

Banbury Town Council

Mark Hassall ACMA MA
Town Clerk & RFO



The Town Hall
Bridge Street
Banbury
Oxfordshire
OX16 5QB

Tel: 01295 250340

Our Ref: A07042026
Please ask for: Helen Durkin
Email: helen.durkin@banbury.gov.uk

Date: 31 March 2026

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 07 April 2026 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. Apologies for absence

Contact Helen Durkin (helen.durkin@banbury.gov.uk).

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 the Minutes of the Meeting held on the 10 February 2026 (**Enclosed**).

4. Communications

To receive communications from the Town Mayor and / or Leader of the Council.

5. Questions

- a. Any Town Councillor may ask the Town Mayor, or the relevant Committee Chairman or the Town Clerk any questions concerning the business of the Council, provided notice of the question has been given to the person to whom it is addressed before the meeting begins, and a copy supplied to the Town Clerk.
- 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 | - 25 February & 25 th March 2026
(Enclosed) |
| b) General Services Committee | - 17 March 2026 (Enclosed) |
| c) Resources Committee | - 24 March 2026 (Enclosed) |

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 the draft minutes by the committee chairman.*

BANBURY TOWN COUNCIL

Minutes of a meeting of Banbury Town Council held at **6:30pm on Tuesday 10 February 2026** at the Town Hall, Banbury.

Present: Councillors Mallon (Town Mayor) and Okeke (Deputy Town Mayor).
Councillors: Beere, Biegel, Cherry, Clarke, Crichton, Dhési, Eaton, Elugwu, Harwood, Hussain, Mears, Richards, Stansfield, Tohill-Martin, Urwick and Woodward.

Officers: Paul Almond (Director of Environment and Deputy Clerk)
Helen Durkin (Executive Officer)

Apologies for Absence: Mark Hassall
Councillors Strangwood, Thornhill and Vaitkus

Members of the Public: None.

BTC.11/26 Declarations of Interest
None

BTC.12/26 Minutes of the Last Meeting
IT WAS RESOLVED that the Minutes of the Meeting held on 13 January 2026 be approved as a correct record and signed by the Town Mayor.

BTC.13/26 Communications
IT WAS RESOLVED to receive and note communications.

BTC.14/26 Questions – Elected Members and Members of the Public
None.

BTC.15/26 Planning Committee
It was **RESOLVED** that the Minutes of the Planning Committee meeting held on 14 January & 25 February 2026 be received (moved by Councillor Beere and seconded by Councillor Woodward).

BTC.16/26 General Services Committee
It was **RESOLVED** that the Minutes of the General Services Committee meeting held on 27 January 2026, be received (moved by Councillor Cherry and seconded by Councillor Biegel).

BTC.17/26 Resources Committee
It was **RESOLVED** that the Minutes of the Resources Committee meeting held on 03 February 2026, be received (moved by Councillor Hussain and seconded by Councillor Eaton).

BTC.18/26 Internal Audit Report
It was **RESOLVED** that the report be received and noted.

Date of next meeting – **Tuesday 07 April 2026 at 18:30pm**

The Meeting ended at 6.37pm

PLANNING COMMITTEE

Minutes of a meeting of the Planning Committee held on Wednesday,
25 February 2026 at 6.30pm at the Town Hall, Banbury.

Present: Councillor Beere (Chairman) Woodward (Vice Chairman)
Councillors: Brant (Observer), Dhesi and Tohill-Martin.

Alternates: Cllr Mears for Cllr Thornhill
Cllr Okeke for Cllr Harwood

Officers: Robert Duxbury (Planning Officer)
Helen Durkin (Executive Officer)

PL.7/26 Apologies
Cllr Harwood, Cllr Thornhill

PL.8/26 Declarations of Interest
None

PL.9/26 Minutes of the Last Meeting
IT WAS RESOLVED that the Minutes of the meeting held on the 14 January 2026 be approved as a correct record and signed by Councillor Beere.

PL.10/26 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.

- **25/03323/F – Mr Afzal Ch** - 14 and 15 High Street, Banbury - Alterations to ground floor and conversion of upper floor accommodation to three apartments; new entrance door to shop frontage to serve the first floor residential apartments - re-submission of 22/01527/F.
 - **Banbury Town Council – We note the Building Control Officers comments on the bin storage arrangements and are similarly concerned, Banbury Town Council raise no objections, subject to the satisfactory resolution of the bin storage issue.**
- **25/03342/REM – Tilia Homes** - Land Opposite Hanwell Fields Recreation, Adj to Dukes Meadow Drive, Banbury - Reserved Matters application (appearance, landscaping, layout and scale) pursuant to 24/02514/OUT for the erection of 113 dwellings.
 - **Banbury Town Council – raise no objections to these reserved matters, but with one exception. They note the apparent lack of pedestrian connections between this development and Dukes Meadow Drive, and the lack of such connections to adjacent developments. This omission will cause unauthorised rough connections to be made and/or lengthy walk distances for residents in the cul-de-sacs. The scheme should be amended to improve this matter.**

- **25/03351/F – Ravrani Group Ltd** - The Malthouse, 25-26 Bridge Street, Banbury - Conversion of the first and second floors from office (Use Class B1a) to nine self-contained residential (Use Class C3) Units, insertion of a first floor window and new slate tiles to the roof (resubmission of planning approval ref: 20/03228/F).

- **Banbury Town Council – No objections raised.**

PL.11/26 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.12/26 Decision Notices

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.

Date of next meeting – **Wednesday 25 March 2026 at 18:30pm**

The meeting ended at **7.15pm**

PLANNING COMMITTEE

Minutes of a meeting of the Planning Committee held on Wednesday,
25 March 2026 at 6.30pm at the Town Hall, Banbury.

Present: Councillor Woodward (Vice Chairman)
Councillors: Dhesi, Harwood, Thornhill and Tohill-Martin

Alternate: Councillor Hussain for Councillor Beere

Officers: Robert Duxbury (Planning Officer)
Helen Durkin (Executive Officer)

PL.13/26 Apologies
Cllr Beere

PL.14/26 Declarations of Interest
Councillors Harwood and Thornhill declared a personal interest as members of the Cherwell District Council Planning Committee.

PL.15/26 Minutes of the Last Meeting
IT WAS RESOLVED that the Minutes of the meeting held on the 25 February 2026 be approved as a correct record and signed by Councillor Woodward.

PL.16/26 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.

- **26/00270/F – Mr Amar Panesar - 78 Balmoral Avenue, Banbury –** Erection of a two bed dwelling.
 - **Banbury Town Council – raise no objections to the proposal, but request that a condition be attached regarding the submission of the details of bin/cycle storage before commencement of development.**
- **26/00356/F – KMW Group – 50-51 Broad Street, Banbury -** Change of Use of upper floor accommodation to create 2no residential apartments. Installation of entrance door to front elevation and replacement of first floor windows.
 - **Banbury Town Council – raise no objections subject to the imposition of a condition requiring the provision of adequate bin storage within the building.**
- **26/00392/F – Mr & Mrs Ewles - Garage at 2 The Limes, Oxford Road, Banbury -** Demolish garage and erection of detached dwelling.
 - **Banbury Town Council – raise no objections but suggest that conditions are needed to ensure the well-being of existing retained trees during construction and thereafter.**

PL.17/26 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.18/26

Decision Notices

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.

NONE

Date of next meeting – **Wednesday 20 May 2026 at 18:30pm**

The meeting ended at **7.05pm**

GENERAL SERVICES COMMITTEE

Minutes of a Meeting of the General Services Committee held at **6.30pm on Tuesday 17 March 2026** at the Town Hall, Banbury.

Present: Councillor Cherry (Chair), Councillor Biegel (Vice Chair)
Councillors: Richards

Alternate: Councillor Hussain for Councillor Elugwu
Councillor Harwood for Councillor Strangwood

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

Members of the public: 1

BTC.6/26 Apologies for Absence
Cllr Elugwu & Cllr Strangwood

BTC.7/26 Declarations of Interest
None.

BTC.8/26 Minutes of the Last Meeting
IT WAS RESOLVED that the Minutes of the Meeting held on the 27 January 2026 be approved as a correct record and signed by the Chair, seconded by Councillor Biegel.

BTC.9/26 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.
Arboricultural Works.
Park Ranger Service / Play Areas.
Cleansing Service.
Bus Shelters.
CCTV.
Sports Facility – Hard Surfaces.
People's Park Café.
Hardwick Hill – Cemetery Extension..

Parks & Cemeteries Team

- ◆ All machinery and power tools have been serviced in readiness for the summer maintenance season.
- ◆ The winter works programme, hedge/shrub pruning and grass edging, is now all complete.
- ◆ Grass cutting operations have started.
- ◆ The cemetery team are busy undertaking burial duties in our cemeteries and continue to deliver the service in line with funeral bookings.
- ◆ The preparation of football pitches continues weekly in-line with fixtures. Unfortunately, due to extreme wet weather conditions play on pitches has had to be cancelled to avoid damage to playing surface over the last two months.

- ◆ Work on the preparation of fine turf facilities, bowls and cricket, for the coming season have been undertaken, works completed include aeration, herbicide and fertiliser applications, verticutting and overseeding.
- ◆ Work has started on the preparation of the allotment plots at the new site on the Bloxham Vale estate. This work includes:
 - Rotavating and levelling
 - Levelling and compacting footpaths
 - Installing concrete plot dividers
 - Installing green waste compost bins and bases
- ◆ Following these works, allotments will be offered plot holders who have registered an interest, in time for the new growing season.
- ◆ Following a resignation received at the end of February, we have a vacancy for a Parks & Cemeteries Operative, we have advertised to recruit a replacement.

4th Corner Landscape Contract

- ◆ The contractor performance against the works schedule is all on track.
- ◆ The winter pruning works is now complete.
- ◆ Grass cutting operations have started.
- ◆ The Landscape & Arboricultural Manager is working with 4th Corner to deliver a pond re-lining and habitat enhancement scheme in Spiceball Park, following a successful grant application being made to Cherwell District Council.
- ◆ Finally with the break in wet weather, 4th Corner have been able to undertake specialist aeration operations on the football pitches, works include: spiking, brushing, light rolling and Vertidrainage is planned before the end of March.

Arboricultural Works and Tree Survey

- ◆ Tenders have been received from Arboricultural Consultants to undertake the surveying of the Council's Tree Stock. Following the evaluation a contract an award will be made for the survey to start in April.
- ◆ Further tree works packages have been issued for health and safety works to be completed by the end of March.
- ◆ The replacement tree planting programme for this year is taking place at People's Park, Easington Recreation Ground, Hardwick Park and Horton View.

Park Ranger Service / Play Area Update

- ◆ The Park Rangers continue to carry out weekly visual Health & Safety inspections formally recording utilising the new mobile PSS Live software package.
- ◆ The annual inspection of all play facilities has been ordered and is currently being undertaken by an independent Registered Play Inspector International (RPII) consultant.
- ◆ The team continue to undertake repair work on the findings made as a result of the inspection reports.
- ◆ The PlayZone maintenance, this work includes debris removal and carpet brushing is being undertaken by the ranger team weekly at both sites.
- ◆ A number of anti-social behaviour/vandalism issues have required the rangers attention:
 - Damage to the PlayZone gates.
 - Damage to boundary gate and fencing at Thornbury Rise Open Space.
 - Attempted break in to buildings at People's Park.

- ◆ The Contract for the installation of the new “Space for Girls” play equipment at Princess Diana Park has been completed, ready for wetpour safety surfacing to be installed. Works should be complete by the end of March 2026.

Cleansing Service Update

- ◆ Cleaning of public toilets is ongoing, no problems to report.
- ◆ The weekly cleaning of all sports pavilions is now underway in-line with fixtures.
- ◆ Toolbox refresher training for cleaners is planned for end of March.
- ◆ Parks & Open Spaces cleansing – The service provided by Cherwell District
- ◆ Council continues to be delivered in line with the Service Level agreement, no issues to report.

Bus Shelters Update

- ◆ Officers have received a number of requests for the installation of new bus shelters in locations that currently only have a bus stop post and sign.
- ◆ Banbury Town Council has responsibility for 66 bus shelters across Banbury. We manage; 42 of them through a long-term agreement with them Bauer Media and the remaining 24 of them in-house.
- ◆ As members are aware The Town Council has a budget of £6000 for new shelters, which is sufficient funding for purchase and installation of one unit.
- ◆ The budget agreed by members was set up originally to fund a “replacement” of one of our existing 24 shelters when it comes unviable to repair due to its poor condition.
- ◆ This budget was not intended to fund installation of new shelters where currently there is not one or to change the decision of Oxfordshire County Council (OCC) who have installed a bus stop post and sign.
- ◆ Bus stops and/or shelters are installed on the highway normally by Oxfordshire County Council, or by the developer as an obligation requested by OCC in the Section 106 agreement.
- ◆ The bus routes and stops are agreed, located and provided by OCC and they decide whether it requires just a stop sign or it is appropriate to install a covered shelter. If they decide to install a shelter, the Town or Parish then take on the responsibility for its maintenance, repair and its eventual replacement.
- ◆ Below is a link to the full Bus Service Improvement Plan:
<https://www.oxfordshire.gov.uk/sites/default/files/file/roads-and-transport/OxfordshireBSIP.pdf>
Please see APPENDIX 1 attached, Clause 3.2.4 details information about improvement proposals for bus stops and shelters.
- ◆ The budget description of “New Shelters” may have led to some confusion, that it is there for brand new provision in locations that don’t currently have a covered shelter.
- ◆ This financial year alone the Town Council has four requests for new bus shelters to replace the bus stop and sign provision provided by OCC. If these requests were to be actioned in addition to the replacement of one of our existing units this would result in £25,000 expenditure against an approved budget of £6000.
- ◆ There is a risk, that by actioning these requests, the general public and/or elected members may believe that the statutory function of providing public transport infrastructure sits with the Town Council, instead of Oxfordshire County Council. This could lead to many more requests being made to Banbury Town Council for new bus shelters with expectation that the Town Council is the provider.

- ◆ Without revisiting the approved budget and making a change to procedural policy in terms of public transport infrastructure provision, Officer's recommend that the existing arrangements and responsibilities of both Oxfordshire County Council as provider/decision maker on bus stops v shelters, and the Town Council continuing to work in partnership by taking on the ongoing maintenance, repairs and replacement of shelters should remain the position.

CCTV Update

- ◆ We have been informed that the repair to the CCTV camera is still not working in centre of People's Park. The latest update received ids that Cherwell District Council are still pursuing the repair by their engineer to change the faulty RCD breaker and installed an isolator unit.

Sports Facility - Hard Surfaces Update

- ◆ The contract for the refurbishment of sports surfaces by Sovereign Sports Ltd is well underway.
- ◆ The Contractor started on site 19th January 2026, works completed so far are:
- ◆ Construction, resurfacing and cleaning of Tennis Courts at Horton View.
- ◆ Construction, resurfacing and cleaning of the MUGA facilities at Moorfields and Bankside Parks.
- ◆ February - The Cleaning of all the other MUGA facilities within the other parks across Banbury.
- ◆ The only work outstanding is the final painting of all facilities when weather conditions allow, this is anticipated to be completed at the end of March/April.

People's Park Café Update

- ◆ Following the evaluations of submissions shortlisting and interviews a lease agreement was signed by the successful company on the 1st March 2026.
- ◆ The successful operator was "The Café Banbury Limited" and has taken the keys to the premises and plans to be open for business by the Easter Bank holiday.

Hardwick Hill Cemetery Extension Update

- ◆ The planning application was submitted to Cherwell District Council on the 28th January 2026.

The Committee is invited to **RESOLVE**

To note the Parks and Cemeteries Service Update.

To note the 4th Corner Landscape Contract Update.

To note the Arboricultural Works Update.

To note the Ranger Service / Play Area Update.

To note the Cleansing Service Update.

To note the CCTV Update.

To note the Sports Facility – Hard Surfaces Update.

To note the People's Park Café Update.

To note the Cemetery Extension Update.

To **Approve** the recommendation regarding the bus shelter policy.

IT WAS RESOLVED to receive and note the parks and cemeteries report and all updates.

IT WAS RESOLVED to approve the bus shelter policy recommendation.

BTC.10/26 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 10 March 2026. 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 projected budget. The main causes are addressed as follows:

General Services variances were principally:

- ◆ Cleaning contract costs with CDC will be invoiced in April for the previous year, therefore accrued at year end.
- ◆ Staffing costs across the committee remains within budget.
- ◆ Earmarked reserves to purchase a new digger and tractor is anticipated to be released in April/May 2026 upon receipt of machinery.
- ◆ Credits received for adjustments to Water meter readings year-to-date.
- ◆ Timing of invoicing for grounds maintenance works impacted by timing of February invoice across Parks.
- ◆ Quotes for works to boundary walls (incl' People's Park and Longlandes Way) and fencing (incl' Bankside, Meadowsweet Way and Grimsbury Square) have been received, earmark reserves are held to enable funding of works following contractual agreement and completion, this protects revenue budgets to fund ongoing operational costs.
- ◆ Tree works address the appointment of an independent arboriculture inspections to undertake accelerated inspections of the entire estate,
- ◆ Funds to adopt software to improve Grounds Maintenance management and mapping will be placed in earmark reserves.
- ◆ Earmark reserves to complete improvements to Woodgreen Allotment access road will be retained to 2026/27.
- ◆ Commuted sums have now been received to reflect the adoption of Thenford Way play area and Bloxham Vale allotments, which will be recognised as revenue over the next 15 years on a straight line basis to offset operational costs associated with maintenance obligations of the sites contained in the S106 agreements with developers.
- ◆ Earmarked reserves to purchase a sports mower will be recognised in 2026/27 when delivery is anticipated.
- ◆ Earmark reserves are anticipated to be released 50% in March 26 and 50% in April 26 relating to Bankside and Moorfields MUGA resurfacing and resurfacing of sports hardstanding, whilst funding of Hillview play area refurbishment and Sports will be released in 26/27 upon contract completion.
- ◆ Release of Hardwick Hill cemetery extension funding relating to completion of planning requirements is anticipated in this financial year.

The Committee is invited to **receive and note** the Income & Expenditure report.
The Committee is invited to **note** that underspends to current budgets be utilised and transferred to earmarked projects to reflect increased inflationary pressures, thereby supporting delivery of planned Council objectives.

The Committee is invited to;

Authorise the creation of an earmark reserve to reflect legal support costs £15k.

Authorise the creation of an earmark reserve to reflect improvements to CCTV provision £5k.

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

IT WAS RESOLVED to note that underspends to current budgets be utilised and transferred to earmarked projects to reflect increased inflationary pressures, thereby supporting delivery of planned Council objectives.

IT WAS RESOLVED to **authorise** the creation of an earmark reserve to reflect legal support costs £15k and to authorise the creation of an earmark reserve to reflect improvements to CCTV provision £5k.

Date of next meeting – **Tuesday 02 June 2026 at 18:30pm**

The meeting ended at 7:03pm

RESOURCES COMMITTEE

Minutes of a meeting of the Resources Committee held at **6.30pm on Tuesday 24th March 2026** in the Town Hall, Banbury.

Present: Councillors Hussain (Chair), Eaton (Vice Chair)
Councillors: Beere, Mallon and Stansfield.

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

R.16/26 Apologies for Absence

None

R.17/26 Declarations of Interest

Councillor Mallon declared an interest in the Local Government Reorganisation due to being an Oxfordshire County Councillor.

R.18/26 Minutes of the last Meeting

IT WAS RESOLVED that the Minutes of the Meeting held on 03 February 2026 be approved as a correct record and signed by the Chairman, seconded by Councillor Eaton.

R.19/26 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 10 March 2026.

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:

- ◆ Cleaning contract costs with CDC will be invoiced in April for the previous year, therefore accrued at year end.
- ◆ Staffing costs across the committee remains within budget.
- ◆ Earmarked reserves to purchase a new digger and tractor is anticipated to be released in April/May 2026 upon receipt of machinery.
- ◆ Credits received for adjustments to Water meter readings year-to-date.
- ◆ Timing of invoicing for grounds maintenance works impacted by timing of February invoice across Parks.
- ◆ Quotes for works to boundary walls (incl. People's Park and Longlandes Way) and fencing (incl Bankside, Meadowsweet Way and Grimsbury Square) have been received, earmark reserves are held to enable funding of works following contractual agreement and completion, this protects revenue budgets to fund ongoing operational costs.
- ◆ Tree works address the appointment of an independent arboriculture inspections to undertake accelerated inspections of the entire estate,
- ◆ Funds to adopt software to improve Grounds Maintenance management and mapping will be placed in earmark reserves.
- ◆ Earmark reserves to complete improvements to Woodgreen Allotment access road will be retained to 2026/27.

- ◆ Commuted sums have now been received to reflect the adoption of Thenford Way play area and Bloxham Vale allotments, which will be recognised as revenue over the next 15 years on a straight line basis to offset operational costs associated with maintenance obligations of the sites contained in the S106 agreements with developers.
- ◆ Earmarked reserves to purchase a sports mower will be recognised in 2026/27 when delivery is anticipated.
- ◆ Earmark reserves are anticipated to be released 50% in March 26 and 50% in April 26 relating to Bankside and Moorfields MUGA resurfacing and resurfacing of sports hardstanding, whilst funding of Hillview play area refurbishment and Sports will be released in 26/27 upon contract completion.
- ◆ Release of Hardwick Hill cemetery extension funding relating to completion of planning requirements is anticipated in this financial year.

Underspend on Resources Committee, principally:

- ◆ Corporate, Central Administration and Civic continue to be well controlled, incorporating staff wide corporate statutory training requirements. It may be prudent to consider the creation of an earmark reserve to reflect legal support costs.
- ◆ Town Council Events are currently within budget parameters, supported by a grant receipt for Armed Forces Day 2025.
- ◆ Town Hall – includes utility costs to be recharged to OCC under the lease of first floor, alongside additional ongoing hire of the interview room by Age UK. Ongoing maintenance of plant and machinery in a Grade II listed building continue to utilise budget provision, e.g. lifts, air conditioning, fire and intruder alarm systems and waste pumps.
- ◆ Other services to the Public include timing of small grants (including Woodgreen Open Air pool subsidy to CDC), and finalisation of Christmas Lights costs. Crime prevention funds are targeted towards the improvement of CCTV provision, with the timing to be aligned with TVP and CDC finalising agreement on provision in Banbury.
- ◆ Other Costs & Income are in line with projected budget, with reserves being invested to achieve interest income target which is anticipated to finalise marginally below budget.

The Committee is invited to **receive and note** the Income & Expenditure report.

The Committee is invited to **note** that underspend to current budgets be utilised and transferred to earmarked projects to reflect increased inflationary pressures, thereby supporting delivery of planned Council objectives.

The Committee is invited to;

Authorise the creation of an earmark reserve to reflect legal support costs - £15k.

Authorise the creation of an earmark reserve to reflect improvements to CCTV provision - £5k.

Authorise the creation of an earmark reserve to reflect fencing to open spaces - £20k.

Authorise the creation of an earmark reserve to reflect Arboriculture works - £30k.

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

IT WAS RESOLVED to authorise the creation of an earmark reserve to reflect legal support costs - £15k and to authorise the creation of an earmark reserve to reflect improvements to CCTV provision £5k.

IT WAS RESOLVED to authorise the creation of an earmark reserve to reflect fencing to open spaces - £20k and to authorise the creation of an earmark reserve to reflect Arboriculture works - £30k.

R.20/26 Local Government Reorganisation

The Committee considered a report prepared by the Town Clerk & RFO. This was to authorise the Town Clerk to respond to the local government reorganisation on behalf of Banbury Town Council, in consultation with the leader of Banbury Town Council and the leader of the opposition.

Proposal: The Council will formally support the three unitary proposal for Local Government Reorganisation in Oxfordshire

Proposer Councillor Shaida Hussain, **Seconded** Councillor Kieron Mallon

Three unitary councils:

- Greater Oxford Council – covering Oxford and its Green Belt.
- Northern Oxfordshire Council – covering most of the existing Cherwell and West Oxfordshire districts.
- An adaptation of Ridgeway Council – covering most of the existing South Oxfordshire and Vale of White Horse districts combined with existing West Berkshire unitary

Council resolves to:

1. Endorse the three unitary proposal as its preferred option for Local Government Reorganisation in Oxfordshire.
2. Complete the government consultation, indicating the preference for the three unitary proposal.
3. Write to government to express this council's view on the preferred option and the reasons why we have decided to endorse it.

The Committee is invited to **receive** the report and;
The Committee is invited to **authorise** the Town Clerk & RFO to respond.

IT WAS RESOLVED to authorise the Town Clerk & RFO to respond.

Date of next meeting – **Tuesday 09 June 2026 at 18:30pm**

The meeting ended at 6:57pm