

23 March 2023

NOTICE OF MEETING

Meeting of the Policy and Resources Committee

Date: Tuesday 23 May 2023 at 7.30 pm

Venue: The Diamond Jubilee Hall, Botley Centre, High Street, Botley SO30 2ES

All Members of the Policy and Resources Committee are summoned to attend.

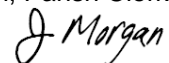
Councillors: J Appleby, C Cooper (ex officio), Mrs S Grinham, D Kinloch, Ms H King, R Kyrle, C Mercer (ex-officio) A Trace

A short period of time will be available during the meeting for members of the public to briefly express a view or ask questions on relevant matters on the following agenda. The public are invited to stay and observe the remainder of the public session.

Business to be transacted

1. **To appoint a Chairman of the Policy & Resources Committee**
2. **To accept apologies for absence**
3. **Declarations of Interest on items on the Agenda**
4. **Approve minutes of the Policy and Resources Committee Meeting of 28 March 2023**
5. **Matters Arising** – to report matters arising from the minutes of the previous meeting
6. **To appoint a Committee Vice Chairman**
7. **Public participation** – questions and comments received from members of the public
8. **Discretionary Grants** . (LGA 1972 s137 as amended by LGHA 1989, s28)
 1. HEWEB Churches Together – request for £400.00 for room hire at Boorley Green Sports Pavilion.
 2. Botley, Hedge End & District u3a – request for £219.99 to buy a portable projector and screen.
 3. To approve a donation of £200.00 to the Firefighters Charity in recognition of the installation of Coronation Bunting along the High Street by the staff of Botley Fire Station.
9. **Committee Meeting Schedule** – to discuss the committee’s meeting arrangements and the preparation of a work schedule for the coming year.
10. **Boorley Park Asset Transfer** - To set action targets for the development of a community café.
11. **Coronation Event – 03 June 2023**
 1. Cllr Cooper to report on final preparation
 2. To approve inclusion of the Botley, Hedge End and District U3a group under the Parish Council’s Public Liability insurance during attendance at the community event on 03 June.
12. **Botley Growth Project Final Report to Botley Parish Council** – to review a report and recommendations prepared by Jonathan Watts of Eastleigh Borough Council.
13. **Personnel / Staffing Policy Review**
 1. To discuss a report from the HALC Employment Advice Service
 2. Proposed adoption of a revised policies and the withdrawal of existing documentation
14. **Staff Appraisal arrangements** – to confirm arrangements for the Clerk’s appraisal meeting in July.
15. **Website development progress report** – Cllr Cooper to report
16. **Community Engagement** – to discuss suggestions prepared by Cllr Roberts for a Community Engagement Strategy (deferred to the following meeting)
17. **Correspondence** – no items received when the agenda was issued
In view of the confidential nature of the business about to be transacted the public and press will be temporarily excluded and are asked to leave the meeting - Public Bodies (Admission to Meetings) Act 1960 (2). Exempt Business: Staff Matters – recruitment and operational changes
18. **Date of next meeting:** 25 July 2023

Agenda issued by Mrs Janet Morgan, Parish Clerk



- The Openness of Local Government Bodies Regulations 2014 apply.
- Recommendations are to be debated but will not necessarily be agreed.

Note: Committee meetings finish at 10 pm unfinished business will be adjourned to another meeting