Banbury Town Council

Mark Hassall **ACMA, MA**
Town Clerk & RFO

The Town Hall
Bridge Street
Banbury
OX16 5QB

Tel: 01295 250340

Our Ref: A24032026
Please ask for: Helen Durkin
Email: helen.durkin@banbury.gov.uk

Date: 17 March 2026

To: All Members of the Resources Committee.

You are hereby summoned to attend a Meeting of the **RESOURCES COMMITTEE** to be held in the TOWN HALL, BRIDGE STREET, BANBURY on **TUESDAY 24 March 2026 at 6.30pm**, for the transaction of the following business.

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 interests in items on the agenda, **and the nature of that interest**, in accordance with the Local Government Act 2000, 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 Last Meeting**
   To approve as correct the Minutes of the Meeting held on 03 February 2026 (**Enclosed**).

4. **Income & Expenditure Monitoring Report**
   To consider the report of the Town Clerk & RFO. **(Enclosure 4)**

5. **Local Government Reorganisation**
   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. **(Enclosure 5)**

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.*

RESOURCES COMMITTEE

Minutes of a meeting of the Resources Committee held at **6.30pm on Tuesday 3rd February 2026** in the Town Hall, Banbury.

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

Alternate Members: Councillor Mears for Councillor Creed

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

R.12/26 Apologies for Absence
Councillors Creed and Mallon

R.13/26 Declarations of Interest
None.

R.14/26 Minutes of the last Meeting

IT WAS RESOLVED that the Minutes of the Meeting held on 06 January 2026 be approved as a correct record and signed by the Chairman, seconded by Councillor Eaton.

R.15/26 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 20 January 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, therefore accrued at year end.
- Staffing costs across the committee remains within budget, whilst insurance costs across the services have been renegotiated with a reduction of circa 15%.
- Timing of invoicing for grounds maintenance works impacted by timing of December invoice across Parks.
- Failed boundary wall works at People's Park require restoration, earmark reserves are held to enable funding, protecting 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 tree stock.
- NNDR council tax adjustment backdated to reflect increased income at Hanwell Fields relating to increased sports use. Discussions are ongoing with the cricket club relating to lease renewal.

- ♦ Additional expenditure has been incurred to complete the upgrade of the lighting at the Banbury Cross and Fine Lady statues ahead of the darker evenings.
- ♦ The installations of Chandos and Princess Diana park PlayZones are now complete, with grant funding for the full costs incurred received from CDC (25%) and Football Foundation (75%).
- ♦ Space for Girls at PDP has started construction, funded in partnership with CDC.
- ♦ Work has commenced on the refurbishment of MUGA and Tennis hard landscaping, earmark reserves are held to enable funding.

Underspends on Resources Committee also principally:

- ♦ Corporate, Central Administration and Civic continue to be well controlled, incorporating staff wide corporate statutory training requirements.
- ♦ 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 CDC on Tuesdays and Thursdays every week for the next three months. 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 materially achieve budget.

IT WAS RESOLVED to receive and note the Income and Expenditure report.
IT WAS RESOLVED to;
AUTHORISE the release of earmarked reserves for the repair of boundary wall in People's Park up to £10k, with any additional requirement funded through existing revenue budgets.
AUTHORISE the release of earmarked reserves for the repair of Hard Landscaping - Sports & Play up to £110k.
AUTHORISE the creation of earmarked reserves for CCTV enhancement £5k.

Date of next meeting – **Tuesday 24 March 2026** at 18:30pm

The meeting ended at 6:58pm

Banbury Town Council

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GENERAL SERVICES COMMITTEE
17 MARCH 2026

RESOURCES COMMITTEE
24 MARCH 2026

REPORT OF THE TOWN CLERK & RFO

INCOME & EXPENDITURE TO 10 MARCH 2026

1. Introduction and Purpose of Report

1.1 To inform Members of income and expenditure compared with Year to Date (YTD) Budget for the financial year.

2. Wards Affected

2.1 All Wards.

3. Effect on Policy

3.1 Nil.

4. Contact Officer

4.1 Mark Hassall (01295 817313)

5. Background

5.1 The Council's Financial Regulations require that the Resources Committee be provided with a statement of income and expenditure to date under each head of the approved year-to-date annual revenue and capital budgets. As the main spending Committee, it is considered appropriate for this information to also be presented to the General Services Committee.

5.2 The Council's Accounting (RBS Omega) System provides reports that show Year-to Date (YTD) Budget and Actual YTD, for Income and Expenditure and any variance.

5.3 Attached is a report outlining summary income and expenditure against each cost centre.

6. Present Position

6.1 The attached report shows all expenditure incurred up to 10 March 2026. Overall the Committees expenditure is within forecast versus the projected budget. The main causes are addressed as follows:

7. General Services variances are 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.

8. Underspends on Resources Committee also 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.

9. Financial Effects & Risk Assessment

9.1 This is a monitoring report so there are no specific financial effects arising from it. Without effective budget monitoring there is a risk that budgets will not be adhered to, thereby weakening the Council's ability to demonstrate an effective use of resources. This risk is being mitigated by closer monitoring of spend using a phased budget.

10. Recommendations

10.1 The Council is invited to receive and note the Income & Expenditure report.

10.2 That underspends to current budgets be utilised and transferred to earmarked projects to reflect increased inflationary pressures, thereby supporting delivery of planned Council objectives.

10.3 To authorise the creation of an earmark reserve to reflect legal support costs £15k.

10.4 To authorise the creation of an earmark reserve to reflect improvements to CCTV provision £5k.

Background Papers: Nil

Detailed Income & Expenditure by Projected Budget Heading 10/03/2026

Month No: 12

Committee Report

		Actual Year To Date	Projected Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
General Services Committee							
101	Litter Control & Cleansing						
4107	Equipment General	4,676	7,426	2,750		2,750	63.0%
4109	Cleansing Contract	215	171,979	171,764		171,764	0.1%
	Litter Control & Cleansing :- Indirect Expenditure	4,891	179,405	174,514	0	174,514	2.7%
	Net Expenditure	(4,891)	(179,405)	(174,514)			
103	Cemeteries						
1000	Miscellaneous Income	224	224	0			100.0%
1004	Burial Chambers	5,040	5,760	720			87.5%
1005	Burial Fees	39,155	40,090	935			97.7%
1007	Memorial Applications	12,414	14,005	1,591			88.6%
1008	Exclusive Rights of Burial	21,021	16,395	(4,626)			128.2%
1009	Out of Hours Burial Fees	525	0	(525)			0.0%
1022	Premises Hire	4,581	4,581	1			100.0%
1500	Contribution from Reserves	0	45,500	45,500			0.0%
	Cemeteries :- Income	82,959	126,555	43,596			65.6%
4000	Salaries	240,765	261,896	21,131		21,131	91.9%
4006	Training	5,305	5,305	(0)		(0)	100.0%
4010	N N D Rates	6,737	6,737	1		1	100.0%
4011	Water Charges	2,287	1,400	(887)		(887)	163.4%
4013	Electricity	984	963	(21)		(21)	102.2%
4014	Gas	795	899	104		104	88.4%
4019	Cleaning Materials	17	601	584		584	2.8%
4020	Telephone	689	690	1		1	99.9%
4023	Stationery/Office Supplies	24	200	176		176	12.0%
4025	Insurance	5,927	5,927	0		0	100.0%
4026	Subscriptions	451	110	(341)		(341)	410.0%
4071	Purchase Equipment	2,639	5,140	2,501		2,501	51.3%
4072	Leasing Equipment	1,143	2,416	1,273		1,273	47.3%
4100	Purchase Materials	3,305	3,901	596		596	84.7%
4120	Building M & R (Other Contract	10,640	10,520	(120)		(120)	101.1%
4122	Landscaping (Other Contractors	7,180	15,324	8,144		8,144	46.9%
4123	Minor Alterations & Imp.	2,470	6,501	4,031		4,031	38.0%
4132	Purchase Protective Clothing	333	2,037	1,704		1,704	16.3%
4502	R & M Plant & Equipment	8,843	7,654	(1,189)		(1,189)	115.5%
4570	Fleet Purchases	0	46,500	46,500		46,500	0.0%
4571	Service Charges	2,018	2,284	266		266	88.4%

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		Actual Year To Date	Projected Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4572	Fuel	1,838	3,120	1,282		1,282	58.9%
	Cemeteries :- Indirect Expenditure	304,390	390,125	85,735	0	85,735	78.0%
	Net Income over Expenditure	(221,431)	(263,570)	(42,139)			
110	Parks and Open Spaces						
1000	Miscellaneous Income	3,775	3,123	(652)			120.9%
1010	Land Rents	13,032	10,770	(2,262)			121.0%
1500	Contribution from Reserves	0	25,000	25,000			0.0%
	Parks and Open Spaces :- Income	16,807	38,893	22,086			43.2%
4000	Salaries	211,616	231,549	19,933		19,933	91.4%
4006	Training	4,176	5,150	974		974	81.1%
4008	Car Allowances-Employee	0	1,500	1,500		1,500	0.0%
4011	Water Charges	(4,437)	2,640	7,077		7,077	(168.1%)
4013	Electricity	6,882	8,034	1,152		1,152	85.7%
4019	Cleaning Materials	308	0	(308)		(308)	0.0%
4020	Telephone	1,167	1,200	33		33	97.3%
4023	Stationery/Office Supplies	0	750	750		750	0.0%
4025	Insurance	14,320	14,320	0		0	100.0%
4026	Subscriptions	1,716	2,267	551		551	75.7%
4032	Advertising/Publicity	0	300	300		300	0.0%
4070	Computer Software	10,261	19,442	9,181		9,181	52.8%
4100	Purchase Materials	6,944	7,620	676		676	91.1%
4107	Equipment General	9,435	11,518	2,083		2,083	81.9%
4120	Building M & R (Other Contract	20,446	70,863	50,417		50,417	28.9%
4121	Ground Mtnce (Other Contractor	175,204	210,564	35,360		35,360	83.2%
4122	Landscaping (Other Contractors	713	30,115	29,403		29,403	2.4%
4124	Building M & R Peoples Park	8,032	8,719	687		687	92.1%
4132	Purchase Protective Clothing	1,239	1,302	63		63	95.2%
4500	Arboriculture	45,815	92,589	46,774		46,774	49.5%
4501	Playground Equipment R & M	34,307	75,033	40,726		40,726	45.7%
4502	R & M Plant & Equipment	3,202	3,000	(202)		(202)	106.7%
4503	Purchase of Signs	352	6,000	5,648		5,648	5.9%
4510	Floral Bedding	14,918	14,918	(0)		(0)	100.0%
4511	Trees and Shrubs	3,078	14,000	10,922		10,922	22.0%
4512	Bulbs	3,764	5,664	1,900		1,900	66.5%
4514	Chemical Applications	10,223	10,354	131		131	98.7%
4515	Aviary Maintenance	1,396	3,193	1,797		1,797	43.7%
4571	Service Charges	615	2,000	1,385		1,385	30.8%
4572	Fuel	2,487	2,000	(487)		(487)	124.4%
	Parks and Open Spaces :- Indirect Expenditure	588,181	856,604	268,423	0	268,423	68.7%
	Net Income over Expenditure	(571,374)	(817,711)	(246,337)			

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		Actual Year To Date	Projected Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
113	Allotments						
1010	Land Rents	4,821	5,030	210			95.8%
1500	Contribution from Reserves	0	14,000	14,000			0.0%
	Allotments :- Income	4,821	19,030	14,210			25.3%
4011	Water Charges	762	600	(162)		(162)	127.1%
4070	Computer Software	381	451	70		70	84.5%
4100	Purchase Materials	2,183	1,915	(268)		(268)	114.0%
4120	Building M & R (Other Contract	191	8,324	8,133		8,133	2.3%
4121	Ground Mtnce (Other Contractor	4,858	4,551	(307)		(307)	106.7%
4520	Private Contractors	924	15,423	14,499		14,499	6.0%
	Allotments :- Indirect Expenditure	9,300	31,264	21,964	0	21,964	29.7%
	Net Income over Expenditure	(4,479)	(12,234)	(7,755)			
114	Park Rangers						
4000	Salaries	125,952	138,475	12,523		12,523	91.0%
4006	Training	4,200	5,008	808		808	83.9%
4010	N N D Rates	8,034	8,236	202		202	97.5%
4011	Water Charges	0	1,000	1,000		1,000	0.0%
4013	Electricity	1,771	1,401	(370)		(370)	126.4%
4014	Gas	326	964	638		638	33.8%
4020	Telephone	1,197	1,654	457		457	72.4%
4025	Insurance	16,758	16,758	0		0	100.0%
4100	Purchase Materials	1,227	1,200	(27)		(27)	102.2%
4107	Equipment General	703	2,000	1,297		1,297	35.2%
4120	Building M & R (Other Contract	660	5,098	4,438		4,438	12.9%
4131	Purchase Equipment	154	4,200	4,046		4,046	3.7%
4132	Purchase Protective Clothing	675	2,000	1,325		1,325	33.8%
4502	R & M Plant & Equipment	255	455	200		200	56.0%
4571	Service Charges	6,137	9,000	2,863		2,863	68.2%
4572	Fuel	2,192	2,200	8		8	99.6%
	Park Rangers :- Indirect Expenditure	170,240	199,649	29,409	0	29,409	85.3%
	Net Expenditure	(170,240)	(199,649)	(29,409)			
115	Commutted Sums						
1086	Commuted Sums Received	129,230	0	(129,230)			0.0%
1500	Contribution from Reserves	0	105,866	105,866			0.0%
	Commutted Sums :- Income	129,230	105,866	(23,364)			122.1%
	Net Income	129,230	105,866	(23,364)			

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		Actual Year To Date	Projected Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
120	Sports Facilities						
1020	Sports Hire	27,594	18,250	(9,344)			151.2%
1021	Licence and Premises Hire	12,078	11,795	(283)			102.4%
1022	Premises Hire	70	0	(70)			0.0%
1500	Contribution from Reserves	0	16,000	16,000			0.0%
	Sports Facilities :- Income	39,742	46,045	6,303			86.3%
4010	N N D Rates	17,590	17,766	176		176	99.0%
4011	Water Charges	296	1,611	1,315		1,315	18.4%
4013	Electricity	5,262	7,880	2,618		2,618	66.8%
4014	Gas	1,837	3,501	1,664		1,664	52.5%
4017	Caretaking and Cleaning	11,575	12,688	1,113		1,113	91.2%
4019	Cleaning Materials	611	1,201	590		590	50.9%
4100	Purchase Materials	4,220	8,001	3,781		3,781	52.7%
4107	Equipment General	164	4,000	3,836		3,836	4.1%
4120	Building M & R (Other Contract	16,445	25,251	8,806		8,806	65.1%
4121	Ground Mtnce (Other Contractor	57,250	84,832	27,582		27,582	67.5%
4530	Bowling Green	5,622	8,729	3,107		3,107	64.4%
4570	Fleet Purchases	0	16,000	16,000		16,000	0.0%
	Sports Facilities :- Indirect Expenditure	120,872	191,460	70,588	0	70,588	63.1%
	Net Income over Expenditure	(81,131)	(145,415)	(64,285)			
131	Banbury in Bloom						
4651	Floral Sponsorship	8,256	8,257	1		1	100.0%
4652	Planting Day in the Park	1,342	1,642	300		300	81.8%
	Banbury in Bloom :- Indirect Expenditure	9,599	9,899	300	0	300	97.0%
	Net Expenditure	(9,599)	(9,899)	(300)			
132	Banbury Cross & FineLady						
4120	Building M & R (Other Contract	14,579	11,496	(3,083)		(3,083)	126.8%
	Banbury Cross & FineLady :- Indirect Expenditure	14,579	11,496	(3,083)	0	(3,083)	126.8%
	Net Expenditure	(14,579)	(11,496)	3,083			
150	Public Clocks						
4000	Salaries	859	986	127		127	87.2%
4013	Electricity	131	360	229		229	36.4%
4120	Building M & R (Other Contract	4,473	3,906	(567)		(567)	114.5%
4521	Service of Public Clock	0	1,600	1,600		1,600	0.0%
	Public Clocks :- Indirect Expenditure	5,463	6,852	1,389	0	1,389	79.7%
	Net Expenditure	(5,463)	(6,852)	(1,389)			

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		Actual Year To Date	Projected Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
160	Capital Costs						
1080	Grant Received	575,715	617,694	41,979			93.2%
1500	Contribution from Reserves	0	94,100	94,100			0.0%
	Capital Costs :- Income	575,715	711,794	136,079			80.9%
4551	Capital - Hardwick Hill Cemeta	38,266	31,900	(6,366)		(6,366)	120.0%
4552	Capital - Play Areas	22,982	141,500	118,518		118,518	16.2%
4554	Capital - Park Refurb	546,884	632,325	85,441		85,441	86.5%
	Capital Costs :- Indirect Expenditure	608,132	805,725	197,593	0	197,593	75.5%
	Net Income over Expenditure	(32,416)	(93,931)	(61,515)			
201	Bus Shelters						
4109	Cleansing Contract	910	1,820	910		910	50.0%
4800	New Shelters	0	6,000	6,000		6,000	0.0%
4802	Maintenance	980	2,220	1,240		1,240	44.1%
	Bus Shelters :- Indirect Expenditure	1,890	10,040	8,150	0	8,150	18.8%
	Net Expenditure	(1,890)	(10,040)	(8,150)			
202	Salt Bins						
4107	Equipment General	1,001	4,000	2,999		2,999	25.0%
	Salt Bins :- Indirect Expenditure	1,001	4,000	2,999	0	2,999	25.0%
	Net Expenditure	(1,001)	(4,000)	(2,999)			
	General Services Committee :- Income	849,274	1,048,183	198,909			81.0%
	Expenditure	1,838,539	2,696,519	857,980	0	857,980	68.2%
	Movement to/(from) Gen Reserve	(989,265)	(1,648,336)	(659,071)			

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		Actual Year To Date	Projected Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Resources Committee							
301	Corporate Management						
4006	Training	274	0	(274)		(274)	0.0%
4050	Bank Charges	1,718	1,542	(176)		(176)	111.4%
4056	Internal Audit	1,560	1,510	(50)		(50)	103.3%
4057	Audit Fees	2,940	2,940	0		0	100.0%
4058	Professional Fees	5,724	6,050	326		326	94.6%
4059	Legal Support	6,578	21,098	14,521		14,521	31.2%
	Corporate Management :- Indirect Expenditure	18,793	33,140	14,347	0	14,347	56.7%
	Net Expenditure	(18,793)	(33,140)	(14,347)			
302	Civic and Ceremonial						
4000	Salaries	330	949	619		619	34.8%
4006	Training	204	350	146		146	58.3%
4022	Printing	30	1,005	975		975	3.0%
4023	Stationery/Office Supplies	398	288	(110)		(110)	138.3%
4026	Subscriptions	0	320	320		320	0.0%
4850	Uniforms	0	200	200		200	0.0%
4851	Incoming Mayors Allowance	894	10,000	9,106		9,106	8.9%
4852	Outgoing Mayors Allowance	(651)	(651)	(0)		(0)	100.0%
4854	Civic Property Maintenance	0	450	450		450	0.0%
4855	Civic Insignia	0	2,950	2,950		2,950	0.0%
4870	Catering	24	24	0		0	100.0%
	Civic and Ceremonial :- Indirect Expenditure	1,229	15,885	14,656	0	14,656	7.7%
	Net Expenditure	(1,229)	(15,885)	(14,656)			
305	Central Administration						
4000	Salaries	259,156	286,015	26,859		26,859	90.6%
4005	Professional Subscriptions	930	733	(197)		(197)	126.9%
4006	Training	3,622	5,700	2,078		2,078	63.5%
4007	Subsistence	2,022	2,724	702		702	74.2%
4010	N N D Rates	159	159	0		0	99.9%
4020	Telephone	4,714	5,770	1,056		1,056	81.7%
4021	Postage	1,429	1,329	(100)		(100)	107.5%
4022	Printing	2,958	3,574	616		616	82.8%
4023	Stationery/Office Supplies	1,377	1,805	428		428	76.3%
4025	Insurance	5,605	5,605	(0)		(0)	100.0%
4026	Subscriptions	8,091	7,211	(880)		(880)	112.2%

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		Actual Year To Date	Projected Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4031	Staff Advertising	0	2,000	2,000		2,000	0.0%
4032	Advertising/Publicity	1,457	2,840	1,383		1,383	51.3%
4033	Tourism/Marketing	19,215	19,212	(3)		(3)	100.0%
4035	Books & Publications	829	1,029	200		200	80.5%
4070	Computer Software	29,681	33,588	3,907		3,907	88.4%
4071	Purchase Equipment	21	80	59		59	26.0%
4073	Purchase Furniture	199	959	760		760	20.8%
4136	Purchase IT Equpment	17	1,467	1,450		1,450	1.1%
4850	Uniforms	0	500	500		500	0.0%
4856	Photography	0	375	375		375	0.0%
	Central Administration :- Indirect Expenditure	341,482	382,675	41,193	0	41,193	89.2%
	Net Expenditure	(341,482)	(382,675)	(41,193)			
310	Town Council Events						
1000	Miscellaneous Income	3,548	3,348	(200)			106.0%
1055	Food Festivals	12,251	12,251	(0)			100.0%
1070	Canalside Festival Income	9,918	8,987	(931)			110.4%
1073	Town Mayors Sunday	2,102	2,092	(10)			100.5%
1074	Armed Forces Day Income	5,373	700	(4,673)			767.6%
1075	Banbury Show Income	3,918	3,918	0			100.0%
1076	Christmas Lights Switch On	634	0	(634)			0.0%
1860	Diamond Jubilee Income	3,793	3,793	1			100.0%
	Town Council Events :- Income	41,536	35,089	(6,447)			118.4%
4000	Salaries	96,288	105,830	9,542		9,542	91.0%
4074	Armed Forces Day	8,029	7,568	(461)		(461)	106.1%
4076	Christmas Lights Switch On	7,901	9,922	2,021		2,021	79.6%
4120	Building M & R (Other Contract	432	0	(432)		(432)	0.0%
4300	Town Mayor's Inauguration	1,710	1,710	0		0	100.0%
4310	Town Mayors Sunday	5,099	4,649	(450)		(450)	109.7%
4320	Battle of Britain	2,433	1,275	(1,158)		(1,158)	190.8%
4330	Remembrance Day	5,598	7,545	1,947		1,947	74.2%
4360	Canalside Festival	13,866	14,454	588		588	95.9%
4370	Banbury Music Mix	3,487	4,971	1,484		1,484	70.1%
4380	Banbury Show	14,402	14,402	(0)		(0)	100.0%
4390	Food Festivals	12,685	13,228	543		543	95.9%
4860	Diamond Jubilee	20	20	0		0	98.9%
5001	Seasonal Events	4,363	3,369	(994)		(994)	129.5%
	Town Council Events :- Indirect Expenditure	176,314	188,943	12,629	0	12,629	93.3%
	Net Income over Expenditure	(134,778)	(153,854)	(19,076)			

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		Actual Year To Date	Projected Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
311	Town Hall						
1021	Licence and Premises Hire	12,108	16,144	4,036			75.0%
1022	Premises Hire	6,576	3,691	(2,885)			178.2%
	Town Hall :- Income	18,684	19,835	1,151			94.2%
4000	Salaries	26,006	26,651	645		645	97.6%
4010	N N D Rates	19,361	19,360	(1)		(1)	100.0%
4011	Water Charges	403	560	157		157	71.9%
4013	Electricity	9,378	10,970	1,592		1,592	85.5%
4014	Gas	2,325	1,797	(528)		(528)	129.4%
4015	Alarms	2,294	1,420	(874)		(874)	161.6%
4016	Window Cleaning	0	490	490		490	0.0%
4019	Cleaning Materials	491	638	147		147	76.9%
4023	Stationery/Office Supplies	209	415	206		206	50.4%
4025	Insurance	13,563	13,563	0		0	100.0%
4032	Advertising/Publicity	0	350	350		350	0.0%
4071	Purchase Equipment	45	506	461		461	9.0%
4120	Building M & R (Other Contract	8,315	5,746	(2,569)		(2,569)	144.7%
4502	R & M Plant & Equipment	1,214	5,946	4,732		4,732	20.4%
4850	Uniforms	0	100	100		100	0.0%
4870	Catering	156	27	(129)		(129)	577.7%
4871	Licences inc PRS Fees	778	588	(190)		(190)	132.3%
	Town Hall :- Indirect Expenditure	84,538	89,127	4,589	0	4,589	94.9%
	Net Income over Expenditure	(65,854)	(69,292)	(3,438)			
315	Other Services to the Public						
4700	Christmas Lighting Scheme	71,149	70,667	(482)		(482)	100.7%
4724	Open Air Pool Subsidy	95,212	95,722	510		510	99.5%
4900	Grants	8,990	15,000	6,010		6,010	59.9%
4901	Crime Prevention Support	3,000	8,300	5,300		5,300	36.1%
	Other Services to the Public :- Indirect Expenditure	178,351	189,689	11,338	0	11,338	94.0%
	Net Expenditure	(178,351)	(189,689)	(11,338)			
320	Other Costs and Income						
1176	Precept Received	2,299,215	2,299,215	0			100.0%
1190	Interest Received	25,956	197,817	171,861			13.1%
	Other Costs and Income :- Income	2,325,171	2,497,032	171,861			93.1%
	Net Income	2,325,171	2,497,032	171,861			
	Resources Committee :- Income	2,385,391	2,551,956	166,565			93.5%
	Expenditure	800,706	899,459	98,753	0	98,753	89.0%
	Movement to/(from) Gen Reserve	1,584,685	1,652,497	67,812			

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	Actual Year To Date	Projected Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Grand Totals:- Income	3,234,664	3,600,139	365,475			89.8%
Expenditure	2,639,245	3,595,978	956,733	0	956,733	73.4%
Net Income over Expenditure	595,419	4,161	(591,258)			
Movement to/(from) Gen Reserve	595,419	4,161	(591,258)			

RESOURCES COMMITTEE
24 MARCH 2026

REPORT OF THE TOWN CLERK & RFO

LOCAL GOVERNMENT REORGANISATION IN OXFORDSHIRE

1. Introduction and Purpose of Report

1.1 A once in a generation decision – Banbury Town Council issuing a response to the government consultation on local government organisation in Oxfordshire.

2. Wards Affected

2.1 All Wards.

3. Effect on Policy

3.1 Nil.

4. Contact Officer

4.1 Mark Hassall (01295 817313)

5. Background

5.1 The Government have launched a consultation on the options for the shape of councils across Oxfordshire and West Berkshire. The last time a change of this scale happened was over fifty years ago. The decision will have a significant impact on all residents in our area and throughout the county.

5.2 The Government are replacing all the current district and county councils with a single "unitary" council. These unitary councils will deliver all services under one roof. NB: Town and Parish Councils are not affected by this part of the change. This is because we are funded by the local tax payer – Banbury residents – rather than central government.

6. What are the proposals

There are three proposals which have been submitted to Government:

- A single unitary that covers all Oxfordshire
- Two unitary councils that cover Oxfordshire and West Berkshire. One covering the existing areas of Cherwell; Oxford City and West Oxfordshire. One covering the existing council areas of South Oxfordshire; Vale of White Horse and West Berkshire.
- Three unitary councils that cover Oxfordshire and West Berkshire. One covering the existing Oxford City council area but with expanded boundaries. One covering the remaining existing council areas of Cherwell and West Oxfordshire. One covering the remaining existing council areas of South Oxfordshire; Vale of White Horse and West Berkshire.

7. What do current councils this is the best option?

1. Cherwell, South Oxfordshire, Vale of White Horse, West Berkshire and West Oxfordshire support the two unitary option.
2. Oxfordshire County Council support their single unitary proposal
3. Oxford City Council support their three unitary proposal.

Banbury Town Council need to consider whether they wish provide a response as a council body to support one of the above options.

More detail on the relative advantages of each proposal can be found on the relevant Council websites.

Further information on how local government re-organisation could affect Banbury Town Council is attached – this is a slide presentation written by Mark Hassall (Town Clerk) and presented for information.

8. Financial Effects & Risk Assessment

8.1 This is a consultation report so there are no specific financial effects arising from it as the decision rests with the secretary of State for Local Government.

9. Recommendations

9.1 To request the Town Clerk to provide a response, in consultation with the Leader of the Council and the Leader of the Opposition Group, to confirm support for Option 3, as detailed in paragraph 6 above.

Background Papers: Nil

5 – Appendix 1

LGR COUNCIL PROPOSAL – APPENDIX 1

On 5th February 2025, the Government wrote to the Leaders of all principal authority two tier Councils in England, including those in Oxfordshire. This was a formal invitation to those Leaders to develop a proposal for local government reorganisation and provided guidance on the development of proposals.

Three proposals have been submitted to government:

- **A single unitary council for Oxfordshire**
- **Two unitary councils:**
  - Oxford and Shires Council – created from the existing city/district councils of Cherwell, Oxford City and West Oxfordshire.
  - Ridgeway Council – created from the existing district councils of South Oxfordshire and Vale of White Horse, and the unitary council of West Berkshire.
- **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

The government are currently consulting on the three proposals before they take a decision on which to implement. The decision is anticipated to be made before the summer recess for Parliament. The new council/s would come into effect from 2028.

This council proposes to support the three unitary proposal as we believe it best meets the government criteria and also will provide the best solution for the district and our town for the following reasons:

- **The right size.** We believe that local government should deliver services closest to the electorate impacted where this is practicable and best designed to meet the needs of residents. Councils should nd a balance between being small enough to be responsive to local need but large enough to be nancially resilient. The initial Government guidance was for councils to have a population of around 500k, we believe this guidance would met whilst acknowledging the need to retain local representation.

- **Finances.** All three proposals have been independently assessed. CIPFA say that the Two Council proposal has the least nancial risk and PwC say that the Single Council proposal has the lowest set up costs, the Two Council proposal offers the greatest annual savings. Option Three provides a balance of both whilst retaining local in uence

- **Sense of Place.** The Three Council option provides the opportunity to retain the voice for North Oxfordshire, whilst preserving the distinct needs and sense of identity of the City of Oxford, which is so unique to the rest of Oxfordshire.

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 .

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

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