



Meeting of Council

Monday 16 December 2024

Members of Cherwell District Council,

A meeting of Council will be held at Bodicote House, Bodicote, Banbury, Oxon OX15 4AA on Monday 16 December 2024 at 6.30 pm, and you are hereby summoned to attend.

Monitoring Officer
Friday 6 December 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 (Pages 9 - 10)

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 The deadline for requests to address this meeting is noon on Friday 13 December 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 - 24)

To confirm as a correct record the Minutes of Council held on 21 October 2024.

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 21 October 2024 no key 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 25 - 26)

- a) Written Questions

Three written questions have been submitted with advance notice in accordance with the Constitution. These are attached to the agenda.

Question from:	Question topic:
Councillor Eddie Reeves	Small Business Champion
Councillor Donna Ford	Local banking facilities
Councillor Donna Ford	Oxfordshire County Council recycling centres

A written response to the questions 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 Polling District and Polling Places Review 2024 (Pages 27 - 76)

Report of (Acting) Returning Officer

Purpose of report

To agree the recommendations of the council's Polling District and Polling Place Review 2024.

Recommendations

Council resolves:

- 1.1 To agree the recommendations for Polling Districts and Polling Places within Cherwell as set out at Appendix 1.
- 1.2 To note that the Polling District codes will be updated for inclusion in the Electoral Register being published on 1 February 2025.

- 1.3 To note that the Constitution gives delegated to the Returning Officer “To amend the Council’s Polling Districts and Polling Places Order as necessary”.

10 Treasury Management Report - Mid-year review 2024-25 (September 2024)
(Pages 77 - 92)

Report of Assistant Director of Finance (Section 151 Officer)

Purpose of report

To provide information on treasury management performance and compliance with treasury management strategy for 2024-25 as required by the Treasury Management Code of Practice.

To demonstrate that all treasury management activities undertaken during the reporting period complied with the CIPFA Code of Practice and the council's approved Treasury Management Strategy.

Recommendations

Council resolves:

- 1.1 To note the contents of this Treasury Management mid-year review as recommended by the Accounts, Audit and Risk Committee on the 20 November 24.

11 Council Tax Reduction Scheme 2025/2026 (Pages 93 - 98)

Report of Assistant Director Finance (Section 151 Officer)

Purpose of report

To enable members to consider the proposed banded scheme for Council Tax Reduction (CTR) for 2025/26.

Recommendations

Council resolves:

- 1.1 To note the contents of this report and the financial implications for the council.
- 1.2 To approve:
 - The option of no change to the Council Tax Reduction Income Banded Scheme for Working Age Applicants for 2025/26.
 - To amend Working Age Regulations in line with annual uprating and to amend the Council Tax Regulations for pensioners in line with uprating announced by Department for Levelling Up Housing and Communities.

12 **Updates to the Constitution** (Pages 99 - 106)

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 by the Constitution Review Group (CRG) and to propose:

- (a) An additional ordinary meeting of Council in March 2025 and in March going forward.
- (b) That the meeting of Council scheduled to take place on 25 February 2025 (and in February going forward) will deal only with the Council budget and any associated reports and no other business.
- (c) Certain changes to the Constitution regarding the Licensing Committee to comply with the Law.

Recommendations

Council resolves:

- 1.1 To agree that the meeting of Council scheduled to take place on 24 February 2025 and in February each municipal year going forward will be regarded as the Budget Council.
- 1.2 To agree that an additional ordinary meeting of Council take place on Monday 17 March 2024 and that a March Council meeting be included in the calendar of meetings going forward.
- 1.3 To approve the Budget Council Procedure Rules detailed in Appendix 1.
- 1.4 To agree the separation of the Licensing Committee to a Licensing Acts Committee and General Licensing Committee with the proposed functions as set out in the report.
- 1.5 To delegate authority to the Monitoring Officer to make the amendments to the Constitution following (i) these changes, and (ii) organisational changes.

13 **Calendar of Meetings 2025/2026** (Pages 107 - 116)

Report of Monitoring Officer

Purpose of report

Council is asked to consider and agree the proposed calendar of meetings for the municipal year 2025/2026 (Appendix 1).

Recommendations

Council resolves:

- 1.1 To approve the calendar of meetings for Cherwell District Council for the municipal year 2025/2026 (Appendix 1).

14 **Amendment to Committee Membership**

The Liberal Democrat Group Leader, Councillor Hingley, has notified the Proper Officer of the following amendment to Liberal Democrat Group committee membership:

Accounts, Audit and Risk Committee

Remove: Councillor Jean Conway and Councillor Nick Cotter

Add: Councillor Frank Ideh and Councillor Rob Parkinson

Recommendation

Council resolves:

- 1.1 To note the Liberal Democrat Group committee membership amendment.

15 **Motions** (Pages 117 - 120)

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

Topic	Proposer	Seconder
Flooding	Cllr Kieron Mallon	Cllr Andrew McHugh
Oxfordshire County Council expenditure of development monies	Cllr Edward Fraser Reeves	Cllr Nick Mawer
Government change to Inheritance Tax treatment of farmland	Cllr Edward Fraser Reeves	Cllr Doug Webb

Please note that the deadline to submit motions has passed. The deadline for Members to submit amendments to motions is noon on Thursday 12 December. 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 13 December. Amendments for motions will be dealt with in the order submitted.

For information

Please note:

Assuming agreement of the Constitution Update report, Members are advised that written questions and motions for the next scheduled ordinary Council meeting at which these items will be considered is on Monday 17 March 2025 must be submitted to the Assistant Director Law and Governance & Monitoring Officer, democracy@cherwell-dc.gov.uk, by noon on Wednesday 5 March 2025.

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 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 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