

Banbury Town Council

Mark Hassall ACMA
Town Clerk/RFO



The Town Hall
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Our Ref: 01 A140524 Annual

Please ask for: Mark Hassall
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Date: 7 May 2024

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, 14 MAY 2024** 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 Mark Hassall (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).

6. Minutes of the last Meeting

To approve as correct the Minutes of the Meeting held on 09 April 2024 **(Enclosed)**.

7. Communications

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

8. Result of Elections

The Town Clerk to report that the result of the Elections for the Town Council held on Thursday, 2 May 2024 is as follows:

Calthorpe North – Dom Vaitkus (Labour)

Calthorpe South - Isabel Amelia Creed (Labour); Ian Andrew Harwood (Conservative)

Easington North - Balbir Singh Dhesi (Labour)

Easington South - Kieron Paul Mallon (Conservative); Wendy Jane Woodward (Labour)

Grimsbury - Andrew Gerald Beere (Labour); Shaida Hussain (Labour); Helen Mears (Labour)

Hardwick East - Kerrie Dawn Thornhill (Labour)

Hardwick West – Chris Brant (Liberal Democrat); Andrew Crichton (Labour); Henry Elugwu (Labour); Jayne Strangwood (Conservative); James Urwick (Labour)

Neithrop North – Matt Hodgson (Labour)

Neithrop South – Chuk Okeke (Labour)

Park Road - Andrew Edwin Eaton (Labour)

Ruscote – Rebecca Biegel (Labour); Mark David Cherry (Labour); Barry Keir Richards (Labour); Siân Frances Tohill-Martin (Labour)

Town Centre - Rebecca Ribeiro-Ayeh Clarke (Labour)

9. Declarations of Acceptance of Office

To agree that any declarations not signed before this meeting be completed at any time before Friday, 31 May 2024.

10. Appointment of Standing Committees

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

11. Appointment of Representatives to Outside Bodies

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

12. General Power of Competence

Some Members will be aware that Banbury Town Council is one of the few Councils in Oxfordshire that holds the General Power of Competence. Local councils in England were given a “general power of competence” (GPC) in the Localism Act 2011, sections 1 to 8. Councils with the GPC no longer need to ask whether they have a specific power to act and have “the power to do anything that individuals generally may do ” as long as they do not break other laws. It is a “power of first resort”.

The freedom of the GPC is available to local councils that meet two criteria for eligibility. Councils must decide at a full meeting of the Council if they meet the criteria for eligibility at that particular point. Councils must have an electoral mandate (two thirds having stood for election) and a qualified clerk. Banbury Town Council meet both criteria.

The Council has held the GPC since 2012, having passed the necessary policy resolution after those elections. However, the Council must revisit its decision and make a new resolution at every "relevant" annual meeting. (ie the first meeting following ordinary elections).

IT IS RECOMMENDED that the Council, having satisfied the eligibility criteria set out in Statutory Instrument (965): Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 (electoral mandate and qualified clerk), resolves to take upon itself the General Power of Competence as set out in Sections 1-8 of the Localism Act 2011.

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, 09 April 2024 at 6.30pm at the Town Hall, Banbury.

Present: Councillor Ahmed (Town Mayor)
Councillors: Ayers, Beere, Biegel, Bunce, Cherry, Colegrave, Donaldson, Garrett, Hussain, Illott, Kilsby, Mallon, Mears, Phillips, Richards, Strangwood and Tohill-Martin.

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

Apologies for Absence: Councillors: Reeves, Hodgson

C.45/23 Declarations of Interest

None.

C.46/23 Minutes of the Last Meeting

IT WAS RESOLVED that the Minutes of the Meeting held on 06 February 2024 be approved as a correct record and signed by the Town Mayor.

C.47/23 Communications

Cllr Mallon – remarked to recognise the final meeting of the current term for the Council prior to elections, thanking fellow Councillors and staff for the collegiate work undertaken on behalf of, and for the benefit of, the town.

C.48/23 Questions - Elected Members and Members of the Public

Cllr Beere raised a question for the Leader of the Council regarding flood alleviation measures survey undertaken by the Environment Agency. Noting the River Cherwell has risen above the normal High Range this year along the Thames Basin. Cllr Mallon responded to confirm he would lobby the Environment Agency to undertake such works that were advisable and feasible.

C.49/23 Planning Committee

It was proposed by Councillor Bunce, seconded by Councillor Ayers, and **RESOLVED** that the Minutes of the Planning Committee meeting held on 28 February and 27 March 2024 be received.

C.50/23 General Services Committee

It was proposed by Councillor Phillips, seconded by Councillor Bunce, and **RESOLVED** that the Minutes of the General Services Committee meeting held on 19 March 2024 be received.

C.51/23 Resources Committee

It was proposed by Councillor Mallon, seconded by Councillor Colegrave, and **RESOLVED** that the Minutes of the Resources Committee meeting held on 26 March 2024 be received.

C.52/23 Resolutions Moved on Notice No. 67 – Spiceball Amphitheatre

It was proposed by Councillor Kilsby, seconded by Councillor Garrett that:

“The town of Banbury has many glorious natural assets and this Town Council stands as custodian for many of them. One which can easily be

overlooked is a fabulous natural (it is believed) amphitheatre in Spiceball Park, on the south east bank of the river Cherwell, opposite the leisure centre.

As this would make a fabulous open-air performance space, and there is some interest in the town in developing it as such, officers are asked to investigate the viability of this, and to report back to the Council with details of the costs etc. involved in using this space in this way. It is believed that the space, being apparently natural, may not require big investment in order to be made suitable for performances.

It is thought that, initially, amateur summer musical performances could be put on there, but professional performances could follow once the space has proven viable."

There then ensued a discussion on the motion, with all speakers including Cllrs Bunce, Phillips, Mears, Biegel and Cllr Mallon in favour of the proposals, whilst noting the challenges of the site which include access, environmental protection and traffic noise mitigation.

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

The Meeting ended at 7.08pm.

Standing Committee Membership 2024 – 2025

1. Resources Committee

(Seats allocated: Conservative/LD 1, Labour 5)

Conservative/Lib Dem

1. Mallon

Labour

1. Hussain
2. Biegel
3. Vaitkus
4. Eaton
5. Mears

[Alternate Members]

Conservative

1. Strangwood
2. Harwood

Labour

1. Clarke
2. Beere
3. Critchton
4. Richards
5. Hodgson
6. Tohill Martin
7. Urwick

Labour

8. Elugwa
9. Dhesi
10. Thornhill
11. Elugwu
12. Woodward
13. Cherry
14. Okeke

2. General Services Committee

(Seats allocated: Conservative/LD 1, Labour 5)

Conservative/Lib Dem

1. Strangwood

Labour

1. Richards
2. Hodgson
3. Tohill Martin
4. Urwick
5. Elugwa

[Alternate Members]

Conservative

1. Harwood
2. Mallon

Labour

1. Hussain
2. Biegel
3. Vaitkus
4. Eaton
5. Mears
6. Clarke
7. Beere

Labour

8. Critchton
9. Woodward
10. Dhesi
11. Thornhill
12. Elugwu
13. Cherry
14. Okeke

3. Planning Committee

(Seats Allocated: Conservative/LD 1, Labour 5)

Conservative/Lib Dem

1. Harwood

Labour

1. Beere
2. Woodward
3. Dhesi
4. Thornhill
5. Elugwu

Banbury Town Council

[Alternate Members]

Conservative

1. Strangwood
2. Mallon

Labour

1. Hussain
2. Biegel
3. Vaitkus
4. Eaton
5. Mears
6. Clarke
7. Critchton

Labour

8. Woodward
9. Richards
10. Hodgson
11. Tohill Martin
12. Urwick
13. Cherry
14. Okeke

4. Appeals Panel

(Seats Allocated: Conservative/LD 1, Labour 5)

Conservative/Lib Dem

1. Strangwood

Labour

1. Richards
2. Crichton
3. Tohill Martin
4. Okeke
5. Creed

[Note: Appeals Panel members cannot be members of Resources Cttee]

APPOINTMENTS TO OUTSIDE BODIES

Organisation	Category	No	Appointment 2023/24	Nominations 2024/25
Banbury & District Air Training Corps	B	1	Cllr Donaldson (C)	Cllr Elugwu (L)
Banbury & District Samaritans	A	1	Cllr Ahmed (C)	Cllr Crichton (L)
Banbury & District Twinning Association	A	1	Cllr Hussain (L)	Cllr Woodward (L)
Banbury Bluecoat Foundation	B	1	Cllr Bunce (C)	VACANT
Banbury Borough Bowling Club	B	1	Cllr Mallon (C)	VACANT
Banbury Canal Partnership	P	1	Cllr Powell (C) Cllr Hodgson (L)	Cllr Hodgson (L) Cllr Mallon (C)
Banbury Citizen's Advice Bureau	A	1	Cllr Reeves (C)	Cllr Crichton (L)
Banbury Civic Society	B	1	Cllr Mallon (C)	Cllr Eaton (L)
Banbury Sea Cadets	B	1	Cllr Phillips (C)	Cllr Mallon (C)
Banbury Traffic Advisory Committee	P	3	Cllr Ahmed (C) Cllr Biegel (L) Cllr Ilott (C)	Cllr Biegel (L) Cllr Mears (L) Cllr Harwood (C)
BARKS	B	1	Cllr Ilott (C)	VACANT
Borough of Banbury Trust 2 (plus TM and DTM)	P	2	Cllr Mallon (C) Cllr Hussain (L)	Cllr Hussain (L) Cllr Harwood (C)
Chamber of Commerce	A	1	Cllr Mallon (C)	Cllr Thornhill (L)
Cherwell Climate Change Partnership	P	1	Cllr Dalton (C)	Cllr Vaitkus (L)
Cherwell Community & Voluntary Service	A	1	Cllr Donaldson (C)	Cllr Urwick (L)
Cherwell Crime Partnership: Banbury	P	1	Cllr Bunce (C)	Cllr Okeke (L)
Community Partnership Network	P	1	Cllr Mallon (C) Cllr Hussain (L) (sub)	Cllr Hussain (L) Cllr Mallon (C) (sub)
The Glebe Charity (Cricket Club)	B	1	Cllr Ahmed (C)	Cllr Beere (L)
The Hill	A	1	Cllr Cherry (C)	Cllr Cherry (L)
Sunshine Centre	B	1	Cllr Strangwood (C) Cllr Richards (L)	Cllr Richards (L)
Town Centre Partnership (3)	P	3	Cllr Mallon (C) Cllr Ilott (C) Cllr Hussain (L)	Cllr Hussain(L) Cllr Richards (L) Cllr Mallon (C)

Banbury Town Council

Mark Hassall ACMA MA
Town Clerk/RFO



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Our Ref: Cttees A160523
Your Ref:
Please ask for:
Email: mark.hassall@banbury.gov.uk

Date: 7 May 2024

To: All Members.
All others for information only.

You are hereby summoned to attend the **First Meetings of various Committees** to be held in the TOWN HALL, BRIDGE STREET, BANBURY on **TUESDAY, 14 MAY 20 24** at the conclusion of the ANNUAL MEETING of the Town Council, for the transaction of the following business:

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

Mark Hassall
Town Clerk

BUSINESS TO BE TRANSACTED

1. Resources Committee

- a) Election of a Chairman**
To elect a Chairman for 2024/25
- b) Election of a Vice-Chairman**
To elect a Vice-Chairman for 2024/25
- c) Appointment of Sub-Committees and Working Groups**
 - i) Grants & Budget Sub-Committee**
To appoint six Members.
 - ii) Dispensations Sub Committee**
To appoint six Members and six Alternate Members.
 - iii) Hearings Panel**
To appoint six Members
 - iv) Local Honours Sub-Committee**
To appoint four Members in addition to the Town Mayor and Deputy Town Mayor

- v) **Standing Orders Working Party**
To appoint six Members
- vi) **Woodgreen Pool Working Party**
To appoint six Members
- vii) **Events Working Party**
To appoint six Members

2. General Services Committee

- a) **Election of a Chairman**
To elect a Chairman for 2024/25
- b) **Election of a Vice-Chairman**
To elect a Vice-Chairman for 2024/25
- c) **Appointment of Working Parties and Appeals Panel**
 - i) **Allotment Appeals Panel**
To appoint six Members
 - ii) **Grounds Maintenance Working Party**
To appoint six Members

3. Planning Committee

- a) **Election of a Chairman**
To elect a Chairman for 2024/25
- b) **Election of a Vice-Chairman**
To elect a Vice-Chairman for 2024/25
- c) **Appointment of Working Parties**
 - i) **Built Heritage Working Party**
To appoint six Members

Note: The Appeals Panel will appoint a Chairman at their first meeting, as and when they are required to meet.

Appointment of Sub-Committees and Working Groups 2024-25

1. c) Resources Committee

i) Grants & Budget Sub-Committee

(Seats Allocated: Labour 5; Con/Lib 1) (Chair Res, Plan and GS Cttees, and 3 other Members)

Labour

1. Hussain
2. Biegel
3. Beere
4. Eaton
5. Vaitkus

Con/Lib

1. Mallon

ii) Dispensations Sub Committee

(Seats Allocated: Labour 5; Con/Lib 1) (Chair and Vice Chair Res Cttee, Leader of Con Group plus 3 Members)

Labour

1. Hussain
2. Biegel
3. Richards
4. Beere
5. Vaitkus

Con/Lib

1. Mallon

iii) Hearings Panel

(Seats Allocated: Labour 5; Con/Lib 1) (Chairs of Resources and GS Cttees plus 4 Members)

Labour

1. Hussain
2. Richards
3. Elugwu
4. Mears
5. Okeke

Con/Lib

1. Mallon

iv) Local Honours

(Seats Allocated: Labour 5; Con/Lib 1) (Town Mayor and Deputy Town Mayor, plus 4 Members)

Labour

1. Cherry
2. Okeke
3. Hussain
4. Urwick
5. Dhesi

Con/Lib

1. Mallon

v) Standing Orders Working Party

(Seats Allocated: Labour 5, Con/Lib 1) (Chair & Vice Chair of Resources, and 4 Members)

Labour

1. Hussain
2. Biegel
3. Richards
4. Beere
5. Woodward

Con/Lib

1. Mallon

vi) Woodgreen Pool Working Party

(Seats Allocated: Labour 5, Con/Lib 1) (Chair & Vice Chair of Resources, and 4 Members)

Labour

1. Hussain
2. Biegel
3. Cherry
4. Tohill Martin
5. Eaton

Con/Lib

1. Mallon.

vii) Events Working Party

(Seats Allocated: Labour 5, Con/Lib 1) (Chair & Vice Chair of Resources, and 4 Members)

Labour

1. Eaton
2. Mears
3. Hussain
4. Biegel
5. Woodward

Con/Lib

1. Mallon

2. c) General Services Committee

i) Allotment Appeals Panel

(Seats Allocated: Labour 5, Con/Lib 1) (Chair & Vice Chair of GS Cttee, and 4 Members)

Labour

1. Cherry
2. Richards
3. Creed
4. Crichton
5. Clarke

Con/Lib

1. Strangwood

ii) Grounds Maintenance Working Party

(Seats Allocated: Labour 5, Con/Lib 1) (Chairs Res/GS + 4 Members)

Labour

1. Hussain
2. Richards
3. Biegel
4. Vaitkus
5. Hodgson

Con/Lib

1. Strangwood

Banbury Town Council

3. c) Planning Committee

i) Built Heritage Working Party

(Seats Allocated: Labour 5, Con/Lib 1) (Chair & Vice Chair of Planning Cttee, plus 4 Members)

Labour

1. Beere
2. Woodward
3. Hussain
4. Clarke
5. Mears

Con/Lib

1. Harwood