

This report is public	
Crown House Banbury Limited – Appointment of Director	
Committee	Shareholder Committee
Date of Committee	17 September 2026
Portfolio Holder presenting the report	Leader of the Council, Councillor Lesley McLean
Date Portfolio Holder agreed report	07 September 2026
Report of	Stephen Hinds, Shareholder Representative

Purpose of report

To formally appoint Kristian Aspinall as a Director for Crown Apartments Banbury Limited (Co.Reg. No. 11402022) and Crown House Banbury Limited (09593139) “the Crown House Companies” in accordance with the terms of reference for the Shareholder Committee within the Council’s Constitution.

1. Recommendations

The Shareholder Committee resolves:

- 1.1 That Kristian Aspinall, having consented to act and having verified their identity with Companies House, be appointed as an additional Director for Crown Apartments Banbury Limited (Co.Reg. No. 11402022) and Crown House Banbury Limited (09593139) with immediate effect.
- 1.2 To accept Nicola Riley’s resignation letter in due course and to thank her for her work as a Director for the Crown House Companies.
- 1.3 That the necessary filings be made at Companies House to appoint Kristian Aspinall as a Director for the Crown House Companies.
- 1.4 That the necessary filings be made at Companies House to remove Nicola Riley as a Director for the Crown House Companies.

2. Executive Summary

- 2.1 The Council’s Crown House Companies operate under model articles of association requiring two directors to pass board resolutions. There is therefore a requirement to ensure that there are always two duly appointed directors for each of the companies.
- 2.2 The current directors are Nicola Riley and Rob Pattenden. Nicola Riley has announced her intention to resign as a director from the Crown House Companies.

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Kristian Aspinall as the Council's Executive Director for Neighbourhood Services has agreed to be appointed as a director for the Crown House Companies.

- 2.3 The terms of reference for the Shareholder Committee within the Council's Constitution require that the Shareholder Committee appoint new directors for the Council's companies. As such there is a requirement for a shareholder resolution to be passed appointing Kristian Aspinall as a director for the Crown House Companies.

Implications & Impact Assessments

Implications	Commentary			
Finance	There are no financial implications arising from this report. Michael Furness, Assistant Director of Finance (S151 Officer), 8 September 2026			
Legal	There are no legal implications arising from this report. Legal Services can provide assistance with the registration of the filings at Companies House. Denzil-John Turbevill, Head of Legal Services, 4 September 2026			
Risk Management	There are no risk implications arising as a direct consequence of this report. Celia Prado-Teeling, Performance & Insight Team Leader, 4 September 2026			
Impact Assessments	Positive	Neutral	Negative	Commentary
Equality Impact		x		N/A
A Are there any aspects of the proposed decision, including how it is delivered or accessed, that could impact on inequality?		x		
B Will the proposed decision have an impact upon the lives of people with protected characteristics, including employees and service users?		x		

Climate & Environmental Impact		x		N/A
ICT & Digital Impact		X		N/A
Data Impact		X		N/A
Procurement & subsidy		x		N/A
Council Priorities	Business Plan - <i>Housing that meets your needs</i> With the caveat that this is private sector housing provided by a separate, arms-length, commercial company rather than social housing provided directly by Cherwell District Council.			
Human Resources	N/A			
Property	N/A			
Consultation & Engagement	N/A			

Supporting Information

3. Background

- 3.1 Nicola Riley was appointed as a Director for the Cown House Companies on 13th August 2021 and has held that position since then.
- 3.2 She has announced her intention to resign and Kristian Aspinall has agreed to be appointed as a Director to ensure that the minimum number of directors required by the Crown House Companies articles of association remains.

4. Details

- 4.1 The terms of reference for the Shareholder Committee within the Council's Constitution require that the Shareholder Committee appoint new directors for the Council's companies. As such there is a requirement for a shareholder resolution to be passed appointing Kristian Aspinall as a director for the Crown House Companies.
- 4.2 If Shareholder Committee is minded to appoint Kristian Aspinall as a director for the Crown House Companies then Nicola Riley will submit her formal resignation letter as a director.
- 4.3 The necessary filings will need to be made at Companies House to remove Nicola Riley as a director and register Kristian Aspinall as a new director.

5. Alternative Options and Reasons for Rejection

5.1 No alternative candidates for a director have been identified.

6 Conclusion and Reasons for Recommendations

6.1 As the Executive Director for Neighbourhood Services Kristian Aspinall is well placed to act as a Director for the Crown House Companies and ensure they continue to perform well for the Council.

Decision Information

Key Decision	No
Subject to Call in	Yes
If not, why not subject to call in	N/A
Ward(s) Affected	Banbury Cross and Neithrop

Document Information

Appendices	None
Background Papers	None
Reference Papers	None
Report Author	Denzil – John Turbervill, Head of Legal Services
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Executive Director Approval (unless Executive Director or Statutory Officer report)	Stephen Hinds, 04 September 2026