

Cheltenham Borough Council Council Minutes

Meeting date: 18 May 2026

Meeting time: 2.30 pm - 3.15 pm

In attendance:

Councillors:

Willingham (Chair), Martin Horwood (Vice-Chair), Glenn Andrews, Victoria Atherstone, Paul Baker, Adrian Bamford, Garth Barnes, Graham Beale, Angie Boyes, Jackie Chelin, Barbara Clark, Julia Chandler, Flo Clucas, Mike Collins, Ashleigh Davies, Chris Day, Cathy Dearden, Iain Dobie, Callum Eldridge, Jan Foster, Steve Harvey, Rowena Hay, Cecily Henderson, Jamie Jamieson, Peter Jeffries, Tabi Joy, Richard Lawler, Alisha Lewis, Tony Oliver, Dr Helen Pemberton, Karen Priest, Julie Sankey, Stan Smith, Arthur Snell, Dr Steve Steinhardt, Izaac Tailford, Julian Tooke, Simon Wheeler and Suzanne Williams

Also in attendance:

Claire Hughes (Director of Governance, Housing and Communities), Gareth Edmundson (Chief Executive) and Adele Taylor (Interim Director of Finance and Operations (S151 Officer))

1 Apologies

Apologies were received from Councillor Holliday.

2 Communications by the retiring Mayor

The Mayor's recent events were published as a supplement prior to the meeting. He took the opportunity to thank staff for all their support during both his Mayoral year and in his time as a Councillor. He then gave a short photographic presentation of the highlights of his civic year.

3 Election of Mayor 2026-27 (Chair of Council)

The Mayor called on Councillor Baker to move the motion proposing Councillor Horwood as the new Mayor. Councillor Davies formally seconded the motion.

Resolved (unanimously) that:

Councillor Martin Horwood be, and is hereby, elected Mayor of the Borough of Cheltenham and Council Chair for the ensuing Municipal Year.

The outgoing Mayor congratulated Councillor Horwood on his appointment and invited him to take over the chair.

The Chief Executive asked the newly elected Mayor to sign a declaration of acceptance of the office of Council Chair 2026-27.

4 Election of Deputy Mayor 2026-27 (Vice-Chair of Council)

The newly elected Mayor invited the Leader, Councillor Hay to propose Councillor Mike Collins as Deputy Mayor for the upcoming municipal year. The motion was formally seconded by Councillor Smith.

RESOLVED (unanimously) THAT:

Councillor Mike Collins be, and is hereby, elected Deputy Mayor of the Borough of Cheltenham and Council Vice Chair for the ensuing Municipal Year.

The Mayor congratulated Councillor Collins on his appointment and invited him to take his seat.

The Chief Executive asked the newly-elected Deputy Mayor to sign a declaration of acceptance of the office of Council Vice-Chair 2026-27.

5 Declarations of interest

There were none.

6 Minutes of the last meeting

The minutes of the meeting held on the 23rd of March were signed as a true and accurate record.

7 Communications by the Mayor

The Mayor thanked Council for his election. He was proud to become Mayor and was looking forward to the year ahead, not only all the civic events, but the charity events that are planned too.

8 Communications by the Leader of the Council

The Leader addressed Council and made the following points:

- She thanked all those Members who had stepped down and wished them well for the future, and offered a warm welcome to those who were newly elected and returning. She also congratulated Councillor Atherstone on her election to the County Council and thanked her and Councillor Collins for their time as Cabinet Members.
- She thanked Dr Willingham for a very successful Mayoral year and for being Chair of Council.
- Work on Local Government Reorganisation was continuing and the best interests of the town are uppermost.
- The Leader reported that alongside the Golden Valley team, she had attended CYBERUK in April, the UK's premier summit for digital resilience,. There was a significant increase in interest in the Golden Valley project compared to previous years with some stakeholders discussing specific space requirements for potential involvement. The Leader thanked colleagues from CBC, GCHQ, HPD, and Plexal for their contributions and support.
- In her address to delegates at CYBERUK, she had emphasised that Golden Valley must translate into real local benefit and addressing the everyday challenges of the cost of living, decent housing and good job opportunities would be a measure of its success. Golden Valley represented a once in a generation opportunity for the town and the wider South West. She spoke about how proud she is of Cheltenham's long relationship with GCHQ, and the shared commitment and accountability needed—including from partners in government, industry and education—to ensure Golden Valley creates opportunity for everyone, with a strong focus on diversity and helping more women thrive in science and technology.

9 To note the membership of the Cabinet, including Deputy Leader

The Leader stated that following the recent election, Councillor Atherstone had stepped down as a Cabinet Member as she was now a Member of Gloucestershire County Council. The Leader confirmed that Councillor Jeffries would continue as Deputy Leader of the Council.

Following the appointment of Councillor Collins as Deputy Mayor, there were two vacancies on the Cabinet. She confirmed that she has appointed Councillor Jamieson Cabinet Member for Safety and Communities and Councillor Harvey as Cabinet Member for Waste, Recycling and Green Open Spaces. Councillor Baker has changed portfolio to be Cabinet Member for Planning and Building Control.

10 To establish and appoint to the following committees

The Mayor invited Members to establish and appoint to the committees and to appoint the Chairs and Vice-Chairs as set out in the supplement.

Members voted unanimously to approve the appointments and nominations.

11 To appoint to the following Joint Committees (including substitutes)

The Mayor invited Members to appoint the joint committees as set out in the supplement, including substitutes.

Members voted unanimously to approve the appointments.

12 To appoint to the following advisory panels and working groups

The Mayor invited Members to appoint the Advisory Panels and Working Groups as set out in the supplement.

Members voted unanimously to approve the appointments.

13 To appoint to the following Member Champion roles

The Mayor invited Members to appoint to the Member Champion roles as set out in the supplement.

Members voted unanimously to approve the appointments

14 To receive petitions

There were none.

15 Revisions to the Constitution

The Leader of the Council introduced the report

In response to a question with regard to the layout of the flowchart at Appendix it was noted that this would be improved.

In debate, a Member commented how the Planning Protocol was well thought out and represented an important document. He stated that planning can be a complicated issue and that all Members should take the time to familiarise themselves with it, particularly as they might be speaking on behalf of residents in their wards at planning committee.

RESOLVED THAT

- 1. the revised Planning Protocol as set out in Appendix 1 replace the existing Planning Protocol at Part 5D of the Constitution.**
- 2. the addition of the Head of Public Protection as an Authorised Officer under s 27, 28 and 2of 9 the Regulation of Investigatory Powers Act 2000 in Part 3F of the Constitution (Statutory and Proper Officer Appointments) be approved.**

3. the amendments made to the Constitution by the Monitoring Officer as set out in Para 2.5 below under her general delegation as set out at Part 3D of the Constitution be noted
4. authority be delegated to the Monitoring Officer to make all necessary changes to the Constitution to reflect these decisions.

16 Any other item the Mayor determines as urgent and which requires a decision

There were none.

This page is intentionally left blank

ALLOCATION OF SEATS TO POLITICAL GROUPS									
									Political proportionality across committees
									Disproportionate or could be rounded up or down
	Committee size	GREEN 3.00 MEMBERS		LIBERAL DEMOCRAT 35.00 MEMBERS		NO POLITICAL GROUP 2.00 MEMBERS		CHECK 40.00 MEMBERS	
	size of committee	theoretical entitlement	actual entitlement	theoretical entitlement	actual entitlement	theoretical entitlement	actual entitlement	theoretical entitlement	actual entitlement
COMMITTEES									
Overview & Scrutiny Committee	10	0.75	1.00	8.75	9	0.50	0.00	10.00	10
Audit, Compliance & Governance Committee	7	0.53	1.00	6.13	6	0.35	0	7.00	7
Planning Committee	11	0.83	1.00	9.63	10	0.55	0	11.00	11
Full Licensing Committee	10	0.75	1.00	8.75	9	0.50	0	10.00	10
Sub-total 1	38	2.85	4.00	33.25	34	1.90	0.00	38.00	38
Appointments and Remuneration Cttee	9	0.68	1.00	7.88	8.00	0.45	0	9.00	9
Appointments Sub-Committee (apt by main cttee)	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
JNC Appeals Committee	5	0.38	0.00	4.38	4.00	0.25	0.00	5.00	4
JNC Disciplinary Committee	5	0.38	0.00	4.38	4	0.25	0	5.00	4
Sub-total 2	19	1.43	1.00	16.63	16.00	0.95	0.00	19.00	17
Committees total (1+2)	57	4.28	5.00	49.88	50.00	2.85	0.00	57.00	55
Proportionality across all cttees			9.09%		90.91%		0.00%		
Proportionality in Council			7.50%		87.50%		5.00%		
OTHER APPOINTMENTS									
Cross party working groups standing									
Treasury Management Panel	8	0.60	1	7.00	7	0.40	0	8.00	8
Constitution Working Group	6	0.45	0	5.25	5	0.30	0	6.00	5
* not Council appointments	28	2.1	3	24.5	24	1.4	0	28.00	27
Other appointments total									
Other proportionality	85	6.38	8	74.38	74	4.25	0	85.00	82
Percentage			9.76%		90.24%		0.00%		1

This page is intentionally left blank

COMMITTEES of the COUNCIL

Planning Committee					
<i>11 Members</i>					
	LibDem	Green	PAB	Reform	
No.					
1	Andrews	Foster			
2	Bamford				
3	Barnes (Chair)				
4	Clark				
5	Dobie				
6	Lawler				
7	Oliver (Vice Chair)				
8	Snell				
9	Steinhardt				
10	Wheeler				
11					
Substitutes: please consider substitutes, who must attend training on 19 May, 6pm, in order to participate in the first meeting on 28 May					
1	All LD councillors				
2					
3					

Licensing Committee - Full					
<i>10 Members</i>					
	LibDem	Green	PAB	Reform	
No.					
1	Boyes (Vice Chair)	Joy			
2	Clark				
3	Dearden				
4	Henderson				
5	Pemberton				
6	Priest				
7	Sankey				
8	Steinhardt				
9	Wheeler (Chair)				
10					

Substitutes: please consider any substitutes, who must attend training on 2 June, 6pm, in order to participate in the first meeting on 3 June

1					
2					
3					

Licensing Sub-Committee – Alcohol and Gambling

3 Members

	LibDem	Green	PAB	Reform	
No.					
1	Boyes	Joy			
2	Henderson				
3	Pemberton				

Substitutes: selected from Full Licensing Committee subject to availability

Licensing Sub-Committee - Miscellaneous

5 Members

	LibDem	Green	PAB	Reform	
No.					
1	Boyes				
2	Dearden				
3	Priest				
4	Sankey				
5	Wheeler (Chair)				

Substitutes: selected from Full Licensing Committee subject to availability

Audit, Compliance and Governance Committee (including Standards Committee)

7 Members

	LibDem	Green	PAB	Reform	
No.					
1	Bamford (Chair)	Davies		Eldridge	
2	Collins				
3	Day (Vice Chair)				
4	Lawler				
5	Tooke				
6					
7					

Substitutes: please consider any substitutes, who should attend training on 15 July, 5pm

--	--	--	--	--	--

Overview & Scrutiny Committee

10 Members (with opposition Chair)

	LibDem	Green	PAB	Reform	
No.					
1	Atherstone	Joy (Chair)	Smith		
2	Beale				
3	Chandler				
4	Chelin (Vice Chair)				
5	Day				
6	Dearden				
7	Holliday				
8	Horwood				

Appointments and Remuneration Committee

9 Members

	LibDem	Green	PAB	Reform	
No.					
1	Atherstone (Vice Chair)	Foster			
2	Baker				
3	Chelin				
4	Clark				
5	Dearden				
6	Jeffries				
7	Harvey				
8	Hay (Chair)				
9					

Disciplinary Committee

5 members

	LibDem	Green	PAB	Reform	
No.					
1	Baker				
2	Boyes				
3	Chandler				
4	Dearden				
5	Tooke				

Appeals Committee					
<i>5 Members</i>					
	LibDem	Green	PAB	Reform	
No.					
1	Jeffries				
2	Pemberton				
3	Tailford				
4	Allocate as required (from A&R)				
5	Allocate as required (from A&R)				

COMMITTEES of the CABINET

Cabinet Housing Committee					
<i>5 Members (politically balanced), including Cabinet Member for Housing, and 4 coopted residents (tenant/leaseholder representatives)</i>					
	LibDem	Green	PAB	Reform	
No.					
1	Andrews	Foster			
2	Clucas				
3	Tooke (Ch)				
4	Snell				
5					
6					
7					
8					

ADVISORY PANELS / WORKING GROUPS

Treasury Management Panel					
<i>8 Members</i>					
	LibDem	Green	PAB	Reform	
No.					
1	Bamford	Joy			
2	Chelin				
3	Clucas				
4	Day (Chair)				
5	Tooke				
6	Cecily Henderson				
7	VACANCY				
8					

Constitution Working Group					
<i>6 Members (including Leader as portfolio holder and 1 from each group)</i>					
	LibDem	Green	PAB	Reform	
No.					
1	Chandler	Joy			
2	Chelin				
3	Collins				
4	Jeffries				
5	Hay				
6					

Budget Scrutiny Working Group (sub-committee of Overview & Scrutiny)					
<i>(7 Members of Overview & Scrutiny)</i>					
	LibDem	Green	PAB	Reform	
No.					
1	Andrews	Joy			
2	Bamford				
3	Boyes				
4	Clark				
5	Day				
6	Sankey				
7					

Planning and Liaison Member Working Group					
<i>9 Members (to include 1 from each group)</i>					
	LibDem	Green	PAB	Reform	
No.					
1	Baker	Foster			
2	Bamford				
3	Barnes				
4	Chandler				
5	Chelin				
6	Horwood				
7	Pineger				
8	Tooke				
9					

CIL Neighbourhood Panel					
<i>5 Members – Leader and nomination from Group Leader of opposition</i>					
	LibDem	Green	PAB	Reform	
No.					
1	Andrews	Davies			
2	Chelin				
3	Clark (Chair)				
4	Oliver				
5					

Joint Monitoring and Liaison Group – Building Control					
<i>2 Members (Cabinet Member + 1 Member)</i>					
	LibDem	Green	PAB	Reform	
No.					
1	Baker				
2	Wheeler				

One Legal Management Board					
<i>2 Members (Cabinet Member + 1 Member)</i>					
	LibDem	Green	PAB	Reform	
No.					
1	Hay				
2	Beale				

Member Development Panel					
<i>At least 1 Member from each political group (currently a membership of 3)</i>					
	LibDem	Green	PAB	Reform	
No.					
1	Chelin (Ch)	Davies			
2	Pemberton				
3					
4					
5					

JOINT COMMITTEES/WORKING GROUPS

Gloucestershire Health Overview & Scrutiny Committee					
<i>1 x co-optee from CBC and substitute</i>					
	LibDem	Green	PAB	Reform	
No.					
1	Bamford				
Sub	Allocate as needed				

Gloucestershire Police and Crime Panel					
<i>1 x CBC appointment (no restrictions) and substitute</i>					
	LibDem	Green	PAB	Reform	
No.					
1	Atherstone				
Sub	Allocate as needed				

Economic Strategy Scrutiny Committee					
<i>1 x non-exec Member and substitute</i>					
	LibDem	Green	PAB	Reform	
No.					
1	Lawler				
Sub	Allocate as needed				

Gloucestershire Health & Wellbeing Board					
<i>1 x non-exec Member and substitute</i>					
	LibDem	Green	PAB	Reform	
No.					
1	Steinhardt				
Sub	Allocate as needed				

Gloucestershire Resources and Waste Partnership					
<i>2 Members (Cabinet Member + 1)</i>					
	LibDem	Green	PAB	Reform	
No.					
1	Harvey				
2	Williams				

Joint District Strategic Planning Member Group					
<i>3 Members</i>					
	LibDem	Green	PAB	Reform	
No.					
1	Hay				
2	Baker				
3					

Joint Planning Policy Reference Panel (with Glos City and Tewkesbury Borough)					
<i>9 Members</i>					
	LibDem	Green	PAB	Reform	
No.					
1	Baker	Foster			
2	Bamford				
3	Barnes				
4	Chandler				
5	Chelin				
6	Horwood				
7	Pineger				
8	Tooke				
9					

OVERVIEW AND SCRUTINY

Scrutiny Task Groups (currently none but a Joint Overview and Scrutiny Review Panel of Gloucestershire Airport is still in existence, membership below)					
<i>6 Members + 1 co-opted</i>					
	LibDem	Green	PAB	Reform	
No.					
1	Chelin	Davies	Smith		
2	Day				
3					
4					
5					
6					

**CURRENT CABINET MEMBER WORKING GROUPS
(cross party)**

Community Governance Working Group					
<i>7 Members (currently only 5)</i>					
	LibDem	Green	PAB	Reform	
No.					
1	Beale	Joy			
2	Chelin				
3	Hay				
4	Williams				
5	TBC				
6	TBC				
7					

Asset Management Working Group					
<i>7 Members</i>					
	LibDem	Green	PAB	Reform	
No.					
1	Andrews	Joy			
2	Atherstone				
3	Clark				
4	Day				
5	Jeffries (Chair)				
6					
7					

MEMBER CHAMPIONS / ADVOCATES

Mental Health					
<i>Up to 4 Members</i>					
	LibDem	Green	PAB	Reform	
No.					
1	Atherstone	Davies			
2	Tailford				
3					
4					

Safeguarding					
<i>Up to 4 Members</i>					
	LibDem	Green	PAB	Reform	
No.					
1	Atherstone	Joy			
2	Chelin				
3	Pemberton				
4					

Refugee					
<i>Up to 4 Members</i>					
	LibDem	Green	PAB	Reform	
No.					
1	Chelin	Joy			
2	Jeffries				
3	Tooke				
4					

Cycling and Walking					
<i>Up to 4 Members</i>					
	LibDem	Green	PAB	Reform	
No.					
1	Dobie	Davies			
2	Pineger				
3	Pemberton				
4					

Armed Forces Covenant					
<i>1 Member (external appointment)</i>					
	LibDem	Green	PAB	Reform	
No.					
1	Harvey				

This page is intentionally left blank