

Banbury Town Council

Mark Hassall ACMA
Town Clerk/RFO



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Our Ref: 01 A16052023 Annual

Please ask for: Martyn Surfleet
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Date: 11 May 2023

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

You are hereby summoned to attend the **ANNUAL MEETING** of the **Town Council** to be held in the TOWN HALL, BRIDGE STREET, BANBURY on **TUESDAY, 16 MAY 2023** at 6.30pm, for the transaction of the following business.

A handwritten signature in black ink, appearing to be 'Mark Hassall'.

Mark Hassall
Town Clerk/RFO

BUSINESS TO BE TRANSACTED

1. **Election of the Town Mayor**
To elect a Town Mayor.
2. **Election of a Deputy Town Mayor**
To elect a Deputy Town Mayor.
3. **To receive the Declaration of Acceptance of Office of the Town Mayor**
The Town Mayor, when elected, to make a declaration.
4. **Apologies for absence**
Contact Martyn Surfleet (01295 250340).
5. **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).

Banbury Town Council

6. Minutes of the last Meeting

To approve as correct the Minutes of the Meeting held on 11 April 2023 **(Enclosed)**.

7. Communications

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

8. Appointment of Standing Committees

To agree the size of, and make appointments to, Standing Committees. **(To Follow)**.

9. Appointment of Representatives to Outside Bodies

To make appointments to Outside Bodies. **(To Follow)**.

At the conclusion of the foregoing business, the Standing Committees of the Town Council will meet to appoint their Chairmen and Vice-Chairmen and to conduct any other business as may be necessary. The Resources Committee will be called into session, and the Members appointed to it will be asked to stand, whilst it conducts its business. The same procedure will then be followed for meetings of the General Services Committee and the Planning Committee. The Agenda paper for these three meetings is attached.

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.*

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

Recording of Meeting

- (iii) 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.*

BANBURY TOWN COUNCIL

Minutes of a meeting of Banbury Town Council held on Tuesday, 11 April 2023 at 6.30pm at the Town Hall, Banbury.

Present: Councillor Strangwood (Town Mayor)
Councillors: Ahmed, Ayers, Beere, Bishop, Bunce, Cherry, Colegrave, Donaldson, Garrett, Hodgson, Hussain, Ilott, Kilsby, Mallon, Mears, Phillips, and Richards.

Officers: Mark Hassall (Town Clerk/RFO)
Paul Almond (Director of Environment)

Apologies for Absence: Cllr Dalton, Cllr Biegel

C.47/22 Declarations of Interest

None.

C.48/22 Minutes of the Last Meeting

IT WAS RESOLVED that the Minutes of the Meeting held on 10 January 2023 be approved as a correct record and signed by the Town Mayor.

C.49/22 Communications

Message from the Town Mayor Councillor Strangwood:

“Councillor Dalton apologies were reported last week. Due to family illness, with the support of his group leader Cllr Mallon, Cllr Dalton has asked that the council agree a dispensation from attending meetings for the next six months.”

Councillors agreed to grant dispensation for Cllr Dalton’s absence, the Mayor thanked members and best wishes were expressed on behalf of the Council to Cllr Dalton.

C.50/22 Questions - Elected Members and Members of the Public

Several verbal questions were asked of the Leader of the Council by Councillor Bunce as follows –

“Last year the committee had a very productive meeting with CDC Planning Officers. Is a similar meeting planning this year?”

It was agreed at the meeting of the planning committee on the 28 March 2023 that an invitation be issued to senior Planning Officers at Cherwell District Council to brief the Banbury Town Council Planning Committee on the upcoming Local Plan and developments in planning. It was suggested that the update be brought to committee once the Local Plan Consultation has commenced.

“I understand that the CRM and mobile app project is going well and to plan. Is the council considering how this should be publicised to show BTC as a progressive and imaginative Town Council in its adoption of the latest technology to provide both residents and visitors with easy ways to book and enjoy the facilities of the Town?”

It was agreed that officers will work with members to draft a press release and that a detailed marketing plan will be agreed by the General Services Committee on the 6 June 2023.

C.51/22 Planning Committee

It was proposed by Councillor Ilott, seconded by Councillor Bunce, and **RESOLVED** that the Minutes of the Planning Committee meetings held on 01 March and 29 March 2023 be received.

C.52/22 General Services Committee

It was proposed by Councillor Phillips, seconded by Councillor Colegrave, and **RESOLVED** that the Minutes of the General Services Committee meeting held on 21 March 2023 be received.

C.53/22 Resources Committee

It was proposed by Councillor Mallon, seconded by Councillor Fiaz, and **RESOLVED** that the Minutes of the Resources Committee meeting held on 28 March 2023 be received.

C.54/22 Resolutions Moved on Notice – Resolution No 62 – Climate Emergency

It was proposed by Councillor Hussain, seconded by Councillor Mallon that:

“This council passed a climate emergency resolution to support our fight for a better future.

To ensure we meet our environmental targets: this council will undertake research to find suitable areas within the town to plant fruit trees. Not only will this help wildlife and the environment, but it will also help diversify our tree estate as well providing healthy snacks for our residents.”

The leader of the council responded by highlighting that:

“The Council is committed to positively contributing to help this the climate emergency through tree planting.

The Council has over the last few years developed an orchard at Browning Road, and this year has planted trees at five locations across the town as part of the Queens Green Canopy Scheme.

Obviously, due to the falling fruit, it would not be appropriate to plant fruit trees/orchards which are too close to paths, children’s play areas or sports pitches.

However, as part of our ongoing tree replacement and new planting we will look for suitable locations where fruit trees can be planted for the benefit of wildlife and residents.”

There then ensued a discussion on the motion, with all speakers in favour of the proposals.

A vote was taken upon the motion which It was then **RESOLVED** by majority that the motion be adopted.

The Meeting ended at 6.50pm.