



**Cherwell**

DISTRICT COUNCIL  
NORTH OXFORDSHIRE

# Meeting of Council

Monday 26 February 2024

Members of Cherwell District Council,

A meeting of Council will be held at Bodicote House, Bodicote, Banbury, Oxon OX15 4AA on Monday 26 February 2024 at 6.30 pm, and you are hereby summoned to attend.

Monitoring Officer

Friday 16 February 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 **Petitions and Requests to Address the Meeting**

The Chairman 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](mailto:democracy@cherwell-dc.gov.uk) The deadline for requests to address this meeting is noon on Friday 23 February 2024.

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

## 6 Minutes of Council (Pages 11 - 26)

To confirm as a correct record the Minutes of Council held on 18 December 2023.

## 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 18 December 2023 no key and/or exempt decisions have been taken by the Executive which were not included in the 28 day notice.

- 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 (Pages 27 - 28)

- a) Written Questions

One written question has been submitted with advance notice in accordance with the Constitution. This is attached to the agenda.

Question from:	Question topic:
Councillor John Broad	VAT Rate for public Electric Vehicle (EV) chargers

A written response to the question will be published on the working day before the meeting.

The Member who submitted the written question may ask a supplementary question provided it is relevant to the reply and does not introduce any new matter. The Member to whom the question was addressed may reply to such supplementary question or undertake to reply in writing.

b) Questions to the Leader of the Council

The Chairman 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 Chairmen on the Minutes

The Chairman to invite questions to Chairmen of Committees on any matter arising from the minutes of their committee (if any).

## **Council Business Reports**

### **9 Members' Allowances 2024/2025 (Pages 29 - 60)**

Report of Assistant Director Law and Governance.

#### **Purpose of report**

To determine the levels of the allowances to be paid to Members for the forthcoming 2024/2025 financial year and proposed changes to the Members Allowance Scheme following the consideration of the report of the Council's Independent Remuneration Panel (the "Panel") attached at Appendix 1.

#### **Recommendations**

Council resolves to:

- 1.1 Consider the levels of allowances to be included in the 2024/2025 Members' Allowances Scheme, and whether the Panel's recommendations (as set out at paragraph 2.0 of this report and Appendix 1 should be adopted or modified in any way.
- 1.2 Authorise the Assistant Director Law and Governance to prepare an amended Members' Allowances Scheme, in accordance with the decisions of Council for implementation with effect from 1 April 2024.
- 1.3 Authorise the Assistant Director of Law and Governance to take all necessary action to revoke the current (2023/2024) Scheme and to publicise

the revised Scheme pursuant to The Local Authorities (Member's Allowances)(England) Regulations 2003 (as amended).

- 1.4 Thank the Independent Remuneration Panel for its report and set a fee of £300 for each Panel Member for the work carried out on this review and propose the same level of fee for any reviews carried out in 2024/2025 capped at a maximum of £1200 per person, which can be funded from existing budgets.

## 10 **Budget Setting for 2024/25 and the Medium-Term Financial Strategy up to 2028/29** (Pages 61 - 282)

Report of the Assistant Director of Finance (S151)

### **Purpose of report**

To consider and approve the Budget Setting for 2024/25 and MTFs 2028/29 as per the recommendations.

### **Recommendations**

The Council resolves to:

- 1.1 Have regard to the statutory report of the Chief Finance Officer (Section 25 report) at Appendix 3 in approving recommendations 1.2 – 1.9.
- 1.2 Approve the proposed Fees and Charges schedule for 2024/25 (Appendix 7) and statutory notices be placed where required.
- 1.3 Consider and note the Equality Impact Assessments of the Budget (Appendix 8 and 8b)
- 1.4 In relation to the Business Plan (Section 4.1) to approve:
  - 1.4.1 The Business Plan set out in Appendix 1.
- 1.5 In relation to the Revenue Budget Strategy (Section 4.3) and Medium-Term Financial Strategy (MTFS) (Section 4.6) to approve:
  - 1.5.1 The net revenue budget for the financial year commencing on 1 April 2024, as set out in Table 4.3.1, and further analysed in the Budget Book provided at Appendix 12.
  - 1.5.2 The MTFs and Revenue Budget 2024/25 (Sections 4.3 and 4.6 respectively), including the Savings Proposals and Pressures included at Appendices 4 and 5 respectively.
- 1.6 In relation to Council Tax to approve:
  - 1.6.1 An increase in the Basic Amount of Council Tax for Cherwell District Council for the financial year beginning on 1 April 2024 of £5, resulting in a Band D charge of £153.50 per annum.
- 1.7 In relation to the Capital Programme and related strategies (Section 4.4) to approve:

- 1.7.1 The Capital Bids and Capital Programme at Appendix 17 and 18 respectively.
- 1.7.2 The Capital and Investment Strategy 2024/25 (Appendix 19), including the Minimum Revenue Provision (MRP) Policy, and the revised 2023/24 MRP Policy (Appendix 20).
- 1.7.3 The Treasury Management Strategy, including the Prudential Indicators, and Affordable Borrowing Limit for 2024/25 (Appendix 21).
- 1.8 In relation to reserves (Section 4.5) to approve:
  - 1.8.1 A minimum level of General Balances of £6.1m as supported by Appendix 15.
  - 1.8.2 The Reserves Policy (Appendix 14).
  - 1.8.3 The medium-term reserves plan described in Appendix 16.
- 1.9 In relation to the Pay Policy Statement approve:
  - 1.9.1 The Pay Policy Statement, as required by the Localism Act 2010, detailed in Appendix 9.

## **11 Adjournment of Council meeting**

The Council to adjourn, if necessary, to allow the Executive to meet to consider any proposals which do not accord with the Executive's recommendations.

## **12 Calculating the amounts of Council Tax for 2024/25 and setting the Council Tax for 2024/25 (Pages 283 - 292)**

Report of Assistant Director of Finance

### **Purpose of report**

To detail the calculations for the amounts of Council Tax for 2024/25 and the setting of Council Tax for 2024/25.

### **Recommendations**

The Council resolves:

- (1) To approve the Council Tax Base 2024/25 that was determined at the Executive meeting held on 8 January 2024:
  - a) for the whole Council area as 59,027.2 [item T in the formula in Section 31B of the Local Government Finance Act 1992, as amended ("the 1992 Act")]; and
  - b) For dwellings in those parts of its area to which a Parish Precept relates as in the attached Appendix 1.

- (2) That the Council Tax requirement for the Council's own purposes for 2024/25 (excluding Parish Precepts and Special Expenses) is £9,060,675.
- (3) That the following amounts be calculated for the year 2024/25 in accordance with Sections 31 to 36 of the 1992 Act:
- a) £137,496,126 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A (2) of the 1992 Act, taking into account all precepts issued to it by Parish Councils and any additional special expenses.
  - b) £122,083,104 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A (3) of the 1992 Act.
  - c) £15,413,022 being the amount by which the aggregate at 3(a) above exceeds the aggregate at 3(b) above, calculated by the Council, in accordance with Section 31A (4) of the 1992 Act, as its Council Tax requirement for the year (Item R in the formula in Section 31B of the 1992 Act).
  - d) £261.12 being the amount at 3(c) above (Item R), all divided by Item T (1(a) above), calculated by the Council, in accordance with Section 31B of the 1992 Act, as the basic amount of its Council Tax for the year (including Parish Precepts and Special Expenses).
  - e) £6,352,346 being the aggregate amount of all special items (Parish Precepts and Special Expenses) referred to in Section 34(1) of the 1992 Act as per the attached Appendix 2.
  - f) £153.50 being the amount at 3(d) above less the result given by dividing the amount at 3(e) above by Item T(1(a) above), calculated by the Council, in accordance with Section 34(2) of the 1992 Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish Precept or special item relates.
- (4) It be noted that for the year 2024/25 the Oxfordshire County Council and the Police and Crime Commissioner for Thames Valley have issued precepts to the Council, in accordance with Section 40 of the 1992 Act, for each category of dwellings in the Council's area as indicated below: -

<b>Valuation Band</b>	<b>Oxfordshire County Council</b>	<b>Police and Crime Commissioner for Thames Valley</b>
	£	£
<b>A</b>	1,213.71	179.52
<b>B</b>	1,415.99	209.44
<b>C</b>	1,618.28	239.36
<b>D</b>	1,820.56	269.28
<b>E</b>	2,225.13	329.12

<b>F</b>	2,629.70	388.96
<b>G</b>	3,034.27	448.80
<b>H</b>	3,641.12	538.56

- (5) The Council, in accordance with Sections 30 and 36 of the 1992 Act, hereby sets the amounts shown in Appendix 2 as the amounts of Council Tax for the year 2024/25 for each part of its area and for each of the categories of dwellings.
- (6) The Council has determined that its relevant basic amount of Council Tax for 2024/25 is not excessive in accordance with principles approved under Section 52ZB of the 1992 Act.

**13 Member Development Framework and Programme 2024-25 (Pages 293 - 306)**

Report of Monitoring Officer

**Purpose of report**

To consider and agree the Member Development Framework and Programme for 2024-25

**Recommendations**

Council resolves:

- 1.1 To approve the Member Development Framework for 2024-25
- 1.2 To approve the Member Development Programme for 2024-25

**14 Updates to the Constitution (Pages 307 - 366)**

Report of the 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 following meetings of the Constitution Review Group (CRG).

**Recommendations**

The meeting is recommended:

- 1.1 To note the amendments being made under the existing Monitoring Officer delegation, as detailed in Appendix 5
- 1.2 To approve the amendments to the Constitution referred to in this report and appendices 3, 4 and 6.
- 1.3 To delegate authority to the Monitoring Officer to make the amendments to the Constitution, including a delegation to make textual amendments to address any inconsistencies or correct any cross-referencing errors arising

from or as a consequence of the amendments (insofar as the Monitoring Officer does not already have such a delegation).

## 15 **Motions** (Pages 367 - 368)

To debate the following motion which has been submitted with advance notice, in accordance with the Constitution (to be debated in the order submitted).

Topic	Proposer	Seconded
Right to Grow	Cllr Ian Middleton	Cllr Tom Beckett

Please note that the deadline to submit motions has passed. The deadline for Members to submit amendments to motions is noon on Thursday 22 February. No amendments will be permitted after this deadline.

Any amendments submitted will be published as a supplement to the agenda on the afternoon of Friday 23 February. Amendments for motions will be dealt with in the order submitted.

### **For information**

Please note:

Members are advised that the next scheduled meeting of Council is the Annual Council meeting on Wednesday 22 May 2024. Written questions and motions are not included on the Annual Council agenda. The next Council meeting at which motions and written questions may be submitted is Monday 15 July 2024.

**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, you are consenting to being recorded and to the possible use of those images for 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