Minutes of the Policy & Resources Committee Meeting of Botley Parish Council held on Tuesday 16th December 2025

Meeting Venue: Meeting Room 1, Boorley Green Community Centre, 121 Wallace Avenue, Botley, SO32 2RQ

Start Time: 7.22pm

Name	Present	Apologies	Absent
Cllr Cooper	✓		
Cllr Grinham	✓		
Cllr Gurd	✓		
Cllr Kinloch (Chair)	✓		
Cllr Kyrle	✓		
Cllr Stone	✓		

Also Present: Dave Nevin, Parish Clerk, Mr Matthew Wanstall, Deputy Clerk and no members of the public.

As the Committee chair was running late, a proposal was received, seconded and unanimously agreed that Cllr Kyrle would chair the meeting until Cllr Kinloch arrived.

The Chair welcomed all to the meeting.

Public Questions – Not required.

P&R/25/73 Council Housekeeping:

i. To receive and accept apologies for absence

Cllrs Cooper and Kinloch had messaged to advise that they were running late, but would be attending the meeting. All other members were present.
RESOLVED: That the apologies were accepted.
(Power used: Local Government Act 1972 s85)

ii. To receive and accept Declarations of Pecuniary Interests on the Agenda

No declarations were received.

iii. To receive the decision spreadsheet

The spreadsheet was received.

P&R/25/74 Minutes of November's meetings:

i. To approve the minutes of the Policy & Resources meeting held on Tuesday 18th November 2025

A proposal was received, seconded and unanimously voted in favour.
RESOLVED: That the minutes of the Policy & Resources Committee meeting held on 18th November 2025 are approved.

Cllr Kinloch joined the meeting at 7.34pm.

P&R/25/75 Reports:

i. Community Projects & Youth Work Report

The youth report was received.
An item was discussed that could be included as a community event and the Clerk has advised that he will create a central calendar of community engagement.

Cllr Cooper joined the meeting at 7.52pm.

ii. Wallace Avenue Allotments

Cllr Grinham raised certain areas that could be addressed: outside fence hedge line, the container location, sound of cars driving on the gravel car park on weekend early mornings being noisy for residents and planting of fruit trees. Cllrs Grinham and Kyrle stated that conversations took place some years ago with neighbours to plant fruit trees to the left of the entrance gates and if possible, the Council should honour trying to plant these. It was agreed that Cllr Kinloch as the Councils representative, will ask the allotment committee to plant fruit trees in this area to the left of the entrance and the Council would provide trees if required.

iii. Asset Transfers Update – to agree transfer of the small strip leading to the Dolphin car park

A proposal was received, seconded and unanimously voted in favour.
RESOLVED: That the transfer of the strip of land leading to the Dolphin car park can be transferred to Botley Parish Council ownership.

P&R/25/76 Buildings:

i. To receive and agree quotes for re-decoration of the toilets at Boorley Green Community Centre

This item was deferred to January due to delays in all of quotes arriving

ii. To receive and agree quotes to update and re-decorate the kitchens at the Botley Centre

A proposal was received, seconded and unanimously voted in favour of approving quote 2, Ian Mayo at a cost of £31,014.10. It was also agreed to consider an improved level of the white goods.
RESOLVED: That Quote 2 is approved with enhanced white goods, if required.

iii. To receive and agree quote to place a container behind the Boorley Green Community Centre

A proposal was received, seconded and unanimously voted in favour of declining the available container and creating a proposal for additional storage at the community centre with planned use of outside spaces.

A short term task and finish group was agreed with Cllrs Kinloch, Stone and Grinham, along with the Clerk and Deputy Clerk to bring some suggestions back to January's meeting.
RESOLVED: That the container available will be declined and that a planned improvement for use of outside spaces, including storage is investigated.

iv. To agree to review the CCTV provision across our buildings

A proposal was received, seconded and unanimously voted in favour of reviewing the provision at the same time as we implement storage changes at the community centre.
RESOLVED: That a review of the current system will be undertaken at the same time as changes for storage at the community centre are planned.

v. To receive and agree business case for AV system across our buildings

A proposal was received, seconded and unanimously voted in favour of progressing this as we have been successful in gaining funding through developers' contributions. It was agreed that the quotes would be re-visited with a focus on the security and protection of equipment in the main hall at Boorley Green Community Centre.
RESOLVED: That a final proposal will be brought back to the next meeting.

P&R/25/77 To receive and agree the updated grant application form

A proposal was received, seconded and unanimously voted in favour.
RESOLVED: That the changes to the grant form are approved.

P&R/25/78 To receive and agree the project list

The project list was received and agreed.

P&R/25/79 To receive the monthly IT Threat Report

The report was received.

P&R/25/80 Correspondence

Reports from the Citizens Advice were received.

Meeting closed at 9.55pm

THESE MINUTES COULD BE THE SUBJECT OF AMENDMENTS WHICH WILL BE RECORDED IN THE MINUTES OF THE FOLLOWING MEETING