

**RESOURCES COMMITTEE**

Minutes of a meeting of the Resources Committee held at **6.30pm**  
**on Tuesday 01 September 2026** in the Town Hall, Banbury.

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

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

**R.34/26 Apologies for Absence**  
None

**R.35/26 Declarations of Interest**  
None

**R.36/26 Minutes of the last Meeting**  
**IT WAS RESOLVED** that the Minutes of the Meeting held on the 09 June 2026 be approved as a correct record and signed by the Chairman, seconded by Councillor Beere.

**R.37/26 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 21 August 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:***

- ◆ Staffing costs remain within budget, and are subject to central government annual salary increases agreed with trade unions which will be backdated to 1st April. This underspend is compounded by a vacancy in the Operations team, with recruitment underway.
- ◆ Expenditure on ClearSkies software license to manage burial space records will be accommodated within the annual budget process.
- ◆ Water charges are subject to a credit due to leaks following a replacement meter by water authorities at Peoples Park.
- ◆ Timing of invoicing for grounds maintenance works impacted by timing of August invoice.
- ◆ Landscaping costs include new extended seating area hardstanding outside the café in People's Park.
- ◆ Tree works orders have been scheduled from recommendations of the independent arboriculture inspections over an ongoing three-year timeframe.
- ◆ The second of three weed spraying sessions was completed in July as programmed, with snagging currently being completed and invoicing to follow.
- ◆ Vehicle fleet charges for annual servicing has been completed.

- ◆ Cricket continue to be well used over the season, as well as wider sports facilities. Hire of PlayZones continues to increase, and provision of tennis camps aim to further support engagement in healthy activities across parks.
- ◆ Replacement of the boiler at Hanwell Fields pavilion is planned to be completed before the football season commences, as is works on Legionella prevention and risk management measures.
- ◆ The final invoice for Space for Girls at Princess Diana Park is anticipated following completion of snagging issues raised with the contractor.
- ◆ Replacement bus shelter costs is subject to insurance claim from the insured driver of the vehicle involved in the RTA.

***Underspend on Resources Committee, principally:***

- ◆ Corporate, Central Administration and Civic continue to be well controlled, with a marketing costs being planned in advance of the months ahead.
- ◆ Town Council Events are currently within acceptable budget parameters, whilst income is anticipated to fall in line with expectations, receipt follows a settlement period with our online booking system used with stallholders
- ◆ Town Hall – includes utility costs to be recharged to OCC under the lease of first floor.
- ◆ Other services to the Public include timing of small grants which have attracted strong interest, and timing of contribution funding to Cherwell Crime Partnership.
- ◆ Other Costs & Income are projected to achieve interest income target over the full budget year.

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

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

**R.38/26 Internal Auditor Review**

The Committee is invited to **receive and note** the review and to **confirm** the re-appointment of the internal auditors approved by the Chairman, seconded by Councillor Beere.

**IT WAS RESOLVED** to receive and note the review and to confirm the re-appointment of the internal auditors, and to request inclusion within the scope of the internal auditors review of the council's responsibilities, as a sole trustee of the charity GV Ball (People's Park) Banbury (Charity No' 289391).

**R.39/26 External Auditor**

Members were made aware of the external auditor report which will be taken to Full Council.

**IT WAS RESOLVED** to note the external auditor report.

**R.40/26 Health & Safety Policy**

The Committee is invited to **receive** and **note** the Health & Safety Policy Statement.

**IT WAS RESOLVED** to receive and note the Health & Safety Policy Statement.

**R.41/26 Pay Award 26/27**

To receive and note the local Government Services Pay Agreement 2026/27.

**IT WAS RESOLVED** to receive and note the 26/27 Pay Award Scheme.

**R.42/26 Local Government Reorganisation Working Party**

The committee is invited to establish the creation of a 2:2 member Local Government Reorganisation Working Party, to include the leader & deputy leader of the controlling party and the main opposition party, with meetings to be held as necessary, which should be chaired by the controlling party.

**IT WAS RESOLVED** to receive and note the report and to **agree** the creation of the working group, appointed councillors and frequency of meetings.

| <b>Labour</b>     | <b>Conservative</b> |
|-------------------|---------------------|
| <b>1. Hussain</b> | <b>1. Mallon</b>    |
| <b>2. Biegel</b>  | <b>2. Harwood</b>   |

Date of next meeting – **Tuesday 20 October 2026 at 18:30pm**

The meeting ended at 7:24pm