

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