

Cherwell District Council

Council

Minutes of a meeting of the Council held at Bodicote House, Bodicote, Banbury, OX15 4AA, on 24 February 2020 at 6.30 pm

Present: Councillor David Hughes (Chairman)
Councillor Hannah Banfield (Vice-Chairman)

Councillor Andrew Beere
Councillor Nathan Bignell
Councillor Maurice Billington
Councillor John Broad
Councillor Hugo Brown
Councillor Phil Chapman
Councillor Mark Cherry
Councillor Colin Clarke
Councillor Conrad Copeland
Councillor Ian Corkin
Councillor Nick Cotter
Councillor Surinder Dhesi
Councillor Timothy Hallchurch MBE
Councillor Chris Heath
Councillor Simon Holland
Councillor Tony Ilott
Councillor Mike Kerford-Byrnes
Councillor James Macnamara
Councillor Kieron Mallon
Councillor Nicholas Mawer
Councillor Andrew McHugh
Councillor Tony Mepham
Councillor Ian Middleton
Councillor Perran Moon
Councillor Cassi Perry
Councillor Lynn Pratt
Councillor George Reynolds
Councillor Barry Richards
Councillor Dan Sames
Councillor Jason Slaymaker
Councillor Katherine Tyson
Councillor Tom Wallis
Councillor Douglas Webb
Councillor Bryn Williams
Councillor Lucinda Wing
Councillor Barry Wood
Councillor Sean Woodcock

Apologies
for
absence: Councillor Mike Bishop
Councillor John Donaldson
Councillor Sean Gaul

Councillor Carmen Griffiths
Councillor Shaida Hussain
Councillor Richard Mould
Councillor Les Sibley
Councillor Fraser Webster

Officers: Yvonne Rees, Chief Executive
Nick Graham, Director of Law and Governance / Monitoring Officer
Adele Taylor, Executive Director: Finance (Interim) & Section 151 Officer
Paul Feehily, Executive Director: Place and Growth (Interim)
Lorna Baxter, Director of Finance
David Peckford, Assistant Director: Planning and Development
Natasha Clark, Governance and Elections Manager

51 **Declarations of Interest**

8. Motions.

Councillor James Macnamara, Declaration, as his wife had been working with the Oxtrees campaign.

17. Appointment of Section 151 Officer.

Lorna Baxter, Declaration, as he was to be proposed to be appointed Section 151 Officer for Cherwell District Council and would leave the meeting for the duration of the item.

52 **Communications**

The Chairman made the following announcements:

Housekeeping

The Chairman welcomed the members of the public in attendance at our Council meeting and advised:

- Members of the public were permitted to film, broadcast and report on the meeting, subject to the efficient running of the meeting not being affected.
- Only those people who had registered to speak could do so and Members of the public were requested not to call out during Council's discussions on any item.
- There were no planned fire drills so if the alarm did sound, evacuation instructions given by officers should be followed.
- To all meeting attendees, to ensure mobile phones were switched off or on silent.

Monitoring Officer Note

The Chairman advised Council that to assist debate, a copy of the note circulated by the Monitoring Officer last week and Part 2 of the Constitution, Meeting Procedure Rules, had been printed and .

Former Councillor Reverend Donald Bishop

The Chairman referred to former Councillor Reverend Bishop who had passed away in early February. Former Councillor Reverend Bishop was an Independent member of Cherwell District Council between 1980 and 1987 serving on the Housing Committee and the Recreation and Amenities' Committee and was also the council's Chaplain.

Council observed a period of silence in memory of former Councillor Reverend Bishop.

Chairman's Charity Dinner, Saturday 21 March

The Chairman thanked all Members who had responded regarding his Chairman's Charity Dinner. There were still have a few places available so any Member who wished to attend should contact the Chairman's PA as soon as possible. Any Members unable to attend, may still make a donation which would go to the Chairman's nominated charities.

All Member Seminar, Wednesday 11 March 2019

The Chairman reminded Councillor that an All Member Seminar on Housing Services in Cherwell would be taking place from 6.30pm-8.30pm on Wednesday 11 March in the Council Chamber. All Members were encouraged to attend what will no doubt be an informative and interesting seminar.

Chairman's Engagements

A copy of the events attended by the Chairman or the Vice-Chairman had been included in the agenda pack.

Post

The Chairman reminded Members to collect any post from pigeon holes.

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Petitions and Requests to Address the Meeting

The Chairman advised the meeting that there were no petitions but there were two requests to address the meeting, one on agenda item 8, Motion on Tree Planting, and one on Agenda Item 16, Partial Review of the Cherwell Local Plan 2011- 2031 – Oxford's Unmet Housing Needs: Submission of Main Modifications. Each speaker would be able to speak for up to 5 minutes and would be called to address the meeting at the start of the relevant agenda item.

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Minutes of Council

Subject to the following amendment, the minutes of the meeting held on 16 December 2019 were agreed as a correct record and signed by the Chairman.

Minute 47 – Constitutional Changes

Prior to "Resolved" insert the paragraph: "In the course of the debate, Councillor Hallchurch proposed that consideration of the item be deferred to allow for the Overview and Scrutiny Committee to consider the proposed

changes. Councillor Tyson seconded the motion. The motion was subsequently withdrawn and therefore not voted on.”

55 **Minutes**

a) Minutes of the Executive, Lead Member Decisions and Executive Decisions made under Special Urgency

Resolved

That the minutes of the meeting of the Executive and Lead Member decisions as set out in the Minute Book be received and that it be noted that since the last meeting of Council on 16 December 2019, no decisions have been taken by the Executive which were not included in the 28 day notice.

b) Minutes of Committees

Resolved

That the minutes of Committees as set out in the Minute Book be received.

56 **Questions**

a) Written Questions

There were no written questions.

b) Questions to the Leader of the Council

Questions were asked and answers received on the following issues:

Councillor Dhesi: Public Space Protection Order in Banbury an non-issuing of fines

Councillor Billington: Traffic bollard in Kidlington

Councillor Broad: Update on the Climate Change Emergency declared in July 2019

Councillor Broad: UK100 Leader Network

Councillor Richards: Progress on register of private landlords

Councillor Corkin: Councillor Cotter change of Group

Councillor Clarke: Traffic and lack of enforcement in Banbury

Councillor Copeland: Political groupings

Councillor Middleton: Marks and Spencer, Castle Quay

c) Questions to Committee Chairmen on the Minutes

There were no questions to Committee Chairman on the minutes of meetings.

57 **Motions**

The Chairman advised that two motions had been submitted and would be debated in the order submitted.

a) Tree Planting

The Chairman invited Jamie Hartzell, on behalf of Oxtrees Campaign, who had registered to speak on the motion, to address Council.

It was proposed by Councillor Brown and seconded by Councillor Woodcock that the following motion be adopted:

“CDC acknowledged a Climate Emergency and pledged to make the Council carbon-neutral by 2030.

First steps include assessing the Council’s own emissions, down 32% since 2008, and Officer teams have been tasked with exploring opportunities to further reduce the Council’s own and also District-wide emissions.

One strategy to support the achievement of the 2030 target, promoted by all major political parties, is tree-planting. Tree cover in the District, County and Nationally falls short; Cherwell District’s is estimated at 5.2% of land mass and with County’s at approx. 9% both are below the UK figure of 13%, itself about 1/3rd of the EU average of 35%

There are many competing interests for the available land mass, including housing and development for economic re-generation, but these need not be mutually exclusive. They can co-exist, and tree cover should be encouraged to shield building developments from view, masking light and noise pollution, and absorbing many of the emissions generated by those economically necessary developments - and, as importantly, providing habitat for wildlife, aiding with flood management and enhancing the beauty of the environment

Council therefore:

- commits, as far as possible, to double tree cover within the District by 2045
- requests that Officers identify, and secure, funding opportunities from Central Government and other sources in furtherance of the commitment
- requires developers to demonstrate how they will be improving biodiversity, specifically through the planting of more trees”

Councillor Middleton proposed the following amendments to the motion, which were duly seconded by Councillor Copeland.

“CDC acknowledged a Climate Emergency and pledged to make the Council carbon-neutral by 2030.

First steps include assessing the Council’s own emissions, down 32% since 2008, and Officer teams have been tasked with exploring opportunities to further reduce the Council’s own and also District-wide emissions.

One strategy to support the achievement of the 2030 target, promoted by all major political parties, is tree-planting. Tree cover in the District, County and Nationally falls short; Cherwell District's is estimated at 5.2% of land mass and with County's at approx. 9% both are below the UK figure of 13%, itself about 1/3rd of the EU average of ~~35%~~38%

There are many competing interests for the available land mass, including housing and development for economic re-generation, but these need not be mutually exclusive. They can co-exist, and tree cover should be encouraged to shield building developments from view, masking light and noise pollution, and absorbing many of the emissions generated by those economically necessary developments - and, as importantly, providing habitat for wildlife, aiding with flood management and enhancing the beauty of the environment

Council therefore:

- commits, ~~as far as possible~~, to at least double tree cover within the District by ~~2045~~2030

- requests that Officers identify, and secure, funding opportunities from Central Government and other sources in furtherance of the commitment

- requires developers to ~~demonstrate how they will be improving~~ enhance biodiversity as an integral part of all new developments, including specifically through the planting of more trees

- will update local plans to include increased tree cover in planning and decision processes"

The amendment was debated and on being put to the vote was lost and therefore fell.

Council debated the motion as submitted, which on being put to the vote was carried and therefore approved.

b) Peat Free Compost

It was proposed by Councillor Banfield and seconded by Councillor Sames that the following motion be adopted:

"This council agrees to use only peat-free compost for our horticultural procedures. In making this commitment we will conserve this diminishing natural resource, as our UK peatlands and the peatlands located within The Republic Of Ireland, play a vital role in absorbing and storing large amounts of carbon dioxide and thus help to mitigate climate change."

At the discretion of the Chairman, the Director Law and Governance addressed Council to advise that in line with the Constitution, any motion on

notice which would require a significant increase in the current budget of the Council, or would involve capital expenditure, should, when formally proposed and seconded, be immediately adjourned. The Director Law and Governance explained that the motion would be considered at the next ordinary meeting of the Council in order that the Executive and/or statutory officers may report on the potential impact and consequences.

The Chairman confirmed that there would be no debate on the motion as it was adjourned to the July meeting of Council as motions were not taken at the Annual Council meeting, which was the next scheduled Council meeting.

Resolved

(1) That the following motion be adopted:

“CDC acknowledged a Climate Emergency and pledged to make the Council carbon-neutral by 2030.

First steps include assessing the Council’s own emissions, down 32% since 2008, and Officer teams have been tasked with exploring opportunities to further reduce the Council’s own and also District-wide emissions.

One strategy to support the achievement of the 2030 target, promoted by all major political parties, is tree-planting. Tree cover in the District, County and Nationally falls short; Cherwell District’s is estimated at 5.2% of land mass and with County’s at approx. 9% both are below the UK figure of 13%, itself about 1/3rd of the EU average of 35%

There are many competing interests for the available land mass, including housing and development for economic re-generation, but these need not be mutually exclusive. They can co-exist, and tree cover should be encouraged to shield building developments from view, masking light and noise pollution, and absorbing many of the emissions generated by those economically necessary developments - and, as importantly, providing habitat for wildlife, aiding with flood management and enhancing the beauty of the environment

Council therefore:

- commits, as far as possible, to double tree cover within the District by 2045
- requests that Officers identify, and secure, funding opportunities from Central Government and other sources in furtherance of the commitment
- requires developers to demonstrate how they will be improving biodiversity, specifically through the planting of more trees”

58 Robustness of Estimates and the Adequacy of Reserves and Balances Local Government Act 2003 (Section 25)

The Executive Director Finance and Governance (Interim) and Section S151 Officer submitted a report to accord with Section 25 of The Local Government Act 2003, which places a duty on the Chief Finance Officer to make a report

to the authority on the robustness of estimates and adequacy of reserves. This report fulfilled this requirement and provided Members with assurance that the budgets have been compiled appropriately and that the level of reserves is adequate. It was a statutory requirement that councillors must consider this report when considering and approving a budget.

Resolved

(1) That the contents of the report be noted.

59 Final Budget, Business Plan and Council Tax for 2020/21

Prior to consideration of the item, the Chairman sought the agreement of Members to suspend standing orders with regard to the duration of the speech by the proposer of the budget, or the speeches of the Group Leaders. Members indicated agreement.

The Director: Law and Governance reminded Council that it was required in legislation that any motion or amendment to the budget or council tax setting reports be taken by recorded vote and this would be done at the appropriate time.

The Executive Director – Finance (Interim) submitted a report which provided information on the Council's Medium-Term Financial Strategy (MTFS) for 2020/24 along with more detailed information on setting the Council's budget for 2020/21.

In introducing the report, the Lead Member for Financial Management and Governance explained that the Council was required to produce a balanced budget for 2020/21 as the basis for calculating its level of Council Tax. It had to base that budget on its plans for service delivery during the year, recognising any changes in service demand that may arise in future years.

The Lead Member for Financial Management and Governance explained that the business plan informed the development of the annual budget and the operational Service Plans for the delivery of all Council services. This year, there had been a thorough review of the business plan, resulting in four new priorities: Housing that meets your needs; Leading on environmental sustainability; An enterprising economy with strong and vibrant local centres; and, Healthy, resilient and engaged communities.

The report provided information around the various building blocks that make up the proposed budget for 2020/21 and beyond, allowing members to consider and scrutinise the elements of the budget and provide advice and guidance to Council to help further shape both budget setting for 2020/21 and the MTFS for 2020/24.

Councillor Ilott thanked the Executive Director Finance (Interim) and the finance team who had worked hard on the budget process and submitted a balanced budget to Council. Councillor Ilott also thanked the Budget Planning Committee, Overview and Scrutiny Committee and Accounts, Audit and Risk Committee for their hard work supporting the budget setting and business plan process.

Having presented the report, Councillor Ilott proposed the Business Plan and Budget for 2020/21 and the Medium Term Financial Strategy 2020/2024. Councillor Wood seconded the proposal.

Councillor Woodcock, on behalf of the Labour Group, addressed Council in response to the budget and confirmed that he would be proposing no amendments.

Councillor Tyson, on behalf of the Progressive Oxfordshire Group, addressed Council in response to the budget and confirmed that he would be proposing no amendments.

Councillor Sibley had submitted apologies for the meeting and therefore did not address Council in response to the budget but had confirmed prior to the meeting that he would not be proposing any amendments.

A recorded vote was taken, and members voted as follows

Councillor Hannah Banfield	Against
Councillor Andrew Beere	Against
Councillor Nathan Bignell	For
Councillor Maurice Billington	For
Councillor John Broad	Abstain
Councillor Hugo Brown	For
Councillor Phil Chapman	For
Councillor Mark Cherry	Against
Councillor Colin Clarke	For
Councillor Conrad Copeland	For
Councillor Ian Corkin	For
Councillor Nick Cotter	For
Councillor Surinder Dhesi	Against
Councillor Timothy Hallchurch MBE	For
Councillor Chris Heath	For
Councillor Simon Holland	For
Councillor David Hughes	For
Councillor Tony Ilott	For
Councillor Mike Kerford-Byrnes	For
Councillor James Macnamara	For
Councillor Kieron Mallon	For
Councillor Nick Mawer	For
Councillor Andrew McHugh	For

Councillor Tony Mepham	For
Councillor Ian Middleton	Against
Councillor Perran Moon	Against
Councillor Cassi Perry	Against
Councillor Lynn Pratt	For
Councillor George Reynolds	For
Councillor Barry Richards	Against
Councillor Dan Sames	For
Councillor Katherine Tyson	For
Councillor Tom Wallis	For
Councillor Douglas Webb	For
Councillor Bryn Williams	For
Councillor Lucinda Wing	For
Councillor Barry Wood	For
Councillor Sean Woodcock	For

Resolved

- (1) That, having given due consideration, the Business Plan (Annex to the Minutes as set out in the Minute Book) be approved.
- (2) That, having given due consideration, the Risk Register (Annex to the Minutes as set out in the Minute Book) be approved.
- (3) That, having given due consideration, an increase in the level of Council Tax for Cherwell District Council of £5 for 2020/21 on a Band D property be approved.
- (4) That, having given due consideration, the MTFs, Revenue Budget 2020/21 and Capital Programme, including the growth and savings proposals (Annex to the Minutes as set out in the Minute Book) be approved.
- (5) That, having given due consideration, a minimum level of General Fund reserves of £2m be approved.
- (6) That, having due consideration, authority be delegated to the Chief Finance Officer, in consultation with the Lead Member for Finance & Governance, and where appropriate the relevant Director and Lead Member to:
 - Transfer monies to/from earmarked reserves should that become necessary during the financial year.
 - Update prudential Indicators in both the Prudential Indicators Report and Treasury Management Strategy Report to Council, for any budget changes that impact on these.

- (7) That, having given due consideration, the proposed Fees & Charges schedule (Annex to the Minutes as set out in the Minute Book) be approved.
- (8) That, having given due consideration, the Treasury Management Strategy, including the Prudential Indicators, Minimum Revenue Provision (MRP) Policy and Affordable Borrowing Limit for 2020/21 (Annex to the Minutes as set out in the Minute book) be approved.
- (9) That it be noted that the Section 25 report from the Chief Finance Officer in relation to the robustness of estimates and adequacy of reserves had been considered and noted at the previous agenda item.
- (10) That, having given due consideration, the statement of pay policy for 2020/21 as required by the Localism Act (Annex to the Minutes as set out in the Minute Book) be approved.
- (11) That, having given due consideration, the equality impact assessment for 2020/21 (Annex to the Minutes as set out in the Minute Book) be noted.

60 **Adjournment of Council Meeting**

The Leader of the Council confirmed that he did not require Council to adjourn to allow Executive to meet discuss any issues arising from the budget.

61 **Calculating the Amounts of Council Tax for 2020/21 and Setting the Council Tax for 2020/21**

The Executive Director Finance (Interim) & Section 151 Officer submitted a report to detail the Calculations for the amounts of Council Tax for 2020/21 and the setting of Council Tax for 2020/21.

Councillor Ilott introduced and proposed the Council Tax for 2020/21, which was duly seconded by Councillor Wood.

A recorded vote was taken, and members voted as follows:

Councillor Hannah Banfield	For
Councillor Andrew Beere	For
Councillor Nathan Bignell	For
Councillor Maurice Billington	For
Councillor John Broad	For
Councillor Hugo Brown	For
Councillor Phil Chapman	For
Councillor Mark Cherry	For
Councillor Colin Clarke	For
Councillor Conrad Copeland	For

Councillor Ian Corkin	For
Councillor Nick Cotter	For
Councillor Surinder Dhesi	For
Councillor Timothy Hallchurch MBE	For
Councillor Simon Holland	For
Councillor David Hughes	For
Councillor Tony Ilott	For
Councillor Mike Kerford-Byrnes	For
Councillor James Macnamara	For
Councillor Kieron Mallon	For
Councillor Nick Mawer	For
Councillor Andrew McHugh	For
Councillor Tony Mepham	For
Councillor Ian Middleton	For
Councillor Perran Moon	For
Councillor Cassi Perry	For
Councillor Lynn Pratt	For
Councillor George Reynolds	For
Councillor Barry Richards	For
Councillor Dan Sames	For
Councillor Katherine Tyson	For
Councillor Tom Wallis	For
Councillor Douglas Webb	For
Councillor Bryn Williams	For
Councillor Lucinda Wing	For
Councillor Barry Wood	For
Councillor Sean Woodcock	For

Resolved

- (1) That it be noted that at the Executive meeting held on 3 February 2020 the Council calculated the Council Tax Base 2020/21:
 - a) for the whole Council area as 55,559.9 [item T in the formula in Section 31B of the Local Government Finance Act 1992, as amended by sections 72 to 79 of the Localism Act 2011 (“the 1992 Act”)]; and

- b) For dwellings in those parts of its area to which a Parish Precept relates as in the annex to the Minutes (as set out in the Minute Book).
- (2) That the Council Tax requirement for the Council's own purposes for 2020/21 (excluding Parish Precepts and Special Expenses) is £7,417,247.
- (3) That the following amounts be calculated for the year 2020/21 in accordance with Sections 31 to 36 of the 1992 Act:-
- a) £113,849,841 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) £101,052,405 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A (3) of the 1992 Act.
- c) £12,797,436 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) £230.34 being the amount at 3(c) above (Item R), all divided by Item T (6(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) £5,380,189 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 annex to the Minutes (as set out in the Minute Book).
- f) £133.50 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) That it be noted that for the year 2020/21 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 :-

**Valuation
Band**

**Oxfordshire County
Council**

**Police and Crime
Commissioner for
Thames Valley**

	£	£
A	1,018.29	144.19
B	1,188.01	168.22
C	1,357.72	192.25
D	1,527.44	216.28
E	1,866.87	264.34
F	2,206.30	312.40
G	2,545.73	360.47
H	3,054.88	432.56

- (5) That the Council, in accordance with Sections 30 and 36 of the 1992 Act, hereby sets the amounts shown in the annex to the Minutes (as set out in the Minute Book) as the amounts of Council Tax for the year 2020/21 for each part of its area and for each of the categories of dwellings.
- (6) That the Council's basic amount of Council Tax for 2020/21 is not excessive in accordance with principles approved under Section 52ZB of the 1992 Act.
- (7) That the following discounts and exemptions be approved:
- 1 That in respect of properties within Class A and B as defined by the Council Tax (Prescribed Classes of Dwellings) (England) (Amendment) Regulations 2012 (furnished chargeable dwelling that are not the sole or a main residence of an individual) the discount provided by Section 11a of the 1992 Act shall be zero.
 - 2 That in respect of properties within Class C as defined by the Council Tax (Prescribed Classes of Dwellings) (England) (Amendment) Regulations 2012 (a property that is unoccupied and substantially unfurnished) the discount provided by the Section 11A of the said Act shall be 25% for a period of 6 months and thereafter zero.
 - 3 That in respect of properties within Class D as defined by the said Regulations (chargeable dwellings that are vacant and undergoing major repair work to render them habitable) the discount provided by Section 11A of the said Act shall be 25% for a period of 12 months and thereafter zero.
 - 4 That no council tax discount shall be applied to dwellings that are unoccupied and unfurnished for more than two years and that council tax payable on such properties is 200% (except for those properties which fall into prescribed Classes E and F).

Local Discretionary Business Rate Relief Scheme for 2020-2021

The Executive Director Finance (Interim) submitted a report for Members to consider and approve the local Discretionary Business Rate Relief Scheme for 2020-2021.

Resolved

- (1) That the contents of the report and any financial implications for the Council be noted.
- (2) That the adoption of the Local Discretionary Business Rate Relief Scheme for 2020-2021 (Annex to the Minutes as set out in the Minute Book) be approved.

63 **Business Rates Retail Relief Policy**

The Executive Director of Finance (Interim) submitted a report to provide Members with an update on the retail relief scheme announced in the Queen's Speech on 19 December 2019, and to seek approval of the Business Rates Retail Relief Policy for 2020 -21.

Resolved

- (1) That the contents of the report be noted.
- (2) That the adoption of the Business Rates Retail Relief Policy (Annex to the Minutes as set out in the Minute Book) be approved.

64 **Business Rates Retail Pub Relief Policy**

The Executive Director of Finance (Interim) submitted a report to provide Members with an update on the forthcoming changes to Business Rates Relief and seek approval for the proposed Pub Relief Scheme.

The Lead Member for Financial Management and Governance, Councillor Ilott, advised Council that this was the last Full Council meeting that the Executive Director, Finance (Interim) and Section 151 Officer would be attending as she was leaving Cherwell District Council at the end of February to take up a new role at another local authority and thanked her for her support and explanations. Members thanked the Executive Director, Finance (Interim) for her hard work during her time at Cherwell and wished her well in her new post.

The Lead Member for Financial Management and Governance welcomed Lorna Baxter, who it was recommended be appointed Section 151 Officer later in the agenda, to the meeting and the council.

Resolved

- (1) That the contents of the report be noted.
- (2) That the adoption of the Business Rates Retail Pub Relief Policy (Annex to the Minutes as set out in the Minute Book) be approved.

65 **Partial Review of the Cherwell Local Plan 2011-2031 - Oxford's Unmet Housing Needs: Submission of Main Modifications**

The Assistant Director – Planning and Development submitted a report to seek approval for the submission of Main Modifications to the Partial Review of the adopted Cherwell Local Plan 2011-2031 to the Secretary of State for Housing, Communities and Local Government for the continuance of the independent examination.

The Chairman invited local resident, Margaret Eynon, who had registered to speak on the item, to address Council.

In introducing the report, the Lead Member for Planning, Councillor Clarke, commended the Assistant Director Planning and Development and the Planning Policy team for their hard work on the main modifications to the Partial Review of the Local Plan.

Immediately after the recommendations had been proposed by Councillor Clarke and seconded by Councillor Wood, Councillor Copeland proposed a procedural motion, namely that consideration of the item be immediately adjourned. The procedural motion was duly seconded by Councillor Tyson. On being put to the vote the procedural motion was lost and subsequently fell.

In the course of the debate it was proposed by Councillor Middleton and seconded by Councillor Tyson that a recorded vote be taken on the report.

Having been proposed and seconded, a recorded vote was duly taken, and Members voted as follows:

Councillor Hannah Banfield	Against
Councillor Andrew Beere	Against
Councillor Nathan Bignell	For
Councillor Maurice Billington	Against
Councillor John Broad	Against
Councillor Hugo Brown	For
Councillor Phil Chapman	For
Councillor Mark Cherry	Against
Councillor Colin Clarke	For
Councillor Conrad Copeland	Against
Councillor Ian Corkin	For
Councillor Nick Cotter	For
Councillor Surinder Dhese	Against
Councillor Chris Heath	For
Councillor Simon Holland	For
Councillor David Hughes	For
Councillor Tony Ilott	For
Councillor Mike Kerford-Byrnes	For

Councillor James Macnamara	For
Councillor Kieron Mallon	For
Councillor Nick Mawer	For
Councillor Andrew McHugh	For
Councillor Tony Mephram	For
Councillor Ian Middleton	Against
Councillor Perran Moon	Against
Councillor Cassi Perry	Against
Councillor Lynn Pratt	For
Councillor George Reynolds	For
Councillor Barry Richards	Against
Councillor Dan Sames	For
Councillor Katherine Tyson	Against
Councillor Tom Wallis	For
Councillor Douglas Webb	For
Councillor Bryn Williams	For
Councillor Lucinda Wing	For
Councillor Barry Wood	For
Councillor Sean Woodcock	Against

Resolved

- (1) That, having given due consideration, the responses to the consultation on the Main Modifications summarised in the Statement of Consultation (Annex to the Minutes as set out in the Minute Book) be noted.
- (2) That, having given due consideration, the supporting documents relevant to the preparation of the Main Modifications, Appendices 1 - 17 of the report (Annexes to the Minutes as set out in the Minute Book) and those documents listed below be noted:
 - PR104 Cherwell Green Belt Study Second Addendum (September 2019)
 - PR105 Cherwell Water Cycle Study Addendum (September 2019)
 - PR106 Ecological Advice Cumulative Impacts Addendum (September 2019)
 - PR107 Habitat Regulations Assessment Stage 1 and Stage 2 Addendum (September 2019)
 - PR108 Landscape Analysis for PR09 (September 2019)
 - PR109 Transport Assessment Addendum (September 2019)
 - PR110 Site Capacity Sense Check (September 2019)
 - PR111 Local Plan Viability Assessment Addendum (September 2019)
 - PR112 Site Policy PR7b Stratfield Farm Highways Update (September 2019)

- PR113a Sustainability Appraisal Addendum Non-technical Summary (September 2019)
 - PR113b Sustainability Appraisal Addendum (September 2019)
 - PR114 Statement of Consultation Amendment (November 2019)
 - PR115 Duty to Cooperate Addendum (September 2019)
 - PR116 Developer Submission PR6a
 - PR117 Developer Submission PR6b
 - PR118 Developer Submission PR6c
 - PR119 Developer Submission PR7a
 - PR120 Developer Submission PR7b
 - PR121a Developer Submission PR8 – Newcore Capital Management
 - PR121b Developer Submission PR8 – Smith and Smith
 - PR121c Developer Submission PR8 – The Tripartite
 - PR122 Developer Submission PR9
 - PR123 Developer Submission PR10
 - PR124 Additional Information on the Significance of Trees
 - PR125 Equality Impact Assessment (September 2019)
- (3) That, having given due consideration, the Schedule of Main Modifications (Annex to the Minutes as set out in the Minute Book) be approved.
- (4) That, having given due consideration, the Minor Modifications (Annex to the minutes as set out in the Minute Book) be approved and the Assistant Director – Planning and Development be authorised to make any further changes he considers appropriate to minor or presentational issues.
- (5) That, having given due consideration, the submission of the Modifications to the Secretary of State for Housing, Communities and Local Government for the continuance of the independent examination with all necessary prescribed and supporting documents be approved.

66 **Appointment of Section 151 Officer**

The Chief Executive submitted a report to appoint Lorna Baxter as the Cherwell District Council Section 151 (S151) officer with effect from 25 February 2020.

Resolved

- (1) That Lorna Baxter be appointed as the Council's Section 151 (S151) Officer with effect from 25 February 2020.

67 **Members' Allowances 2020/2021**

The Director Law and Governance submitted a report to determine the levels of the allowances to be paid to Members for the forthcoming 2020/2021 financial year following the submission of the report of the Council's Independent Remuneration Panel (IRP).

Resolved

- (1) That, having given due consideration to the levels of allowances to be included in the 2020/2021 Members' Allowances Scheme, the Independent Remuneration Panel's recommendations, as set out below, be adopted:
 - That the Basic Allowance be increased in line with the staff cost of living increase rounded either up or down, whichever is closest, to give 12 equal payments. The staff pay negotiations for 2020/2021 have not yet commenced, so when the award is finalised, the increase should be backdated to the beginning of the financial year 2020/2021, 1 April 2020
 - That all Special Responsibility Allowance (SRAs) be increased in line with the staff cost of living increase rounded either up or down, whichever is closest, to give 12 equal payments, and payment backdated to the beginning of the financial year 2020/2021, 1 April 2020.
 - That the co-optee and Independent Person allowances be increased in line with the staff cost of living increase rounded either up or down, whichever is closest, to give 12 equal payments, and payment backdated to the beginning of the financial year 2020/2021, 1 April 2020.
 - That there be no increase in the rate of Dependent Carers' and Childcare Allowances.
 - That there be no change to Travelling and Subsistence Allowances.
 - That Democratic Services should continue to book overnight accommodation
 - That Non-Executive Director allowances be increased in line with the staff cost of living increase rounded either up or down, whichever is closest, to give 12 equal payments, and payment backdated to the beginning of the financial year 2020/2021, 1 April 2020, should a settlement not be agreed to that date.
- (2) That the Director Law and Governance be authorised to prepare an amended Members' Allowances Scheme, in accordance with the decisions of the Council for implementation with effect from 1 April 2020.
- (3) That the Director Law and Governance be authorised to take all necessary action to revoke the current (2019/2020) Scheme and to publicise the revised Scheme pursuant to The Local Authorities (Members's Allowances) (England) Regulations 2003 (as amended).
- (4) That the Independent Remuneration Panel be thanked for its report and a fee of £300 for Panel Members be set for the work carried out on this review for 2019/2020 and propose the same level of fee for any reviews carried out in 2020/2021 capped at a maximum of £1200, which will be funded from within the Council's existing budgets.

The Chief Executive submitted a report to note the amendments to the constitution of political groups and amendments to the proportionality calculations and committee membership arising from Councillor Cotter leaving the Independent Group and joining the Progressive Oxfordshire Group.

Resolved

- (1) That the amended constitution of Political Groups: 31 Conservative (65%); 9 Labour (19%); 4 Progressive Oxfordshire (8%); 3 Independent (6%) and 1 vacant seat (2%), be noted.
- (2) That the amended allocation of seats on committees that are subject to the political balance requirements be noted.
- (3) That the amended allocation of seats on committees that are not subject to political balance requirements be noted.
- (4) That the following amendments to committee membership, as advised by the respective Spokespersons of the Independent Group and Progressive Oxfordshire Group:

Accounts, Audit and Risk Committee

Remove: Councillor Les Sibley

Add: Councillor Conrad Copeland

Appeals Panel

Remove: Councillor Ian Middleton

Add: Councillor John Broad

Joint Shared Services and Personnel Committee

Remove: Councillor Les Sibley (and named substitute, Councillor John Broad)

Add: Councillor Ian Middleton (and named substitute, Councillor Conrad Copeland)

Planning Committee

Remove: Councillor John Broad as Committee Member and Councillor Fraser Webster as named substitute

Add: Councillor John Broad as substitute

Add: Add: Councillor Conrad Copeland (and named substitute, Councillor Nick Cotter)

Joint Arrangements Steering Group

Remove: Councillor John Broad (and named substitute, Councillor Les Sibley)

Add: Councillor Ian Middleton (and named substitute, Councillor Conrad Copeland)

Partnership Working Group

Remove: Councillor Les Sibley (and named substitute, Councillor John Broad)

Add: Councillor Ian Middleton (and named substitute, Councillor Conrad Copeland)

Council - 24 February 2020

The meeting ended at 11.10 pm

Chairman:

Date: