



DISTRICT COUNCIL
NORTH OXFORDSHIRE

**Summary of the decisions taken at the meeting
of the Shareholder Committee held on Thursday 18 September 2025**

1. Date of publication of this summary: 19 September 2025
2. Decisions (if any) taken as a matter of urgency under Overview and Scrutiny Procedure Rules as set out in the Constitution (and not therefore subject to the call-in procedure): None. Items 6 and 14 are for noting and therefore not subject to call-in.
3. Date by which notice of call-in of any of the following decisions must be received in writing by the Chief Executive (see notes below):- Noon on Thursday 25 September 2025
4. Notes:-
 - (a) For background documentation to the following decisions, please refer to the agenda and supporting papers (copies of which are available on the Council's website (www.cherwell.gov.uk) or from Democratic Services);
 - (b) Notice of call-in must be submitted in writing, by email or text to the Chief Executive by the deadline specified above, and must state the reason or reasons why "call-in" has been requested;
 - (c) Call-in can be requested by any five non-executive members of the Council.
 - (d) Decisions not called-in by the deadline specified above will become effective immediately the deadline has expired (unless they are recommendations to the Council).
 - (e) The Council has stipulated that the call-in procedure should not be used to challenge decisions as a matter of course and should be used only when fully justified.

**Shiraz Sheikh
Monitoring Officer**

Agenda Item and Recommendation	Decision	Reasons	Alternative Options	Conflicts of Interest Declared and Dispensations Granted by Head of Paid Service
<p>Agenda Item 6 Crown House Banbury Limited - Quarter One Business Report 2025/26</p> <p>Report of Shareholder Representative</p> <p>Purpose of report</p> <p>To note, comment and approve recommendations in response to Crown House Banbury Limited Quarter One 2025/26 Business Report.</p> <p>Recommendations</p> <p>The Shareholder Committee resolves:</p> <p>1.1 To note and comment on the Crown House Banbury Limited Quarter One 2025/26</p>	<p>Resolved</p> <p>(1) That the Crown House Banbury Limited Quarter One 2025/26 Business Report be noted.</p> <p>(2) That the impact of CCTV installation be noted.</p>	<p>The Companies continue to deliver on their prime purpose of good quality housing, associated car parking and a commercial unit.</p>	<p>No alternative options need be considered in this quarter</p>	<p>None</p>

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<p>Business Report as contained in this report.</p> <p>1.2 To note the impact of CCTV installation.</p>				
<p>Agenda Item 7 Appointment of Independent Non-Executive Directors to Graven Hill Companies</p> <p>Report of Shareholder representative</p> <p>Purpose of report</p> <p>To appoint two new Independent Non-Executive Directors to the Graven Hill Village Development Company Board.</p> <p>Recommendations</p>	<p>Resolved</p> <p>(1) That the appointment of Rachael Sherratt and Emma Grant as Non-Executive Directors for the Graven Hill companies, subject to appropriate checks being completed be approved.</p> <p>(2) That Graven Hill Board be notified of the decision for company ratification.</p>	<p>Through agreeing the recommendations in this report the Council is properly exercising its governance responsibilities and complying with best practice.</p>	<p>Option 1: There are no alternative options. A robust recruitment process has been followed resulting in the recommended appointments.</p>	<p>None</p>

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<p>The Shareholder Committee resolves:</p> <p>1.1 To approve the appointment of Rachael Sherratt and Emma Grant as Non-Executive Directors for the Graven Hill companies, subject to appropriate checks being completed.</p> <p>1.2 To notify Graven Hill Board of the decision for company ratification.</p>				
<p>Agenda Item 9 Graven Hill Village Development Company (GHVDC) - Quarter 1 Business Report 2025/2026 - EXEMPT Report</p> <p>Exempt report of Shareholder Representative</p>	As set out under item 11	As set out under item 11	As set out under item 11	None

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<p>Agenda Item 11 Graven Hill Village Development Company (GHVDC) - Quarter 1 Business Report 2025/2026</p> <p>Report of Shareholder Representative</p> <p>Purpose of report</p> <p>To note, comment and approve recommendations in response to the GHVDC Quarter One Business Report.</p> <p>Recommendations</p> <p>The Shareholder Committee resolves:</p> <p>1.1 To note and comment</p>	<p>Resolved</p> <p>(1) That the Graven Hill Village Development Company (GHVDC) Quarter One 2025-2026 Business Report be noted.</p> <p>(2) That the Graven Hill Village Development Company (GHVDC) Quarter One 2025-2026 Business Report be approved.</p> <p>(3) That the Graven Hill Village Development Company (GHVDC) Bonus overview for the financial year 2024/25 and financial year 2025/26, as requested</p>	<p>Through agreeing the recommendations in this report the Council is ensuring continued oversight of the governance and strategic direction of the delivery of the Graven Hill Village development on behalf of the local communities.</p>	<p>None</p>	<p>None</p>

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<p>on the GHVDC Quarter One Business Report.</p> <p>1.2 To approve the GHVDC Quarter One Business Report.</p> <p>1.3 To note and comment on the GHVDC Bonus overview FY 2024/25 and FY 2025/26 as requested at the June committee (Appendix C of the exempt version of the report).</p>	<p>at the June Shareholder Committee, be noted.</p>			
<p>Agenda Item 13 Graven Hill Village Development Company - Strategic Business Plan 2025-26 Reforecast Post 2024-25 Year End</p> <p>Exempt report of Shareholder Representative</p>	<p>Resolved</p> <p>(1) That, the Graven Hill Village Development Company Strategic Business Plan 2025-26 Reforecast update financial strategy and cashflow forecast,</p>	<p>In accordance with the Shareholder Agreement approved at the March 25 Committee Clause 8.1 Matters Requiring Consent of the Council Clause 8.1.1 <i>“Adopting or amending the Business Plan in respect of each financial year”</i> the</p>	<p>A robust evaluation of alternative options was undertaken at the 7 February Strategy Day. Ongoing reviews of future delivery options are carried out as part of the Companies review of risk based on analysis of</p>	<p>None</p>

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	<p>Exempt Appendix B to the report) be approved and it be noted that Appendix A of the Strategic Business Plan is not updated and remains as approved at the June Committee (Shareholder Committee consent is sought in accordance with Clause 3.3 and 8.1.8 of the Shareholder Agreement approved at the March 25 Shareholder Committee Matters requiring Consent of the Council).</p> <p>(2) That the strategic risks be noted.</p> <p>(3) That it be noted that</p>	<p>proposed Strategic Business Plan Update FY 2025/26 is recommended for approval to the Shareholder Committee.</p>	<p>macro-economic events, national business outlook and fluctuations within the housing market.</p>	

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	<p>the key performance indicators for Graven Hill Village Development Company to report to the Shareholder remain as approved at the June Committee in accordance with the Business Plan 2025-26.</p> <p>(4) That the updated financial strategy and cashflow forecast (exempt Appendix B) for Graven Hill Village Development Company be approved.</p> <p>(5) That it be noted that the financial year 2025/26 and financial year 2026/27 profit and loss overview,</p>			

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	<p>cashflow budgets and associated commentary for Graven Hill Village Development Company remain as approved at the June Shareholder Committee.</p> <p>(6) Recommendation agreed as set out on the exempt report.</p>			
<p>Agenda Item 14 Company Board Minutes</p> <p>The Shareholder Committee to note the Graven Hill Development Company Board meeting Minutes.</p>	<p>Resolved</p> <p>(1) That the Graven Hill Development Company Board meeting Minutes be noted.</p>	N/A	N/A	None