



**Minutes of the Council Meeting of Botley Parish Council
held on Tuesday 10th March 2026**

Meeting Venue: The Diamond Jubilee Hall, at the Botley Centre, High Street, Botley, SO30 2ES.

Start Time: 7.19pm

Name	Present	Apologies	Absent
Vacancy			
Vacancy			
Cllr Cooper (Chair)	✓		
Cllr Grinham (Vice Chair)	✓		
Cllr Gurd	✓		
Cllr Kinloch		✓	
Cllr Kitching	✓		
Cllr King	✓		
Cllr Kyrle		✓	
Cllr Lamey	✓		
Cllr Simcock	✓		
Cllr Stone	✓		

Also Present: Mr Dave Nevin, Parish Clerk and 4 members of the public.

The Chair welcomed all to the meeting and explained that the meeting would be recorded and retained until the minutes of this meeting were agreed and then it would be deleted.

Public Questions – A lady was present to discuss a traffic survey along Winchester Road between Oatlands and Crows Nest Lane:

9/3/2026

- Traffic between Crows Nest Lane, Oatlands Road towards Pear Tree P.H:
between 8.15-8.30am – 101 vehicles and 8.30-8.45am – 102 vehicles
- Traffic from Crows Nest Lane turning into Oatlands Road:
between 8.15-8.30am – 39 vehicles and 8.30-8.45am – 49 vehicles
- Traffic from Pear Tree PH to Crows Nest Lane:
between 8.15-8.30am – 115 vehicles and 8.30-8.45am – 108 vehicles
- Traffic joining Winchester Road from Oatlands Road:
between 8.15-8.30am – 52 vehicles and 8.30-8.45am – 63 vehicles

10/3/2026

- Traffic between Crows Nest Lane, Oatlands Road towards Pear Tree P.H:
between 8.15-8.30am – 91 vehicles and 8.30-8.45am – 104 vehicles
- Traffic from Crows Nest Lane turning into Oatlands Road:
between 8.15-8.30am – 34 vehicles and 8.30-8.45am – 50 vehicles

- Traffic from Pear Tree PH to Crows Nest Lane:
between 8.15-8.30am – 197 vehicles and 8.30-8.45am – 149 vehicles
- Traffic joining Winchester Road from Oatlands Road:
between 8.15-8.30am – 52 vehicles and 8.30-8.45am – 53 vehicles

Major concerns were about number of vehicles, the speed of vehicles, heavy goods lorries which look as they may be for building/road works speeding and amount of pollution. A second lady advised that their house shakes when the heavy good vehicles go past and her house has cracks from the vibrations.

Cllr Cooper advised that updates of improvements to Boorley Green traffic calming can be found on HCC's website -

<https://www.hants.gov.uk/transport/transportschemes/boorleygreentrafficcalming>. It was agreed that we would request from EBC whether it was possible to monitor air pollution and request further SiD deployments and to request if the local Speedwatch team could do some further sessions in this area. All members of the public are encouraged to report vehicles going through red lights and this can be done here –

<https://www.hampshire.police.uk/ro/report/ocr/af/how-to-report-a-crime/> as much information as possible should be provided i.e. registration, date, time that can be provided.

Cllr Simcock arrived at 7.22pm

FC/25/76 Council Housekeeping:

i. To receive and accept apologies for absence

Cllr Grinham advised that she was running late. Apologies were received from Cllr Kinloch and Kyrle. A proposal was received, seconded and voted unanimously in favour of accepting the apologies.

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 pecuniary declarations were received; however after co-option Cllr John declared a non-pecuniary interest in FC/25/84.

iii. To receive the decision spreadsheet

The decision spreadsheet was received.

iv. To receive the resignation of Cllr Wildin

The resignation was received and members wanted to place on record their thanks for Cllr Wildin's contribution over his years as a Councillor.

FC/25/77 Minutes of meetings:

i. To approve the minutes of the Parish Council meeting held on Tuesday 10th February 2026

A proposal was received, seconded and voted unanimously in favour.

RESOLVED: To approve the minutes of the meeting held on 10th February 2026.

- ii. **To approve the minutes of the Extraordinary Parish Council meeting held on Monday 23rd February 2026 for questions only**

A proposal was received, seconded and voted unanimously in favour.

RESOLVED: To approve the minutes of the meeting held on 23rd February 2026

- iii. **To receive the draft minutes of the Planning & Highways Committee meeting held on Tuesday 24th February 2026 for questions only**

No questions were received.

- iv. **To receive the draft minutes of the Recreation Committee meeting held on Tuesday 3rd March 2026 for questions only**

No questions were received.

FC/25/78 To co-opt a Member to Botley Parish Council

Cllr Cooper proposed an amendment to co-opt both vacant seats as the current vacancy notice has been out for 3 months. An amendment to the motion was proposed, seconded and unanimously agreed, to co-opt 2 members to Botley Parish Council. A proposal was received, seconded and voted unanimously, in favour of co-opting Lily Li and David John on to Botley Parish Council.

RESOLVED: That Lily Li and David John are co-opted on to Botley Parish Council.

FC/25/79 Financial Matters:

- i. **To receive and approve payment of February's accounts**

A proposal was received, seconded and voted, in favour of approving February's accounts with one 1 abstention.

RESOLVED: That February's accounts are approved.

Cllr Grinham arrived at 8.03pm

- ii. **To receive the cashbook balances as of 28th February 2026**

Cashbook 1 - £27,783.06
Cashbook 2 - £499,221.46
Cashbook 3 - £100.00
Cashbook 4 - £279,353.88
Cashbook 5 - £100,000
Cashbook 6 - £100,000
Cashbook 7 - £50,415.30

It was agreed to move £150,000 from Cashbook 4, with £100,000 into Cashbook 2 and £50,000 in Cashbook 7.

- iii. **To receive and agree the Summary Income & Expenditure Report up to 31st January 2026**

A proposal was received, seconded and voted unanimously, in favour of agreeing the report.
RESOLVED: To agree the Summary Income & Expenditure Report.

- iv. **To agree the fees for the Council's assets for Financial Year 2026-2027**
 - a. **Hall hire at the Botley Centre and Boorley Green**

A proposal was received, seconded and unanimously voted, in favour of the hall hire prices for 2026-2027.

RESOLVED: To agree the hall hire prices for 2026-2027.

- v. **To receive and agree tender document for the High Street Rec play park**

A proposal was received, seconded and voted unanimously voted, in favour of agreeing.
RESOLVED: That the tender document is agreed.

- vi. **To receive and agree the budget and precept information document to be published**

A proposal was received, seconded and unanimously voted to agree with some minor amendments to be agreed over email before being published early w/c 16th March.

RESOLVED: That the budget and precept information document is to be published w/c 16th March.

- vii. **To receive and agree 2025/26 Interim Internal Auditor observations**

A proposal was received, seconded and unanimously voted to agree.

RESOLVED: That the Interim Internal Auditor observations are agreed.

FC/25/80 To review and agree the Terms of Reference for the Council's Committees:

- i. **Planning & Highways**
- ii. **Recreation**
- iii. **Policy & Resources**
- iv. **HR**
- v. **Botley Neighbourhood Plan**

A proposal was received, seconded and voted, in favour of accepting we had done this for all committees and therefore as we are currently reviewing both committees and their terms of reference, that we would accept a failure on this.

RESOLVED: That the Terms of Reference's will not be agreed for year 2025/26.

FC/25/81 To receive and agree the updated draft Publication Scheme

A proposal was received, seconded and voted, in favour of agreeing.

RESOLVED: That the Publication Scheme is agreed.

FC/25/82 Reports:

- i. **Police Report**

No report was received; however PC Turner brought the new PCSO into the parish office in March to introduce him.

ii. Chairman's Report

The Chairman's report was received and Cllr King volunteered to do the timetable for Councillor surgeries during the summer.

iii. Borough Councillor's & County Councillor's

No report was received.

iv. Any other meetings attended by Council's representatives

Cllr Stone provided an update after attending the Twinning Association meeting and Year End for Councillors training and would recommend other members attend.

FC/25/83 To invite members to join the Events Working Group

Cllrs King, John and Li.

'To receive resolution to exclude members of the public and press from Confidential Matters to be discussed "that in the view of the confidential/special nature of the business about to be transacted, it is in the public interest that the public and press be temporarily excluded and they are instructed to withdraw'

FC/25/84 To receive and agree proposal regarding the Market Hall

A proposal was received, seconded and voted, in favour of agreeing to look after the bookings for the Market Hall and their accounts with a % levied against their hire rates to cover our costs. This will be reviewed after 12 months. Cllr Kitching advised that he was happy to join as a trustee of the market hall. This will be taken away to be discussed by the Market Hall trustees.

RESOLVED: That BPC agree the proposal to manage the bookings and accounts for the Market Hall pending the trustees agreement to the terms.

FC/25/85 To remind members of responsibilities around confidential matters and agree the updated Code of Conduct for Members

Members were reminded about the importance of keeping information confidential and a proposal was received, seconded and voted, in favour of agreeing the updated Code of Conduct for Members.

RESOLVED: That the Code of Conduct for Members was agreed.

FC/25/86 To receive and agree proposal to cancel a contract

A proposal was received, seconded and voted, in favour of agreeing.

RESOLVED: That the contract is to be cancelled.

Date of upcoming meetings:

- 17th March 2026 - 7:15pm Policy & Resources Committee
- 24th March 2026 – 7.15pm Planning & Highways Committee
- 7th April 2026 – 7:15pm Recreation Committee
- 13th April 2026 – 7.15pm Annual Parish Assembly
- 14th April 2026 – 7.15pm Full Council

Meeting closed at 9.45pm

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

PURCHASE LEDGER INVOICE LISTING

Bought Ledger for Month No 11

Order by Supplier A/c

Nominal Ledger Analysis

Invoice Date	Invoice Number	Order No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
22/02/2026	42649964		O2	003	63.00	12.60	75.60	4023	112	63.00	Mobiles - Feb
19/02/2026	44974		ABSOLUTE	A004	732.23	146.45	878.68	4026	112	732.23	Monthly subscription
24/02/2026	263292		ABAX	A014	30.00	6.00	36.00	4040	112	30.00	Equipment tagging
01/02/2026	010226		AMAZON	A016	24.71	0.00	24.71	4025	111	24.71	Credit card error
16/02/2026	10230		AIR CONTROL	AIRC001	120.00	24.00	144.00	4052	112	120.00	Office A/C service
01/02/2026	9817654		BUSINESS	B004	369.59	0.00	369.59	4602	601	369.59	Water at Bull Close allotments
20/02/2026	514C122176		BIFFA	B009	100.58	20.12	120.70	4812	442	100.58	Bin empties at BGCC
19/02/2026	2010890605		B&Q WAREHOUSE	B013	35.60	7.12	42.72	4905	305	35.60	Postcrete
25/02/2026	1552		BRYAN	B016	565.00	113.00	678.00	4405	440	565.00	BC boilers servicing
08/02/2026	83942		CHECKS	C021	11.50	2.30	13.80	4052	112	11.50	DBS Check - youth
22/02/2026	84219		CHECKS	C021	11.50	2.30	13.80	4040	112	11.50	DBS Check - K Slater
29/11/2025	291125		CREDIT CARD	CC001	5.50	0.00	5.50	4036	112	5.50	Credit card fees
02/01/2026	DEC CC		CREDIT CARD	CC001	86.24	16.65	102.89	4036	112	3.00	UNITY/LLOYDS CREDIT CARD
								4079	112	83.24	UNITY/LLOYDS CREDIT CARD
02/02/2026	JANUARY		CREDIT CARD	CC001	518.78	102.56	621.34	4818	442	512.78	Chair Trolley - BGCC
								4818	442	6.00	Monthly fee
01/02/2026	14286463		DAISY	D005	23.08	4.62	27.70	4023	112	23.08	Mobiles
02/02/2026	43B1AE0D-0043		EON	E011	31.00	1.55	32.55	4084	304	31.00	Eelctricity at Mortimer Rd WC
10/02/2026	100226		FRANKLIN	FRA001	16.75	0.00	16.75	4905	305	16.75	Hand tools
26/02/2026	FLOWERS		FRANKLIN	FRA001	191.50	0.00	191.50	4243	303	191.50	Flowers for BC new bed
26/02/2026	PEGS		FRANKLIN	FRA001	17.40	0.00	17.40	4242	303	17.40	Pegs for liner in flower bed
31/01/2026	149770		GASKIN	G001	69.00	13.80	82.80	4905	305	69.00	Battery
31/01/2026	149771		GASKIN	G001	84.81	16.97	101.78	4240	303	84.81	Chainsaw bar and chain
07/11/2025	58333668CR		HCC	H001	-83.24	-16.65	-99.89	4079	112	-83.24	Hampshire County Council
20/02/2026	58341513		HCC	H001	191.23	38.25	229.48	4079	112	191.23	Cleaning materials
10/02/2026	7970		HALC	H002	35.00	7.00	42.00	4018	112	35.00	Procrement Act training
09/02/2026	7989		HALC	H002	107.00	21.40	128.40	4018	112	107.00	Cemetery Mgmt & Compliance
12/02/2026	7993		HALC	H002	400.00	80.00	480.00	4018	112	400.00	CiLCA Mentoring for MW

PURCHASE LEDGER INVOICE LISTING

Bought Ledger for Month No 11

Order by Supplier A/c

Nominal Ledger Analysis

Invoice Date	Invoice Number	Order No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
26/02/2026	8039		HALC	H002	53.50	10.70	64.20	4018	112	53.50	Year end 4 councillors - Janin
03/02/2026	3226		HARDING	H025	24.15	0.00	24.15	4503	501	24.15	Stay & Play books & toys
09/02/2026	9226		HARDING	H025	39.44	0.00	39.44	4503	501	39.44	Stay & Play books & toys
12/02/2026	12226		HARDING	H025	20.80	0.00	20.80	4503	501	20.80	Stay & Play toys
28/02/2026	23226		HARDING	H025	3.00	0.00	3.00	4503	501	3.00	J Harding Books
23/02/2026	230226		HARDING	H025	45.80	0.00	45.80	4503	501	45.80	Toys & Crafts
12/02/2026	DEPOSIT		HOWDENS	HOWD002	1,000.00	0.00	1,000.00	4405	440	1,000.00	Kitchen deposits
13/02/2026	2096		IAC	I001	375.25	75.05	450.30	4031	112	375.25	Internal Audit 2025-26
27/01/2026	009		IFO ECOLOGY	IFO001	200.00	0.00	200.00	4248	303	200.00	Assessment Report for Workshop
06/02/2026	16263		KEEP TIDY	K001	524.00	104.80	628.80	4270	304	524.00	Green Flag Application
05/02/2026	384843		KESTREL	K004	37.50	7.50	45.00	4813	442	37.50	Call out to BGCC
31/01/2026	23564		1ST KLAS	K005	675.00	135.00	810.00	4820	442	675.00	Community Centre
31/01/2026	23565		1ST KLAS	K005	684.00	136.80	820.80	4416	440	684.00	1st KLAS Cleaning Services Ltd
31/01/2026	23566		1ST KLAS	K005	288.00	57.60	345.60	4820	442	288.00	January sports pavilion
28/02/2026	23717		1ST KLAS	K005	684.00	136.80	820.80	4416	440	684.00	BC Cleaning Feb
28/02/2026	23718		1ST KLAS	K005	288.00	57.60	345.60	4820	442	288.00	BGSP Cleaning Feb
28/02/2026	23719		1ST KLAS	K005	648.00	129.60	777.60	4820	442	648.00	BGCC Cleaning Feb
31/01/2026	67433		LIVEPAY	L007	50.00	10.00	60.00	4041	112	50.00	Payroll for January
28/02/2026	67717		LIVEPAY	L007	50.00	10.00	60.00	4041	112	50.00	February payroll
12/01/2026	476332076		LLOYDS	LLOY001	10.95	0.00	10.95	4036	112	10.95	LLOYDS BANK plc
02/02/2026	5485		MEON VALLEY MOWERS	M008	113.83	22.77	136.60	4257	304	113.83	Chainsaw servicing
03/02/2026	5492		MEON VALLEY MOWERS	M008	437.93	87.58	525.51	4257	304	437.93	Certes mower servicing
03/02/2026	5493		MEON VALLEY MOWERS	M008	1,168.45	233.69	1,402.14	4251	304	1,168.45	Service/Repair Cricket machine
27/02/2026	5597		MEON VALLEY MOWERS	M008	50.87	10.17	61.04	4257	304	50.87	Danarm blades for mowers
10/02/2026	2026957		MULLINS	M017	805.00	0.00	805.00	4818	442	805.00	WC Work in BGSP
26/02/2026	260226		NIMMO	N006	260.00	0.00	260.00	4703	701	260.00	Minute taking NP mtgs 24-25
24/02/2026	240226		NEVIN	N012	157.86	0.00	157.86	4903	305	157.86	Flowers & Shrubs
02/02/2026	3269454		PRS	P006	367.84	73.57	441.41	4053	112	367.84	PRS Licence for BC
05/02/2026	207540		PITTER	P023	767.31	153.46	920.77	4032	112	767.31	Pitter Self Drive

PURCHASE LEDGER INVOICE LISTING

Bought Ledger for Month No 11

Order by Supplier A/c

Nominal Ledger Analysis

Invoice Date	Invoice Number	Order No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
11/02/2026	207748		PITTER	P023	310.13	62.03	372.16	4032	112	310.13	Rental - Sprinter van
12/02/2026	207782		PITTER	P023	-286.75	-57.35	-344.10	4032	112	-286.75	Sprinter rental -credit
12/02/2026	207783		PITTER	P023	42.74	8.55	51.29	4032	112	42.74	Rental Iveco
23/02/2026	207930		PITTER	P023	234.96	46.99	281.95	4032	112	234.96	Rental - Sprinter
28/02/2026	208126		PITTER	P023	106.80	21.36	128.16	4032	112	106.80	5 day hire of Transit 350 Tipp
18/02/2026	25000		SMITH	S011	266.67	53.33	320.00	4267	304	266.67	Service Contract
04/02/2026	4444		SOLENT LOCK	S013	140.70	28.14	168.84	4253	304	140.70	Keys for workshop
24/02/2026	MEM257588-1		SLCC	S022	502.00	0.00	502.00	4051	112	502.00	DN SLCC Membership
25/02/2026	QL208898-1		SLCC	S022	495.00	0.00	495.00	4018	112	495.00	MW CiLCA qualification fee
23/02/2026	3096901		SPALDINGS	S023	101.85	20.37	122.22	4252	304	101.85	Ear Defenders x3
30/01/2026	12814		SURREY	S032	1,280.00	256.00	1,536.00	4076	112	1,280.00	BGCC & BGSP trx
30/01/2026	12815		SURREY	S032	1,000.00	200.00	1,200.00	4076	112	1,000.00	Ransom strip trx
14/02/2026	1097		SO365	S035	352.00	70.40	422.40	4040	112	352.00	Monthly training charge
15/02/2026	150226		SARAH SNOW	SNOW001	22.70	0.00	22.70	4607	601	22.70	Signage for WA allotments
15/02/2026	1502261		SARAH SNOW	SNOW001	17.99	0.00	17.99	4607	601	17.99	Signage for WA allotment
16/02/2026	3095378		SPARSHOLT	SPAR001	351.36	70.27	421.63	4245	303	351.36	Gloves, blades, safety googles
17/02/2026	3095652		SPARSHOLT	SPAR001	660.00	132.00	792.00	4902	305	660.00	Signage for tree & grass works
28/02/2026	1038815207		TRAVIS	T008	66.74	13.35	80.09	4245	303	66.74	Rotovator Hire
12/02/2026	001/0226		VIRGIN	V003	-45.00	-9.00	-54.00	4419	440	-45.00	Virgin Business
25/02/2026	749525801/001/02		VIRGIN	V003	40.89	8.18	49.07	4419	440	40.89	Wifi at BC
12/02/2026	756220001		VIRGIN	V003	45.00	9.00	54.00	4808	442	45.00	Broadband at BGCC
12/02/2026	756220001/0226		VIRGIN	V003	45.00	9.00	54.00	4419	440	45.00	Internet in BC
28/01/2026	65869		WESSEX WOODLAND	W008	825.00	165.00	990.00	4018	112	825.00	Woodchipper training
16/02/2026	WEB7253		WYBONE	W012	1,624.95	324.99	1,949.94	4254	304	1,624.95	5 x Litter Bins
30/01/2026	4911		YOUTH	Y001	2,367.75	0.00	2,367.75	4501	501	2,367.75	Youth Options
27/02/2026	4932		YOUTH	Y001	2,367.75	0.00	2,367.75	4501	501	2,367.75	Monthly contract
TOTAL INVOICES					26,524.47	3,505.34	30,029.81			26,524.47	