

Cherwell District Council

Executive

Minutes of a meeting of the Executive held at 39 Castle Quay, Banbury, OX16 5FD, on 16 June 2026 at 5.30 pm

Present:

Councillor Lesley McLean (Leader - Strategic Leadership and Regeneration)
(Chair)

Councillor Chris Aramini-Brant (Deputy Leader - Planning and Enforcement)
(Vice-Chair)

Councillor Nicola Borkmann, Portfolio Holder for Customer and Community
Services

Councillor David Hingley, Portfolio Holder for Finance

Councillor Frank Ideh, Portfolio Holder for Law and Governance

Councillor Ian Middleton, Portfolio Holder for Housing and Greener
Communities

Councillor Rob Pattenden, Portfolio Holder for Property and Assets

Councillor Alisa Russell, Portfolio Holder for Neighbourhood Services

Apologies for absence:

Councillor Lisa Smith, Portfolio Holder for Leisure

Also Present:

Councillor Paul Jeffreys, Leader of Reform UK Group

Councillor David Rogers, Deputy Leader, Conservative Group

Councillor Mark Gorman

Also Present Virtually:

Councillor Les Sibley

Officers:

Gordon Stewart, Chief Executive

Ian Boll, Executive Director Place & Regeneration

Stephen Hinds, Executive Director Resources

Kristian Aspinall, Executive Director Neighbourhood Services

Michael Furness, Assistant Director Finance & S151 Officer

Shiraz Sheikh, Assistant Director Law & Governance and Monitoring Officer

Kaimi Ithia, Head of Chief Executive's Office

David Peckford, Assistant Director Planning

Tim Hughes, Head of Regulatory Services & Community Safety

Paul Seckington, Head of Development Management

Peter Sharp, Head of Regeneration and Economy

Richard Smith, Head of Housing
Sean Tilbury, Planning Enforcement Team Leader
Natasha Clark, Governance and Elections Manager

Officers Attending Virtually:

Geoff Taylor, Head of Property and Assets
Celia Prado-Teeling, Performance Team Leader

1 Declarations of Interest

There were no declarations of interest.

2 Petitions and Requests to Address the Meeting

There were no petitions.

The Chair advised there was one request to address the meeting, from Parish Councillor John Offord, Chair of Hornton Parish Council, on item 7, Wroxton Motocross Article 4 Direction.

3 Minutes

The minutes of the meeting held on 7 April 2026 were agreed as a correct record and signed by the Chair.

4 Chair's Announcements

The Chair referred to the change of date and time for future Executive meetings confirming that the website had been updated and updated meeting requests sent to reflect the change.

5 Urgent Business

There were no items of urgent business.

6 Wroxton Motocross Article 4 Direction

The Assistant Director Planning submitted a report to inform the Executive of the recommendation to proceed with a targeted non-immediate Article 4 Direction restricting temporary use permitted development rights, and to set out the legal and procedural steps required for the Direction to be made and confirmed.

The Chair referred to correspondence from lawyers instructed on behalf of Hornton Parish Council and explained that officers had responded to the letter accordingly. The content of the letter was not for discussion at Executive.

Parish Councillor John Offord, Chair of Hornton Parish Council addressed Executive.

In introducing the report, the Deputy Leader – Planning and Enforcement thanked officers in planning and legal for their hard work and extended thanks to Hornton Parish Council, neighbouring parishes and local residents for their time spent on this complex issue.

The Deputy Leader – Planning and Enforcement explained that the recommendation struck the appropriate balance between allowing the longstanding activity to continue whilst ensuring the council could exercise proportionate control where needed. It was a forward-looking preventative measure that was evidence based and policy compliant and would restore the council's ability to manage the scale and operation of the events through the planning system where necessary.

Resolved

- (1) That it be agreed to make the following non-immediate Article 4 Direction under Article 4 of the Town and Country Planning (General Permitted Development) (England) Order 2015.
- (2) That the Assistant Director Planning, in consultation with the Deputy Leader - Planning and Enforcement, be authorised to finalise the wording of the Article 4 Direction and to undertake all necessary procedural steps to give effect to the Direction, including issuing the Direction, undertaking statutory consultation, notifying the Secretary of State, and reporting back to the Executive for confirmation following consideration of representations.
- (3) That the process for making, consulting upon and confirming an Article 4 Direction, including notification to the Secretary of State and consideration of representations prior to confirmation be noted.

Reasons

It is proposed that the Executive resolves to make a targeted, non-immediate Article 4 Direction expressly designed to maximise the prospects of confirmation and to enable proportionate planning control should future evidence justify intervention, as set out below:

The development permitted pursuant to Schedule 2, Part 4 Class B of the Town and Country Planning (General Permitted Development) Order 2015 (or any successor order) shall not include use of the land for motor racing:

- i. on the day each year of Easter Sunday or
- ii. on the day each year of Remembrance Sunday or

- iii. on the day each year of Christmas Day or
- iv. on the day each year of New Years Day or
- v. on the first Bank Holiday Monday in May or
- vi. on 11 November or
- vii. on any day between the hours of 6:00pm and 9:00am.

The development permitted pursuant to Schedule 2, Part 4 Class B of the Town and Country Planning (General Permitted Development) Order 2015 (or any successor order) shall not comprise use of the land for any motor racing event which involves the attendance at any event of more than 120 motor racing participants (riders) unless in accordance with the provisions of an Event Management Plan (EMP) for the specific event which in advance has been submitted to and approved in writing by the Local Planning Authority. The EMP shall address, proportionately to the event's scale: traffic, parking and noise management.

Informative: In preparing and updating the EMP, which may be submitted annually, the applicant is advised to engage with the Safety Advisory Group and include a statement summarising Safety Advisory Group feedback and how it has been addressed.

Factors in favour:

- A high volume of complaints has been received alleging harm to residential amenity, transport conditions and the environment. The Council considers there is a significant potential for planning harm were an Article 4 Direction not pursued.
- Wroxtton Motocross would retain the ability to apply for planning permission for temporary uses of land, providing appropriate regulatory oversight.

Alternative options

Option 1: Make a non-immediate Article 4 Direction unconditionally removing the application of Schedule 2, Part 4 Class B of the Town and Country Planning (General Permitted Development) Order 2015.

This option is rejected because, on balance, a qualified Article 4 Direction would result in a more proportionate approach, recognising the historic nature of the land use and toleration of motor racing activity. A qualified Direction is considered more likely to withstand challenge and therefore maximises the prospects of successful control, as opposed to seeking the full removal of permitted development rights, which would carry a greater risk of failure.

Option 2: Do not make an Article 4 Direction.

This option is rejected because, on balance, the evidence base indicates there is some harm to residential amenity and transport from the current scale and nature of the operation, and, in the absence of a Direction, the Local Planning Authority does not have an effective means to manage the scale and operation of events undertaken under permitted development rights. The Council therefore considers it expedient to make an Article 4 Direction and undertake a statutory consultation.

Option 3: Make an immediate Article 4 Direction.

An immediate Article 4 Direction is considered to be disproportionate. It would give rise also to a significant risk of compensation liability under the GPDO, in respect of abortive expenditure or losses directly attributable to the withdrawal of permitted development rights where such expenditure had already been incurred. This potential liability would arise irrespective of the merits of the Direction and could not be reliably quantified in advance. The Council considers that this exposure represents an unacceptably high financial risk, such an intervention is not necessary and that the benefit/risk assessment therefore clearly favours a non-immediate approach.

7

Bloxham Neighbourhood Plan

The Assistant Director Planning submitted a report for Executive to consider the Examiner's report on the draft Modified Bloxham Neighbourhood Plan (the Draft Neighbourhood Plan") to determine whether the Draft Neighbourhood Plan, incorporating modifications should proceed to referendum.

Councillors Pattenden and Hingley, ward members for Adderbury, Bloxham and Bodicote, commended the work to date and commented on the importance of the Neighbourhood Plan for Bloxham Parish Council.

Resolved

- (1) That all the Examiner's recommendations and modifications to enable the Neighbourhood Plan, incorporating the recommended modifications be approved to proceed to a referendum.
- (2) That the issue of a 'decision statement' confirming the Executive's decision including that the Neighbourhood Plan will now proceed to a referendum be authorised.
- (3) That the Assistant Director Planning be authorised to make any minor presentational changes and corrections necessary to ready the Neighbourhood Plan for referendum.

Reasons

The draft Bloxham Neighbourhood Plan Review has been independently examined and is recommended by the Examiner for referendum subject to the incorporation of a number of modifications. Officers agree with the Examiner's conclusion. It is therefore considered that, with the recommended modifications, the Neighbourhood Plan meets the requisite Basic Conditions and should proceed to referendum.

Alternative options

Option 1: Not to accept all the Examiner's recommendations.

Where a local planning authority proposes to make a decision that differs from the Examiner's recommendations it is required to set out these reasons in a

Decision Statement which would be subject to further consultation. Officers consider that the Examiner's recommendations should be accepted.

Option 2: Not to accept the Examiner's recommendations and not to proceed to a referendum.

Option 2 could only be justified if the Examiner recommends that the Draft Neighbourhood Plan should not proceed to a referendum, or the Council is not satisfied that the Draft Neighbourhood Plan has met the procedural and legal requirements. Officers consider that the Examiner's recommendations should be accepted and are of the view that the procedural and legal requirements have been met.

8 **Response to Motion: Keep Cherwell Tidy**

The Executive Director Neighbourhood Services submitted a report which outlined the response to the motion submitted to Full Council in March 2026 calling for a campaign to "Keep Cherwell Tidy". As the motion fell within the remit of the Executive powers, it was referred to the Executive.

The motion had been proposed by Councillor Rebecca Biegel, who had confirmed she had no further comments and did not wish to speak at Executive.

Resolved

- (1) That the response to the motion be noted.
- (2) That the extensive efforts already underway to keep Cherwell tidy be endorsed.
- (3) That the development of a series of campaigns throughout the year on keeping communities tidy, rather than a single campaign in March, which will better reflect the different needs of rural environments throughout the year be endorsed.

Reasons

The Council is already undertaking the activities outlined in the council motion, and therefore it is recommended that we continue delivering this vital programme through Environmental Services.

Alternative options

Option 1: Stop activity

These activities are already planned as part of the annual service delivery Environmental services. Stopping them would make the district less tidy and dirtier and prevent us from tackling perpetrators of fly-tipping and making them pay

9 **Response to Motion: Consultation on move to three-weekly collections**

The Executive Director Neighbourhood Services submitted a report which outlined the response to the motion submitted to Full Council in March 2026 requesting clarity on any consultation on changes to our waste collection service. As the motion fell within the remit of the Executive powers, it was referred to the Executive.

The motion had been proposed by Councillor Eddie Reeves, who had confirmed he had no further comments and did not wish to speak at Executive.

Resolved

- (1) That the response to the motion be noted and the commitment to extensive consultation on any proposed changes be endorsed.
- (2) That it be noted that there is no decision to proceed with three weekly collections, and this response outlines how any consultation on any proposed significant changes to the service would be conducted in the future.

Reasons

The council has committed to a thorough and meaningful consultation on any large-scale changes to waste collection and environmental services, including moving to three weekly collections.

This is the only option that both meets the Executive's commitment to "listening to residents" and delivers best value for money when making any changes. It also ensures that future services are designed with residents at the heart of what we do.

Alternative options

Option 1: Do minimal consultation

The Executive has committed to thorough and meaningful consultation on this area, with a commitment to "listening to residents" as a core principle throughout the council's work. Only conducting a minimal consultation would not meet the expectations set by Executive for Cherwell, and as such is not a recommended option.

Option 2: No consultation

Doing no consultation would not only fail to meet the Executives commitment to "listening to residents but would also expose the council to legal challenge on any significant changes to the service. This would increase costs, delay implementation, and not provide best value for money for the council.

10

Banbury Public Spaces Protection Order (PSPO) Variation

The Head of Regulatory Services and Community Safety submitted a report sought consideration of a proposed variation to the current Public Spaces Protection Order (PSPO) for Banbury town centre, following public consultation.

Resolved

- (1) That the introduction of the proposed variation to the Public Spaces Protection Order (PSPO) for Banbury town centre be approved.

Reasons

The results of the consultation show support for the variation to the current PSPO in Banbury Town Centre from the public and stakeholder organisations. Therefore, the Executive is recommended to approve the variation to the current PSPO in Banbury Town Centre

Alternative options

Option 1: Not to vary the PSPO.

This option is not recommended. The information gathered to support the variation of the PSPO for Banbury town centre demonstrates that there is a continuing problem with ASB occurring in and around Banbury town centre. The consultation outcomes show strong support for the variation of the PSPO to continue to tackle this problem.

11

Housing Civil Penalties Policy

The Assistant Director Wellbeing and Housing submitted a report to seek approval for the new Housing Civil Penalties Policy.

Resolved

- (1) That the new Housing Civil Penalties Policy be approved.

Reasons

It is important that the Council has up to date policies and procedures for key service areas and it is important that they are legislatively and operationally sound.

Alternative options

Option 1: Retain existing policy

This is an option that could be taken. However, it would have the following implications:

- Policies will not adequately reflect the statutory duty to enforce under section 107

- Ongoing risk of inconsistency across England
 - Reduced clarity for officers, landlords and tenants
 - Higher likelihood of legal challenge and policy failure under scrutiny
 - Reputational risk for ineffectively implementing the Renters' Rights Act
- This option is therefore rejected.

12

Housing Enforcement Policy

To Assistant Director Wellbeing and Housing submitted a report to seek approval for the new Housing Enforcement Policy.

Resolved

- (1) That the new Housing Enforcement Policy be approved.

Reasons

It is important that the Council has up to date policies and procedures for key service areas and it is important that they are legislatively and operationally sound.

Alternative options

Option 1: Retain existing policy

This is an option that could be taken. However, it would have the following implications:

- Policies will not adequately reflect the statutory duty to enforce under section 107
- Ongoing risk of inconsistency across England
- Reduced clarity for officers, landlords and tenants
- Higher likelihood of legal challenge and policy failure under scrutiny
- Reputational risk for ineffectively implementing the Renters' Rights Act

This option is therefore rejected.

13

Community Event Parking in Banbury and Bicester

The Assistant Director Property submitted a report to seek Executive approval to delegate authority to the Assistant Director of Property, in consultation with the Portfolio Holder for Property and Assets, to approve the temporary closure or operational use of Council parking spaces or car park areas in Banbury and Bicester for civic, commemorative and community events.

The proposal related to the temporary use of parking areas to facilitate the operation of events and does not constitute the provision of free parking for event attendees.

Resolved

- (1) That authority be delegated to the Assistant Director of Property, in consultation with the Portfolio Holder for Property and Assets, to approve the temporary closure or operational use of District Council parking spaces or car park areas in Banbury and Bicester for civic, commemorative and community events where there is a demonstrable public benefit.
- (2) That it be confirmed that commercial or profit-generating events will continue to be subject to the appropriate fees and charges in accordance with the Council's adopted schedule of fees and charges.

Reasons

The proposed delegation formalises the Council's longstanding approach to supporting established civic, commemorative and community events through the temporary operational use or closure of limited parking areas where required to facilitate event delivery. The proposal does not provide free parking for attendees but enables appropriate operational flexibility to support events which provide clear community and town centre benefit.

Granting delegated authority to the Assistant Director of Property, in consultation with the Portfolio Holder for Property and Assets, provides a proportionate governance framework. It removes the need for repeated Executive reports for recurring events while maintaining appropriate Member oversight and ensuring that commercial events remain subject to the Council's adopted fees and charges.

Alternative options

Option 1: Require full payment of parking charges for all events

This option was considered but rejected. Military and civic commemorative events are held in recognition of public service and align with the Council's commitments under the Armed Forces Covenant. Requiring payment in these circumstances would be inconsistent with established practice and could undermine the Council's visible support for such events.

In the case of town centre civic and community events, the temporary closure of limited parking areas is typically operational in nature and required to facilitate the safe delivery of the event itself. These arrangements support wider town centre vitality, footfall and community engagement.

Option 2: Continue to require separate Executive approval for each event

This option was also rejected as it results in unnecessary administrative delay and repeated reporting for a small number of established, recurring events. Delegated authority provides a proportionate governance approach while retaining appropriate Member oversight.

Request for Strategic Development Funding

The Executive Director Place and Regeneration submitted a report to request an allocation of £250k from the Strategic Development Fund reserve (£400k) to progress economic development and regeneration activity.

Resolved

- (1) That an allocation from the Strategic Development Fund of £250k to commission an Economic Plan for Cherwell district and a masterplan for Bicester town centre be agreed and it be noted that monies would be spent according to CDC financial and procurement regulations led by the Regeneration & Growth (R&G) service.
- (2) That it be agreed to renew Ambassador status with Experience Oxfordshire (£15k) for 2026/27, utilising existing service budgets and to agree to consider allocating funds in future years as part of the budget-setting process.

Reasons

This report seeks to agree to an allocation from the Strategic Development Fund of £250k to commission an Economic Plan for Cherwell district and a masterplan for Bicester town centre.

Monies would be spent according to CDC financial and procurement regulations led by the Regeneration & Growth (R&G) service.

The report also seeks to agree to renew Ambassador status with Experience Oxfordshire (£15k) for 26/27, utilising existing service budgets and to agree to consider allocating funds in future years as part of the budget-setting process.

The proposed commissions will help to position the council ahead of future LGR, setting out a clear vision and action plan for economic growth as well as a comprehensive framework for one of the district's primary urban centres. This is particularly important given the scale of development envisaged in the Bicester area over the coming years.

Alternative options

Option 1: Do not proceed with the development of an Economic Plan for Cherwell and a Bicester Masterplan. This alternative would not provide a good foundation for the delivery of the council plans of the coming years or foundation blocks as LGR is enacted.

Option 2: Do not proceed with the development of a Bicester Masterplan. This is likely to lead to a more fragmented approach to development and not address the needs of existing communities.

Option 3: Do not proceed with the development of an Economic Plan for Cherwell. As Option 1, this would not provide a good foundation block ahead of LGR and would not meet the action set out in the Annual Delivery Plan.

Option 4: Do not proceed with renewal of Ambassador status with Experience Oxfordshire. This is likely to have a detrimental effect on efforts to support and grow the visitor economy in Cherwell, as referenced by current work to develop a Visitor Economy and High Streets Strategy.

15 **Finance, Performance and Risk Monitoring End of Year Report 2025-2026**

The Assistant Director of Finance (S151 Officer) and Head of Chief Executive's Office submitted a report to report to Executive the council's year-end financial, performance and risk position as of the end of financial year 2025-26.

Resolved

- (1) That the council's finance, performance, and risk management report as at the end of financial year 2025/26 be noted.
- (2) That the capital outturn position be noted and the capital reprofiling (Annex to the Minutes as set out in the Minute Book) be approved.
- (3) That the use of reserves and grant funding detailed in Appendix 5 to the report be approved.
- (4) That the use of reserves to be released in 2026/27 (set out in Appendix 6 to the report) be approved.
- (5) That the balanced outturn position for 2025/26 after the proposed contributions to reserves be noted.

Reasons

The report updates the Committee on the year-end financial, performance and risk position of the council for 2025/26. Regular reporting is key to good governance and demonstrates that the council is actively managing its financial resources sustainably.

Alternative options

Option 1: This report summarises the council's financial, performance and risk position up to the end of the financial year 2025-2026, therefore there are no alternative options to consider.

16 **Appointments to Partnerships, Outside Bodies, Member Champions and Shareholder Committee 2026/27**

The Assistant Director Law and Governance and Monitoring Officer submitted a report to appoint representatives to Partnerships, Outside Bodies, where these are executive functions, Member Champions and the Shareholder Committee, for the municipal year 2026/2027.

Resolved

- (1) That appointments to partnerships, outside bodies, the Shareholder Committee, Member Champions and advisory groups for the 2026/2027 municipal year be made as set out in the Annex to the Minutes (as set out in the Minute Book).
- (2) That authority be delegated 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 during the 2026/2027 Municipal Year.
- (3) That appointed Members be reminded to update their Register of Interests as may be required, to reflect these appointments.

Reasons

It is proposed that representatives are appointed to Partnerships, Outside Bodies, Shareholder Committee and as Member Champions as set out at Appendix 1 to ensure that the Council is represented and maintains links with partnerships and outside bodies.

Delegation to the Assistant Director Law and Governance, in consultation with the Leader provides flexibility for the remainder of the Municipal Year to appoint to any outstanding vacancies, or if amendments are required to any appointments, and ensures they are made in a timely manner.

Alternative options

Option 1: Not to appoint representatives to outside bodies, partnerships and as Member Champions. This is not recommended as the internal working groups would be ineffective and the Council would not be represented on these outside bodies and could miss valuable information and opportunities.

17 **Exclusion of the Press and Public**

Resolved

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.

18 **Planned Preventive Maintenance (PPM) - Property Services - Facilities Management - Managed Buildings**

The Assistant Director Property submitted an exempt report to seek Executive approval for the award of contract to deliver statutory Planned Preventative Maintenance services across operational buildings managed by the Property Services Facilities Management Team.

Resolved

- (1) As set out in the exempt Minutes.
- (2) As set out in the exempt Minutes.

Reasons

As set out in the exempt Minutes.

Alternative options

As set out in the exempt Minutes.

The meeting ended at 7.10 pm

Chair:

Date: