



**Minutes of the Policy & Resources Committee Meeting of
Botley Parish Council held on Tuesday 17th March 2026**

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

Start Time: 7.16pm

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

Also Present: Dave Nevin, Parish Clerk, Matthew Wanstall, Deputy Clerk and three members of the public.

The Chair welcomed all to the meeting.

Public Questions: No questions were received.

P&R/25/91 Council Housekeeping:

i. To receive and accept apologies for absence

Apologies were received from Cllrs Grinham, Kyrle and Stone. 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 declarations were received.

A proposal was received, seconded and unanimously voted in favour of moving P&R/25/93 (i) to be discussed due to the member of the public being in attendance and needing to leave.

iii. To receive the decision spreadsheet

The spreadsheet was received.

P&R/25/92 Minutes of December's meeting:

i. To approve the minutes of the Policy & Resources meeting held on Tuesday 20th January 2026

Chairman.....

30

Date.....

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

RESOLVED: That the minutes of the Policy & Resources Committee meeting held on 20th January 2026 are approved.

P&R/25/93 Finance:

- i. To receive and agree grant request from Bauer Media/Cash for Kids**

A representative provided some further details and answered member's question. A proposal was received, seconded and unanimously voted in favour of not awarding this time as it was felt that the money couldn't be ring fenced to residents of the parish.

RESOLVED: That no grant is awarded.

- ii. To receive and agree grant request from Home-Start Hampshire**

A proposal was received, seconded and unanimously voted in favour of awarding £1400.

RESOLVED: That £1400 is awarded to Home-Start Hampshire.

- iii. To receive and agree grant request from Friends of Pudbrook**

A proposal was received, seconded and unanimously voted in favour of awarding £585.

RESOLVED: That £585 is awarded to the Friends of Pudbrook.

- iv. To receive and agree quotes for re-decoration of the Boorley Green Community Centre**

A proposal was received, seconded and unanimously voted in favour of Contractor 4, Tew Brothers at £24,451 + VAT to redecorate, including the repairs to the toilets.

RESOLVED: That Tew Brothers will do the re-decoration of Boorley Green Community Centre.

- v. To receive and agree next steps for the area behind the Boorley Green Community Centre**

A proposal was received, seconded and unanimously voted in favour of deferring this item to the next meeting.

RESOLVED: That this is deferred to the next meeting.

- vi. To ratify the works to enable internet capability at Boorley Green Sports Pavilion**

A proposal was received, seconded and unanimously voted in favour of ratifying the works.

RESOLVED: That the work is ratified.

- vii. To receive and agree the Communication Strategy for 2026/27**

A proposal was received, seconded and unanimously voted in favour of agreeing the Communication Strategy.

RESOLVED: That the Communication Strategy is agreed.

P&R/25/94 To receive and agree proposal to move content from the old botley.com website

A proposal was received, seconded and unanimously voted in favour of moving the data.

RESOLVED: That content will be moved.

P&R/25/95 Policies:

i. To receive and agree the IT Policy

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

ii. To receive and agree the Data Protection Policy

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

iii. To receive and agree the FOI Request Procedure

A proposal was received, seconded and unanimously voted in favour of agreeing the FOI Request Procedure.
RESOLVED: That The FOI Request Procedure is agreed.

iv. To receive and agree the CCTV Policy

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

P&R/25/96 Reports:

i. Community Projects & Youth Work Report

Mark and Charlie attended from Youth Options to discuss and answer questions about year 3 of the contract and provided some updates against years 1 and 2. It was clarified that Charlie is leading the project within the parish.
The Community Engagement report was received.

ii. Asset Transfers update – to agree/ratify

a. Land lying to south of 4 Church Lane leading to the Dolphin car park (licence issue)

A proposal was received, seconded and unanimously voted in favour of ratifying the transfer.
RESOLVED: That the transfer is ratified.

b. Boorley Green Community Centre & Sports Pavilion

An update was provided regarding this transfer that it requires approval from the Secretary of State, so will not happen by 31st March, but likely in the first six months of 2026.

c. HP770161, HP674982, HP185350/HP426475, HP185350, HP672366 & HP278139

An update was provided by the Clerk on the above titles. Members were advised that we are on track for all of them to transfer by the 31st March 2026 and once we receive the TR1's, that two members will need to sign them. A proposal was received, seconded and unanimously voted in favour of agreeing the transfers.
RESOLVED: That the transfers are agreed.

iii. To receive and agree the feedback report on the Christmas lights

A proposal was received, seconded and unanimously voted in favour of leaving the lights on this year as we did in 2025.

RESOLVED: That the Christmas lights will be left on through January 2027 on the High Street.

P&R/25/97 To receive proposal and agree criteria for a community award scheme

A proposal was received, seconded and unanimously voted in favour of minimising the number of categories for the first year and to look at the requirements of the remaining ones. This will then be brought back to the next meeting.

RESOLVED: That the criteria will be brought back to the next meeting.

P&R/25/98 To receive and agree the project list

A proposal was received, seconded and unanimously voted in favour of agreeing the project list and that it is considered as part of the committee review process underway.

RESOLVED: That the project list is agreed.

P&R/25/99 To receive the monthly IT Threat Report

The report was received.

P&R/25/100 Correspondence

No correspondence had been received.

Meeting closed at 9.38pm

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