

## **Cherwell District Council**

### **Budget Planning Committee**

Minutes of a meeting of the Budget Planning Committee held at Bodicote House, Bodicote, Banbury, Oxon OX15 4AA, on 5 March 2024 at 6.30 pm

Present: Councillor Patrick Clarke (Chairman)  
Councillor Douglas Webb (Vice-Chairman)  
Councillor Becky Clarke MBE  
Councillor David Hingley  
Councillor Matt Hodgson  
Councillor Simon Lytton  
Councillor Adam Nell  
Councillor Dorothy Walker  
Councillor Barry Wood  
Councillor Sean Woodcock

Substitute Members: Councillor George Reynolds (In place of Councillor Donna Ford)

Apologies for absence: Councillor Tom Beckett  
Councillor Donna Ford

Officers: Joanne Kaye, Head of Finance and Deputy Section 151 Officer  
Leanne Lock, Strategic Business Partner - Business Partnering & Controls  
Natasha Clark, Governance and Elections Manager

#### **44 Declarations of Interest**

There were no declarations of interest.

#### **45 Minutes**

The Minutes of the meeting of the Committee held on 23 January 2024 were agreed as a correct record and signed by the Chairman.

#### **46 Chairman's Announcements**

There were no Chairman's announcements.

At the discretion of the Chairman, the Portfolio Holder for Finance addressed the meeting. The Portfolio Holder for Finance explained that this was the

Chairman, Councillor Patrick Clarke's last meeting at Cherwell District Council as he was standing down as a councillor at the May elections. The Portfolio Holder for Finance thanked the Chairman for his diligence and hard work as Chairman of Budget Planning Committee over the past year.

47 **Urgent Business**

There were no items of urgent business.

48 **Monthly Finance Performance Report**

The Assistant Director of Finance (Section 151 Officer) submitted a report which summarised Cherwell District Council's forecast revenue and capital outturn for 2023/2024 as at 31 January 2024 to give the Committee the opportunity to consider the finance aspects of the report.

In introducing the report, the Portfolio Holder for Finance advised that the Council's forecast outturn position for 2023/2024 was an underspend of (£0.059m). This was after an underspend within Policy contingency which would offset the lower than budgeted in-year income of S31 grant. The overall forecast position was an improvement of (£0.059m) over the previous month's forecast.

**Resolved**

- (1) That, having given due consideration, the finance performance update report be noted.

49 **Review of Committee Work Plan**

The Strategic Business Partner - Business Partnering & Controls gave an update on the Committee work plan.

The Strategic Business Partner - Business Partnering & Controls advised that the first meeting of the 2024/2025 municipal year was on 16 July. Prior to this, Local Government Finance training was scheduled on Tuesday 4 June.

**Resolved**

- (1) That the work programme update be noted.

The meeting ended at 6.50 pm

Chairman:

Date: