



**COTSWOLD**  
District Council

16 June 2026

e-mail: [Democratic@cotswold.gov.uk](mailto:Democratic@cotswold.gov.uk)

## **CABINET MEMBER FOR FINANCE DECISION MEETING**

A meeting of the Cabinet Member for Finance Decision Meeting will be held in the Council Chamber - Council Offices, Trinity Road, Cirencester, GL7 1PX on **Thursday, 25 June 2026 at 10.00 am.**

A handwritten signature in cursive script that reads 'Jane Portman'.

Jane Portman  
Chief Executive

To: Members of the Cabinet Member for Finance Decision Meeting  
(Councillors Patrick Coleman)

Recording of Proceedings – The law allows the public proceedings of Council, Cabinet, and Committee Meetings to be recorded, which includes filming as well as audio-recording. Photography is also permitted.

As a matter of courtesy, if you intend to record any part of the proceedings please let the Committee Administrator know prior to the date of the meeting.

# AGENDA

1. **Cabinet Member Introduction**

To welcome the public and introduce all participants.

2. **DECISION ONE: APPLICATION FOR A SECTION 13A COUNCIL TAX DISCOUNT**

(Pages 5 - 8)

The purpose of this report is for the Cabinet Member for Finance to consider an application submitted to the Council for a discretionary Council Tax discount under Section 13A.

3. **Declarations of Interest**

To receive any declarations of interest by the Cabinet Member or any officers present.

4. **Officer overview of the Application for a Section 13A Council Tax Discount report**

The purpose of this report is for the Cabinet Member for Finance to consider an application submitted to the Council for a discretionary Council Tax discount under Section 13A of the Local Government Finance Act 1992 (as amended).

5. **Confirmation of Comments**

To confirm any additional comments received since publication of the agenda.

6. **Public Questions**

The Cabinet Member may invite public contributions or representations verbally at the meeting from members of the public present. Questions must relate directly to the decision. If a question is asked which in the view of the Cabinet Member is not relevant to the decision the member of the public will be advised where to direct their question.

7. **Cabinet Member Questions**

Cabinet Member to ask for any clarifications regarding the report and the decision which is required, including any alternative options which might be considered.

8. **Decision**

The Cabinet Member will verbally confirm the decision, stating whether

1. they accept the recommendations of the officer;
2. they decide to take a different decision contrary to the officer's recommendation;

3. or whether to refer the decision to a meeting of Cabinet.

The Cabinet Member then must inform the Democratic Services officer present of the reason for the decision which will be formally recorded on the decision notice.

9. **DECISION TWO: APPLICATIONS FOR DISCRETIONARY RATE RELIEF**

10. **Declarations of Interest**

To receive any declarations of interest by the Cabinet Member or any officers present.

11. **Officer Overview of the Applications for Discretionary Rate Relief** (Pages 9 - 12)

To consider three new applications and thirteen renewal applications for Discretionary Rate Relief submitted under Section 47 of the Local Government Finance Act 1988 for the financial years 2026/2027.

12. **Confirmation of Comments**

To confirm any additional comments received since publication of the agenda.

13. **Matters Exempt from Publication**

If the Cabinet Member wishes to exclude the press and the public from the meeting during consideration of any of the items on the exempt from publication part of the agenda, it will be necessary to pass a resolution in accordance with the provisions of 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.

The Cabinet Member may maintain the exemption if and so long as, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Recommendation

That, in accordance with Regulation 11 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the public be excluded from the meeting during consideration of Agenda Item 12 on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 3 as per of Part 1 of Schedule 12A to the Local Government Act 1972

14. **Exempt Annex A : Details of Discretionary Rates Relief Applications (Exempt)** (Pages 13 - 16)

Annex A to Applications for Discretionary Rate Relief report

This report contains exempt information within the meaning of Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972, as it contains information relating to the financial and business affairs of any particular person, including the authority holding that information.

The Annex A to the report is therefore not for publication in accordance with Regulation 12 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

A public summary of the decision will be published following determination of the matter.

15. **Cabinet Member Questions**

Cabinet Member to ask for any clarifications regarding the report and the decision which is required, including any alternative options which might be considered.

16. **Decision**

The Cabinet Member will verbally confirm the decision, stating whether

1. they accept the recommendations of the officer;
2. they decide to take a different decision contrary to the officer's recommendation;
3. or whether to refer the decision to a meeting of Cabinet.

The Cabinet Member then must inform the Democratic Services officer present of the reason for the decision which will be formally recorded on the decision notice.

(END)