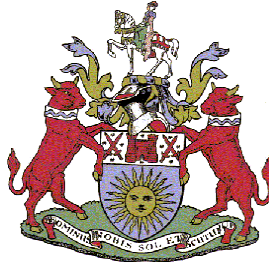


Banbury Town Council

Mark Hassall ACMA, MA
Town Clerk & RFO



The Town Hall
Bridge Street
Banbury
Oxfordshire
OX16 5QB

Tel: 01295 250340

Our Ref: A14012025

Your Ref:

Please ask for: Helen Durkin

Email: helen.durkin@banbury.gov.uk

Date: 08 January 2025

To: All Members of the Town Council.
Others, for information.

You are hereby summoned to attend a Meeting of the **Town Council** to be held in the TOWN HALL, BRIDGE STREET, BANBURY on **Tuesday, 14 January 2025 at 6.30pm**, for the transaction of the following business: -

A handwritten signature in blue ink, appearing to read 'Mark Hassall'.

Mark Hassall
Town Clerk & RFO

BUSINESS TO BE TRANSACTED

1. **Apologies for absence**
Contact Helen Durkin (01295 250340).
2. **Declarations of Interest**
Members are asked to declare any disclosable pecuniary interests in items on the agenda, **and the nature of that interest**, in accordance with the Localism Act 2011, the Banbury Town Council Code of Conduct and Section 106 of the Local Government Finance Act 1992 (Please refer to the notes at the end of Agenda).
3. **Minutes of the last Meeting**
To approve as correct the Minutes of the Meeting held on the 05 November 2024 (**enclosed**).
4. **Communications**
George Weaver has retired from the council after 21 years of service. (Nov 2003-Dec 2024)

To receive such communications as the Town Mayor may wish to lay before the Council:

Banbury Town Council

5. Questions

- a. Any Town Councillor may seek an answer to a question concerning any business of the Council provided notice of the question has been given to the person to whom it is addressed before the meeting begins.
- b. A period of up to 20 minutes is allocated, during which Members of the public may, at the discretion of the Town Mayor, ask questions of the relevant Committee Chairman on any matter relevant to some question over which the Council has power, or which affects Banbury.

[You are requested to state your name and address before asking your question.]

6. Minutes of Committees

To consider the Minutes of Committees:

- | | | |
|--------------------------------------|---|------------------|
| a) Planning Committee | - | 18 December 2024 |
| b) General Services Committee | - | 17 December 2024 |
| c) Resources Committee | - | 07 January 2025 |
- i. That the revised estimates for 2024/2025, as now submitted, be approved and the draft estimates for 2025/2026 be referred to the Grants and budgets Sub-Committee for further consideration; and
 - ii. That an inflationary increase of all fees and charges to the nearest practicable amount for 2025/2026 be agreed, in the light of any fee changes over the last two years; and
 - iii. That further to Minute R.14/24 it was resolved to receive and note the events update; and
 - iv. Investigate training needs for volunteers working on event road closures, with a report back to the Events Working Group.

7. To set the precept for 2025-2026:

Further to Minute R. 5/25 and following confirmation of the Relevant Tax Base, it was recommended that the Town Council set a precept of £2,299,215 (or £132.18 per Band D property, being an increase of 2%).

8. Resolutions Moved on Notice

None

Notes on declaration of interest

- (i) Any Member arriving after the start of the meeting is asked to declare any disclosable pecuniary interests as necessary as soon as practicable after their arrival even if the item in question has been considered;
- (ii) In such circumstances, the Member must withdraw from the meeting room, and should inform the Chairman accordingly.

Recording of Meeting

- ii) Please be aware that an audio recording of the meeting may be made, as an aide-memoire for the purposes of the Clerk to ensure minutes reflect the overall tone and content of meetings, and will be deleted following the first approval of minutes.

It is not practical to offer detailed advice during the meeting.

BANBURY TOWN COUNCIL

Minutes of a meeting of Banbury Town Council held on Tuesday, 05 November 2024 at 6.30pm at the Town Hall, Banbury.

Present: Councillors Cherry (Town Mayor) and Mallon (Deputy Town Mayor).
Councillors: Beere, Biegel, Brant, Clarke, Crichton, Dhesi, Eaton, Elugwu, Hodgson, Hussain, Mears, Okeke, Richards, Strangwood, Thornhill, Tohill-Martin, Urwick, Vaitkus and Woodward.

Officers: Mark Hassall (Town Clerk & RFO).
Paul Almond (Director of Environment and Deputy Clerk).
James Smith (Media & Communications Officer).

Apologies for Absence: Cllrs Harwood.

C.40/24 Declarations of Interest

None.

C.41/24 Minutes of the Last Meeting

IT WAS RESOLVED that the Minutes of the Meeting held on 24 September 2024 be approved as a correct record and signed by the Town Mayor.

C.42/24 Communications

The Town Mayor's communications had been circulated to those present.
IT WAS RESOLVED that the Communications be noted.

C.43/24 Questions – Elected Members and Members of the Public

There were no questions from Elected Members or members of the public.

C.44/24 Planning Committee

It was proposed by Councillor Beere, seconded by Councillor Thornhill, and **RESOLVED** that the Minutes of the Planning Committee meeting held on the 23 October 2024, be received.

C.45/24 General Services Committee

It was proposed by Councillor Richards, seconded by Councillor Hodgson, and **RESOLVED** that the Minutes of the General Services Committee meeting held on 08 October 2024, be received.

C.46/24 Resources Committee

It was proposed by Councillor Hussain, seconded by Councillor Biegel, and **RESOLVED** that the Minutes of the Resources Committee meeting held on 22 October 2024, be received.

It was further **RESOLVED** that:

- (1) the Internal Controls Programme (referred to in Minute R.19/24 and appended at Appendix A to the Resources Committee Minutes), be adopted, without any changes;
- (2) the Risk Management Policy (referred to in Minute R.20/24 and appended at Appendix B to the Resources Committee Minutes), be adopted, without any changes; and
- (3) the Treasury Management Policy (referred to in Minute R.21/24 and appended at Appendix C to the Resources Committee Minutes), be adopted, without any changes.

C.47/24 Internal Audit Report 2024-25 (First Interim)

Members were invited to review the first interim report of the internal auditor. After a full discussion it was proposed by Councillor Hussain, seconded by Councillor Eaton, and **RESOLVED** to receive and note the Internal Audit report, as set out in **Appendix A** to the Minutes.

C.48/24 Resolutions Moved on Notice - Resolution No 68

It was moved by Councillor Brant, seconded by Councillor Clarke, that:

“Banbury is a vibrant town rich in cultural diversity. To foster community spirit and promote understanding among residents, it is essential to organise public events that reflect and celebrate this diversity. Such initiatives can enhance social cohesion and provide a platform for all cultures within our community.

It was proposed that Banbury Town Council:

- Form a new forum dedicated to planning and organising events that celebrate the diverse cultures of Banbury. This committee will include representatives from various cultural community groups within the town.*
- Undertake a thorough assessment of the current events programme to identify gaps in representation.*
- Collaborate with local cultural organisations and community groups to review events to ensure they are inclusive and representative of the town's diversity (e.g. Black History Month, LGBTQ+ Pride Month, Ramadan)*
- Establish a system for community feedback to continuously improve and adapt events to better serve the interests and needs of all residents.*

By committing to these initiatives, the Town Council will actively promote inclusivity and appreciation for the rich tapestry of cultures that make up Banbury. This motion seeks to enhance community engagement, foster mutual respect, and create a welcoming environment for all residents. We urge all council members to support this motion and work collaboratively towards a more inclusive and vibrant Banbury events programme.”

After a lengthy debate an amendment to the motion was proposed by Councillor Hussain, seconded by Councillor Eaton, to the effect that Banbury Town Council's Resources Committee, in conjunction with its Events Working Group, consider the above-mentioned proposals. The amendment was agreed and the substantive motion subsequently **RESOLVED** unanimously.

The Meeting ended at 7.00pm.

PLANNING COMMITTEE

Minutes of a meeting of the Planning Committee held on Wednesday,
18 December 2024 at 6.30pm in the Town Hall, Banbury.

Present: Councillor Beere (Chairman)
Councillors: Dhesi, Elugwu, Harwood, Thornhill, Woodward
Officers: Robert Duxbury (Planning Officer)
Helen Durkin (Executive Officer)

PL.39/24 Apologies
None

PL.40/24 Declarations of Interest
Councillor Harwood and Thornhill declared personal interests as a member of the Cherwell District Council Planning Committee.

PL.41/24 Minutes of the Last Meeting
IT WAS RESOLVED that the Minutes of the meeting held on the 23 October 2024 be approved as a correct record and signed by Cllr Beere.

PL.42/24 Planning Applications to be Considered
The Committee considered various planning applications that had been referred to the Town Council for consideration by Cherwell District Council (CDC) and were matters that had been delegated to the Planning Committee or where a Ward Member had referred a delegated application.
Officers responded to a number of questions raised by Members.

- 24/02724/F Banbury Town Council raise no objections but seek assurances about the treatment of the shop window to ensure its appropriateness, and ask that bin and cycle storage is available for all 4 flat units. We also would ask for a condition to ensure that the units are well insulated against external noise sources.
- 24/02121/F Banbury Town Council raise no objections.
- 24/00897/F (Re-consultation) Banbury Town Council do not object to the proposal despite the lack of doctor's provision, but instead support the early provision of this long-awaited shopping facility.
- 24/02661/F Banbury Town Council objects to this proposal on the grounds of the unacceptable impact upon the living environment of the adjacent flats by reason of the scale and siting of those proposed units relative to the existing flats and possible nuisance caused by non-conforming uses. The Town Council also agrees with the objection of the County Council. In our opinion the future of this site should await the outcome of the review of the Local Plan.

PL.43/24 Planning Applications Delegated to the Town Clerk
The Town Clerk had submitted a schedule containing details of planning applications which had been delegated to him in consultation with the Chairman, setting out the observations that had been forwarded to Cherwell District Council.

IT WAS RESOLVED that the report be noted.

PL.44/24 Report of the Planning Officer

To allow discussion of a request from Banbury Civic Society to the Town Council to consider the introduction of a scheme for Blue Plaques to honour significant persons, events and buildings.

- Banbury Town Council resolved that they do not, at this time, agree to the setting up of a separate blue plaque scheme for Banbury, but that instead that the Town Council officers be instructed to offer to work closely with the Banbury Civic Society to promote proposals to the Oxfordshire scheme for historic Banbury people, places and events that it is considered deserve recognition with a plaque.

PL.45/24 Banbury Traffic Advisory Committee

To receive the Minutes of the meeting of the BTAC held on 27 November 2024

IT WAS RESOLVED that the report be noted.

PL.46/24 Decision Notice

The Town Clerk had submitted a schedule containing details of decision notices which had been sent by Cherwell District Council which were contrary to the recommendations of the Town Council.

IT WAS RESOLVED that the report be noted.

The meeting ended at **7.37 pm**

GENERAL SERVICES COMMITTEE

Minutes of a Meeting of the General Services Committee held at 6.30pm on Tuesday, 17 December 2024 in the Town Hall, Banbury.

Present: Councillor Richards (Chair)
Councillors: Elugwu and Hodgson.

Alternate
Members: Councillor Harwood (for Councillor Strangwood)

Officers: Mark Hassall (Town Clerk & RFO)
Paul Almond (Director of Environment)
Helen Durkin (Executive Officer)

GS.22/24 Apologies for Absence
Councillor Strangwood

GS.23/24 Declarations of Interest
None.

GS.24/24 Minutes of the Last Meeting

IT WAS RESOLVED that the Minutes of the Meeting held on 08 October 2024 be approved as a correct record and signed by the Chair.

GS.25/24 Income & Expenditure Report

The Committee considered a report prepared by the Town Clerk & RFO comparing year-to-date income and expenditure with the projected annual budget for the financial year. The report showed all expenditure incurred up to 05 December 2024.

Officers responded to a range of questions from Members relating to various budget codes and financial procedures. Members' attention was drawn to the fact that overall the Committee's expenditure was within forecast versus the phased YTD budget and are in a good position overall.

General Services variances were principally

- ◆ Cleansing charges to Cherwell District Council (CDC) are paid annually in full in March.
- ◆ Staffing costs remain within budget, in line with annual salary increases agreed with trade unions.
- ◆ Planned roof repairs at Southam Road depot completed and fibreglass burial chambers purchased. Offset by timing of headstone beam installation, annual BACS software license and tree works.
- ◆ Replacement light columns have been installed in People's Park, the beginning of a wider replacement programme across the estate, particularly PDP. Retaining wall works at Longelandes Way planned.
- ◆ Hanwell View MUGA and Public Open Space (POS) has been transferred, along with S106 contribution, to be recognised over the next 15 years of maintenance. Reflooring of Horton View Sports pavilion has been undertaken in showers and main hall.
- ◆ Inspection of eleven MUGA hardstanding and six tennis courts at Horton View is currently being undertaken in order to inform a report by officers to members early in 2025.
- ◆ Assessment and purchase of mowers and fleet vehicles is currently underway.

- ♦ Eight new green roofed bus shelters will be installed by Clear Channel during January 2025 across a number of arterial entry roads into Banbury.

IT WAS RESOLVED to receive and note the Income and Expenditure report.

GS.26/24 Revised & Draft Revenue Estimates

The Committee considered a report of the Town Clerk & RFO seeking approval of the revised estimates for 2024/25 and consideration of the draft estimates for 2025/26. The estimates included income from fees and charges, which for 2025/26 currently remained unchanged from the current year, subject to receipt of guidance from Members. The estimates for 2025/26 had been set based on a 2% rise in precept, and a rise of 1.1% in households in the town due to general housing growth. A 4.0% inflation rise in salaries and contract costs had been assumed, or greater where specified.

The following comments on the estimates as they related to this committee were materially relevant:

COST CENTRE 101 Litter Control & Cleansing

Contractual costs with Cherwell District Council linked to forecast inflation in 25/26.

Cost Centre 103 Southam & Hardwick Cemetery

Increased capital costs associated with purchase of new grounds maintenance machinery in 25/26. Memorial beams installed in prior year, and remedial fire protection measures undertaken.

Cost Centre 110 Parks and Open Spaces

Ongoing investment in wildflower meadow creation across Spiceball, PDP, Saffron Close and Hanwell View. Investment across the play estate maintenance as well as bridge, fence and bench repairs. Lighting column upgrade across Princess Diana Park in 25/26, following investment in People's Park during 24/25. Increased weed management and chemical application on streets in 25/26.

Cost Centre 114 Park Rangers

Salary increases, accompanied by £150k investment in zero emission electric vehicle replacement programme, funded by earmarked reserves.

Cost Centre 120 Football Pitches & Horton View

Refurbishment of Horton View flooring and showers undertaken in 24/25. Investment in grounds maintenance equipment undertaken in 24/25. Second of two-year cricket lease at Hanwell Fields being completed in 25/26.

Cost Centre 160 Capital costs

Planned delivery of earmarked landscaping projects in St Marys Churchyard landscaping, creation of Municipal Compost Bays at Spital Farm. Earmarked reserves to progress refurbishment of MUGAs and tennis courts subject to condition assessment undertaken early in 2025.

IT WAS RESOLVED

That the Committees refer the draft estimates for 2025/26 to the Full Council.

GS.27/24 Parks and Cemeteries Service

The Committee considered a report of the Director of Environment providing an update for Members on:

Parks & Cemeteries Team.
4th Corner Landscape Contract.
Wild Flower Creation.
Ranger Service / Play Areas.
Sports Surface
Cleansing Service.
Parks Lighting.
PlayZone Schemes.
Hardwick Hill Cemetery Extension

Parks & Cemeteries Team

The team are up to date with all scheduled work.

The weekly preparation of the football pitches is being undertaken by the team, new line markers and paint should help improve the quality and efficiency of the operation, all team members have received training on the new equipment.

Leaf removal has been undertaken at all sites and is now complete.

All the spring bedding has now been planted.

Burial duties in our Cemeteries has delivered in line with bookings despite the problems experienced with the extreme inclement weather.

The team have completed all hedge works and are about to undertake the winter prune of all shrubs.

All existing Allotment tenants have now been invoiced for next year's rents.

4th Corner Landscape Contract

The initial term of the Grounds Maintenance Contract with 4th Corner Landscapes Ltd is due to end on 31st March 2025. There is provision within the contract conditions to extend the contract by a further period of up to five years. Initial meetings have taken place to discuss the options and to negotiate the period of any contract extension period. Areas being reviewed are:

- Staffing Levels
- Machinery & Equipment
- Routes Programmes and Reporting
- Training
- Environmental Improvements
- Green Waste Recycling (Composting/Mulching)
- Community Social Value
- Inflation costs and contract rates uplift
- Contract Performance Meetings

4th Corner, continue to experience some difficulties with staff resources, which has led to some of the scheduled work not been undertaken in-line with the programme.

Delays have been identified on the shrub and hedge works schedule.

4th Corner are focused on recovering the position on the shrub and hedge works.

The Council's Landscape Officer continues to closely monitor operations and work with the contractor to ensure services are delivered in line with the specification and programme of works.

Wild Flower Creation

Despite the inclement weather, the contractor managed to sow the yellow rattle seed at all sites by the end of October. Sites where seed has been sown are:

- Spiceball Park
- Princess Diana Park
- Crouch Hill
- Saffron Close

Ranger Service / Play Area Update

The Park Ranger Team continue to carry out weekly visual Health & Safety inspections formally recording utilising the new mobile PSS Live software package.

The independent annual Inspections report has now been completed, the rangers are now working through the findings and undertaking the identified repairs in priority order.

The team have assisted the events team in the preparation and attendance at the Autumn and Winter programme of events.

Sports Surface Update

An independent assessment of the MUGA surfaces has been commissioned, a detailed report will be brought to future committee once the reports are received.

An independent assessment of the Tennis Courts at Horton View has been commissioned, a detailed report will be brought to future committee once the reports are received.

Cleansing Service Update

Cleaning of public toilets is ongoing, no problems to report.

Weekly cleaning of all Pavilions is now in place for the rest of the football season, weekly cleans following fixtures is now in place.

Parks & Open Spaces Cleansing – The service provided by Cherwell District Council is being delivered in line with the Service Level agreement, no issues to report.

Parks Lighting Update

The replacement of all lighting columns at People's Park is now completed. Repairs to the MUGA Lighting at People's Park, Merton Street and Moorfields Park have been ordered.

The costs for the installation of an additional 5 lighting columns on the path at Princess Diana Park has been received and will be ordered for completion before the PlayZone is installed 2025.

PlayZone Scheme Update

The Council is still waiting for confirmation of the funding agreement from Cherwell District Council and confirmation of the Planning Application submission dates by the Football Foundations Consultants.

Hardwick Hill Cemetery Extension

The previous planning application approval for the cemetery extension expired before all conditions could be cleared. The two outstanding conditions were:

- a) Following the first phase of archaeological trenching works, the County Archaeologist required a further phase 2 investigation trenching works, before discharging the archaeological survey condition.
- b) Although a draft Layout and Landscape plan was developed, this condition could also not be not be discharged until the condition a) above had been cleared.

The recommendation on the way forward from the Council's Planning Officer is that:

- a) The County Archaeologist at Oxfordshire County Council be contacted and asked to confirm in writing that if the application came up for renewal, would the extent of phase 2 works recommended still be appropriate and required today to clear any required condition.
- b) If the archaeological phase 2 works are confirmed to be the same, only then should Banbury Town Council tender for those works.
- c) Running alongside the tender exercise, a renewal of the Planning Application could be undertaken.
- d) Following the findings of the phase 2 archaeological survey the Layout and landscape detail plan could then be developed.
- e) Completion of these strategic steps would then enable the Council to move forward and work to begin on the development of the site as an extension to Hardwick Hill Cemetery.

The Committee **RESOLVED** to note the report and to approve the recommendation for the Hardwick Hill Cemetery Extension Development as set out above.

The meeting ended at 7.15pm

RESOURCES COMMITTEE

Minutes of a meeting of the Resources Committee held at **6.30pm on Tuesday, 7th January 2025** in the Town Hall, Banbury.

Present: Councillor Hussain (Chair).
Councillors: Biegel, Eaton, Mallon, Mears and Vaitkus.

Officers: Mark Hassall (Town Clerk & RFO)
Paul Almond (Director of Environment)
Chris Green (Events Manager)
Helen Durkin (Executive Officer)
James Smith (Media and Communications)

R.1/25 Apologies for Absence

None

R.2/25 Declarations of Interest

None.

R.3/25 Minutes of the last Meeting

IT WAS RESOLVED that the Minutes of the Meeting held on 22 October 2024 be approved as a correct record and signed by the Chairman.

R.4/25 Income & Expenditure Report

The Committee considered a report prepared by the Town Clerk & RFO comparing year-to-date income and expenditure with the projected annual budget for the financial year. The report showed all expenditure incurred up to 05 December 2024.

Officers responded to a range of questions from Members relating to various budget codes and financial procedures. Members' attention was drawn to the fact that overall the Committees' expenditure was within forecast versus the projected budget.

General Services variances and points to note were principally:

- ◆ Cleansing charges to Cherwell District Council (CDC) are paid annually in full in March.
- ◆ Staffing costs remain within budget, in line with annual salary increases agreed with trade unions.
- ◆ Planned roof repairs at Southam Road depot completed and fibreglass burial chambers purchased. Offset by timing of headstone beam installation, annual BACS software license and tree works.
- ◆ Replacement light columns have been installed in People Park, the beginning of a wider replacement programme across the estate, particularly PDP. Retaining wall works at Longelandes Way planned.
- ◆ Hanwell View MUGA and Public Open Space (POS) has been transferred, along with S106 contribution, to be recognised over the next 15 years of maintenance. Reflooring of Horton View Sports pavilion has been undertaken in showers and main hall.
- ◆ Inspection of eleven MUGA hardstanding and six tennis courts at Horton View is currently being undertaken in order to inform a report by officers to members early in 2025.
- ◆ Assessment and purchase of mowers and fleet vehicles is currently underway.
- ◆ Eight new green roofed bus shelters will be installed by Clear Channel during January 2025 across a number of arterial entry roads into Banbury.

Points of interest on Resources Committee related principally to:

- ◆ Corporate, Central Administration and Civic continue to be well controlled, with vacancies in central administration contributing £17k underspend, alongside timing of NALC subscription costs, offset by elevated legal costs.
- ◆ Town Council Events are currently broadly within acceptable budget parameters.
- ◆ Town Hall works to the Town Hall to host OCC Registrar service is nearing completion, including access control, with redecoration to the reception area completed.
- ◆ Other services to the Public include timing of small grants (including Warm Welcome grant scheme). The projections for Christmas onto the north elevation of the Town Hall, alongside the Christmas Lights across the town are paid retrospectively. The contribution to Woodgreen Open Air Pool costs are paid in March.
- ◆ Other Costs & Income are in line with treasury management of reserve funds to achieve projected annual budgeted income.

IT WAS RESOLVED to receive and note the Income and Expenditure report.

R.5/25 Revised & Draft Revenue Estimates

The Committee considered a report of the Town Clerk & RFO seeking approval of the revised estimates for 2024/25 and consideration of the draft estimates for 2025/26. The estimates included income from fees and charges, which for 2025/26 currently remained unchanged from the current year, subject to receipt of guidance from Members. The estimates for 2025/26 had been set based on a 2% rise in precept, and a rise of 1.1% in households in the town due to general housing growth. A 4.0% inflation rise in salaries and contract costs had been assumed, or greater where specified.

The following comments on the estimates were materially relevant:

GENERAL SERVICES

COST CENTRE 101 Litter Control & Cleansing

Contractual costs with Cherwell District Council linked to forecast inflation in 25/26.

Cost Centre 103 Southam & Hardwick Cemetery

Increased capital costs associated with purchase of new grounds maintenance machinery in 25/26. Memorial beams installed in prior year, and remedial fire protection measures undertaken.

Cost Centre 110 Parks and Open Spaces

Ongoing investment in wildflower meadow creation across Spiceball, PDP, Saffron Close and Hanwell View. Investment across the play estate maintenance, as well as bridge, fence and bench repairs. Lighting column upgrade across Princess Diana Park in 25/26, following investment in People's Park during 24/25.

Increased weed management and chemical application on streets in 25/26.

Cost Centre 114 Park Rangers

Salary increases, accompanied by £150k investment in zero emission electric vehicle replacement programme, funded by earmarked reserves.

Cost Centre 120 Football Pitches & Horton View

Refurbishment of Horton View flooring and showers undertaken in 24/25.
Investment in grounds maintenance equipment undertaken in 24/25. Second of two-year cricket lease at Hanwell Fields being completed in 25/26.

Cost Centre 160 Capital costs

Planned delivery of earmarked landscaping projects in St Marys Churchyard landscaping, creation of Municipal Compost Bays at Spital Farm. Earmarked reserves to progress refurbishment of MUGAs and tennis courts subject to condition assessment undertaken early in 2025.

RESOURCES

Cost Centre 305 Central Administration

Salary costs reduced in 24/25 due to vacancies, expansion of marketing function in 25/26, accompanied by CRM marketing provision.

Cost Centre 305 Central Administration

Salary costs reflect the expansion of marketing function in 23/24, accompanied by CRM marketing provision and consolidation of communications budgets in 25/26.

Cost Centre 310 Town Council Events

Planning town event in 24/25 to replace the Coronation event of 23/24. Specific resources reduced to match an anticipated fall in sponsorship income.

Cost Centre 311 & 315 Town Hall & Other Services to the Public

Ongoing support by Banbury Town Council, following the removal of Christmas lights funding by Cherwell District Council, to revive and renew the Christmas lights scheme across the town in 24/25, followed by ongoing maintenance and operation in 25/26. Ongoing subsidy of operation costs for Woodgreen Outdoor Pool, alongside reduced election costs following 2024 full election.

Cost Centre 320 Other Costs and Income

Increased interest income in 24/25 projected to marginally reduce in 25/26, reflecting wider inflationary trends, supported by increased precept income.

It Was RESOLVED

That the revised estimates for 2025/26, as now submitted, be sent to council to be approved.

R.6/25 Minutes of Grants & Budgets Committee

IT WAS RESOLVED that the Minutes of the Meeting held on 19 November 2024 be approved as a correct record and signed by the Chairman.

R.7/25 Calendar of Meetings for 2025/26

IT WAS RESOLVED that the calendar of meetings be noted and approved.

R.8/25 Events Update

The Committee considered the reports of the Events Manager and the Media and Communications Officer, updating members on the events that had taken place from April 2024 to now, as well as providing updates on the dates and information on the future events up to December 2025.

IT WAS RESOLVED to:

Receive and note the Events update.

The meeting ended at 7.20pm