



**Committee: Budget Planning Committee**

**Date: Tuesday 29 October 2024**

**Time: 6.30 pm**

**Venue: Bodicote House, Bodicote, Banbury, Oxon OX15 4AA**

## **Membership**

**Councillor Edward Fraser  
Reeves (Chairman)**

Councillor Tom Beckett

Councillor Andrew Crichton

Councillor Rob Parkinson

Councillor David Rogers

Councillor Dom Vaitkus

**Councillor Matt Hodgson (Vice-Chairman)**

Councillor Gordon Blakeway

Councillor Frank Ideh

Councillor Rob Pattenden

Councillor Les Sibley

Councillor Barry Wood

## **AGENDA**

**1. Apologies for Absence and Notification of Substitute Members**

**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. Minutes (Pages 5 - 8)**

To confirm as a correct record the minutes of the meeting held on 17 September 2024.

**4. Chairman's Announcements**

To receive communications from the Chairman.

**5. Urgent Business**

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

**6. Monthly Performance Report (Pages 9 - 46)**

Report of Assistant Director of Finance (S151 Officer)

**Purpose of report**

To report to the committee the council's performance, risk, and financial positions at the end of the financial year 2024-2025.

**Recommendations**

The Budget Planning Committee resolves:

- 1.1 To note the contents of this report.

**7. Fees & Charges Benchmarking 2024/25 (Pages 47 - 90)**

Report of Assistant Director of Finance (S151 Officer)

**Purpose of report**

This report is to provide information to the Committee on proposed Fees and Charges as compared to some other districts to feed back to the Executive as part of the 2025/26 Budget and Business Planning Process.

**Recommendations**

The Budget Planning Committee resolves:

- 1.1 To note the variances between the council's fees and charges and those of other Oxfordshire districts.
- 1.2 To recommend to Executive any fees and charges that should be considered for an increase of more than the 2% minimum which is the level already assumed in the council's planning assumptions.

**8. Review of Committee Work Plan (Pages 91 - 92)**

To review the Committee Work Plan.

**Councillors are requested to collect any post from their pigeon hole in the Members Room at the end of the meeting.**

**Information about this Meeting**

**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) 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 Matt Swinford, Democratic and Elections Team [democracy@cherwell-dc.gov.uk](mailto:democracy@cherwell-dc.gov.uk), 01295 221534

**Shiraz Sheikh**  
**Monitoring Officer**

Published on Monday 21 October 2024