Banbury Town Council

RESOURCES COMMITTEE

Minutes of a meeting of the Resources Committee held at **6.30pm on Tuesday, 4ᵗʰ February 2025** in the Town Hall, Banbury.

Present: Councillor Hussain (Chair).
           Councillors: Biegel, Eaton, Mears and Vaitkus.

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

R.9/25   Apologies for Absence
None

R.10/25   Declarations of Interest
None.

R.11/25   Minutes of the last Meeting
IT WAS RESOLVED that the Minutes of the Meeting held on 07 January 2025 be approved as a correct record and signed by the Chairman.

R.12/25   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 January 2025.

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:

♦ Cleansing charges to Cherwell District Council (CDC) are paid annually in full in March.
♦ Staffing costs remain within budget, in line with annual salary increases agreed with trade unions.
♦ Planned roof repairs at Southam Road depot completed and fibreglass burial chambers purchased.
♦ Replacement light columns have been installed in People Park, the beginning of a wider replacement programme across the estate, particularly PDP. Retaining wall works at Longelandes Way planned.
♦ All MUGAs and sports hardstanding have been assessed across the estate, with appraisal of refurbishment options to be funded from earmarked reserves to be subject of a separate report to elected members within the next couple of months.
♦ Inspection of eleven MUGA hardstanding and six tennis courts at Horton View is currently being undertaken in order to inform a report by officers to members early in 2025.
♦ Assessment and purchase of mowers and fleet vehicles is currently underway.
♦ Eight new green roofed bus shelters will be installed by Clear Channel in the first half of February, across a number of arterial entry roads into Banbury.

Points of interest on Resources Committee related principally to:

♦ Corporate, Central Administration and Civic continue to be well controlled, with vacancies in central administration contributing £18k underspend, alongside timing of NALC subscription costs, offset by elevated legal costs.

♦ Town Council Events are likely to end the year marginally over budget parameters, however offset by savings within the Resources budget.

♦ Works to the Town Hall to host OCC Registrar service is nearing completion, including access control, with redecoration to the reception area completed. Upgrade of alarm systems to complement digital connectivity have been completed.

♦ Other services to the Public include timing of small grants (including Warm Welcome grant scheme). Costs for demounting Christmas Lights across the town are anticipated to remain within budget. The contribution to Woodgreen Open Air Pool costs are paid in March.

♦ Other Costs & Income are in line with treasury management of reserve funds are projected to slightly exceed budget guidance.

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

SUMMARY of items discussed during confidential session

R.13/25   Confidential Business Exclusion - Staff Update
That, in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press were excluded from the meeting during the consideration of the item set out, on the grounds that publicity would be prejudicial to the general interest by reason of the confidential nature of the business to be transacted.

IT WAS RESOLVED to receive and note the confidential update.

The meeting ended at 7.10pm