 321212</p> <p>Grundon Recycling Goulds Grove Ewelme Wallingford Oxon OX10 6RJ Tel: 01491 839212 Districts including Oxford and south Banbury 01295 253611 Districts north of Oxford Website: <a href="http://www.grundon.com">www.grundon.com</a> Email: sales- banbury@grundon.com</p> <p>Office Green Technologies Montrose House 412-416 Eastern Avenue</p>	<p>low quality categories. Collect in Oxford, Abingdon, Didcot, and Kidlington on either a call only/monthly/fornightly or weekly basis – depending on amount. Banbury collections take place once a month. Collection starts at £25/quarter or £1/bag. Stand up boxes (£4 + VAT) or wheely bins (£4 + VAT) can be bought.</p> <p>Free collection for 15 sacks of white paper and will pay for over ½ tonne.</p>	<p>the same publication, suggest reducing to one subscription and circulating the copy.</p> <p>If you do need to purchase more stationary or paper for your office, try looking at what these companies have to offer:</p> <p>The Green Stationary Company 01225 480 556 <a href="http://www.greenstat.co.uk">www.greenstat.co.uk</a> Recycled paper and green office products supplier.</p> <p>Recycled Paper Supplies Tel &amp; Fax: 01676 533832 <a href="http://rps.gn.apc.org/">http://rps.gn.apc.org/</a> Specialist suppliers of quality recycled paper, card, envelopes and recycled stationery products by mail order.</p> <p>Recycle Now - Recycled Products for the Workplace <a href="http://www.recyclenow.com/buying_recycled/at_work/index.html">http://www.recyclenow.com/buying_recycled/at_work/index.html</a> 0845 331 31 31</p>
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	<p>Gantshill                  Ilford                  Essex IG2 6NQ                  Tel: 020 8592 9998                  Collection Hotline: 0800 833 480</p> <p>Kelton Stone                  Sentinel House                  673 to 675 Dunstable Road                  Luton LU4 0DA                  Tel: 01582 572431</p> <p>Sevenside Recycling                  Aronmill Keynsahm                  Bristol BS31 2UG                  Tel: 0117 9869611                  Website: <a href="http://www.sevenside.com">www.sevenside.com</a></p>	<p>Collect all quantities of paper in certain areas of Oxon, does not have to be segregated. Rental of 1100 litre wheelie bin £7.50 + VAT/week, desktop tidies 50p, stand-up boxes £5.</p>	
<b>Print Cartridges</b>	<p>Cartridge City Oxford                  115 Botley Road                  Oxford                  OX2 0HD                  Tel: 01865 204600                  Fax: 01865 204800                  oxford@cartridgecity.co.uk                  www.cartridgecity.co.uk</p>		<p>Refilling your used printer cartridges instead of buying new ones can save you up to 60%. Refill locally at:</p> <p>Cartridge World Oxford                  01865 764 454  <a href="http://www.cartridgeworld.org/stores/Oxford.html">www.cartridgeworld.org/stores/Oxford.html</a>                  All kinds of printer cartridge refills.</p>

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	<p>Office Green Technologies          Montrose House          412-416 Eastern Avenue          Gantshill          Ilford          Essex IG2 6NQ          Tel: 020 8592 9998          Collection Hotline: 0800 833 480          Website@ <a href="http://www.officegreen.co.uk">www.officegreen.co.uk</a>          Email: <a href="mailto:info@officegreen.co.uk">info@officegreen.co.uk</a></p> <p>Karraway Ltd.          1 Folly Close          Radlett          Herts WD7 8DR          Tel: 0208 236 0108</p> <p>Laser Exchange          Units 2 &amp; 3          Castle Meadows          Abergavenny MP7 7RZ          Tel: 01873 859901          Website: <a href="http://laserxchange.co.uk">laserxchange.co.uk</a></p> <p>Oxfam</p>	<p>Collect laser, fax and inkjet printer cartridges and printer fuses/maintenance kits.</p> <p>Will collect depending on number.</p> <p>Proceeds go to Imperial Cancer Research Fund. Less than 10 – can ask for freepost labels, more than 10 can be collected. Inkjet Lexmark and HP cartridges.</p>	
<p><b>Photographic waste</b></p>	<p>Silver Lining Industries Ltd.          Richmond Works          Garfoth          Leeds LS25 1NB</p>	<p>Nationwide service – price depends on volume.</p>	

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	<p>Tel: 0113 286 2323          Website: <a href="http://www.wastecare.co.uk">www.wastecare.co.uk</a></p> <p>Edelchmie UK Ltd.          Holland House          Valley Way          The Welland Industrial Estate          Market Harborough          Leicestershire LE16 7PS          Tel: 01858 469001</p>	<p>Take all sorts of photographic waste and collect nationwide.</p>	
<b>Plastics</b>	<p>Visqueen Building Products          Zedcor Business Park          Bridge Street          Witney          Oxon OX28 1LJ          Tel: 01993 776346          Website:  <a href="http://www.visqueenbuilding.co.uk">www.visqueenbuilding.co.uk</a></p> <p>Recytrade          Website: <a href="http://www.recytrade.com">www.recytrade.com</a></p> <p>Luxor Ltd.          Belvore Way          Fairfield Industrial Estate          Lath          Lincolnshire LN11 0QL          Tel: 01507 604941</p> <p>Environmental Polymer Products          Bolde Industrial Park</p>	<p>Collects uncontaminated PE film.</p> <p>A global market place for the recycling of all plastics.</p> <p>(ABS, PS, PE, PP, thermoplastic compounds)</p> <p>Most polymers especially LDPE</p>	

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	<p>Neills Road Bolde St Helens WA9 4TU Tel: 01744 810001</p> <p>Zedcor (BPI) Bridge Street Mill Bridge Street Witney Oxon OX8 6LS Tel: 01773 530530</p> <p>Recycling of Used Plastic Containers Ltd. (Recoup) 1 Metro Centre Welbeck Way Woodston Peterborough PE2 7UH Tel: 01733 390021 Website: <a href="http://www.recoup.org">www.recoup.org</a> Email: <a href="mailto:www.enquires@recoup.org">www.enquires@recoup.org</a></p> <p>Eastex Plastics Tel: 01564 778224 Website: <a href="http://www.eastexplastics.co.uk">www.eastexplastics.co.uk</a> Email: <a href="mailto:info@eastexplastics.co.uk">info@eastexplastics.co.uk</a></p>	<p>Recovers clean uncontaminated PE film in tonnage quantities.</p> <p>Non-profit organisation founded to promote and facilitate post-consumer plastic bottle recycling in the UK. Extensive information on plastic bottle recycling can be found at their web site.</p> <p>Polythene film waste, contaminated film accepted</p>	
<b>Solvents</b>	<p>Betta Special Waste Stanier Road Warndon Worcestershire WR4 9FE</p>		

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	<p>Tel: 01905 755500          Website:  <a href="http://www.bettaspecialwaste.com">www.bettaspecialwaste.com</a>          Email:  <a href="mailto:info@bettaspecialwaste.com">info@bettaspecialwaste.com</a></p> <p>Computer Salvage          5 Abex Road          Bone Lane Industrial Estate          Newbury          Berks RG14 5EY          Tel: 01635 552666          Website:  <a href="http://www.computersalvagespecialists.com">www.computersalvagespecialists.com</a></p>	Licensed to carry all sorts of solvents.	
<b>Textiles</b>	<p>Black Country Rag and Wiper Co Ltd.          4a % 4b Beech Green Industrial Estate          West Bromwich          West Mids B70 9EW          Tel: 0121 520 7586          Website:  <a href="http://www.textilerecycling.co.uk">www.textilerecycling.co.uk</a></p> <p>Lawrence Barry          Britannia Mill          North Crescent          Cody Business Centre          Cody Road</p>	<p>Collects textiles in Oxfordshire.</p> <p>Pays for used clothing.</p>	Second hand curtains, clothes and fabric can be donated to or purchased at many local charity shops in Oxford.

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	<p>London Tel: 0207 476 28888</p> <p>Oxfam 0870 7520999</p> <p>Global Textiles Tel: 020 8911 8685</p>	<p>Buys and sells quality used shoes</p>	
<b>Toys</b>	<p>Lawrence Barry Britannia Mill North Crescent Cody Business Centre Cody Road London Tel: 0207 476 28888</p> <p>Oxfam 0870 7520999</p>		<p>Toys should never need to be thrown away, they can nearly always be found a grateful new home! Why not try one of the following:</p> <ul style="list-style-type: none"> <li>• Donating them to a local charity shop</li> <li>• Selling them through a local paper</li> <li>• Swap/donate them through the Oxford Freecycle network: <a href="http://groups.yahoo.com/group/oxfordfreecycle">http://groups.yahoo.com/group/oxfordfreecycle</a></li> </ul>
<b>Tyres</b>	<p>Charles Lawrence Recycling Ltd. Brunel House Jessop Way Newark NG24 2ER Tel: 01636 610777 Website: <a href="http://www.clgplc.co.uk">www.clgplc.co.uk</a></p> <p>Charlett Types 81-89 Cassington Road Yarton Kidlington OX5 1QB</p>	<p>Only deal with lorry tyres</p>	<p>Ryburn Rubber Ltd 01422 316323 <a href="http://www.ryburnrubber.co.uk">www.ryburnrubber.co.uk</a> Supplier of numerous products manufactured from recycled vehicle tyres.</p>

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	<p>Tel: 01865 842727</p> <p>Fraser Evans &amp; Sons The Tyre Yard Downs Road Witney OX29 0SY Tel: 01993 700887</p> <p>Beven Recycling Ltd. B363 Curie Avenue Harwell Oxon OX11 0RA Tel: 01235 435198 Email: <a href="mailto:ann.beven@virgin.net">ann.beven@virgin.net</a></p>	<p>Most are shredded and then go to landfill or to energy recovery near Banbury. Very small percentages are remoulded (but this tends not to be cost effective, as the price of new tyres has come down so much).</p> <p>Design and supply equipment to recycle scrap tyres into valuable by-products such as oil, gas, carbon, steel and heat.</p>	
<p><b>Wood/wood Pallets</b></p>	<p>Worton Farm Worton Park Composting Cassington Witney Oxon OX29 4SU Tel: 01865 882644 Website: <a href="http://www.wortonfarms.co.uk">www.wortonfarms.co.uk</a> Email: <a href="mailto:pnelson@wortonfarms.co.uk">pnelson@wortonfarms.co.uk</a></p> <p>Chieveley Pallets Priorscourt Road Chieveley</p>	<p>Timber pallets (untreated)</p> <p>Will collect a minimum of 200 pallets from Oxfordshire. They repair what they can and use</p>	<p><a href="http://www.fsc.org">www.fsc.org</a> provides information as to how you can source recycled and sustainably grown wood.</p> <p>J James Ltd 01235 814565 <a href="http://www.jjamesltd.co.uk">www.jjamesltd.co.uk</a> Sell reconditioned wooden pallets.</p> <p>Useful website: <a href="http://www.recyclewood.org.uk">www.recyclewood.org.uk</a></p> <p>Almost all pallets can be reused or recycled. However, there is a more limited market for pallets</p>

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	<p>Thatcham Berks RG18 9TG Tel: 01635 747017</p> <p>J James Ltd. 12 Tweed Drive Didcot Oxon OX11 7XH Tel: 0860 573465</p>	<p>the rest for "spare parts" or wood chips. Will pay for the pallets depending on the quantity and quality.</p> <p>Operates a site clearance service and will collect pallets of any size or condition. Damaged pallets are chipped and sold on as mulch. Currently collecting pallets from two business parks where companies that have grouped together to create a large enough load. Charges depend on distance, quality and quantity.</p>	<p>that have either been painted or treated with preservative, since the contaminated wood cannot be used for either chipboard or horticultural purposes.</p> <p>To cut down on this problem, many businesses can re-use their pallets themselves. Either for the same purpose or various alternative uses – e.g. pallets can provide a strong unit which can be used in construction, decking, fencing etc.</p> <p>However, if you do need more, buying second hand pallets will help the environment and improve the market for this type of recycled material.</p> <p>J James Ltd 01235 814565 <a href="http://www.jjamesltd.co.uk">www.jjamesltd.co.uk</a> Sell reconditioned wooden pallets.</p> <p>One company has taken reusing wooden pallets a step further: Pallet Display Systems have developed pallet legs that can give wooden pallets over 200 new applications, including work benches, platforms, staging, temporary bridges and many more. <a href="http://www.palletlegs.org">www.palletlegs.org</a></p>
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