

29 August 2019

NOTICE OF MEETING

Meeting of the Policy and Resources Committee

Date: Tuesday 03 September at 7.15 pm

Venue: The Committee Room of the Botley Centre, High Street, Botley
All Members of the Policy and Resources Committee are summoned to attend.

Councillors: R Clark, Mrs S Grinham, J Jones, R Kyrle, D Weeden, K Williamson, C Mercer (ex-officio),
A Trace (ex officio)

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 accept apologies for absence**
2. **Declarations of Interest on items on the Agenda**
3. **Approve minutes of the Policy and Resources Committee meeting of 23 July 2019** (previously circulated)
4. **Matters Arising** – to report matters arising from the minutes of the previous meeting
5. **Question Time/Public Session**
6. **Committee Role and Function** –
 1. To review the Committee's role within the Council's policy making process
 2. To review the effectiveness of the committee's reporting procedures
 3. To prepare recommendations to present to the Council to establish the role of the Committee as the Parish Council takes responsibility for overseeing the acquisition and setting up of the Council's assets at Boorley Park.
7. **Botley Centre Premises License** – to approve the surrender of the Botley Centre Entertainment License.
8. **Staff Training** – to discuss a request by the Parish Clerk for approval to attend a one day training Course - IOSH - Managing Safely to be arranged by Fairoak Parish Council.
9. **Correspondence** – no correspondence received when the agenda was issued.
10. **Date of next meeting:** Policy and Resources Committee 24 September 2019

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