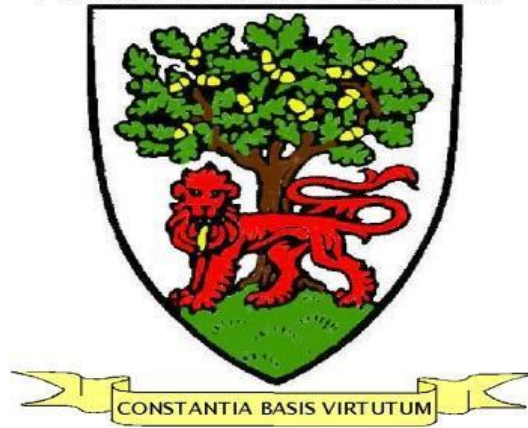


Andover Town Council



ANNUAL REPORT

2012 / 2013

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THE CHAIRMAN OF THE ANDOVER TOWN COUNCIL

As the Town Council moves through its third year of operation, progress continues to be made. The office in the upper High Street is well managed by the clerk, Wendy and her assistant Mary. I would also like to welcome our new co-opted councillor, Steven Hardstaff.

2012 was the year of both the Jubilee and the Olympics. As well as having the Olympic torch pass through our Town, in May through June your Town Council ran a best dressed window competition for retailers and in June a children's painting competition which involved all the schools in Andover. Many of you will also have seen the Long May She Reign illuminated plaque on the front of the Guild Hall, which also featured on the BBC South Today news programme. There was also a Best of British Concert in partnership with Andover Town Band held at The Lights on 30 June. These were complemented by two charities days held in the high street in March and September with the aim to help local groups promote the good work they do for our community.

A new committee, called Amenities and Town Development has been up and running since last May. It is the place where all ideas for the Town can be explored and initial ideas evaluated. Some of these ideas include: tourist information, assets and acquisitions, future events, hospitality, and surveys.

For the Christmas celebration in the High Street, your Town Council was again responsible for the lights, culmination in the switch-on event on 16th November. These were an improvement on the previous year and covered a larger area. A working group is already looking at how they can be even better for the 2013 festivities.

The formation of a Youth Council for Andover has always had a high priority and was an early commitment. I am therefore pleased to announce the inception of the Andover Youth Council Advisory Panel. The panel has been established to advise the Town Council on the best way to set up a youth council for the town. Our aim is to give the youth council a budget of £1000 per year, to be spent on projects or their choice.

Your Town Council is also co-operating fully with the other tiers of local government; Test Valley Borough Council & Hampshire County Council. This follows the widely reported Town Summit meeting hosted by TVBC. A representative from the Town Council sits on each of the working groups, which look at a range of aspects, including environmental, events and the possible appointment of a Town Centre Manager. Working with the immediately surrounding parishes is also a priority.

Members of the public will be pleased to hear that the town precept (council tax) has been frozen again. Balancing the books is never easy and my thanks go to the Policy & Resources committee for their diligent attention to detail during the budget discussions.

The past year has seen tangible progress being made. The coming year will no doubt see new challenges to which I am certain our Town can and will rise.

Cllr David Drew
Chairman of Andover Town Council

INTRODUCTION

Andover Town Council

The new council was officially declared by Test Valley Borough Council on 1st April 2010. Elections were held in May and the new Council, comprising of 19 elected Members started officially on 26th May 2010.

In June 2010 the Parish Council of Andover resolved that henceforth it would be referred to as Andover Town Council.

The Town Council is composed of 19 members (Councillors) representing the 5 wards (Alamein, Harroway, Millway, St Mary's and Winton) in the Town of Andover. All Councillors were elected by the people of the town in a single election in May 2010 but their first term was extended to 5 years in order to coincide with the Test Valley Borough Council local government elections.

The Chairman hold office from the election of Chairman ceremony of one year the Annual Town Council Meeting, generally held in May, until the ceremony of the following year. The Chairman has the opportunity to promote and uphold the character of Andover as well as preside over meetings of Full Council.

Demographics for the Town Council

Andover Town Council covers an area of 5248 Acres. The total population of the Andover area is approximately 38,000. The area consists of five wards represented by Councillors as follows:

Alamein	– 3 Councillors
Harroway	– 4 Councillors
Millway	– 4 Councillors
St Mary's	– 4 Councillors
Winton	– 4 Councillors

The Powers and Duties of the Town Council

Andover Town Council has limited powers and duties as a town council. Listed at **Appendix A** are the powers and duties of Andover Town Council.

Best Value Principles

The Local Government Act 1999 placed a new duty of Best Value on local authorities. Town and Parish Council's have a duty to adopt the principles of best value.

Best Value is about delivering commitments for service responsiveness, efficiency, effectiveness and accessibility at the local level in order to make life better for people and for business. The Town Council recognises that Best Value is more than a periodic challenge and the potential for delivering substantial change and delivering real improvements and although the Town Council is not legally required to implement a Best Value regime, it has adopted the principles of Best Value.

ELECTED COUNCILLORS

A list of the elected Councillors and the wards of Andover that they represent can be found at **Appendix B**.

Code of Conduct

Andover Town Council adopted its' Code of Conduct on 9 June 2010. It sets out the conduct that is expected of Members of the Council. All Members have registered their financial and other interests as required by the Code of Conduct and will register gifts and hospitality in excess of £25 they receive as Members. The public can inspect the Code of Conduct, the Register of Interests, and the Register of Gifts and Hospitality by making an appointment with the Town Clerk.

The Code requires Councillors to declare personal interests in items considered by the Council and if that interest is considered to be prejudicial, Councillors are required to remove themselves from any vote on the matter.

Committee Structure

Andover Town Council holds at least six Full Council meetings a year, including the 'Chairman Making or Annual Town Council' meeting held in May. The Chairman of the Council presides as Chairman over Full Council with the Vice-Chairman of the Council acting as Vice-Chairman of the meetings.

There are currently two main Committees which feed into the Full Council; these are the Policy and Resources Committee and the Planning Committee.

The Policy and Resources Committee meets ten times a year, before Council and the Planning Committee meets up to eighteen times a year.

The Town Council also has Sub-Committees for Allotments and Staffing/Personnel and six Working Groups for Assets, Grants, Christmas Lights, Jubilee Celebrations, Charities Day and the Website. These are time limited Groups and once they have completed specific tasks they will be disbanded and their services will be monitored by another Committee or Full Council.

At **Appendix C** is a diagram of the Committee Structure.

A table of meetings that have taken place and the attendance of Members at those meetings are shown in:

- Appendix D** – Attendance at Full Council Meetings 2012 – 2013
- Appendix E** – Attendance at Policy Resources Meetings 2012 - 2013
- Appendix F** – Attendance at Planning Committee Meetings 2012 – 2013
- Appendix G** – Attendance at Amenities Committee Meetings 2012 - 2013

Each committee has a Chairman and Vice-Chairman. The Policy and Resources Committee has ten Members and the Planning Committee has eight Members.

Members of the public are entitled to attend Council and Committee meetings and at the

beginning of the meeting, the Chairman will ask if any members of the public would like to ask the Council or Committee a question.

Website

The new Town Council Website is officially launched last year.

The Website provides information about forthcoming meetings of the Town Council, current agendas and minutes will also be available.

2013 has since the addition of information on Allotments, with their own dedicated pages and newsletter. It will also provide information with links to websites of organisations which are local to Andover, including community groups, charities, businesses and news media.

Annual Town Electors Meeting

Each year the Town Council has a duty to hold a meeting for the electors of Andover.

It is an opportunity for local people to find out what the Town Council has achieved over the past year and to provide feedback to the Council on issues that they feel are important and that the Town Council should be doing something about.

Even if the Town Council does not have the power to act upon an issue, it can often take the issue to the right authority or the Council will know the 'right people' to talk to.

Grants

The Town Council has set a budget of £1,000 to assist local charities and organisations based in Andover with one off projects. Recipients of this Grants Scheme will have their Grants presented to them tonight.

Action for Children: £220

Andover Athletics Club: £318

Adult and Family Learning: £450

Staffing

Currently Andover Town Council has one full time member of staff, the Town Clerk and a part-time member of staff, assisting with general administration and allotments management.

POLICY & RESOURCES COMMITTEE

Chairman	Cllr P North
Vice-Chairman	Cllr K Bird
	Cllr Z Brooks
	Cllr D Drew (Chairman of Andover Town Council)
	Cllr K Hamilton
	Cllr S Hardstaff
	Cllr K Hughes
	Cllr M Kerley
	Cllr G McBride
	Cllr R Shukri

Responsibilities:

- Resources
- Policy
- Asset Research and Management
- Corporate Governance
- Finance
- Insurance
- Land & Buildings
- Legal
- E-Government and Website Development
- Local Government Reform
- Public Relations and consultation
- Risk Management
- Capital Projects

Report of the Chairman – Cllr P North

Background

The Policy and Resources Committee has five main functions:

1. It introduces Policy which is then referred to the Full Council for ratification
2. It reviews Policy which is then referred to Full Council and assesses its viability before ratification to Full Council
3. It identifies the resources of the Council and puts together the Annual Budget which is presented to Full Council for agreement
4. It investigates what is required for the running of services and finances the running of those services.
5. It is responsible for managing the Councils Corporate Governance and Risk Management

The Policy and Resources Committee is made up of 10 Councillors whose membership reflects the Political balance of the Council.

This year has seen a period of change for the Policy & Resources Committee. The

establishment of the Amenities and Town Development Committee has meant that many of the working parties that previously reported to P&R now report direct to A&TD.

I would like to give a special thanks to Cllr Janet Evans who left the committee this year and to Tony Raper who resigned from the Council for all their hard work and service on the Committee this year.

The Work of the Policy and Resources Committee 2012/13

2012 was an unprecedented year for the Country with the Her Majesty's Diamond Jubilee and the phenomenal Olympics in London. The Policy & Resources Committee ensured the Town Council played its part by allocated £5,000 to the events budget which allowed us to put on a painting competition for local schools, the best dressed window competition in the high street, a plague recreating the scene of the 1953 Coronation outside the Guildhall and of course the fabulous best of British concert in the lights.

The Christmas lights were put up in November 2012 and the Town Council contributed towards the successful Switch-on Event enjoyed by almost 10,000 residents. Having signed a 3 year deal with a contractor we have managed to reduce the cost of providing the lights by £2,000 next year.

The committee has worked with Hampshire County Council to get additional grit bins installed across the town and has allocated a further £500 for this purpose in the coming year.

The Policy and Resources Committee has recently recommended a budget of £132,440 for the year 2013/2014 with a precept of £115,717. This represents a freeze in the Council tax with the average band D remaining at £9.85. The changes made to the Council Tax Benefit this year has had implications on our Council Tax base and Test Valley have agreed to provide us with a one off grant of £18,324.19 to compensate for this. They have also indicated that their policy will be looked at again next year so the benefit will become more self sufficient.

The Committee have implemented a new £5,000 fund entitled 'Development of the Town centre' for the Town Council to play its part in cross authority working to re-invigorate our high street. We have also put in place a budget of £1,000 for high street events to be used by the A&TD.

As it is an important service we have also allocated a further £2,000 to this year's budget for allotments to improve the 7 sites and carry out further maintenance work.

As part of the business plan we have also allocated another £1,000 in next year's budget to support the ongoing development of the Youth Council.

The Policy and Resources Committee has a statutory duty for the following which it has conducted this year Corporate Risk Assessment, approval of Internal Audit, Insurance renewal, Approval and recommendation of the Annual Return, Yearly Review of Council Policies (Standing Orders and Financial Regulations).

Conclusion

This year has seen the Policy and Resources Committee ensure that the Town Council

remains on a stable financial footing whilst freezing our portion of the Council tax. We continue to work with other local authorities to help fund events and services that benefit Andover Residents.

PLANNING COMMITTEE

Chairman	Cllr A Cotter
Vice-Chairman	Cllr B Long
	Cllr B Carpenter
	Cllr S Hawke
	Cllr B Page
	Cllr V Pond

Responsibilities:

- Observations on Planning Applications received from the Planning Authority (Test Valley Borough Council)
- Observations on Major Planning Applications and Consultations
- Observations on Road Naming Applications

Report of the Chairman – Cllr A Cotter

Background

Andover Town Council's Planning Committee has the job of making observations on the Planning Applications for Andover submitted to the Planning Authority, Test Valley Borough Council.

Andover Town Council does not have the power to make any decisions on Planning matters, but it is entitled to be consulted. Each week the Town Council receives copies of Planning Applications that have been made to Test Valley Borough Council and meets at least 18 times a year in order to make observations about the planning applications.

The observations of the Committee are then forwarded on to the Planning Authority for consideration when they are making a decision about whether or not to grant planning permission.

The Work of the Planning Committee

Planning Applications considered

During 2012/2013 the Planning Committee has made observations on 307 Planning Applications, 10 Street Trading Applications and 4 Street Naming and Numbering Applications. We have also received presentations from Test Valley Borough Council Officers on Planning Policy and Lawful/Unlawful Development. We have also been asked to name several of the new smaller developments.

Consultation and Representation

Andover Town Council is regularly consulted on a wide variety of plans and proposals by Borough, County and regional and national government. The Planning Committee has in 2012/2013, considered consultations on Test Valley BC's Core Strategy, Open Spaces consultation and Strategic Housing and Land Availability; also Hampshire CC's Local Transport Plan and Mineral Extraction Consultation Assessment. We have made representations to Test Valley Borough Council Northern Area Planning Committee.

Conclusion

The Planning Committee has met 18 times this year and has worked hard to make informed and reasonable observations on all the Planning Applications it has considered.

With the current economic climate building trends are changing and the Planning Committee will endeavour to keep abreast of all the changes that are happening in Andover.

The Town Council is seeking to be proactive in supporting the view to reduce garden grabbing and has raised this issue with the Borough Council and will continue to challenge overdevelopment and infill development.

The Town Council is also seeking every opportunity to raise the issue of provision of more land for Allotments. Every application that the Planning Committee considers that requires the provision of amenity space, the Committee ensures it requests further allotment land.

The Town Council is also seeking every opportunity to raise the issue of provision of more land for Allotments. Every application that the Planning Committee considers that requires the provision of amenity space, the Committee ensures it requests further allotment land.

ALLOTMENT SUB-COMMITTEE

Chairman	Cllr G McBride
Vice-Chairman	Cllr J Evans
	Cllr Z Brooks
	Cllr A Cotter
	Cllr S Hawke
	Cllr P North

Responsibilities:

- To approve maintenance works for the provision of the Allotment Service, within the Allotments Budget
- To monitor day to day maintenance within the Budget and to agree Capital Expenditure.
- To develop relationships with relevant organisations and bodies in the Andover area for the provision of leisure gardens in Andover
- To investigate further areas for allotment provision in Andover.

The Work of the Allotments Sub-Committee

2012 has been the second year of the Town Council Managing, Administering and Maintaining the Allotments in Andover.

There are 7 allotment sites across Andover with approximately 500 allotment plots. The waiting list has been reduced from 160 in 2011 to approximately 40 in 2012. This has been due to the diligence of the Town Council staff in reissuing vacant plots as quickly as possible.

The Town Council's scheme of splitting large plots into 2 has proved successful and very popular with tenants and has enabled more plots to be allocated.

The Town Council maintenance contractor has carried out maintenance works across all 7 sites. Much work has been done to cut back excessive brambles, overgrown trees, grass cutting and general clearance of rubbish across the sites.

The maintenance programme for the Allotments can be viewed on the Town Council's website. This includes the work that has been carried out in 2012 and once agreed by the Allotment Sub-Committee, will include the schedule of works for 2013/2014.

The Website also includes general information about the Allotments in Andover, along with newsletters and agendas for the Sub-Committee meetings.

Conclusion

In order to meet the costs of returning and maintaining the allotment sites to a reasonable condition the Town Council has taken the reluctant decision to increase the allotment rental in 2013. This is to ensure that the allotments are not subsidised by the tax payer of Andover.

AMENITIES & TOWN DEVELOPMENT COMMITTEE

Chairman	Cllr C Lynn
Vice-Chairman	Cllr Z Brooks
	Cllr K Bird
	Cllr D Drew (Chairman of Andover Town Council)
	Cllr A Fitchet
	Cllr S Hardstaff
	Cllr B Long
	Cllr M Kerley
	Cllr P North
	Cllr B Page
	Cllr V Pond

Responsibilities:

- Christmas Lights
- Asset Transfer
- Organisation and Promotion of TC Community Events
- Encouragement of Young People involvement in local community
- Support of Andover & promotion of local facilities included conferences and local shopping
- Develop communications strategy
- Formulation of policy on engagement with external organisations
- Overseeing maintenance and development of Website

Report of the Chairman – Cllr Chris Lynn

Background

The Amenities and Town Development Committee was formed by the Town Council in May 2012 to assist with the development and improvement of Andover as a whole.

The main functions of the Committee are to promote Andover, organise local community events, organise the Christmas Lights and develop the Town Council's website.

The Amenities and Town Development Committee is made up of 11 Councillors whose membership reflects the Political balance of the Council.

The Amenities and Town Development Committee has several Working Groups which carry out research and work into the various projects that the Committee considers.

I would like to give a special thanks to Cllr Karen Hamilton who left the committee this year for all her hard work and service on the Committee this year.

The Work of the Amenities and Town Development Committee 2012/13

2012 was the year of celebration for Her Majesty's Diamond Jubilee and the Olympics in London. The Amenities and Town Development Committee oversaw the organisation for the painting competition for local schools, the best dressed window competition in the high street,

a plaque recreating the scene of the 1953 Coronation outside the Guildhall, the Best of British Concert at the lights and the provision of the Christmas Lights for 2012.

The Amenities and Town Development Committee has been developing the Town Council's website and it is constantly being improved and updated.

For 2013/2014 the Committee is looking into further improvements for the Town Centre and is working closely with Test Valley Borough Council and Hampshire County Council, following the Town Centre Summit.

Some of the project being researched for 2013/2014 are weekly markets, hospitality in Andover, public surveys and future events.

STAFFING SUB-COMMITTEE

Chairman

Cllr J Evans

Vice-Chairman

Cllr A Fitchet

Cllr D Drew (Chairman of Andover Town Council)

Cllr K Bird

Cllr M Kerley

Responsibilities:

- Compliance with Legislations
- Staffing Levels, Recruitment and Retention
- Training and Development
- Performance Management
- Employee Relations

The Work of the Staffing Sub-Committee

The Town Council now employs a full time Town Clerk, a part time Administration Assistant who is mainly responsible for the allotments and a contractor for allotment maintenance.

The Staffing Sub Committee has this year considered and put in place all statutory employment law policies. These will be reviewed annually.

An Office Policy has also been agreed covering both staff and the public.

It has also supervised the appraisal of both Town Clerk and Administration Assistant with recommendations going to the Full Council.

ANDOVER TOWN COUNCIL – WORKING GROUPS

The Town Council has several Working Groups set up to research feasibility for future projects. These Groups report directly to the Amenities and Town Development Committee. The Groups are Task/Time limited and once their work has been completed they are disbanded.

The only Working Groups that remain in place all year are the Christmas Lights Working Group and the Website Working Group.

The current Working Groups are as follows:

- Markets
- Tourist Information
- Website
- Grants
- Future Events
- Assets & Acquisitions
- Hospitality
- Surveys
- Joint Working
- 'Covent Garden'
- Community Day
- Farmers' Market

ANDOVER TOWN COUNCIL – FINANCE

Budget 2013/2014

Each year the Council has a duty to agree a budget for the following year. Attached at **Appendix H** is the agreed budget for the financial year 2013/2014.

Appendix I is the Budget Summary Account 2013/2014.

APPENDIX A – POWERS AND DUTIES OF PARISH COUNCILS

This list is intended only as a summary of the principle functions of Local Councils. It is not intended to be a definitive and precise list of such functions.

FUNCTION	POWERS & DUTIES	STATUTORY PROVISIONS
Allotments	Powers to provide allotments	Small Holdings and Allotments Act 1908, ss. 23, 26 and 42
Baths and Warehouses	Duty to provide allotment gardens if demand unsatisfied Power to provide public baths and washhouses	Public Health Act 1936, ss. 221, 222, 223 and 227
Burial Grounds, Cemeteries and Crematoria	Power to acquire and maintain	Open spaces Act 1906, ss. 9 and 10. Local Government Act 1972 s. 214. Parish Councils and Burial Authorities (Miscellaneous Provisions) Act 1970, s. 1
Bus Shelters	Power to provide Power to agree to maintain monuments and memorials Power to contribute towards expenses of cemeteries	Local Government Act 1972, s. 215 (6)
Bye-Laws	Power to provide and maintain shelters	Local Government (Miscellaneous Provisions) Act 1953, s. 4
Cycle parks	Power to make bye-laws in regard to pleasure grounds Cycle parks Baths and washhouses Open spaces and burial grounds Mortuaries and post-mortem rooms	Public Health Act 1875, s. 164 Road Traffic Regulation act 1984 s. 57 (7) Public Health Act 1936, s. 223 Open Spaces Act 1906, s. 15 Public Health Act 1936, s. 198
Charities	Duty to receive accounts of parochial charities	Charities Act 1960, s. 32
Clocks Closed Churchyards	Power to provide public clocks Powers as to maintenance	Parish Councils Act 1957, s. 2 Local Government Act 1972, s. 215
Commons and Common Pastures	Powers in relation to enclosure, as to regulation and management, and as to providing common pasture	Enclosure Act 1845. Local Government Act 1894, s. 8 (4). Smallholdings and Allotments Act 1908, s. 34

Community Centres	Power to provide and equip buildings for use of clubs having athletic, social or educational objectives	Local Government (Miscellaneous Provisions) Act 1976, s. 19
Conference Facilities	Power to provide and encourage the use of facilities	Local Government Act 1972, s. 144
Crime Prevention	Powers to spend money on various crime prevention measures	Local Government & Rating Act 1997, s. 31
Drainage	Power to deal with ponds and ditches	Public Health Act 1936, s. 260
Education	Right to appoint school governors	Education (No 2) Act 1986, s. 4
Entertainment and the Arts	Provision of entertainment and support of the arts	Local Government Act 1972, s. 145
Gifts	Power to accept	Local Government Act 1972, s. 139
Highways	Power to repair and maintain public footpaths and bridleways	Highways Act 1980, ss. 43 and 50
	Power to light roads and public places	Parish Councils Act 1957, s. 3. Highways Act 1980, s. 301
	Provision of litter bins	Litter Act 1983 ss. 5 and 6
	Power to provide parking places for vehicles, bicycles and motor-cycles	Road Traffic Regulation Act 1984, ss. 57 and 63
	Power to enter into agreement as to dedication and widening	Highways Act 1980, ss. 30 and 72
	Power to provide roadside seats and shelters, and omnibus shelters	Parish Councils Act 1957, s. 1
	Consent of Parish Council required for ending maintenance of highway at public expense, or for stopping up or diversion of highway.	Highways Act 1980, ss. 47 and 116
	Power to complain to District Council as to protection of rights of way and roadside wastes	Highways Act 1980, s. 130
	Power to provide traffic signs and other notices	Road Traffic Regulation Act 1984, s. 72
	Power to plant trees, etc. and to maintain roadside verges	Highways Act 1980, s. 96
Investments	Power to participate in schemes of collective investment	Trustee Investments Act 1961, s.11
Land	Power to acquire by agreement, to appropriate, to dispose of	Local Government Act 1972, ss. 124, 126 and 127

	Power to accept gifts of land	Local Government Act 1972, s. 139
Litter	Provision of receptacles	Litter Act 1983, ss. 5 and 6
Lotteries	Power to promote	Lotteries and Amusements Act 1976, s. 7
Mortuaries and Post-Mortem Rooms	Power to provide mortuaries and post-mortem rooms	Public Health Act 1936, s. 198
Nuisances	Power to deal with offensive ditches	Public Health Act 1936, s. 260
Open Spaces	Power to acquire land and maintain	Public Health Act 1875, s. 164. Open Spaces Act 1906, ss. 9 and 10
Parish Property and Documents	Power to direct as to their custody	Local Government Act 1972, s. 226
Postal and Telecommunications Facilities	Power to pay the Post Office, British Telecommunications or any other public telecommunications operator any loss sustained in providing post or telegraph office or telecommunications facilities	Post Office Act 1953, s. 51. Telecommunications Act 1984, s. 97
Public Buildings and Village Halls	Power to provide buildings for offices and for public meetings and assemblies	Local Government Act 1972, s. 133
Public Conveniences	Power to provide	Public Health Act 1936, s. 87
Recreation	Power to acquire land for or to provide recreation grounds, public walks, pleasure grounds and open spaces and to manage and control them.	Public Health Act 1875, s. 164. Local Government Act 1972, s. 14 para 27. Public Health Act Amendment Act 1890, s. 44. Open Spaces Act 1906, ss. 9 and 10. Local Government (Miscellaneous Provisions) Act 1976, s. 19
Tourism	Power to provide gymnasiums, playing fields, holiday camps Provision of boating pools Power to contribute to organisation encouraging	Public Health Act 1961, s. 54 Local Government Act 1972, s. 144
Town and Country Planning	Right to be notified of planning applications	Town and Country Planning Act 1990, s. 1 para 8
Traffic Calming	Powers to contribute financially to traffic calming schemes	Local Government & Rating Act 1997 s.130
Transport	Powers to spend money on community transport schemes	Local Government & Rating Act 1997 s.26-29

War Memorials	Power to maintain, repair, protect and adapt war memorials	War Memorials (Local Authorities' Powers Act 1923, s. 1, extended by Local Government Act 1948 s.133
Water Supply	Power to utilise well, spring or stream and to provide facilities for obtaining water there from	Public Health Act 1936 s. 125

APPENDIX B – ELECTED COUNCILLORS OF ANDOVER TOWN COUNCIL

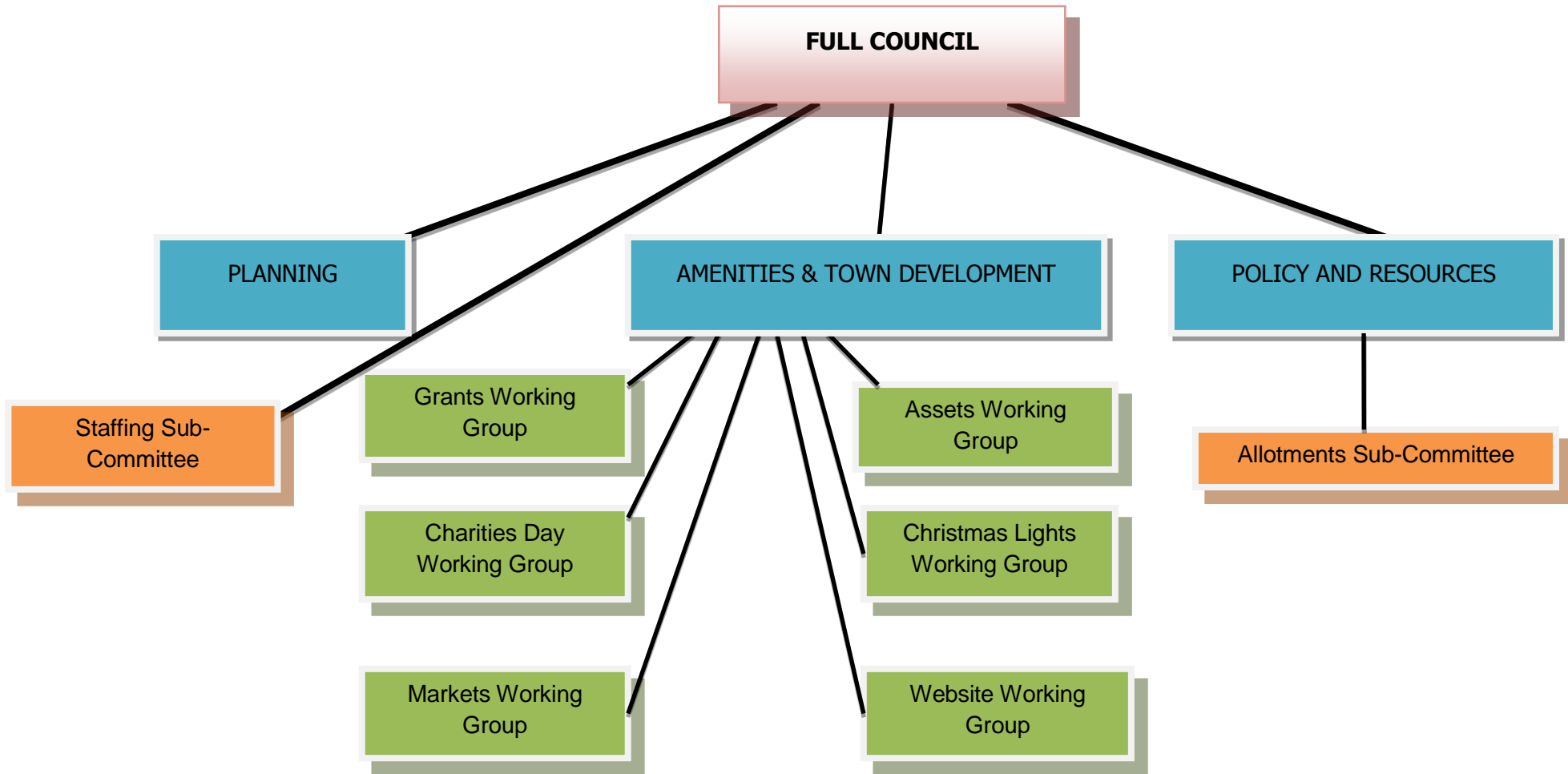
Alphabetically:

Name of Councillor	Ward represented
Councillor K A Bird	St Mary's
Councillor Z H Brooks	Millway
Councillor B Carpenter	Alamein
Councillor A E Cotter	Harroway
Councillor D N A Drew	Millway
Councillor J M Evans	Winton
Councillor A D Fitchet	St Mary's
Councillor K M Hamilton	Harroway
Councillor S T Hardstaff	St Mary's
Councillor S M Hawke	Millway
Councillor K P Hughes	Alamein
Councillor M H Kerley	Winton
Councillor B Long	Winton
Councillor C D Lynn	Winton
Councillor G McBride	St Mary's
Councillor P J North	Alamein
Councillor B A Page	Harroway
Councillor V Pond	Harroway
Councillor R Shukri	Millway

By ward:

Ward represented	Name of Councillor
Alamein	Councillor B Carpenter
	Councillor K P Hughes
	Councillor P J North
Harroway	Councillor A E Cotter
	Councillor K M Hamilton
	Councillor B A Page
	Councillor V Pond
Winton	Councillor J M Evans
	Councillor M H Kerley
	Councillor B Long
	Councillor C D Lynn
Millway	Councillor Z H Brooks
	Councillor D N A Drew
	Councillor S M Hawke
	Councillor R Shukri
St Mary's	Councillor K A Bird
	Councillor A D Fitchet
	Councillor S T Hardstaff
	Councillor G McBride

APPENDIX C – ANDOVER TOWN COUNCIL COMMITTEE STRUCTURE



APPENDIX D – ATTENDANCE AT FULL COUNCIL MEETINGS 2012 - 2013

Councillor	15.03.2012	02.05.2012	14.06.2012	06.09.2012	22.11.2012	30.01.2013	6 Meetings
K Bird	1	1	1	1	0	1	5
Z Brooks	0	0	1	0	1	1	3
B Carpenter	1	1	0	1	1	0	4
A Cotter	1	1	1	1	1	1	6
D Drew	1	1	1	1	1	1	6
J Evans	0	1	1	1	0	1	4
A Fitchet	1	1	1	1	1	1	6
K Hamilton	1	1	1	1	1	1	6
S Hardstaff (Co-opted September 2012)				1	1	1	3
S Hawke	1	1	1	1	1	1	6
K Hughes	1	1	1	0	1	1	5
M Kerley	1	1	0	1	1	0	4
B Long	1	1	1	1	1	1	6
C Lynn	1	1	1	1	0	1	5
G McBride	1	1	1	1	0	1	5
P North	1	1	1	1	1	1	6
B Page	1	1	1	1	1	1	6
V Pond	1	1	1	1	1	1	6
T Raper (Resigned June 2012)	1	0	0				1
R Shukri	1	1	1	1	1	0	5
Meeting TOTALS	17	17	16	17	15	16	

APPENDIX E – ATTENDANCE AT POLICY RESOURCES MEETINGS 2012 - 2013

	19.04.2012	19.07.2012	26.09.2012	17.10.2012	12.12.2012	06.02.2013	6 Meetings
K Bird	1	1	1	0	1	0	4
Z Brooks	0	1	1	1	1	1	5
D Drew	1	0	1	0	1	1	4
J Evans	1	1					2
K Hamilton	1	0	1	1	1	0	4
S Hardstaff (Co-Opted September 2012)			1	0	0	1	2
K Hughes	1	0	1	0	0	1	3
M Kerley	1	1	0	1	0	0	3
G McBride	1	1	1	1	0	1	5
P North	1	1	1	1	1	1	6
A Raper (Resigned June 2012)	0						0
R Shukri (Joined Cttee June 2012)		1	1	0	1	1	4
Meetings TOTAL	8	7	9	5	6	7	

APPENDIX F – ATTENDANCE AT PLANNING COMMITTEE MEETINGS 2012 - 2013

	26.03.12	16.04.12	08.05.12	28.05.12	18.06.12	09.07.12	30.07.12	20.08.12	10.09.12	01.10.12	22.10.12	12.11.12	03.12.12	07.01.13	28.01.13	11.02.13	16 Meetings
B Carpenter	1	1	1	1	1	1	0	1	0	0	0	1	1	1	0	0	10
A Cotter	1	1	1	1	1	1	1	1	0	1	1	1	1	1	1	1	15
S Hawke	0	0	0	0	0	0	0	0	0	0	1	0	0	0	1	0	2
B Long	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	16
B Page	0	0	0	1	1	0	0	1	0	0	0	1	1	1	1	0	7
V Pond	1	1	1	1	1	0	1	0	1	1	1	1	0	1	0	1	12
J Evans (Substitute)									1								
Meetings TOTALS	4	4	4	5	5	3	3	4	3	3	4	5	4	5	4	3	

APPENDIX G – ATTENDANCE AT AMENITIES & TOWN DEVELOPMENT COMMITTEE MEETINGS 2012 - 2013

	02.05.2012	27.06.2012	19.09.2012	14.11.2012	17.01.2013	06.03.2013	6 Meetings
K Bird	1	1	1	0	0	0	3
Z Brooks	0	1	1	1	1	1	5
D Drew	1	1	1	1	1	1	6
A Fitchet	1	0	0	1	1	0	3
K Hamilton (Left Committee November 2012)	1	1	1	1			4
S Hardstaff (Joined Committee in Sept 2012)			1	1	1	0	3
M Kerley	1	0	0	0	0	0	1
B Long	1	1	1	1	1	1	6
C Lynn	1	1	1	1	1	1	6
P North	1	1	1	1	1	1	6
B Page	1	0	1	1	1	1	5
V Pond	1	0	0	1	1	0	3
A Raper (Left committee June 2012)	0						0
Meeting Totals	10	7	9	10	9	6	

APPENDIX H – ANDOVER TOWN COUNCIL BUDGET 2013/2014

			2012/13	2012/13	2012/13	2012/13	2013/14	2013/14	
			Budget	Actual Income @ 30/09/12	Actual Expenditure @ 30/11/2012	Projected position @ 31/03/13	Estimated Budget Income	Estimated Budget 2013/14	
			£	£	£	£	£	£	
Services	Central Services	Corporate Management	£8,500	£0	£5,098	£8,520	£0	£9,440	
		Democratic Representation	£2,700	£0	£270	£1,350	£0	£1,400	
		Administration Rechargeable	£75,450	£0	£40,703	£75,703	£0	£80,050	
		Grant Aid	£6,000	£0	£5,000	£6,000	£0	£6,000	
		Other Services to the Public	£8,000	£0	£0	£8,000	£0	£8,000	
		TOTAL COST OF CENTRAL SERVICES	£100,650	£0	£51,071	£99,573	£0	£104,890	
		Allotments	Allotment Expenditure	£18,000	£0	£12,364	£23,600	£-1,200	£20,000
			Allotment Income	£-14,580	£-11,164	£0	£-11,164	£-18,000	£0
			NET COST OF ALLOTMENT SERVICES	£3,420	£-11,164	£12,364	£12,436	£-19,200	£20,000
		Town Development	Town development	£31,000	£534	£6,368	£31,000	£0	£27,000
			Grants Received	£0	£0	£0	£-7,500	£0	£0
			TOTAL COST OF TOWN DEVELOPMENT	£31,000	£534	£6,368	£23,500	£0	£27,000
			NET COST OF SERVICES	£135,070	£-10,630	£69,802	£135,509	£-19,200	£151,890
			Interest Income	£-250	£-149	£0	£-255	£-250	£0
		NET OPERATING COST	£134,820	£-10,779	£69,802	£135,254	£-19,450	£151,890	
		Town Precept	£-131,124	£-131,124	£0	£-131,124			
		Shortfall /Surplus	£-3,696			£4,130		£132,440	

APPENDIX I – BUDGET SUMMARY ACCOUNT 2013/2014

	Budget 2012/13		Net Actual Expenditure @	Projected Position @ 31/03/13	Projected Position @ 31/03/14
BUDGET SHORTFALL/SURPLUS	- £3,696			£4,130	£132,440
PROPOSED PRECEPT 2013/14					£115,717
BUDGET SHORTFALL 2013/14					£ 16,723
PROPOSED GRANT FROM TVBC					£18,324
Impact on Council Reserves				1,601	1,601
Actual Reserves @ 01/04/2012				88,067	
Adjusted for shortfall or surplus at 31/03/13				1,601	
Projected Reserves at 31/03/13				89,668	89,668
Less projected shortfall at 31/03/14					16,723
Projected Reserve at 31/03/14					72,945
Precept calculation				2012/13	2013/14
Tax base Calculation					
Tax base as per TVBC (2012/2013)				11,748	11,748
Average Band D Households				£11.16	£ 9.85