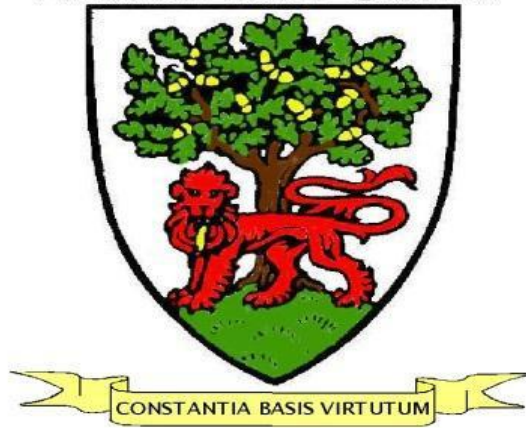


Andover Town Council



ANNUAL REPORT

2013 / 2014

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THE CHAIRMAN OF THE ANDOVER TOWN COUNCIL

Andover Town Council is now in its 4th year of operation and we continue to move steadily forwards. The Town Council is well managed by the clerk, Wendy, with her assistant Mary, the Allotment Wardens and volunteers. We have also welcomed a new councillor, Ron Khuman, who was elected in June 2013.

2013 has been another busy year for the Town Council. Much work has been carried out on the Allotments Service, bringing waiting lists down, increasing the maintenance carried out and improving management systems.

2013 has seen the Town Council working in greater partnership with other organisations and authorities, the Town Council has representation on Test Valley Borough Council's Summit Groups and has inputted many ideas which are now coming to fruition.

The Christmas Lights were improved in 2013, the Town Council enhanced the scheme, bringing in new lights, a 35ft Christmas tree with more strings of lights and more people than ever at the Christmas Lights Switch-on. Improvements continue with our Working Group and our thanks go to the volunteers at the switch-on. In December we saw storms hit the UK and on Christmas Eve our Christmas tree started to tilt. Our thanks go to the Cllr David Drew who was able to drop everything and attend the incident and sort the issue with TVBC. Alas the tree tilted again and was taken down as were many across the country.

The Planning Committee has been working hard to set up a Neighbourhood Plan project for Andover, at the moment we are researching and some of the Councillors are attending training courses to ensure they are fully briefed.

The Policy and Resources Committee have been looking at celebrating one of Andover's most famous sons, Mr Reg Presley and have been working in partnership with Mr Presley's family and the Heritage Foundation to put up a blue plaque at 12 High Street, where Reg and The Troggs used to practice.

2013 has also seen the launch of the Andover Youth Council, sponsored and supported by Andover Town Council with a budget of £1000 per year, to be spent on projects or their choice. So we welcome Youth Councillors Jordan (Youth Cllr), Emily (Youth Cllr), Keegan (Youth Cllr), Georgina (Youth Cllr), Theo (Youth Cllr), Jake (Youth Cllr), Becky West (Chair) and Frankie Vallance. Our thanks go to the Andover Youth Council Advisory Panel who advised the Town Council on how to set-up a youth council and for their continual work to realize this project.

Looking back it has been a good year with progress being made but I feel we can do more. For the coming year we will no doubt see new challenges which we will address working for and with Andover Town.

Cllr Geoff McBride
Chairman of Andover Town Council

INTRODUCTION

Andover Town Council

The Town Council was officially declared by Test Valley Borough Council on 1st April 2010. Elections were held in May and the 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 holds office from the 'Election of Chairman' ceremony, the Annual Town Council Meeting, generally held in May, for one year 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 Town Council 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.

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 the new Code of Conduct on 6 September 2012. It sets out the conduct that is expected of Members of the Council. All Members have registered their Pecuniary 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 pecuniary 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 three main Committees which feed into the Full Council; these are the Policy and Resources Committee, Amenities and Town Development and the Planning Committee.

The Policy and Resources Committee meets six times a year, before Council and the Planning Committee meets up to eighteen times a year, every three weeks to coincide with the Planning Authority, Test Valley Borough Council, Northern Area Meetings.

The Town Council also has Sub-Committees for Allotments and Staffing/Personnel and Working Groups for Assets, Grants, Christmas Lights, Markets, Events and the Website. These are time limited Groups and once they have completed specific tasks they are disbanded and their services are 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 2013 – 2014
- Appendix E** – Attendance at Policy Resources Meetings 2013 - 2014
- Appendix F** – Attendance at Planning Committee Meetings 2013 – 2014
- Appendix G** – Attendance at Amenities Committee Meetings 2013 - 2014

Each committee has a Chairman and Vice-Chairman. The Policy and Resources Committee has eleven Members, the Amenities and Town Development Committee has nine 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 or make a statement.

Website

The Town Council Website is officially launched in 2012.

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

In 2013 information on Allotments was added, with their own dedicated pages and newsletter. It also provides 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.

1st Andover Girls Brigade - £300

Andover Harmonium Singers - £300

Andover VIP's - £300

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
	Cllr K Hamilton
	Cllr S Hardstaff
	Cllr K Hughes
	Cllr M Kerley
	Cllr G McBride (Chairman of Andover Town Council)
	Cllr V Pond
	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 11 Councillors whose membership reflects the Political balance of the Council.

This year saw a particularly tough budget process due in part to the changes in the Council Tax Support Scheme and the implication this had on our Council Tax Base.

The Work of the Policy and Resources Committee 2013/14.

The Town Council is committed to helping re-invigorate our high street by working in partnership with Test Valley Borough Council and Hampshire County Council. This year the P&R Committee made resources available to enter into a tri-partite agreement with the two councils to fund a Town Centre Manager. During our recent budget deliberations we also retained £1,000 for high street events to be used by the Amenities and Town Development Committee.

The Town Council continues to provide the Christmas Lights. Encouragingly, feedback from local residents is that the Christmas Lights in 2013 were our best ever. Due to a three year deal we negotiated with our contractor we have been able to freeze the cost of putting up the Christmas Lights next year, allocating £20,000 in the budget for 2014/2015.

The Policy and Resources Committee recently recommended a Budget of £152,370 for the year 2014/2015 with a Precept of £127,499.58. The Committee worked diligently over several meetings to come up with a balanced budget based on significant savings, coupled with a modest tax rise. This equates to a Band D equivalent of £10.58p – a rise of 73p or less than one and a half pence per week. This was due to the changes in the Council tax support scheme, an expensive by-election and the loss of the grant from Test Valley Borough Council towards the Christmas Lights.

The budget put aside for Allotments has risen again for 2014/2015 to just over £24,000 – the majority of which is paid for by allotment holders in their rent – rather than being paid for by taxpayers.

The Committee have supported the ongoing development of the Andover Youth Council by funding it to the tune of £1,000. We have once again allocated the same figure next year to fund this excellent scheme to allow our young people to spend the money how they see fit.

The Committee made arrangements to place a plaque commemorating the life of Reg Presley 'Mr Andover' in the high street where he practised with the Troggs. We are still finalising the location with the landlord.

The Committee provided £1,000 of grant funding to worthy causes in the town. In 2013 grants were awarded to Andover Adult and Family Learning, Andover Athletics Club and Action for Children – Toys for the toy library (Spring Meadow Children' Centre). The grants are designed to help organisations with small capital projects.

The Policy and Resources Committee has a statutory duty for the following, which it has conducted; this year, a 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

The Policy and Resources Committee continues to ensure that the Town Council remains on a stable financial footing by making significant savings coupled with a modest tax increase.

We continue to focus on working with 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 S Hardstaff
	Cllr R Khuman
	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
- Observations on Street Trading applications
- Comments on Test Valley Borough Council Planning Policies and Documents under consultation

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 17 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 2013/2014 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.

During this year, the committee have made several observations which have been acted upon by Test Valley Borough Council Planning Committee. In particular, changes have been

made to original plans for larger developments, such as Picket Piece, Picket Twenty and Smannel Road.

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 2013/2014, 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.

Neighbourhood Plan

This is in response to an initiative from national government and is described by them as:-

‘Neighbourhood Plans allow local people to get the right type of development for their community, but the plans must still meet the needs of the wider area. In most cases we expect this will mean that neighbourhood plans will have to take into account the local council’s assessment of housing and other development needs in the area’.

Andover Town Council has begun looking at the feasibility of creating a Neighbourhood Plan to cover the whole of Andover. The first steps have been to enrol two councillors on a workshop run by Action for Market Towns in April 2014. The workshop aims to cover the key stages, possible obstacles and the best practice when creating a Neighbourhood Plan. Andover Town Council has also approached Test Valley Borough Council to designate the boundaries of the Parish ready for the Neighbourhood Plan.

Conclusion

The Planning Committee has met 17 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.

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ALLOTMENT SUB-COMMITTEE

Chairman	Cllr D Drew
Vice-Chairman	Cllr K Hughes
	Cllr K Bird
	Cllr Z Brooks
	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 Allotment 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.

Report of the Chairman of the Allotments Sub-Committee, Cllr David Drew

This is my first year of chairing the allotments sub-committee. My first action was to visit all the allotment sites to see for myself what state they were in and what areas were likely to be the most demanding. I am pleased that most sites have a warden and this is an important benefit to all the allotment holders. My thanks go to them for their continued support.

We are currently in the process of shifting the billed year from April to September. Following a consultation and much discussion, it has been decided that the best way to achieve this will be to issue invoices as before in April but for a 6 month period only. A second invoice will be issued in September for a full 12 month period. Subsequent invoices will be issued every September. It is hoped that this change will enable plots to be let in good time for the growing season. Under the old regime, some plot holders only decided they wanted to surrender their plot when the new year bill arrived. This meant that those on the waiting list struggled to get their new plot ready and producing for the upcoming year.

For new tenants only, we have introduced a deposit scheme, effective from 1st April 2014. Deposits (£50) will be refundable on termination of the tenancy agreement subject to the allotment plot being handed back in a clean, tidy and cultivated condition.

The Town Council has a policy that the allotments should pay for themselves over the medium term. This led to an increase last year in the rent to 40p per sqm per year. The Council has agreed that the rental would then increase by the annual rate of inflation.

A consultation was also undertaken to see if allotment holders wanted to continue with the portable toilets as a considerable saving would have been possible if this facility had been removed. Allotment holders said they wanted to keep them and as a result of a new tendering process, new toilets are being provided at a reduced rate, enabling more funding to be provided for the maintenance of the allotments.

The early part of 2014 saw some atrocious weather. As I write this report there are signs of improvement: the sun is shining. However, and as could be expected, there have been more

demands made on the maintenance service to sort out the inevitable problems. I would like to thank Darren for helping with this. Allotment holders have been reminded that they are responsible for their own property and do need to check it on a regular basis, particularly after stormy weather.

It is right that I should pay tribute to the office staff, Wendy and Mary. For many allotment holders Mary is their first and usually only point of contact. Their efforts have seen a dramatic reduction in the waiting list from over 100 to almost single figures.

Cllr David Drew
Chairman
Allotments Sub-Committee

AMENITIES & TOWN DEVELOPMENT COMMITTEE

Chairman	Cllr Z Brooks
Vice-Chairman	Cllr C Lynn
	Cllr K Bird
	Cllr A Cotter
	Cllr S Hardstaff
	Cllr M Kerley
	Cllr B Long
	Cllr P North
	Cllr B Page

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 Zilliah Brooks

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 9 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.

The Work of the Amenities and Town Development Committee 2013/14

This year, the Committee has worked towards improving the Christmas Lights Scheme and the Christmas Lights switch-on was again very well attended.

More lights were added to the larger, 35ft Christmas Tree this year, making a spectacular display in front of the Guildhall. Sadly, due to the high winds over the Christmas period; the decision was taken to take the tree down early, for Health and Safety reasons.

The Committee has also been organising a 'trial' for Saturday Markets. The idea is to allow 4 small local business to trade at the Saturday Market for a lower fee enabling them to promote their business and goods.

2013 has seen the Committee working hard to promote and organise events for 2014 to commemorate the start of WW1. During 2014 there will be various events throughout the town to commemorate this historic event. Look out for notices in the local press, library and websites for further information.

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

For 2014/2015 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 projects being researched for 2012/2014 were weekly markets, hospitality in Andover, public surveys and future events.

STAFFING SUB-COMMITTEE

Chairman	Cllr A Fitchet
Vice-Chairman	Cllr K Bird
	Cllr D Drew
	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 employs a full time Town Clerk and 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 reviewed all statutory employment law policies. These are reviewed annually.

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

Surveys

ANDOVER TOWN COUNCIL – FINANCE

Budget 2014/2015

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 2014/2015.

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
	Duty to provide allotment gardens if demand unsatisfied	
Baths and Warehouses	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
	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)
Bus Shelters	Power to provide and maintain shelters	Local Government (Miscellaneous Provisions) Act 1953, s. 4
Bye-Laws	Power to make bye-laws in regard to pleasure grounds	Public Health Act 1875, s. 164
	Cycle parks	Road Traffic Regulation act 1984 s. 57 (7)
	Baths and washhouses	Public Health Act 1936, s. 223
	Open spaces and burial grounds	Open Spaces Act 1906, s. 15
	Mortuaries and post-mortem rooms	Public Health Act 1936, s. 198
Charities	Duty to receive accounts of parochial charities	Charities Act 1960, s. 32
Clocks	Power to provide public clocks	Parish Councils Act 1957, s. 2
Closed Churchyards	Powers as to maintenance	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
	Power to provide gymnasiums, playing fields, holiday camps	
	Provision of boating pools	Public Health Act 1961, s. 54
Tourism	Power to contribute to organisation encouraging	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

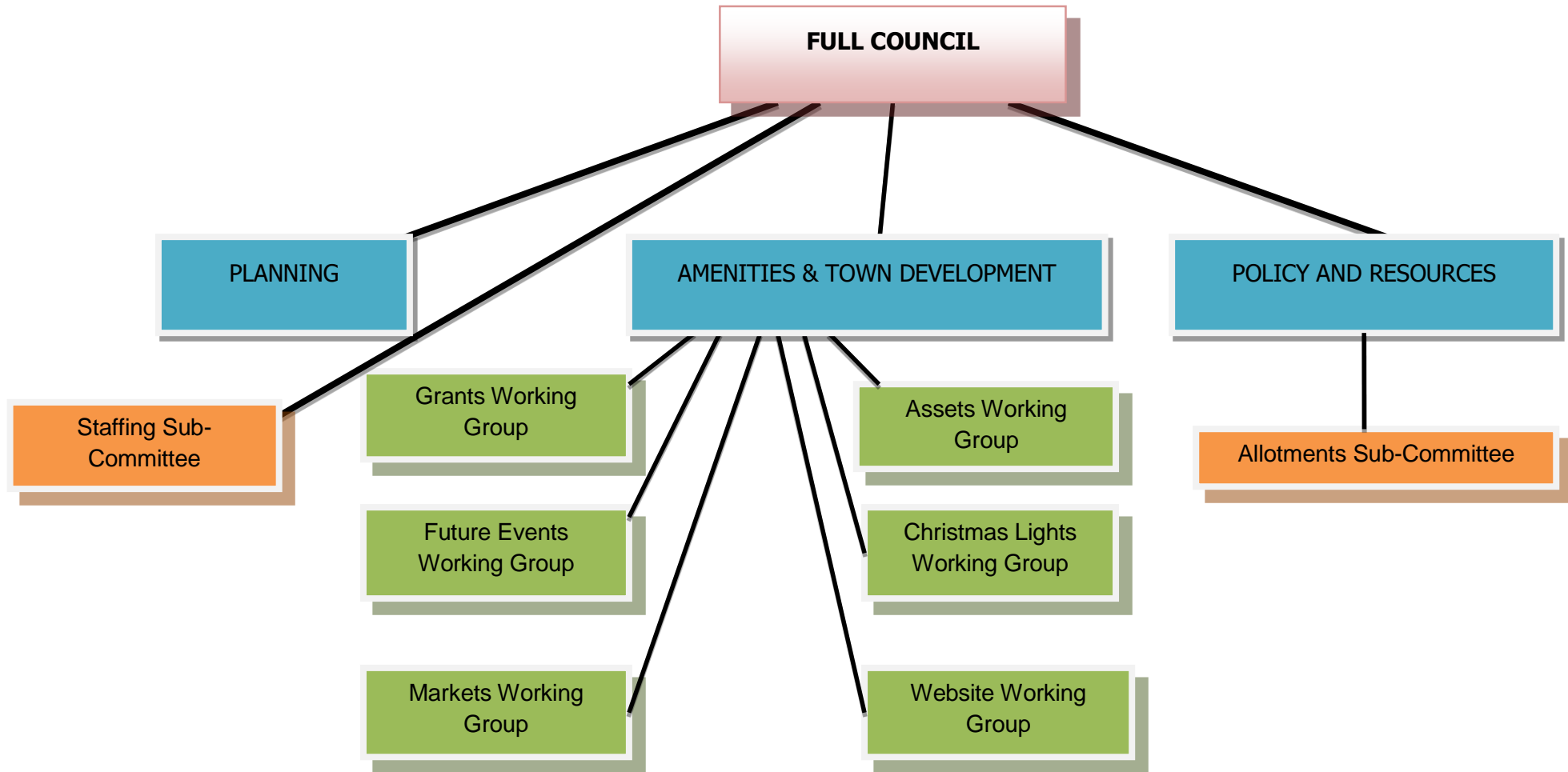
Alphabetically:

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 R Khuman	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 R Khuman
	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 2013 - 2014

Councillor	11.04.2013	25.05.2013	13.06.2013	28.07.2013	05.09.2013	04.10.2013	21.11.2013	30.01.2014	8 Meetings
K Bird	0	1	1	1	1	1	1	1	7
Z Brooks	0	1	1	0	1	0	1	1	5
B Carpenter	0	1	0	1	1	0	1	1	6
A Cotter	1	1	1	1	1	1	1	1	8
D Drew	1	1	1	1	1	0	1	1	7
J Evans	0	1	1	1	0			1	4
A Fitchet	1	1	1	1	1	1	1	1	8
K Hamilton	0	1	1	1	1	0	0	1	5
S Hardstaff	1	1	0	1	0	1	1	1	6
S Hawke	0	1	1	1	1	0	1	1	6
K Hughes	1	1	1	0	1	1	1	1	7
M Kerley	0	0	0	0	1	0	0	0	1
R Khuman (Elected June 2013)				1	0	0	0	0	1
B Long	1	1	1	1	1	1	1	1	8
C Lynn	0	0	1	0	1	0	1	0	3
G McBride	0	1	1	1	0	1	1	0	5
P North	1	1	1	1	1			1	6
B Page	0	1	1	0	1	0	1	0	4
V Pond	1	1	1	1	1	1	1	1	8
R Shukri	0	1	0	0	0	0	1	0	2
Meeting TOTALS	8	16	15	13	15	8	16	13	

APPENDIX E – ATTENDANCE AT POLICY RESOURCES MEETINGS 2013 - 2014

	27.03.2013	23.05.2013	05.06.2013	31.07.2013	25.09.2013	30.10.2013	11.12.2013	16.01.2014	8 Meetings
K Bird	0	1	1	1	1	0	1	0	5
Z Brooks	1	1	1	1	1	0	1	1	7
D Drew	1	1	1	1	1	1	0	0	6
K Hamilton	1	1	0	0	1	1	0	0	4
S Hardstaff	1	1	1	0	1	0	0	1	5
K Hughes	1	1	0	1	1	1	0	0	5
M Kerley	0	0	0	0	0	0	0	0	0
G McBride	0	1	1	0	1	0	0	1	4
P North	1	1	1	1	0	1	1	1	7
V Pond (Joined May 2013)		1	0	1	1	0	1	1	5
R Shukri	0	1	1	0	0	0	1	0	3
Meetings TOTAL	6	10	7	6	8	4	5	5	

APPENDIX F – ATTENDANCE AT PLANNING COMMITTEE MEETINGS 2013 - 2014

	25.03.13	15.04.13	07.05.13	28.05.13	17.06.13	08.07.13	29.07.13	19.08.13	09.09.13	30.09.13	21.10.13	11.11.13	02.12.13	23.12.13	20.01.14	10.02.14	03.03.14	17 Meetings
B Carpenter	0	0	1	1	1	0	1	0	1	1	1	1	1	1	1	1	0	12
A Cotter	1	1	0	1	1	1	1	1	1	1	1	1	1	1	1	1	1	16
S Hardstaff	0	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	16
S Hawke	1	1	0	1	0	0	1	0	0	1	1	1	0	1	0	0	0	9
R Khuman (Joined June 2013)						0	0	0	1	0	0	0	0	0	0	0	0	1
B Long	0	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	16
B Page	1	1	1	1	1	0	0	1	1	1	0	1	0	0	1	1	0	11
V Pond	1	1	0	1	1	1	1	1	1	1	0	1	1	1	1	1	1	15
Meetings TOTALS	4	6	4	7	6	4	6	5	7	7	5	7	5	6	6	6	5	

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

	06.03.2013	22.05.2013	18.07.2013	19.09.2013	23.10.2013	27.11.2013	16.01.2014	05.03.2014	8 Meetings
K Bird	0	0	1	1	0	1	1	0	4
Z Brooks	1	1	1	1	1	1	1	1	8
A Cotter (Joined June 2013)			1	1	0	1	1	1	5
D Drew (Left Committee June 2013)	1	1							2
A Fitchet (Left Committee June 2013)	0	1							1
S Hardstaff	0	1	0	1	1	1	1	1	6
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 2014/2015

2013/14				2013/14	2013/14	2013/14	2014/15	2014/15
Budget				Actual Income @ 22/01/14	Actual Expenditure @ 22/01/14	Projected position @ 31/03/14	Estimated Budget Income	Estimated Budget 2014/15
£				£	£	£	£	£
Services	Central Services	Corporate Management	£7,440	£0	£1,150.48	£7,440	£0	£4,905
		Democratic Representation	£1,400	£0	£668.35	£1,400	£0	£850
		Administration Rechargeable	£78,000	£0	£50,793	£78,000	£0	£81,395
		Grant Aid	£6,000	£0	£6,000	£6,000	£0	£1,000
		Other Services to the Public	£8,000	£0	£0	£8,000	£0	£8,000
		TOTAL COST OF CENTRAL SERVICES	£100,840	£0	£58,611.83	£100,840	£0	£96,150
	Allotments	Allotment Expenditure	£20,000	£0	£20,077	£22,876	£0	£24,390
		Allotment Income	£0	-£21,377	£0	-£21,377	£24,590	£0
		NET COST OF ALLOTMENT SERVICES	£20,000	-£21,377	£20,077	-£1,499	-£24,590	£24,390
	Town Development	Town development	£27,000	£0	£16,917	£27,000	£0	£31,830
		Grants Received	£0	£0	£0	£0	£0	£0
		TOTAL COST OF TOWN DEVELOPMENT	£27,000	£0	£16,917	£27,000	£0	£31,830
		NET COST OF SERVICES	£147,840	-£21,377	£95,605.83	£126,341	-£24,590	£152,370
		Interest Income	-£302	-£0	£0	-£302	-£300	
	NET OPERATING COST	£147,538	-£21,377	£95,605.83	£126,643	-£24,890	£127,480	
	Town Precept	-£134,041	-£134,041				-£127,499	