



Committee: Executive

Date: Monday 10 June 2024

Time: 6.30 pm

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

Membership

Councillor David Hingley (Chairman)

Councillor Tom Beckett
Councillor Jean Conway
Councillor Rob Parkinson
Councillor Chris Pruden

Councillor Lesley McLean (Vice-Chairman)

Councillor Chris Brant
Councillor Ian Middleton
Councillor Rob Pattenden

AGENDA

1. Apologies for Absence

2. Declarations of Interest

Members are asked to declare any interest and the nature of that interest that they may have in any of the items under consideration at this meeting.

3. Petitions and Requests to Address the Meeting

The Chairman to report on any requests to submit petitions or to address the meeting.

4. Minutes (Pages 7 - 14)

To confirm as a correct record the Minutes of the meeting held on 8 April 2024.

5. Chairman's Announcements

To receive communications from the Chairman.

6. Application for the Designation of a Neighbourhood Area for the Parish of Heyford Park (Pages 15 - 34)

Report of Assistant Director Planning and Development

Purpose of report

Heyford Park Parish Council has submitted an application for the designation of the whole of their parish as a Neighbourhood Area, in order to prepare a neighbourhood development plan. The Council must determine the application.

Recommendations

The Executive resolves:

- 1.1 To designate the Parish of Heyford Park as a Neighbourhood Area.
- 1.2 To determine that the Neighbourhood Area should not be designated as a business area under Section 61(H) of the Town and Country Planning Act 1990 (as amended).
- 1.3 To amend the existing designated Mid Cherwell Neighbourhood Area boundary to exclude Heyford Park parish, as shown in Appendix 4 to this report.

7. Performance, Risk and Finance Monitoring Report End of year 2023 - 2024 (Pages 35 - 118)

Report of Assistant Director of Finance (Section 151 Officer) and Assistant Director – Customer Focus, Shona Ware

Purpose of report

To report to Executive the council's performance, risk, and financial positions at the end of the financial year 2023-2024.

Recommendations

The Executive resolves:

- 1.1 To consider and note the contents of the council's performance, risk and outturn for the financial year ended 31 March 2024.
- 1.2 To approve the use of reserve requests held within Appendix 5.
- 1.3 To note the reserves movements made under the S151's delegated powers as part of the audit of prior years' statement of accounts at Appendix 5.
- 1.4 To approve the reprofiled capital budget described in Appendix 1, including corresponding financing from capital reserves, and adjust the 2024/25 capital programme accordingly.
- 1.5 To note outturn for 2023/2024 which is a balanced position after a contribution to reserves of £4.461m.

- 1.6 To approve the use of £0.285m of the Commercial Risk element of Policy Contingency to mitigate the delay in forecast lettings for some properties within 2023/24.

8. **Oxfordshire Councils Charter** (Pages 119 - 132)

Report of Assistant Director Law and Governance

Purpose of report

To brief Executive on the Oxfordshire Councils Charter ('Parish Charter')

Recommendations

The Executive resolves:

- 1.1 To endorse the Oxfordshire Councils Charter and agree that Cherwell District Council become a signatory to it.
- 1.2 To instruct Officers to bring a follow-up report in July 2025 assessing the impact of the charter.

9. **Appointments to Partnerships, Outside Bodies, Member Champions and Shareholder Committee 2024/2025** (Pages 133 - 156)

(An updated version of Appendix 1 will be published once proposed appointments are reviewed)

Report of Assistant Director Law and Governance

Purpose of report

To appoint representatives to Partnerships, Outside Bodies, where these are executive functions, Member Champions and the Shareholder Committee, for the municipal year 2024/2025.

Recommendations

The Executive resolves:

- 1.1 To make appointments to partnerships, outside bodies, the Shareholder Committee, Member Champions and advisory groups for the 2024/2025 municipal year as set out in Appendix 1 to this report.
- 1.2 To delegate authority to the Assistant Director Law and Governance, in consultation with the Leader of the Council, to appoint Members to any outstanding vacancies and make changes to appointments, including new appointments, as may be required for the 2024/2025 Municipal Year.
- 1.3 To remind appointed members to update their Register of Interests as may be required, to reflect these appointments.

10. Notification of Urgent Item - Making of the Deddington Neighbourhood Plan
(Pages 157 - 164)

Report of Assistant Director Planning and Development

Purpose of report

To inform Executive of a decision taking under urgency powers by the Corporate Director Communities regarding the making of the Deddington Neighbourhood Plan.

Recommendations

The Executive resolves:

- 1.1 To note the referendum result of 2 May 2024 where 93% of those who voted were in favour of the Deddington Neighbourhood Plan, which is above the required 50%.
- 1.2 To note the urgent decision taken by the Corporate Director Communities (Appendix 1).

11. Urgent Business

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

12. Exclusion of the Press and Public

The following reports contain exempt information as defined in the following paragraphs of Part 1, Schedule 12A of Local Government Act 1972.

3 – Information relating to the financial or business affairs of any particular person (including the authority holding that information).

Members are reminded that whilst the following item has been marked as exempt, it is for the meeting to decide whether or not to consider it in private or in public. In making the decision, members should balance the interests of individuals or the Council itself in having access to the information. In considering their discretion members should also be mindful of the advice of Council Officers.

No representations have been received from the public requesting that these items be considered in public.

Should Members decide not to make decisions in public, they are recommended to pass the following recommendation:

“That under Section 100A of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business on the ground that, if the public and press were present, it would be likely that exempt information falling under the provisions of Schedule 12A, Part 1, Paragraph 3 would be disclosed to them, and that in all the circumstances of the case, the public interest

in maintaining the exemption outweighs the public interest in disclosing the information.”

13. Cherwell District Council Microsoft Enterprise Licensing Agreement (Pages 165 - 170)

Exempt report of Head of Digital and Innovation

14. Letting of Unit 5 at Castle Quay 2

** Please note this exempt report will follow **

Exempt report of Assistant Director Property

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.

Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

This agenda constitutes the 5 day notice required by Regulation 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 in terms of the intention to consider an item of business in private.

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Queries Regarding this Agenda

Please contact Natasha Clark, Democratic and Elections democracy@cherwell-dc.gov.uk, 01295 221534

Shiraz Sheikh
Monitoring Officer

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