



# Meeting of Council

Wednesday 22 May 2024

Members of Cherwell District Council,

A meeting of Council will be held at Bodicote House, Bodicote, Banbury, Oxon OX15 4AA on Wednesday 22 May 2024 at 6.30 pm, and you are hereby summoned to attend.

Monitoring Officer

Tuesday 14 May 2024

## AGENDA

1 **Apologies for Absence**

2 **Declarations of Interest**

Members are asked to declare any interest and the nature of that interest which they may have in any of the items under consideration at this meeting.

3 **Communications**

To receive communications from the Chairman and/or the Leader of the Council.

4 **Election of Chairman for the Municipal Year 2024/2025**

5 **Investiture of Chairman**

**6 Vote of Thanks to Immediate Past Chairman**

**7 Election of Vice-Chairman for the Municipal Year 2024/2025**

**8 Investiture of Vice-Chairman**

**9 Minutes of Council (Pages 7 - 24)**

To confirm as a correct record the Minutes of Council held on 26 February 2024.

**Council Business Reports**

**10 Annual Council Business Report 2024/2025 (Pages 25 - 40)**

(Please note appendix 3, Committee Appointments, will follow)

Report of Monitoring Officer

**Purpose of report**

To note the results of the 2 May 2024 district elections and to consider the appointments and allocation of seats on Committees for municipal year 2024/25 in accordance with the duty under Section 15 Local Government Housing Act 1989, to ensure that this reflects the political make-up of the Council following the elections. The political representation of members on committees needs to be considered on an annual basis.

**Recommendations**

Council resolves:

- 1.1 To note the results of the District Elections held on 2 May 2024.
- 1.2 To note the constitution of Political Groups and notification of Group Leaders which has been notified in accordance with Regulation 8 of the Local Government (Committees and Political Groups) Regulations 1990.
- 1.3 To appoint the Leader of the Council.
- 1.4 To note the appointment of the Deputy Leader of the Council, the membership of the Executive and Executive portfolios for the municipal year 2024/2025.
- 1.5 To agree the allocation of seats on committees that are subject to the political balance requirements, as set out at Appendix 2.
- 1.6 To appoint members (and where, required, substitute members) to serve on each of the committees in accordance with the nominations made by political groups (Appendix 3 – to follow).

- 1.7 To appoint a non-Executive representative to the Oxfordshire Joint Health Overview and Scrutiny Committee.
- 1.8 To appoint a representative and named substitute to the Health and Wellbeing Board.
- 1.9 To appoint a representative and named substitute to the Police and Crime Commissioner Scrutiny Panel.
- 1.10 To appoint an Executive member representative and an Executive member substitute to the Future Oxfordshire Partnership.
- 1.11 To appoint three non-Executive representatives to the Future Oxfordshire Partnership Scrutiny Panel.
- 1.12 To appoint an Executive member and named Executive member substitute to each of the Future Oxfordshire Partnership Advisory Groups: Housing Advisory Group, Infrastructure Advisory Group, Environment Advisory Group and Planning Advisory Group.
- 1.13 That authority be delegated to the Monitoring Officer to make changes required to the Constitution as a result of the changes referred to in this report.

## **11 Making of the Deddington Neighbourhood Plan (Pages 41 - 106)**

Report of Assistant Director Planning and Development

### **Purpose of report**

To seek the making of the Deddington Neighbourhood Plan following the successful referendum and the recommendation of the Corporate Director - Communities.

### **Recommendations**

Council resolves:

- 1.1 To note the referendum result of 2 May 2024 where 93% of those who voted were in favour of the Deddington Neighbourhood Plan, which is above the required 50%.
- 1.2 To formally 'makes' the Deddington Neighbourhood Plan presented at Appendix 1 to this report so that it continues to have effect as part of the statutory Development Plan for Cherwell District.
- 1.3 To authorise the Assistant Director – Planning and Development, in consultation with the Portfolio Holder with responsibility for Planning, to issue and publicise a Decision Statement.

## **12 Polling District and Polling Places Review 2024 (Pages 107 - 112)**

Report of Monitoring Officer & Assistant Director Law and Governance

## **Purpose of report**

To endorse the plans for a statutory review of polling districts and polling places within the administrative boundary of Cherwell District Council.

## **Recommendations**

Council resolves:

- 1.1 To endorse the proposed timetable for the review of polling districts, polling places and polling stations in the Cherwell district.
- 1.2 To establish an informal cross-party Polling Place and District Boundary Review working with 8 members reflecting the political make-up of the Council and delegate authority to the Monitoring Officer & Assistant Director Law and Governance to finalise the membership in consultation with Group Leaders.

## **13 Urgent Business**

The Chairman to advise whether they have agreed to any item of urgent business being admitted to the agenda.

## **For information**

Please note:

Members are advised that written questions and motions for the next scheduled Council meeting on Monday 15 July must be submitted to the Monitoring Officer & Assistant Director Law and Governance, [democracy@cherwell-dc.gov.uk](mailto:democracy@cherwell-dc.gov.uk), by noon on Wednesday 3 July.

## **FIRST MEETINGS OF COMMITTEES**

### **Appointments of Chairmen and Vice-Chairmen of Committees**

At the conclusion of the Council's proceedings all Members are asked to remain in their seats in the Council Chamber while Committees meet for the purpose of electing their Chairmen and Vice-Chairmen.

The Monitoring Officer will ask the Members on each Committee to stand in turn and those Members are asked to stand (where able)/sit as appropriate:

- Accounts, Audit and Risk Committee
- Appeals Panel
- Budget Planning Committee
- Licensing Committee
- Personnel Committee
- Planning Committee
- Standards Committee

The Monitoring Officer will seek nominations for Chairman. Once appointed, the Chairman of each Committee will seek nominations for Vice-Chairman.

**Councillors are requested to collect any post from their pigeon hole in the Members Room at the end of the meeting.**

## **Information about this Agenda**

### **Apologies for Absence**

Apologies for absence should be notified to [democracy@cherwell-dc.gov.uk](mailto:democracy@cherwell-dc.gov.uk) or 01295 221534 prior to the start of the meeting.

### **Declarations of Interest**

Members are asked to declare interests at item 2 on the agenda or if arriving after the start of the meeting, at the start of the relevant agenda item.

### **Local Government and Finance Act 1992 – Budget Setting, Contracts & Supplementary Estimates**

Members are reminded that any member who is two months in arrears with Council Tax must declare the fact and may speak but not vote on any decision which involves budget setting, extending or agreeing contracts or incurring expenditure not provided for in the agreed budget for a given year and could affect calculations on the level of Council Tax.

### **Evacuation Procedure**

When the continuous alarm sounds you must evacuate the building by the nearest available fire exit. Members and visitors should proceed to the car park as directed by Democratic Services staff and await further instructions.

### **Access to Meetings**

If you have any special requirements, such as a large print version of these papers or special access facilities to view a meeting online or attend a meeting in person, please contact the officer named below, giving as much notice as possible before the meeting.

### **Mobile Phones**

Please ensure that any device is switched to silent operation or switched off.

### **Webcasting and Broadcasting Notice**

The meeting will be recorded by the council for live and/or subsequent broadcast on the council's website. The whole of the meeting will be recorded, except when confidential or exempt items are being considered. The webcast will be retained on the website for 6 months.

If you make a representation to the meeting, you will be deemed by the council to have consented to being recorded. By entering the Council Chamber or joining virtually, you are consenting to being recorded and to the possible use of those images and sound recordings for webcasting and/or training purposes.

The council is obliged, by law, to allow members of the public to take photographs, film, audio-record, and report on proceedings. The council will only seek to prevent this should it be undertaken in a disruptive or otherwise inappropriate manner.

### **Queries Regarding this Agenda**

Please contact Natasha Clark, Democratic and Elections [democracy@cherwell-dc.gov.uk](mailto:democracy@cherwell-dc.gov.uk), 01295 221534