

Tuesday, 3 June 2025

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EXECUTIVE

You are summoned to a meeting of the Executive which will be held in Charlbury Community Centre, Spendlove Centre, Enstone Road, Charlbury, OX7 3PQ on **Wednesday, 11 June 2025 at 2.00 pm.**



Giles Hughes
Chief Executive

To: Members of the Executive

Councillors: Andy Graham, Duncan Enright, Lidia Arciszewska, Hugo Ashton, Rachel Crouch, Andrew Prosser, Geoff Saul, Alaric Smith and Tim Sumner

Recording of Proceedings – The law allows the public proceedings of Council, Executive, and Committee Meetings to be recorded, which includes filming as well as audio-recording. Photography is also permitted. By participating in this meeting, you are consenting to be filmed.

As a matter of courtesy, if you intend to record any part of the proceedings please let the Democratic Services officers know prior to the start of the meeting.

AGENDA

1. **Apologies for Absence**
To receive any apologies for absence from Members of the Executive. The quorum for the Executive is 3 Members.
2. **Declarations of Interest**
To receive any declarations of interest from members of the Executive on any items to be considered at the meeting.
3. **Minutes of Previous Meeting (Pages 7 - 14)**
To approve the minutes of the previous meeting, held on 23 April 2025.
4. **Receipt of Announcements**
To receive any announcements from the Leader of the Council, Members of the Executive or the Chief Executive.
5. **Participation of the Public**
Any member of the public, who is a registered elector in the District, is eligible to ask one question at the meeting, for up to three minutes, of the Leader of the Council, or any Member of the Executive on any issue that affects the district or its people.

Notice, together with a written copy of the question, must be provided to Democratic Services, either by email to:

democratic.services@westoxon.gov.uk

or by post to:

Democratic Services, West Oxfordshire District Council, Woodgreen, Witney OX28 1NB.

Questions are to be received no later than 2.00pm two clear working days before the meeting (e.g. for a Wednesday meeting, the deadline would be 2.00pm on the Friday before).

A response may be provided at the meeting, or within three clear working days of the meeting. If the topic of the question is not within the remit of the Council, advice will be provided on where best to direct the question.

The appropriate Executive Member will either respond verbally at the meeting or provide a written response which will be included in the minutes of the meeting.
6. **Reports from the Overview and Scrutiny Committee**
To consider any reports or recommendations from the Overview and Scrutiny Committee, which meets on 4 June 2025.
7. **Matters raised by Audit and Governance Committee**
There has been no meeting of the Audit and Governance Committee since the last meeting of the Executive.

8. **West Oxfordshire Local Plan 2041 - Preferred Policy Options Consultation (Pages 15 - 324)**

Purpose:

To consider the Local Plan 2041 Preferred Policy Options Consultation Paper which is proposed to be published for consultation in accordance with Regulation 18 of the Town and Country Planning (Local Planning) (England) Regulations 2012.

Recommendation(s):

That the Executive resolves to:

1. Note the content of the report;
2. Agree that the Local Plan Preferred Options paper attached at Annex A be published for the purposes of public consultation in accordance with Regulation 18 of the Town and Country Planning (Local Planning) (England) Regulations 2012;
3. Authorise the Planning Policy Manager to make any necessary minor amendments to the preferred options paper in consultation with the Executive Member for Planning and Head of Planning, prior to consultation taking place.

9. **2024/25 Quarterly Service Review Q4 (Pages 325 - 380)**

Purpose:

To provide details of the Council's operational performance at the end of 2024-25 Quarter Four (Q4).

Recommendation:

That the Executive resolves to:

1. Note the 2024/25 Q4 service performance report.

10. **Community Activity Grant scheme outline 2025/26 (Pages 381 - 388)**

Purpose:

The purpose of the report is to consider the criteria for the latest round of the Community Activity Grant scheme which will be launched in the summer. The grant scheme will run alongside Westhive providing an opportunity for local groups to access Council funding for small scale activities which have an impact in communities.

Recommendation(s):

That the Executive resolves to:

1. Approve the proposed criteria;
2. Instruct officers to launch the Community Activities grant scheme;
3. Agree that the grant award decisions are delegated to the Director of Place in consultation with the Executive Member for Stronger Healthy Communities.

11. **Publica Business Plan (Pages 389 - 408)**

Purpose:

To consider the Draft Publica Business Plan 2025-26, produced by the Publica Board in consultation with Directors and Shareholders, and to recommend that the Leader (as Shareholder Representative) approves the plan.

Recommendation(s):

That the Executive resolves to:

1. Note the 2025/26 Publica Business Plan; and
2. Note that the Leader of the Council, as shareholder representative, will approve the Publica Business Plan 2025-2026 in due course.

12. **Rural England Prosperity Fund 2025/26 Update (Pages 409 - 416)**

Purpose:

To provide a report to the Executive on allocation for this final year of Rural England Prosperity Fund.

Recommendation(s):

That the Executive resolves to:

1. Note the report.
2. Delegate the approval of the grants outlined in the report to the Director of Place in consultation with The Executive Member for Economic Development.

13. **Appointments to Outside Bodies (Pages 417 - 422)**

Purpose:

To provide a list of appointments to Outside Bodies for the civic year 2025/26.

Recommendation:

That the Executive resolves to:

1. Note the appointments to outside bodies as set out in Annex A;
2. Recommend to Council to note the appointments to outside bodies as set out in Annex A.

14. **Business Rates write off in excess of £5,000 (Pages 423 - 426)**

Purpose:

To seek approval to write off irrecoverable business rates in excess of £5,000.

Recommendation:

That the Executive resolves to:

1. Approve the write offs totalling £37,097.19 as detailed within this report.

15. **Rent Arrears write off in excess of £5,000 (Pages 427 - 430)**

Purpose:

To seek approval for the write off of rent arrears in excess of £5,000.

Recommendation:

That the Executive resolves to:

1. Approve the two write offs in the sums of £59,004.58 and £11,261 as detailed within the report.

16. **Exclusion of Press and Public**

If the Executive wishes to exclude the press and public from the meeting during consideration of any of the items on the exempt from publication part of the agenda, it will be necessary for the Executive to pass a resolution in accordance with the provisions of the Paragraph 4(2)(b) of the Local Authorities ((Executive Arrangements) Access to Information) (England) Regulations 2012 on the grounds that their presence

could involve the likely disclosure of exempt information as described in paragraph 3 of Schedule 12A of the Local Government Act 1972.

17. **Exempt Annex A for item 14 (Pages 431 - 432)**

18. **Exempt Annex A for item 15 (Pages 433 - 434)**

19. **Knights Court Business Case (Pages 435 - 442)**

Purpose:

To agree the next steps regarding a council owned asset that is under review.

Recommendation(s):

That the Executive: -

1. Agrees to invest £100k to secure outline residential planning permission, as set out in the paper, with the option to either, develop as residential housing with a delivery partner or dispose on the open market.
2. Delegates authority for approving the £100k funding and the final terms of disposal to the Director of Finance (S151) in consultation with the Executive Member for Finance.

20. **Options for Investment Property in Witney (Pages 443 - 452)**

Purpose:

To request Executive to consider officer recommendation to dispose of the property in Witney on the open market for the reasons set out in the report.

Recommendation(s):

That Executive:

1. Recommends to Council that the property should be disposed of on the open market
2. Recommends to Council that delegated authority is granted to the Director of Finance in consultation with the Executive Member for Finance to approve the final terms of sale including the sale price.

(END)