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Cherwell District Council

Council

Minutes of a meeting of the Council held at Bodicote House, Bodicote, Banbury, OX15 4AA, on 21 January 2013 at 6.30 pm

Present: Councillor Colin Clarke (Chairman)
Councillor Lawrie Stratford (Vice-Chairman)

Councillor Ken Atack
Councillor Alyas Ahmed
Councillor Andrew Beere
Councillor Maurice Billington
Councillor Norman Bolster
Councillor Ann Bonner
Councillor Margaret Cullip
Councillor Surinder Dhesi
Councillor John Donaldson
Councillor Tim Emptage
Councillor Andrew Fulljames
Councillor Michael Gibbard
Councillor Simon Holland
Councillor Alastair Milne Home
Councillor David Hughes
Councillor Russell Hurle
Councillor Tony Ilott
Councillor Victoria Irvine
Councillor Mike Kerford-Byrnes
Councillor James Macnamara
Councillor Melanie Magee
Councillor Kieron Mallon
Councillor Nicholas Mawer
Councillor Nigel Morris
Councillor P A O'Sullivan
Councillor Lynn Pratt
Councillor Neil Prestidge
Councillor Nigel Randall
Councillor G A Reynolds
Councillor Alaric Rose
Councillor Gordon Ross
Councillor Daniel Sames
Councillor Trevor Stevens
Councillor Rose Stratford
Councillor Lynda Thirzie Smart
Councillor Nicholas Turner
Councillor Douglas Webb
Councillor Douglas Williamson
Councillor Barry Wood
Councillor Sean Woodcock

Apologies for absence: Councillor Fred Blackwell
Councillor Patrick Cartledge
Councillor Mrs Diana Edwards
Councillor Timothy Hallchurch MBE
Councillor Chris Heath
Councillor Jon O'Neill
Councillor D M Pickford
Councillor Leslie F Sibley

Officers: Ian Davies, Director of Community and Environment
Kevin Lane, Head of Law and Governance / Monitoring Officer
Andrew Taplin, Local Taxation and Recovery Manager
Natasha Clark, Team Leader, Democratic and Elections

55 **Declarations of Interest**

There were no declarations of interest.

56 **Communications**

Calendar of Meetings 2013/14

The Chairman reported that, as previously notified to Members, there had been some errors in the calendar of meetings 2013/14 agreed at the last meeting. Copies of the correct version had been tabled.

Resolved

- (1) That the updated version of the calendar of meetings 2013/14 (annex to the minutes as set out in the Minute Book) be agreed.

Member Briefing

The Chairman advised Members that the briefing on the Implications of the Local Settlement due to take place after the Council meeting would no longer be taking place due to the snow. It would be rearranged in due course.

Snow

The Chairman reported on the action being undertaken by the Incident Management Team (IMT) to assess the on-going situation in relation to service delivery and safety in light of the extreme weather. Council joined the Chairman in commending officers for their continued hard work during the adverse weather conditions and noted that the majority of staff had successfully made it to the office.

57 **Petitions and Requests to Address the Meeting**

There were no petitions or requests to address the meeting.

58 **Urgent Business**

There were no items of urgent business.

59 **Minutes of Council**

The minutes of the meeting held on 17 December 2012 were agreed as a correct record and signed by the Chairman.

60 **Minutes**

a) **Minutes of the Executive, Lead Member Decisions and Executive Decisions made under Special Urgency**

Resolved

That the minutes of the meeting of the Executive and Lead Member decisions as set out in the Minute Book be received and that it be noted that since the last meeting of Council, no Executive decisions had been taken that were subject to the special urgency provisions of the Constitution.

b) **Minutes of Committees**

Resolved

That the minutes of Committees as set out in the Minute Book be received.

61 **Questions**

a) **Written Questions**

There were no written questions.

b) **Questions to the Leader of the Council**

Questions were asked and answers received on the following issues:

Houses in multiple occupation: Councillor Woodcock

c) **Questions to Committee Chairmen on the minutes**

There were no questions to Committee Chairmen on the minutes of meetings.

62 **Motions**

There were no motions.

Council Tax Reduction Scheme and Implications of the Local Government Resource Review

The Head of Finance and Procurement submitted a report which informed Members of the new Council Tax Reduction Scheme that would be introduced from 1 April 2013, and sought authority for the Director of Resources and Head of Finance and Procurement to make the necessary arrangements for implementation and to enable the setting of the 2013/14 taxbase.

In introducing the report, the Lead Member for Financial Management explained that from April 2013 council tax benefit would be replaced by a locally defined council tax reduction scheme with a 10% reduction in Government funding.

District councils in Oxfordshire, the County Council and Thames Valley Police had worked together to develop a scheme which would primarily mirror the existing council tax benefit regulations with some small amendments. Rather than make reductions in the level of support that customers would receive, for year of the scheme, additional income would be generated using technical changes to council tax discounts and exemptions.

Resolved

- (1) That the introduction of a local council tax reduction scheme for the year 1 April 2013 to 31 March 2014 the implementation scheme with effect from 1 April 2013 be approved.
- (2) That authority be delegated to the Director of Resources and the Head of Finance and Procurement, in consultation with the Lead Member for Financial Management, to make further amendments to the scheme up to and including 31 January 2013 as regulations are finalised.
- (3) That authority be delegated to the Director of Resources and the Head of Finance and Procurement, in consultation with the Lead Member for Financial Management, to make amendments as required to the local Council Tax Reduction Scheme Regulations.
- (4) That the proposed changes to Council Tax Discounts and Exemptions as detailed in Appendix 1 (annex to the minutes as set out in the Minute Book) be approved.
- (5) That authority for approval of the Nation Non Domestic Rate 1 form be delegated to the Director of Resources, in consultation with the Lead Member for Financial Management.

Council Tax Base for 2013/14

The Head of Finance and Procurement submitted a report which sought consideration of the calculation of the council tax base for 2013/14. The taxbase would be used to calculate council tax amounts for council tax setting purposes at the February meeting of Council.

Resolved

- (1) That the report of the Head of Finance and Procurement, made pursuant to the Local Authorities [Calculation of Tax Base] [England] Regulations 2012 and the calculations referred to therein for the purposes of the Regulations be approved.
- (2) That it be agreed that, in accordance with the Regulations, as amended, the amount calculated by Cherwell District Council as its council tax base for the year 2013/2014 shall be 46,672.
- (3) That it be agreed that the tax base for the parts of the area be in accordance with the figures shown in column 13 of Appendix 2 (annex to the minutes as set out in the Minute Book).
- (4) That authority be delegated to the Director of Resources and Head of Finance and Procurement, in consultation with the Lead Member for Financial Management, to make any changes to the tax base if required as a result of the consideration of agenda item 10 on Council Tax Reduction Scheme.

The meeting ended at 7.00 pm

Chairman:

Date:

Cherwell District Council Calendar of Meetings 2013/14 (and 2014/15 to August 2014)

Council	Executive	Planning Committee	Accounts, Audit & Risk Committee	Personnel Committee	Council & Employee Joint	Overview & Scrutiny Committee	Resources & Performance Scrutiny Board	Finance Scrutiny Working Group	Performance Scrutiny Working Group
<i>Mon, 6.30pm</i>	<i>Mon, 6.30pm</i>	<i>Thurs, 4pm</i>	<i>Weds, 6.30pm</i>	<i>Weds, 6.30pm</i>	<i>Weds, 6.30pm</i>	<i>Tues, 6.30pm</i>	<i>Tues, 6.30pm</i>	<i>Tues, 6.30pm</i>	<i>Tues, 6.30pm</i>
2013/14 Wednesday 15 May AGM 22 July 21 October 16 December 24 February ----- 2014/15 14 May 2014 – 2014/15 AGM 21 July	2013/14 20 May 3 June 1 July 2 September 7 October 4 November 2 December 6 January 3 February 3 March 7 April ----- 2014/15 19 May 2014 16 June 7 July	2013/14 16 May 13 June 11 July 8 August 5 September 3 October 31 October 28 November 19 December 9 January 6 February 6 March 3 April ----- 2014/15 15 May 2014 12 June 10 July 7 August	2013/14 <i>19 June (informal review of accounts)</i> 26 June 18 September 4 December 22 January 26 March ----- 2014/15 <i>18 June (informal review of accounts)</i> 25 June	2013/14 5 June 11 September 11 December 12 March ----- 2014/15 11 June 2014	2013/14 29 May 4 September 27 November 5 March ----- 2014/15 28 May 2014	2013/14 4 June 16 July 10 September 22 October 3 December 21 January 4 March 15 April ----- 2014/15 10 June 2014 15 July	2013/14 28 May 9 July 3 September 8 October 10 December 14 January 25 February 8 April ----- 2014/15 27 May 2014 8 July	2013/14 11 June 24 September 19 November 11 February ----- 2014/15 17 June 2014	2013/14 25 June 1 October 26 November 18 February ----- 2014/15 24 June 2014

Council	Executive	Planning Committee	Accounts, Audit & Risk Committee	Personnel Committee	Council & Employee Joint	Overview & Scrutiny Committee	Resources & Performance Scrutiny Board	Finance Scrutiny Working Group	Performance Scrutiny Working Group
Democratic Contact Officer: James Doble 01295 221587	Democratic Contact Officer: Natasha Clark 01295 221589	Democratic Contact Officer: Aaron Hetherington 01295 227956 Or Natasha Clark 01295 221589	Democratic Contact Officer: Gavin Lane 01327 322121	Democratic Contact Officer: Louise Aston 01295 221601	Democratic Contact Officer: Lesley Farrell 01295 221591	Democratic Contact Officer: Dave Parry 01327 322365	Democratic Contact Officer: Natasha Clark 01295 221589	Democratic Contact Officer: Sharon Hickson 01295 221554 Or Natasha Clark 01295 221589	Democratic Contact Officer: Sharon Hickson 01295 221554 Or Natasha Clark 01295 221589

NOTES: Chairman and Vice-Chairman for all Committees for the municipal year 2013/14 will be appointed at the first meetings of Committees held at the conclusion of the Annual Council meeting on Wednesday 15 May 2013.

Chairman and Vice-Chairman for all Committees for the municipal year 2014/15 will be appointed at the first meetings of Committees held at the conclusion of the Annual Council meeting on Wednesday 14 May 2013.

Licensing Committee, Licensing Sub-Committees, Appeals Panel and Standards Committee meetings will be arranged as required.

Informal Executive meeting dates: 2013/14: 21 May, 18 June, 16 July, 20 August, 17 September, 15 October, 19 November, 17 December. Additional dates to be advised in due course.

Please note that this the Informal Executive is administered by the PA to the Leader of the Council

Democratic Contacts: Licensing Committee and Licensing Sub-Committee: Louise Aston – 01295 221601
Standards Committee: Natasha Clark – 01295 221589
Appeals Panel: James Doble – 01295 221589

Parish Liaison Meeting: Wednesday 12 June 2013
Wednesday 13 November 2013

Parish Liaison Meeting Contact: Kevin Larner, Countryside and Communities Manager – 01295 221706

Minute Item 63

Appendix 1

Council Tax Discounts and Exemptions

Summary of changes to be made under the amendments to orders detailed below:

To cover the reduced funding from central Government, Cherwell District Council needs to amend some council tax discounts and exemptions. For Cherwell, the projected reduction in funding will be circa **£60,000** and so we would ask for the following to be approved to cover this shortfall

The Council Tax (Prescribed Classes of Dwellings) (England) (Amendment) Regulations 2012

2nd home discount

Currently award 10% discount

From 01/04/13 remove this discount and charge 100%. Additional income = £3,785*

The Council Tax (Exempt Dwellings) (England) (Amendment) Order 2012

Class A – uninhabitable property

Currently award 100% for 12 months

From 01/04/13 reduce to 50% for 12 months. Additional income = £4,625*

Class C – empty and unfurnished property

Currently award 100% for 6 months

From 01/04/13 reduce to 25% discount for 6 months. Additional income = £52,457*

Notes:

**All estimates based on the discounts and exemptions awarded at November 2012.*

2013/14
COUNCIL TAX BASE CALCULATIONS

Appendix 1

PART 1 - FOR THE DISTRICT AS A WHOLE

		<u>Band A</u>	<u>Band B</u>	<u>Band C</u>	<u>Band D</u>	<u>Band E</u>	<u>Band F</u>	<u>Band G</u>	<u>Band H</u>	<u>Total</u>
Properties on the list [H]		5,262	14,907	16,264	10,245	7,152	3,240	2,325	232	59,627
LESS										
Exemptions		-316	-567	-385	-428	-141	-62	-43	-5	-1,947
Sub Total	0	4,946	14,340	15,879	9,817	7,011	3,178	2,282	227	57,680
ADJUSTMENTS										
Less Disabled Relief		-7	-42	-66	-44	-39	-13	-10	-13	-234
Add Disabled Relief	7	42	66	44	39	13	10	13	0	234
Sub Total	7	4,981	14,364	15,857	9,812	6,985	3,175	2,285	214	57,680
Discounts (25%)	-5	-2,791	-5,520	-4,601	-2,274	-1,184	-444	-269	-13	-17,101
Discounts (50%)		-64	-81	-65	-35	-32	-19	-27	-14	-337
2nd Home Discounts (0%)		-14	-33	-32	-47	-37	-30	-50	-15	-258
No of properties without discount	2	2,112	8,730	11,159	7,456	5,732	2,682	1,939	172	39,984
Total equivalent value after discounts	5.80	4,251.30	12,943.50	14,674.30	9,226.00	6,673.00	3,054.50	2,204.30	203.80	53,210.50
BAND D EQUIVALENT	3.2	2,834.2	10,067.2	13,044.6	9,226.0	8,155.9	4,412.1	3,673.8	407.6	51,824.6
No, of properties to allow for CTRS [Z]	2.8	848.8	1,895.5	1,272.6	442.0	204.1	50.9	21.8	2.6	4,740.9
Add in proposed changes to discounts and exemptions		22.2	41.4	46.2	27.0	17.7	7.6	10.0	0.5	172.6
MOD Property		0	222	39	36	0	0	1	0	298
Add MOD Property at band D	0.0	0.0	172.7	34.7	36.0	0.0	0.0	1.7	0.0	245.1
TAX BASE AS AT 30 November 2012, adjusted for all discounts, exemptions, CTRS and proposed changes to discounts and exemptions										
47,501.3										
* figure of 47501.3 feeds into appendix 2 where MOD and new property adjustments made and collection rate applied. Small difference due to roundings										
Proportion	5	6	7	8	9	11	13	15	18	
Analysis of Discounts										
Single Person Discounts (25%)	-5	-2,761	-5,405	-4,454	-2,198	-1,130	-428	-254	-12	-16,647
Disregard Discount (25%)		-30	-115	-147	-76	-54	-16	-15	-1	-454
2nd Home Discounts (50%)		-8	-11	-5	-5	-3	-5	0	-1	-38
Disregard Discount (50%)		-14	-19	-8	-7	-8	-5	-22	-12	-95
Empty Property Discounts (50%)		-42	-51	-52	-23	-21	-9	-5	-1	-204
2nd Home Discounts (0%)		-14	-33	-32	-47	-37	-30	-50	-15	-258
Value of above discounts	-3.8	-2,139.3	-4,213.5	-3,515.3	-1,770.0	-941.0	-372.5	-265.3	-31.8	-13,226.5

-17,696

-17,696

2013/14 Appendix 2 COUNCIL TAX BASE CALCULATIONS						
column 1	column 2	column 3	column 4	column 5	column 6	column 7
Band D Equivalents	MOD in Band D Equivalents	Band D Equivalent Sub Total	Full Year Equivalent Of Additional Properties	Reduction In Discounts	Full Year Equivalent Of Reduction In Properties	Increase In Discounts
1145.0		1145.0	2.9			
351.1	235.8	586.9	0.6			
253.5		253.5	0.6			
271.6	1.8	273.4				
12815.4		12815.4	7.6			
259.9		259.9				
360.4		360.4				
9765.6		9765.6	5.1			
143.9		143.9				
323.5		323.5	1.1			
1343.7		1343.7	4.3			
828.0		828.0				
291.9		291.9	1.5			
122.2		122.2				
101.3		101.3				
408.0	1.7	409.7	36.0			
194.6		194.6				
379.7		379.7	36.5			
138.3		138.3				
70.6		70.6				
300.3		300.3				
889.7		889.7	0.5			
86.9		86.9	1.0			
218.0		218.0				
138.0		138.0	0.6			
129.0		129.0				
217.9		217.9	0.5			
251.3		251.3	2.1			
268.7		268.7	0.6			
21.1		21.1	0.4			
530.2		530.2	0.5			
73.7		73.7				
126.1		126.1				
37.3		37.3	0.7			
106.6		106.6	0.1			
895.7		895.7	1.5			
161.0		161.0				
163.0		163.0				
247.6		247.6				
315.3		315.3	0.4			
4658.6		4658.6	5.4			
443.3		443.3				
484.3		484.3				
214.7		214.7	0.6			
137.1	5.0	142.1				
65.7		65.7				
149.4		149.4				
210.7		210.7				
119.1		119.1				
117.7		117.7				
226.2		226.2				

BILLING TAX BAS	COUNCIL TAX BASE CALCULATIONS							Parish precept requirements 2013/14
	column 8	column 9	column 10	Column 11	column 12	Column 13	column 14	
Parish/Town	Adjusted Band D Equivalents	MOD in Band D Equivalents	Net Band D Equivalents	98% Tax Base	MoD Class O Properties	Tax Base for 2013/14 @98%	Tax Base For 2012/13	98%
Adderbury	1147.9		1148	1125		1,125	1180	-4.66%
Ambrosden	587.5	-236	352	345	236	581	586	-0.85%
Ardley	254.1		254	249		249	259	-3.86%
Arcott	273.4	-2	271	266	2	268	296	-9.46%
Banbury	12823.0		12823	12567		12,567	14678	-14.38%
Barford	259.9		260	255		255	256	-0.39%
Begbroke	360.4		360	353		353	354	-0.28%
Bicester	9770.7		9771	9576		9,576	10291	-6.95%
Blackthorn	143.9		144	141		141	146	-3.42%
Bletchington	324.6		325	319		319	345	-7.54%
Bloxham	1348.0		1348	1321		1,321	1347	-1.93%
Bodicote	828.0		828	811		811	842	-3.68%
Bourton	293.4		293	287		287	298	-3.69%
Broughton	122.2		122	120		120	131	-8.40%
Bucknell	101.3		101	99		99	109	-9.17%
Caversfield	445.7	-2	444	435	2	437	411	6.33%
Charlton on Otmoor	194.6		195	191		191	195	-2.05%
Chesterton	416.2		416	408		408	396	3.03%
Claydon	138.3		138	135		135	139	-2.88%
Cottisford	70.6		71	70		70	72	-2.78%
Cropredy	300.3		300	294		294	309	-4.85%
Deddington	890.2		890	872		872	925	-5.73%
Drayton	87.9		88	86		86	91	-5.49%
Duns Tew	218.0		218	214		214	221	-3.17%
Epwell	138.6		139	136		136	140	-2.86%
Fencot and Murcott	129.0		129	126		126	128	-1.56%
Finmere	218.4		218	214		214	213	0.47%
Fringford	253.4		253	248		248	266	-6.77%
Fritwell	269.3		269	264		264	286	-7.69%
Godington	21.5		22	22		22	20	10.00%
Gosford and Water Eaton	530.7		531	520		520	544	-4.41%
Hampton Gay and Poynton	73.7		74	73		73	74	-1.35%
Hanwell	126.1		126	123		123	132	-6.82%
Hardwick with Tusmore	38.0		38	37		37	34	8.82%
Hethe	106.7		107	105		105	117	-10.26%
Hook Norton	897.2		897	879		879	919	-4.35%
Horley	161.0		161	158		158	158	
Hornton	163.0		163	160		160	165	-3.03%
Horton cum Studley	247.6		248	243		243	244	-0.41%
Islip	315.7		316	310		310	318	-2.52%
Kidlington	4664.0		4664	4571		4,571	4963	-7.90%
Kirtlington	443.3		443	434		434	445	-2.47%
Launton	484.3		484	474		474	498	-4.82%
Lower Heyford	215.3		215	211		211	221	-4.52%
Merton	142.1	-5	137	134	5	139	139	
Middle Aston	65.7		66	65		65	65	
Middleton Stoney	149.4		149	146		146	151	-3.31%
Milcombe	210.7		211	207		207	220	-5.91%
Milton	119.1		119	117		117	123	-4.88%
Mixbury	117.7		118	116		116	116	
Mollington	226.2		226	221		221	218	1.38%

2013/14 Appendix 2 COUNCIL TAX BASE CALCULATIONS						
column 1	column 2	column 3	column 4	column 5	column 6	column 7
Band D Equivalents	MOD in Band D Equivalents	Band D Equivalent Sub Total	Full Year Equivalent Of Additional Properties	Reduction In Discounts	Full Year Equivalent Of Reduction In Properties	Increase In Discounts
39.4		39.4				
79.7		79.7				
88.7		88.7				
151.8		151.8				
66.0		66.0				
170.4		170.4	0.5			
6.3		6.3				
216.5		216.5				
141.2		141.2				
201.2		201.2	0.5			
192.7		192.7				
246.4		246.4				
139.8		139.8				
200.2		200.2				
153.9		153.9				
417.2		417.2				
99.7		99.7	0.7			
204.9		204.9				
105.6		105.6	0.7			
252.2		252.2				
356.9		356.9				
234.0		234.0	2.0			
191.4		191.4				
235.2		235.2	-0.2			
105.8		105.8				
277.9		277.9				
1109.0		1109.0				
47256.3	244.3	47500.7	115.3			

BILLING TAX BAS COUNCIL TAX BASE CALCULATIONS							
	column 8	column 9	column 10	Column 11	column 12	Column 13	column 14
Parish/Town	Adjusted Band D Equivalents	MOD in Band D Equivalents	Net Band D Equivalents	98% Tax Base	MoD Class O Properties	Tax Base for 2013/14 @98%	Tax Base For 2012/13
Newton Purcell	39.4		39	38		38	43 -11.63%
Noke	79.7		80	78		78	78
North Aston	88.7		89	87		87	89 -2.25%
North Newington	151.8		152	149		149	152 -1.97%
Oddington	66.0		66	65		65	65
Piddington	170.9		171	168		168	175 -4.00%
Prescote	6.3		6	6		6	6
Shenington	216.5		217	213		213	219 -2.74%
Shipton on Cherwell	141.2		141	138		138	144 -4.17%
Shutford	201.7		202	198		198	207 -4.35%
Sibford Ferris	192.7		193	189		189	191 -1.05%
Sibford Gower	246.4		246	241		241	250 -3.60%
Somerton	139.8		140	137		137	139 -1.44%
Souldern	200.2		200	196		196	200 -2.00%
South Newington	153.9		154	151		151	157 -3.82%
Steeple Aston	417.2		417	409		409	425 -3.76%
Stoke Lyne	100.4		100	98		98	104 -5.77%
Stratton Audley	204.9		205	201		201	209 -3.83%
Swalcliffe	106.3		106	104		104	109 -4.59%
Tadmerton	252.2		252	247		247	261 -5.36%
Upper Heyford	356.9		357	350		350	388 -9.79%
Wardington	236.0		236	231		231	243 -4.94%
Wendlebury	191.4		191	187		187	194 -3.61%
Weston on the Green	235.0		235	230		230	242 -4.96%
Wiggington	105.8		106	104		104	111 -6.31%
Wroxton	277.9		278	272		272	289 -5.88%
Yarnton	1109.0		1109	1087		1,087	1131 -3.89%
	47616.0	-245.0	47,371	46,427	245	46,672	50,615

Parish precept
requirements
2013/14