

Process - Budget and Council Tax setting 2025/26

Part one – The Budget

- Chairman to introduce the item and remind members that there will be a number of recorded votes*.
- S151 officer (Tina Stankley) to speak on the 'robustness' of the estimates
- Portfolio Holder for Finance (Cllr Shires) to propose the Budget – items 1-9 (for a maximum of 20 minutes)
- The Chairman will then ask for a seconder for the Budget and check if they wish to reserve their right to speak
- The Leader of the Conservative Group (Cllr Cushing) will then reply to the Portfolio Holder's speech (maximum 20 minutes)
- The Independent Group Leader (Cllr Punchard) will then reply to the Portfolio Holder's speech (for a maximum of 20 minutes)
- Cllr Shires can then respond to the Opposition Group Leaders' replies (10 minutes)
- Cllr Cushing to respond to Cllr Shires' reply (10 minutes)
- Cllr Punchard to respond to Cllr Shires reply (10 minutes)
- The Chairman will then open up the debate on the **main** Budget.
- If any amendments are proposed (refer to the separate sheet), the Chairman will check that they have been submitted in advance to the section 151 Officer. If they have then they must be seconded before being debated and then voted upon. Any member can speak once during this part of the debate.
A recorded vote is required for any amendments (these can be taken en bloc)
- The substantive motion is then debated (any amendments that are passed form part of the substantive motion). Members have 5 minutes each to speak and can only speak once.
- The Chairman of the Overview & Scrutiny Committee will be invited to speak on behalf of the Committee and summarise their debate on the Budget.
- Once the debate is finished, the seconder of the motion will then speak. They have up to 10 minutes.
- The proposer (Cllr Shires) speaks last

A recorded vote will be taken on the Budget recommendations en bloc (unless a Member requests that they are taken individually)

Part two – Council tax setting

The Chairman will ask the s151 Officer (Tina Stankley) to outline the different elements of the Council tax recommendations, before handing over to the Portfolio Holder (Cllr Shires) to propose the recommendations.

A recorded vote will be taken on the Council Tax setting recommendations (en bloc) unless a member requests that they are taken separately.