



Meeting of Council

Monday 16 March 2026

Members of Cherwell District Council,

A meeting of Council will be held at 39 Castle Quay, Banbury, OX16 5FD on Monday 16 March 2026 at 6.30 pm, and you are hereby summoned to attend.

Monitoring Officer

Friday 6 March 2026

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 (Pages 7 - 8)

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

4 Petitions and Requests to Address the Meeting

The Chair to report on any requests to submit petitions or to address the meeting.

Addresses may be presented by:

- A Local Government elector for the area,
- A person who is wholly or mainly resident in the area,

- A Council Taxpayer or National Non-Domestic Ratepayer for the area

Addresses must be on an item on the Agenda before the meeting and not exceed 5 minutes. No person may address more than one meeting on any particular issue.

Requests to address the meeting (including the agenda item and reason for the address) should be submitted to democracy@cherwell-dc.gov.uk The deadline for requests to address this meeting is noon on Friday 13 March 2026.

The deadline to present a petition to this meeting has passed.

Full details of public participation at meetings is available in the Constitution.

5 Urgent Business

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

6 Minutes of Council (Pages 9 - 20)

To confirm as a correct record the Minutes of Council held on 23 February 2026.

7 Minutes

- a) Minutes of Executive, Portfolio Holder Decisions and Executive Decisions not included in the 28 day notice

The Leader of the Council to formally propose that the minutes of the meetings of the Executive and Portfolio Holder Decisions as set out in the Minute Book (circulated separately) be received and to report that since the last meeting of Council held on 15 December 2025 one key decision has been taken which was not included in the 28 day notice relating to HR System award of contract (exempt).

- b) Minutes of Committees

The Leader of the Council to formally propose that the minutes of committees as set out in the Minute Book (circulated separately) be received.

8 Questions

- a) Written Questions

No written questions have been submitted with advance notice in accordance with the Constitution. The deadline for written questions has now passed.

- b) Questions to the Leader of the Council

The Chair to invite questions to the Leader of the Council (including any matters arising from the minutes).

Following a response to their question being provided Members will be entitled to a follow up or supplementary question.

c) Questions to Committee Chairs on the Minutes

The Chair to invite questions to Chairs of Committees on any matter arising from the minutes of their Committee (if any).

Council Business Reports

9 Constitution Review (Pages 21 - 26)

Report of Monitoring Officer

Purpose of report

The Constitution is the document by which, in accordance with the law, the Council exercises all its powers and duties. It is essential that it is reviewed to ensure it remains fit for purpose. This is to update Members with the latest changes agreed following meetings of the Constitution Review Working Group (CRG).

Recommendations

Council resolves:

- 1.1 To approve the changes to Part 3, Officer Scheme of Delegation (Appendix 1) and the organisation chart (Appendix 2).
- 1.2 To approve the proposed Access to Information Procedure Rules (Appendix 3).
- 1.3 To approve the composition of the Planning Committee be amended to 11 members (with 11 named substitutes) effective from the Municipal Year 2026/2027.
- 1.4 To agree the Key Decision threshold on revenue expenditure/savings be £250,000.
- 1.5 To approve the renaming of the Accounts, Audit and Risk Committee to the Audit and Governance Committee, with a Standards Hearing Sub-Committee established under its remit; and that, consequently, the existing standalone Standards Committee be removed from the committee structure.
- 1.6 To delegate authority to the Monitoring Officer to make amendments to the committee terms of reference, including stating the purpose of the committees, and to make any minor amendments to the Constitution as appropriate.

- 1.7 To delegate authority to the Monitoring Officer to change the frequency of Planning Committee, if required, in consultation with the Chair of the Committee.

10 Member Development Framework and Programme 2026 - 27 (Pages 27 - 40)

Report of Monitoring Officer

Purpose of report

To consider and agree the Member Development Framework and Programme for the municipal year 2026 – 27.

Recommendations

Council resolves:

- 1.1 To note the Member Development Framework for 2026 – 27.
- 1.2 To approve the Member Development Programme for 2026 – 27.

11 Amendment(s) to Committee Membership

To note amendment(s), if any, to Committee membership notified to the Monitoring Officer by Group Leaders.

12 Exclusion of the Press and Public

The following item of business contains exempt information as defined in the following paragraph of Part 1, Schedule 12A of Local Government Act 1972.

- 3 Information relating to the financial or business affairs of any particular person (including the authority holding that information)

Members are reminded that whilst the following item has been marked as exempt, it is for the meeting to decide whether or not to consider each of them in private or in public. In making the decision, Members should balance the interests of individuals or the Council itself in having access to the information. In considering their discretion members should also be mindful of the advice of Council Officers.

Should Members decide not to make a decision in public, they are recommended to pass the following recommendation:

“That, in accordance with Section 100A(4) of Local Government Act 1972, the press and public be excluded from the meeting for the following item of business, on the grounds that they could involve the likely disclosure of exempt information as defined in paragraph 3 of Schedule 12A of that Act and that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.”

13 Thorpe Place Industrial Estate, Banbury – Roof Replacement (Pages 41 - 48)

Exempt report of Assistant Director Property

14 Readmittance of the Press and Public

The meeting is recommended to resolve to readmit the press and public to the meeting.

15 Motions (Pages 49 - 50)

The following motions have been submitted with advance notice, in accordance with the Constitution (to be considered in the order submitted). Please note that the deadline to submit motions has passed.

Topic	Proposer	Seconder
Consultation on move to three-weekly bin collections	Cllr Eddie Reeves	Cllr David Rogers
Keep Cherwell Tidy	Cllr Rebecca Biegel	TBC

In accordance with Procedure Rule 4.18, as the detail of the motions falls within the remit of Executive, there will be no Council debate on these motions.

In the order submitted, the proposer of the motion will propose their motion, the seconder will confirm, the Leader of the Council will respond. The motions will stand referred to Executive for consideration.

For information

Please note:

Members are advised that the next scheduled Council meeting on Wednesday 20 May is Annual Council. There are no written questions or motions at this meeting.

The next Council meeting at which written questions and motions may be submitted is Monday 20 July. Written questions and motions for this Council meeting must be submitted to the Assistant Director Law and Governance & Monitoring Officer, democracy@cherwell-dc.gov.uk, by noon on Wednesday 8 July.

Councillors are requested to collect any post from their pigeon hole in the Members' Lounge 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 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

If you hear the fire alarm, please leave the building via the nearest available exit. The fire assembly point is outside the Premier Inn, adjacent to the canal.

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, 01295 221534