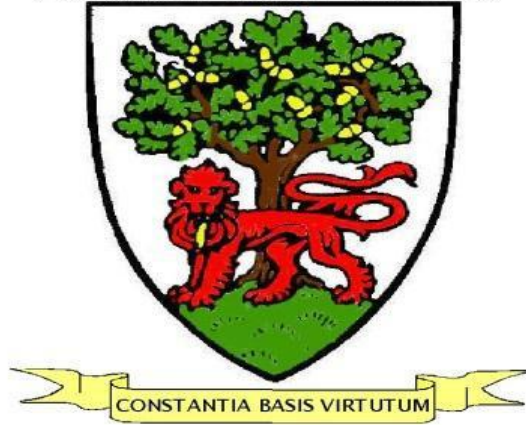


Andover Town Council



# **ANNUAL REPORT**

## **2015 / 2016**

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## CONTENTS

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The Chairman of Andover Town Council .....	3
Introduction .....	5
Andover Town Council.....	5
Demographics for the Town Council .....	5
The Powers and Duties of the Town Council .....	5
Councillors .....	6
Code of Conduct.....	6
Committee Structure .....	6
Website .....	7
Annual Town Electors Meeting.....	7
Grants.....	7
Staffing .....	7
Policy & Resources Committee .....	8
Report of the Chairman – Cllr Steven Hardstaff.....	8
Planning Committee .....	11
Report of the Chairman – Cllr Alan Cotter .....	11
Allotment Sub-Committee.....	13
Report of the Chairman of the Allotments Sub-Committee, Cllr Kevin Hughes.....	13
Staffing Sub-Committee .....	15
Andover Town Council – Working Groups .....	16
Andover Town Council – Finance .....	17
Andover Youth Council.....	18
Report of the Executive Officer – Yth Cllr Theo Youds .....	18
Appendix A – Powers and Duties of Parish Councils .....	20
Appendix B – Elected Councillors Of Andover Town Council .....	27
Appendix C – Andover Town Council Committee Structure .....	28
Appendix D – Attendance at Full Council Meetings 2015 - 2016.....	29
Appendix E – Attendance at Policy Resources Meetings 2015 - 2016.....	30
Appendix F – Attendance at Planning Committee Meetings 2015 - 2016 .....	31
Appendix G – Attendance at Allotment Sub-Committee Meetings 2015 - 2016 .....	32
Appendix H – Attendance at Staffing Sub-Committee Meetings 2015 - 2016.....	33
Appendix I – Andover Town Council Budget 2016/2017 .....	34

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## THE CHAIRMAN OF ANDOVER TOWN COUNCIL

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Following the elections in May 2015, Andover Town Council elected a new Chairman and for the first time in its short history, the Town Council has a female Chairman, Vice Chairman, Town Clerk and Allotments Officer.

Meaningful talks commenced in 2015 with Test Valley Borough Council regarding the Andover Levy, the Charity Street Licences and in 2016, the transfer of the Bus Shelters.

In April 2015 under the auspices of the previous Chairman Cllr Geoff McBride, the first A-Fest was hosted by the Andover Youth Council in the High Street. Another is planned for this year. In recognition of all their hard work all those of employment age who helped project manage this event have now secured full time jobs. Plus a new subject has been added to Andover College's curriculum using the music festival as its base. Both Jordan Simcox and Theo Youlds won awards at the Pride of Andover event in November 2015.

The Christmas Lights were a tremendous success in 2015. For the first time since Andover Town Council has been providing the Christmas lights for this event, the Chairman Cllr Veronika Pond was present on the stage for the switching-on along with Father Christmas and Skye, the winner of the Andover Breeze competition.

On the same evening the Chairman hosted a "Showcasing Andover" party in The Globe for invited guests from neighbouring parishes, Test Valley Borough Council, Hampshire County Council, the Army, Town Centre Manager, Allotment Wardens, the Youth Council, fellow councillors and the Town Clerk and her team.

The hard work to make sure the lights and the Christmas tree were ready for the switch-on was once again co-ordinated by the Town Clerk M/s Wendy Coulter. I would like to particularly mention Cllr Barbara Long and her husband Nigel for their continued support for the Town Clerk during her vigil awaiting the arrival of the Christmas tree, which always seems to be in the early hours of the morning.

The closing date for the Neighbourhood Plan Vision questionnaire was 10<sup>th</sup> February 2016 and for two weeks in February and March the results have been displayed in Andover library. Now the hard work begins preparing reports to back up this Vision.

The Planning Committee have had another busy year with planning applications for even more houses to be built in Andover.

The loss of funding that was not passed down to us via Test Valley from central Government since 2013 has meant that the Policy and Resources committee have had to work extremely hard to make sure that all the new projects the Town Council want to begin in the future are covered financially and that is why for the first time for a number of years there has been an increase in our Precept.

Money has been set aside to cover for future elections, the taking over of the bus shelters, maintaining adequate reserves and improving our website.

Critically we also need to take on another member of staff to cope with the increase in projects and to find new premises in the near future as the current offices are not sufficient for the Town Council's needs.

With the poor uptake of allotments and ever increasing costs for services as well as compulsory Health & Safety work that must be carried out, the allotments are costing the Town Council in excess of an additional £15,000 in the coming year. This is a one off cost and allotment costs should return to normal next year.

The new Allotments Officer Mrs Lisa Laing has a number of small projects in the pipeline for the coming year and I am sure they will shed new light onto our allotments.

The Council also has one or two embryonic initiatives where we will be looking for match funding with another authority.

All in all, 2016 promises to be a very exciting year.

Finally thank you for listening to this report. A copy will be appearing on our web page. Unfortunately it will not be appearing on the Community Page of the Andover Advertiser as that publication has told us on many occasions that it does consider we are a community organisation.

**Cllr Veronika Pond**  
**Chairman of Andover Town Council**

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## INTRODUCTION

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### Andover Town Council

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

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 42,000. The area consists of 5 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

Town and Parish Councils are set up and controlled by Acts of Parliament.

Andover Town Council can only do what it has been given specific powers to do by statute.

The Town Council has a limited power to do whatever they choose for the benefit of the community using Section 137 of the Local Government Act 1972. It is illegal for the Town Council to spend money if it has no statutory power to act.

The Town Council has certain other powers which came into effect with the Localism Act 2011.

The Town Council must work within the powers given to it under the Local Government Act 1972 and the Localism Act 2011.

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.

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## COUNCILLORS

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

### Code of Conduct

Andover Town Council adopted the 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 two main Committees which feed into the Full Council; these are the Policy and Resources Committee and the Planning Committee.

The Committee Structure for the Town Council is currently under review and will change over the coming months.

The Policy and Resources Committee meets six times a year, before Council and the Planning Committee meets up to sixteen 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 Arts & Leisure, Assets & Acquisitions, Boundary Review, Bus Shelters, Business Development, Christmas Lights, Community Right to Bid, Council Operations, Defibrillator, E11R Plaque, Emergency Plan, Floral Clock, Grants, Heritage Railway, Hospitality, Market Management, Quality Council, Speedwatch, Tourism, Website and WW1 Events. 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:

<b>Appendix D</b>	– Attendance at Full Council Meetings 2015 – 2016
<b>Appendix E</b>	– Attendance at Policy Resources Meetings 2015 - 2016
<b>Appendix F</b>	– Attendance at Planning Committee Meetings 2015 – 2016

- Appendix G** – Attendance at Allotments Sub-Committee Meetings 2015 – 2016  
**Appendix H** – Attendance at Staffing Sub-Committee Meetings 2015 – 2016

Each committee has a Chairman and Vice-Chairman. The Policy and Resources Committee has twelve Members, the Planning Committee has eleven Members, the Allotments Sub-Committee has eight Members and the Staffing Sub-Committee has five 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 was 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. At the end of 2013, the Town Council introduced an innovative tool for Allotment Holders; a Maintenance Report. The Maintenance report shows the grounds maintenance which has been scheduled and it allows tenants to report any problems online. The Town Council officers use the Maintenance Report on a daily basis to produce job numbers and report works carried out.

The website also provides information about other local organisations with links to their websites, 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 per year to assist local charities and organisations based in Andover with one off projects. So far during 2015/2016 no applications for grants have been received. The Town Council will therefore, not restrict applications but consider them if and when they are received.

### **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.

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## POLICY & RESOURCES COMMITTEE

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**Chairman**                      **Cllr S Hardstaff**

**Vice-Chairman**            **Cllr K Bird**

Cllr C Bartholomew

Cllr A Fitchet

Cllr L Gregori

Cllr L Gates

Cllr R Hughes

Cllr D Marriner

Cllr G McBride

Cllr R Pond (Left Council 10.09.2015)

Cllr V Pond (Chairman of Andover Town Council)

Cllr R Rowles

### **Responsibilities:**

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

### **Report of the Chairman – Cllr Steven Hardstaff**

#### **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 manages the finances for the running of those services.



5. It is responsible for managing the Council's Corporate Governance and Risk Management

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. For the past three years, Test Valley Borough Council has not passed on the Parish Council Grant that they have been given by central government. This grant is meant to be given to Town and Parish Councils following the tax recalculations. This was last calculated in 2013 to be in excess of £18,000. Test Valley Borough Council are one of only 17 across the county not to pass on this grant to parish councils.

### **The Work of the Policy and Resources Committee 2015/16**

In 2013 the Town Council committed to help re-invigorate the high street by entering into a tri-partite agreement with Test Valley Borough Council and Hampshire County Council to fund a Town Centre Manager. Evidence supports that the Town Centre Manager is making a noticeable difference within the town and has been instrumental in bringing events to the town centre. Events such as the Vintage Cars and also supporting the Youth Council's A Fest have increased the footfall into the town.

The Policy and Resources Committee recently recommended the budget for 2016/2017 of £284,033 for the year with a precept of £261,651.89. I would therefore, like to explain in greater detail the reasoning behind the increased precept. It is because of the following:

- **Local Election Costs** – After the elections in 2015, the Town Council was presented with a bill from Test Valley Borough Council for £63,000. Only £41,000 had been set aside. In 2010 the election costs were in the region of £32,000. We have budgeted to have around £90,000 in time for the next elections in 2019.
- **Bus Shelters** – the Town Council is currently in talks with Hampshire County Council and Test Valley Borough Council to take over the management of the shelters. This may need to be reviewed next year to ensure that it covers the maintenance, Health and Safety checks and vandalism costs. £10,000 has been put aside for this.
- **Premises** – the Town Council currently rents an office above a shop on the high street. Whilst this office meets the current needs of the Town Council, it was agreed that the Town Council would need to consider looking for larger premises. £56,000 has been aside for this.
- **Allotments** – A number of health and safety issues have been addressed this year to bring the allotments up to standard. There are also a number of work items to be completed in the coming year. Whilst the Town Council has always maintained a view that the allotments should be self-funding, these additional costs this year have been met from reserves, but there is a need for funding and additional £15,000 in the coming year.
- **Staffing** – With looking to take on more responsibilities, there is a need to increase our staffing to cope with the workload. The Town Council currently employs a full time Responsible Officer (often referred to as the Clerk) and a 32 hour Allotment Officer. £15,000 has been budgeted for a part-time Committee Officer.
- **Running Costs** – The Town Council has a financial requirement to ensure that it holds half a year's running costs in reserves. As per the first bullet point, the Town Council would have had no reserves and therefore £65,000 will need to be set aside.

- **Regalia** – When the Chairman or Vice Chairman of Andover Town Council attends civic events on behalf of Andover, there is currently no formal badge to identify them on Andover's behalf as our representatives. Having looked at other parishes up and down the country and noting the very many different ways they do it, the view was taken that a budget £1,650 would be included to cover the cost of getting a simple yet elegant item of regalia.
- **Youth Council** - The Committee have supported the on-going development of Andover Youth Council by increasing their funding to £2,000. We have once again continued to fund this excellent scheme and allow our young people to spend the money as they see fit.
- **Christmas Lights** - The Town Council continues to provide the Christmas Lights and again, 2015 received positive feedback both verbally and in the letters section of the Andover Advertiser. Work is underway for 2016, this has a Budget of £22,000 set aside. During 2016, the infrastructure of the Lights will need to be updated, changing analogue timers (which do not work reliably) to digital ones.

Over several meetings, the Committee worked to come up with a budget and aimed to freeze the precept for the fifth year running but it was not possible. In order to meet both the financial stability of the Town Council and benefiting the community, the Town Council voted to increase the precept to £20.03 for a Band D Equivalent home. This is the lowest precept in Test Valley and we continue to have a smaller Precept than the national average of £54.12.

The Committee continues to work with Test Valley Borough Council to review the services that make up the Andover Levy. This is proving more challenging than it was first thought and it is still too early to report back on what the outcome might be.

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 review and renewal, approval and recommendation of the Annual Return, Yearly Review of Council Policies including 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 and setting a precept to enable the development and growth of the Town Council.

We continue to focus on working with local authorities to help fund events and services that benefit Andover residents.

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## PLANNING COMMITTEE

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**Chairman**      **Cllr Alan Cotter**

**Vice-Chairman** **Cllr Barbara Long**

Cllr Carol Bartholomew

Cllr Barbara Carpenter

Cllr Christopher Ecclestone

Cllr Luigi Gregori

Cllr M James (Left the Cttee 26.10.215)

Cllr Dean Marriner

Cllr Josie Msonthi

Cllr Veronika Pond (Chairman of the Town Council)

Cllr Richard Rowles

### **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 Telecommunication Applications
- ◆ Observations on Tree Work Applications
- ◆ Observations on Street Trading Applications

### **Report of the Chairman – Cllr Alan Cotter**

#### **Background**

Andover Town Council's Planning Committee has the job of making observations on the Planning Applications for Andover that are 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 16 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 2015/2016, the Planning Committee has made observations on 389 Planning Applications, 5 Street Trading Applications, 26 Street Naming and Numbering Applications and 2 Hampshire County Council Schools Planning Applications. We have also received presentations from Test Valley Borough Council Officers on changes in Planning Legislation as well as an update on the New Local Plan.

The Planning Committee has also made comment on several Tree Works and licencing for Tables and Chairs on the Highway.

During this year, the committee has made several observations which have been acted upon by Test Valley Planning Committee. In particular, changes have been made to original plans for larger developments, such as Picket Piece and Picket Twenty.

The Committee has also been active on reporting planning infringements to the Planning Authority, resulting in official planning applications being made.

### **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 2015/2016, considered consultations on Test Valley Borough Council's Local Plan, the Hampshire Walking Plan and two telecommunication applications. We have made representations to Test Valley Borough Council Northern Area Planning Committee highlighting our concerns regarding specific planning applications.

## **Conclusion**

The Planning Committee has met 16 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. Interestingly, during 2015/2016 the Planning Committee has considered 45 more planning applications than in 2014/2015.

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 over-development 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. Allotment land has already been allocated in the Picket Piece and Picket Twenty developments.

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## ALLOTMENT SUB-COMMITTEE

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Chairman	<b>Cllr K Hughes</b>
Vice-Chairman	<b>Cllr A Cotter</b>
	Cllr R Rowles
	Cllr C Bartholomew
	Cllr V Pond (Chairman of the Town Council)
	Cllr B Long
	Cllr J Msonthi
	Cllr G McBride

### **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 Kevin Hughes**

2015/16 proved to be an eventful year for the Allotments Sub-committee. The election in May led to a new influx of councillors and the departure of others. The council also lost their first Allotments' Admin Assistant who chose to retire. Fortunately for us, our well organised Town Clerk was able to find a very talented replacement which has allowed a very smooth transition.

In 2016 we completed the process of shifting the billed year from April to September. This was initiated by feedback from allotment holders and was implemented to better match the growing season, allowing new tenants to get their new plot ready and producing for the upcoming year.

Our new Allotments Officer, Lisa Laing, has been very busy working with our Wardens and Allotment holders on a number of new initiatives. The regular newsletter is going down very well, with a number of allotment holders providing positive feedback. We are also holding our first Scarecrow competition across the sites on 15<sup>th</sup> April. This too is proving popular with a number of entries already received. Lisa has also reached out to a number of local groups and charities including, Icknield School and Andover Crisis Centre.

Over the last year the Town Council have carried out major works at various sites. This included the tree works completed on Churchill Way and the cutting back of the enormous hedge at Mylen Road. The hedge line was lowered by 3 feet and took a number of days and heavy duty tools to complete. The vast majority of comments received from allotment holders and neighbours of the site were positive. There was one complaint about the quality of the hedge work but this was resolved swiftly and to the satisfaction of all parties involved. These works also led to the decision of a complete tree survey being carried out across all sites in 2016. This will then feed in to our schedule of work so we are better able to plan for work required in the future.

A burst pipe at Vigo Road caused some disruption to allotment holders and panic to councillors. Fortunately the pipe in question was a relatively cheap plastic pipe. The Town Council currently have no record of the pipe work under the Allotment sites so the committee have authorised for a pipe inspection to be carried out. This will allow the council to properly budget for any repair work in the future as the type of piping used will have a huge effect on the cost of repairs.

Throughout 2015 there were issues with rats on a number of allotment sites, with Barlows Lane and Vigo Road appearing to be most affected. The Town Councils pest controller retired in 2015 which exacerbated the issue. A new pest controller has been found to help get the issue under control and this is currently working. The council plan to get at least 3 quotes when a permanent replacement is sought.

The allotment site at The Drove has increased in size with the transfer of land from Aster to the Town Council. This will no doubt please allotment holders at The Drove, as it will provide an additional 6 plots, extra parking and a storage area for the Council.

I would like to end this report by paying tribute to the office staff, Wendy and Lisa, along with our team of Wardens. Without their tireless work much of the above would not have been achievable.

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## STAFFING SUB-COMMITTEE

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Chairman	<b>Cllr S Hardstaff</b>
Vice-Chairman	<b>Cllr K Bird</b>
	Cllr G McBride
	Cllr L Gates
	Cllr L Gregori

### Responsibilities:

- Compliance with Legislation
- 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 Office Administrator who is mainly responsible for the allotments and the contractors for allotment maintenance.

The Staffing Sub-Committee has supervised the appraisal of both Town Clerk and Administration Assistant with recommendations going to the Full Council.

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## **ANDOVER TOWN COUNCIL – WORKING GROUPS**

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The Town Council has several Working Groups set up to research feasibility for future projects. These Groups report directly to the main Committees and Full Council. The Working Groups are Task/Time limited and once their work is 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:

Arts & Leisure

Assets & Acquisitions

Boundary Review

Bus Shelters

Business Development

Christmas Lights

Community Right to Bid

Council Operations

Defibrillator

E11R Plaque

Emergency Plan

Floral Clock

Grants

Heritage Railway

Hospitality

Market Management

Quality Council

Speedwatch

Tourism

Website

WW1 Events



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## ANDOVER TOWN COUNCIL – FINANCE

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### **Budget 2016/2017**

Each year the Council has a duty to agree a budget for the following year. Attached at **Appendix I** is the agreed budget for the financial year 2016/2017.

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# ANDOVER YOUTH COUNCIL

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## Membership of Andover Youth Council

Executive Officer	<b>Yth Cllr Theo Youds</b>
Dpty Executive Officer	<b>Yth Cllr C McGuire</b>
	Yth Cllr M Holder
	Yth Cllr S Marshall
	Yth Cllr G McShane
	Yth Cllr J Silcock
	Yth Cllr C Smith
	Yth Cllr K Walsh

## Report of the Executive Officer – Yth Cllr Theo Youds

Andover Youth Council was set up and started in November 2013, with approximately 6 Members.

The Youth Council has been set up following the principle of Roger Hart's Ladder of Young People's Participation.

The Youth Council is now at Rung 6: Adult-initiated, shared decisions with young people. We are fast working towards Rung 7: Young people lead and initiate decision.

During 2015 we, as the Youth Councillors have actively promoted the Youth Council, going to local schools, youth groups and organisations to make presentations about what we're doing and encouraging more Young People to join.

We have been very successful, more young people are joining because they want to help make Andover a better place.

In moving up Roger Hart's Ladder and wanting to achieve Rung 7 and 8, we discussed with the Youth Advisory Group how we could take on projects and events that would help improve the lives of all young people in Andover.

The Advisory Group helped us to devise a survey to ask young people what was needed or missing in Andover for young people. 196 surveys were completed by young people and overwhelmingly the top priority was a Festival.

With this information we, as the Youth Council brainstormed ideas about what we could do. We wanted to be able to provide an annual event, something where young people could come together in a safe environment and enjoy local bands, meet organisations who offer services to young people and that would be available to all 11-25 year olds in Andover and the surrounding villages.

We came up with the idea of A-Fest. It took place on Friday 17 April 2015 in the High Street. The featured local bands and entertainment and local youth organisations were given the opportunity to promote their services to young people.

We did our own fundraising and raised the equivalent of £14,000 from local organisations offering to sponsor us and grant applications applied for including £6,300 from the Big Lottery Fund.

A-Fest was a great success and enabled us to continue the great work of the Youth Council and enable us to reach Rung 8 of Roger Hart's ladder: Young People and Adults share decision-making.

Due to its success A-Fest will be held again in 2016. This time the Youth Council have delegated to a Working Group the task of organising the event. The Youth Council are still actively involved and make all the decisions.

We are continuing to promote the Youth Council. We are continuing to campaign going out to local schools and spreading the word about what we do, recruiting more Youth Councillors.

Test Valley Voluntary Services are very generously allowing us to use their conference room for our meetings as we are a Member of their organisation. We'd like to extend our thanks to TVCS for their ongoing support.

We continue to recruit more Members and we are still looking for a permanent secretary to assist with our meetings.

We have already reviewed the wishes of the young people of and during 2016/2017 we will be putting forward another large project to promote, encourage, support and reach out to all young people in Andover. We are researching funding to enable us to have a Youth Community Bus which will be a mobile centre for the young people of Andover to provide a support hub, information hub and somewhere where young people can go to socialise.

## 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.

<b>FUNCTION</b>	<b>POWERS &amp; DUTIES</b>	<b>STATUTORY PROVISIONS</b>
Allotments	Power to provide land for allotments and to enter into allotment tenancies in the council's area	Small Holdings and Allotments Act 1908, ss. 23, 25
Allowances for Councillors	Power to pay councillors allowances	Local Authorities (Members' Allowances) (England) Regulations 2003 – England Local Government Act 1972, s.111
Ancillary Power	Power to do anything that will facilitate, be conducive to or incidental to the discharge of its powers and functions	
Bands and orchestras	Power to maintain a band or orchestra or contribute to the maintenance of a band or orchestra in or outside the council's area Power to charge for admission to performances	Local Government Act 1972, s.145(1)(c) Local Government Act 1972, s.145(2)
Baths and Washhouses	Power to provide public baths and washhouses	Public Health Act 1936, ss. 221, 222, 223 and 227
Bicycles and motor cycles – parking places	Power to provide and maintain parking places for bicycles and motor cycles in the council's area.  Power to provide stands and racks for bicycles and motor cycles in the council's area.	Road Traffic Regulation Act 1984, s.57(1)(a) Road Traffic Regulation Act 1984, s.63 Road Traffic Regulation Act 1984, s.57(7) - England
Boating pools	Power to make bylaws for the use of and charging for parking places. Power to provide a boating pool in a park provided or managed by the council Power to charge a reasonable amount for its use	Public Health Act 1961, s.54(1) Public Health Act 1961, s.54(3)
Borrowing money	Power to borrow money with approval where necessary	Local Government Act 2003, Schedule 1, paragraph 2
Burial Grounds, Cemeteries and Crematoria	Power to provide and maintain open space or burial ground in or outside the council's area. Power to maintain for payment a monument or memorial on a private grave (no more than 99 years) in the council's area. Power to provide and maintain cemeteries in or outside the council's area. Power to contribute towards the maintenance or cemeteries where	Open spaces Act 1906, ss. 9 and 10. Parish Councils and Burial Authorities (Miscellaneous Provisions) Act 1970, s.1 Local Government Act 1972, s.214(2) Local Government Act 1972, s.214(6)  Local Authorities' Cemeteries Order 1977 Open Spaces Act 1906, s.15 - England

	the inhabitants of the council's area may be buried. Power to grant rights of burial, to place and maintain tombstones or memorials on graves and to charge fees. Power to make bylaws	
Bus Shelters	Power to provide and maintain bus shelters on roads or land adjoining roads in the council's area	Local Government (Miscellaneous Provisions) Act 1953, s. 4
Bye-Laws	Power to make bylaws	See specific subject areas in this table - England
Car parks (off-road)	Power to provide and maintain suitable off-road car parking places in the council's area to relieve or prevent traffic congestion or to preserve local amenities Power to regulate use of car parks and charge for their use	Road Traffic Regulation Act 1984, s.57(1)(b) Road Traffic Regulation Act 1984, ss.59(3), 35(1)
Car sharing schemes	Power to establish and maintain a car sharing scheme that benefits the council's area or to assist others in doing so	Local Government and Rating Act 1997, s.26
Charging for discretionary services	Power to charge on a cost recovery basis (i.e. not to make any profit) if the council has discretion to provide a service. Power does not apply if the council has a separate power to charge for provision of a service or it is prohibited from charging for it	Local Government Act 2003, s.93
Charities	Power to act as a trustee of non-ecclesiastical charity	Charities Act 2011, ss.298-303 Local Government Act 1972, s.139(1)
Cinemas	Power to provide a cinema, or contribute towards expenses of a cinema in or outside the council's area Power to charge for admission to a cinema provided by the council	Local Government Act 1972, s.145(1)(b) Local Government Act 1972, s.145(2)
Clocks	Power to provide and maintain public clocks within the council's area	Parish Councils Act 1957, s. 2
Closed Churchyards	Power to maintain a closed churchyard in the council's area if requested to do so by a parochial church council	Local Government Act 1972, s. 215
Commons and Common Pastures	Power to provide land in the council's area for common pasture if the council's expenditure can be recovered from any charges it makes for use of the land	Small Holdings and Allotments Act 1908, s.34
Community gardens	Power to provide and maintain open space as gardens in or outside the council's area	Open Spaces Act 1906, ss.9-10

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 in the council's area	Local Government Act 1972, s. 144
Contracts	Power to enter into contracts	Local Government Act 1972, s.111
Crime Prevention	Powers to spend money on various crime prevention measures in the council's area	Local Government & Rating Act 1997, s. 31
Dance halls	Power to provide premises for dances or to contribute to the expenses of dances in or outside the council's area	Local Government Act 1972, s.145(1)(a)
	Power to charge for admission to dances provided by the council	Local Government Act 1972, s.145(2)
Ditches and Ponds	Power to deal with ditches, ponds, pools and gutters by draining them or preventing them from being harmful to public health	Public Health Act 1936, s.260
	Power to carry out works for their maintenance or improvement or to pay others to do so	Public Health Act, s.260
Dog control orders	Power to make orders for dog control offences for land in the council's area	Clean Neighbourhoods and Environment Act 2005, s.55
	Power to issue fixed penalty notices for offences committed under dog control orders	Clean Neighbourhoods and Environment Act 2005, s.59
Education	Right to appoint school governors	Education (No 2) Act 1986, s. 4
Employment of Staff	Power to appoint staff	Local Government Act 1972, s.112
Entertainment and the Arts	Provision of entertainment and support of the arts	Local Government Act 1972, s. 145
Fetes and other events	Power to provide entertainments and facilities for dancing in or outside the council's area	Local Government Act 1972, s.145(1)(a)
	Power to charge for admission	Local Government Act 1972, s.145(2)
General Power of Competence – England	Power for an eligible council to do anything subject to statutory prohibitions, restrictions and limitations which include those in place before or after the introduction of the general power of competence	Localism Act 2011, ss.1-8
Gifts	Power to accept gifts	Local Government Act 1972, s. 139
Graffiti	Power to issue fixed penalty notices for graffiti offences in the council's area	Anti-Social Behaviour Act 2003, s.43

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
Honorary Titles	Power to confer title of honorary freeman or freewoman	Local Government Act 1972, s.249
Indemnities	Power to indemnify councillors and staff with insurance cover	Local Government Act 2000, s.101 Local Authorities (Indemnities for Members and Officers ) Order 2004 - England
Investments	Power to invest property in approved schemes	Trustee Investments Act 1961, s.11
Land/Premises	Power to purchase or sell land in or outside the council's area	Local Government Act 1972, ss. 124, 126 and 127
	Power to appropriate land for an authorised purpose	Local Government Act 1972, s.126
	Power to accept and maintain gifts of land	Local Government Act 1972, s.139
Life Saving Appliances	Power to provide life-saving appliances (e.g. life belts, defibrillators)	Public Health Act 1936, s.234
Lighting	Power to light roads and public places in the council's area	Parish Council's Act 1957, s.3; Highways Act 1980, s.301
Litter	Power to issue fixed penalty notices for litter offences in the Council's area	Environmental Protection Act 1990, s.88
Litter Bins	Power to provide and maintain litter bins in streets or other public spaces	Litter Act 1983, ss.5-6

	and contribute to their provision and maintenance	
Lotteries	Power to promote lotteries	Gambling Act 2005, ss.98, 252
Markets	Power to establish markets in the Council's area and provide a market place and market buildings Power for a council that maintains a market to make byelaws	Food Act 1984, s.50 Food Act 1984, s.60 – England
Mortuaries and Post-Mortem Rooms	Power to provide mortuaries and post-mortem rooms Power to make bylaws to manage and charge for the use of mortuaries and post-mortem rooms	Public Health Act 1936, s. 198 Public Health Act 1936, s.198 – England
Neighbourhood Planning – England	Power to act as the lead body for the establishment of a neighbourhood development order or a neighbourhood development plan	Town and Country Planning Act 1990, s.61F(1),(2) Planning and Compulsory Purchase Act 2004, s.38C(2)
Newsletters etc.	Power to publish information about the council, its services and the services provided in the council's area by other local authorities, government departments, charities and other voluntary organisations	Local Government Act 1972, s.142
Non-councillors	Power to appoint non-councillors to council committees and sub-committees	Local Government Act 1972, s.102(3)
Nuisances	Power to deal with offensive ditches	Public Health Act 1936, s. 260
Open Spaces	Power to provide and maintain land for public recreation Power to provide and maintain land for open spaces in or outside the council's area Power to make byelaws	Public Health Act 1875, s. 164. Public Health Act 1875, s.164 – England Open Spaces Act 1906, ss.9-10, Open Spaces Act 196, s.15 - England
Parish Meetings – England only	Power to convene	Local Government Act 1972, Schedule 12, paragraph 15
Parish Property and Documents	Power to direct as to their custody	Local Government Act 1972, s. 226
Planning Applications	Power to be notified of planning applications affecting the council's area and to comment	Town and Country Planning Act 1990, Schedule 1, paragraph 8
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



Precept	Power to raise precept	Local Government Finance Act 1992, s.41
Public Buildings and Village Halls	Power to provide buildings for offices and for public meetings and assemblies or contribute towards the expenses of providing such buildings	Local Government Act 1972, s. 133
Public Conveniences	Power to provide Power to make byelaws	Public Health Act 1936, s. 87 Public Health Act 1936, s.87 - England
Public Rights of Way	Power to repair and maintain public footpaths and bridleways in the council's area Power to enter into agreement to dedicate a road as highway in the council's area or an adjoining parish or community area Power to enter into agreement to widen existing highway in the council's area or an adjoining parish or community area Power to provide warning notices on footpaths and bridleways	Highways Act 1980, ss.43, 50 Highways Act 1980, s.30 Highways Act 1980, s.72 Road Traffic Regulation Act 1984, s.72(2)
Recreation	Power to provide and manage recreation grounds, public walks, pleasure grounds and open spaces Power to make byelaws Power to provide and contribute to a wide range of recreational facilities in or outside the council's area Power to provide gymnasiums, playing fields, holiday camps Provision of boating pools	Public Health Act 1875, s. 164. Public Health Act 1875, s.164 - England 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 Public Health Act 1961, s. 54 Localism Act 2011, ss.81-86
Right to challenge services that are provided by a principle authority – England Right to nominate and bid for assets of community value – England	Power to submit an interest in running a service provided by a district, county or unitary authority Power to nominate assets to be added to a list of assets of community value Power to bid to buy a listed asset when it comes up for sale	Localism Act 2011, ss.87-108 Localism Act 2011, ss. 87-108
Roads	Power to consent or not consent to the local highway authority stopping maintenance of a local road in the council's area or stopping up/diverting a road in the council's area Power to complain to the local highway authority about the obstruction of rights of way and 'roadside waste' in the council's area Power to plant and maintain trees and shrubs, and lay out grass verges in the council's area	Highways Act 1980, ss.47, 116 Highways Act 1980, s. 130 Highways Act 1980, s.96 Parish Councils Act 1957, s.1

	Power to provide and maintain seats and shelters on the roads and lands bordering any road in the council's area	
Sports and recreational facilities	Power to provide sports facilities in or outside the council's area or contribute towards the expenses of any voluntary organisation or local authority that provides sports facilities in or outside the council's area	Local Government (Miscellaneous Provisions) Act 1976, s. 19
Swimming pools	Power to provide public baths Power to charge for use of public baths	Public Health Act 1936, s. 221 Public Health Act 1936, 222 Public Health Act 1936, 2.223 - England
Theatres	Power to make byelaws Power to provide a theatre or contribute towards their expenses in or outside the councils area	Local Government Act 1972, s.145 (1)(b) Local Government Act 1972, s.145 (2)
Tourism	Power to charge for admission to a theatre provided by the council Power to encourage tourism to the council's area or contribute to organisations encouraging tourism	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	Power to make payments to a highway authority for traffic calming schemes for the benefit of the council's area	Highways Act 1980, s.274A
Traffic signs	Power to provide traffic signs on roads	Road Traffic Regulation Act 1984, s.72(1)
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	Power to make use of wells, springs or streams in the council's area and provide facilities for obtaining water from them	Public Health Act 1936 s. 125
Websites	Power to provide a website to give information about the council, its services and the services provided in the area by other local authorities, government departments, charities or other voluntary organisations	Local Government Act 1972, s.142

## APPENDIX B – ELECTED COUNCILLORS OF ANDOVER TOWN COUNCIL

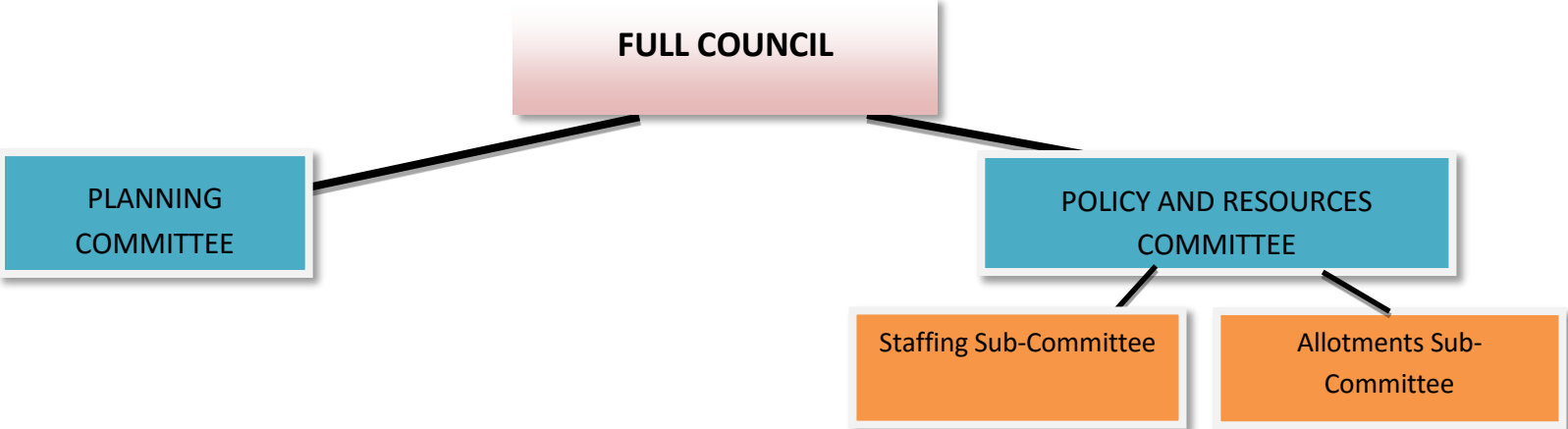
Alphabetically:

Name of Councillor	Ward represented
Councillor K A Bird	St Mary's
Councillor C Bartholomew	St Mary's
Councillor B Carpenter	Alamein
Councillor A E Cotter	Harroway
Councillor C E Ecclestone	Millway
Councillor A D Fitchet	Harroway
Councillor L Gates	Harroway
Councillor L Gregori	Millway
Councillor S T Hardstaff	St Mary's
Councillor K P Hughes	Alamein
Councillor R Hughes	Alamein
Councillor M James	Winton
Councillor B Long	St Mary's
Councillor D Marriner	Millway
Councillor G McBride	Winton
Councillor J Msonthi	Winton
Councillor M Mumford	Millway
Councillor V J Pond	Harroway
Councillor R Rowles	Winton

By ward:

Ward represented	Name of Councillor
Alamein	Councillor B Carpenter
	Councillor K P Hughes
	Councillor R Hughes
Harroway	Councillor A E Cotter
	Councillor A D Fitchet
	Councillor L Gates
	Councillor V J Pond
Winton	Councillor M James
	Councillor G McBride
	Councillor J Msonthi
	Councillor R Rowles
Millway	Councillor C E Ecclestone
	Councillor L Gregori
	Councillor D Marriner
	Councillor M Mumford
St Mary's	Councillor K A Bird
	Councillor C Bartholomew
	Councillor S T Hardstaff
	Councillor B Long

**APPENDIX C – ANDOVER TOWN COUNCIL COMMITTEE STRUCTURE**



Working groups report directly to Full Council or to Policy and Resources committee as indicated by (PR) after the name

E11R Plaque WG	Floral Clock WG	Council Operations WG (PR)	Emergency Plan WG (PR)	Community Right to Bid WG	Speedwatch WG	Boundary Review WG
Heritage Railway WG	Market Management WG	Business Development WG (PR)	Bus Shelters WG	Arts & Leisure WG	Quality Council WG (PR)	Christmas Lights WG
Defibrillator WG	Hospitality WG	Grants WG	WW1 Events WG	Tourism WG	Website WG	Assets & Acquisitions WG (PR)

## APPENDIX D – ATTENDANCE AT FULL COUNCIL MEETINGS 2015 - 2016

Councillor	14.05.2015	11.06.2015	10.09.2015	15.10.2015	18.11.2015	14.01.2016	25.02.2016	7 Meetings
K Bird	1	1	1	1	1	1	1	7
C Bartholomew (From 10.09.2015)			1	1	1	1	1	5
B Carpenter	1	1	1	1	1	1	1	7
A Cotter	1	1	1	1	1	1	1	7
C Ecclestone	1	1	1	1	1	1	1	7
A Fitchet (From 14.01.2016)						1	1	2
L Gates	1	1	1	1	1	1	1	7
L Gregori (From 10.09.2015)			1	1	1	1	1	5
S Hardstaff	0	1	1	1	1	1	1	6
K Hughes	1	0	1	0	1	0	1	4
R Hughes	1	1	1	1	0	1	1	6
M James	1	1	1	1	1	1	1	7
B Long	0	1	1	1	1	1	1	6
D Marriner (From 10.09.2015)			1	1	0	0	0	2
J Msonthi (From 10.09.2015)			1	1	1	1	1	5
G McBride	1	1	1	1	1	1	0	6
M Mumford (From 10.09.2015)			1	0	1	1	1	4
R Pond (Until 10.09.2015)	1	1						2
V Pond	1	1	1	1	1	1	1	7
R Rowles (From 10.09.2015)			1	1	1	1	0	4
Meeting TOTALS	12	12	19	16	16	17	16	

## APPENDIX E – ATTENDANCE AT POLICY RESOURCES MEETINGS 2015 - 2016

Councillor	03.06.2015	05.08.2015	22.10.2015	10.12.2015	11.02.2016	10.03.2016	6 Meetings
<b>K Bird</b>	1	1	1	1	1	1	<b>6</b>
<b>Carol Bartholomew</b> (From 22.10.2015)			1	0	0	1	<b>2</b>
<b>A Fitchet</b> (From 25.02.2016)						0	<b>0</b>
<b>G McBride</b>	1	1	0	1	0	0	<b>3</b>
<b>L Gates</b> (From 10.12.2015)				1	1	1	<b>3</b>
<b>L Gregori</b> (From 22.10.2016)			1	1	1	1	<b>4</b>
<b>S Hardstaff</b>	1	1	1	1	1	1	<b>6</b>
<b>R Hughes</b>	1	1	1	1	1	1	<b>6</b>
<b>D Marriner</b> (From 22.10.2015)			0	1	1	1	<b>3</b>
<b>R Pond</b> (Until 10.09.2015)	1	1					<b>2</b>
<b>V Pond</b>	1	1	1	1	0	1	<b>5</b>
<b>R Rowles</b> (From 10.09.2015)			1	1	1	1	<b>4</b>
<b>Meetings TOTAL</b>	<b>6</b>	<b>6</b>	<b>7</b>	<b>9</b>	<b>7</b>	<b>9</b>	

## APPENDIX F – ATTENDANCE AT PLANNING COMMITTEE MEETINGS 2015 - 2016

Councillor	18.05.15	01.06.15	22.06.15	13.07.15	03.08.15	24.08.15	14.09.15	05.10.15	26.10.15	16.11.15	07.12.15	21.12.15	18.01.16	25.01.16	15.02.16	07.03.16	16 Meetings
<b>C Bartholomew (From 26.10.2015)</b>									0	0	0	1	0	0	1	0	<b>2</b>
<b>B Carpenter</b>	1	0	1	0	1	1	1	1	1	1	0	1	0	1	1	0	<b>11</b>
<b>A Cotter</b>	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	<b>16</b>
<b>C Ecclestone</b>	1	1	1	1	1	0	1	1	1	1	1	1	1	1	1	1	<b>15</b>
<b>L Gregori (From 26.10.2015)</b>									1	1	1	0	1	0	1	0	<b>5</b>
<b>M James (Until 26.10.2015)</b>	1	1	0	1	0	0	0	0									<b>3</b>
<b>B Long</b>	1	1	0	1	1	1	0	1	1	1	1	1	1	1	1	1	<b>14</b>
<b>D Marriner (From 26.10.2015)</b>									0	0	1	1	0	0	0	1	<b>3</b>
<b>J Msonthi (From 26.10.2015)</b>									0	0	1	0	1	0	0	1	<b>3</b>
<b>V Pond</b>	1	1	1	1	1	1	1	1	1	1	1	1	1	1	0	1	<b>15</b>
<b>R Rowles (From 16.11.2015)</b>										1	1	1	1	1	0	0	<b>5</b>
<b>Meetings TOTALS</b>	<b>6</b>	<b>5</b>	<b>4</b>	<b>5</b>	<b>5</b>	<b>4</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>8</b>	<b>7</b>	<b>6</b>	<b>6</b>	<b>6</b>	

## APPENDIX G – ATTENDANCE AT ALLOTMENT SUB-COMMITTEE MEETINGS 2015 - 2016

Councillor	30.06.2015	27.10.2015	21.01.2016	3 Meetings
<b>C Bartholomew (From 21.01.16)</b>			1	<b>1</b>
<b>A Cotter</b>	1	1	1	<b>3</b>
<b>K Hughes</b>	1	1	1	<b>3</b>
<b>G McBride</b>	0	0	0	<b>0</b>
<b>J Msonthi (From 21.01.2016)</b>			1	<b>1</b>
<b>B Long</b>		1	0	<b>1</b>
<b>V Pond</b>	1	1	1	<b>3</b>
<b>R Rowles (From 27.10.2015)</b>		1	1	<b>2</b>
<b>Meeting Totals</b>	<b>3</b>	<b>5</b>	<b>6</b>	



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## **APPENDIX H – ATTENDANCE AT STAFFING SUB-COMMITTEE MEETINGS 2015 - 2016**

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<b>Councillor</b>	<b>02.11.2015</b>	<b>28.01.2016</b>	<b>03.03.2016</b>	<b>3 Meetings</b>
<b>K Bird</b>	1	1	1	<b>3</b>
<b>L Gates</b>	1	1	1	<b>3</b>
<b>L Gregori</b>	1	1	1	<b>3</b>
<b>S Hardstaff</b>	1	1	1	<b>3</b>
<b>G McBride</b>	0	1	1	<b>3</b>
<b>Meeting Totals</b>	<b>4</b>	<b>5</b>	<b>5</b>	

# APPENDIX I – ANDOVER TOWN COUNCIL BUDGET 2016/2017

## FINANCIAL BUDGET 2016/2017

		Previous Year's Net	Budget 2015/2016	Actual Net	Balance	2016/2017	Known Income/ Expenditure to 31.03.2016	Projected Balance @ 31.03.2016
<b>INCOME</b>								
<b>Events &amp; Projects</b>								
3025	Town Development							
3025/1	Income from Events	£0.00	£0.00	£50.00	£50.00	£0.00	£0.00	£0.00
3025/2	Grants	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
3025/3	Sponsorship	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
3025	TOTAL	£0.00	£0.00	£50.00	£50.00	£0.00	£0.00	£0.00
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TOTAL EVENTS & PROJECTS		£0.00	£0.00	£50.00	£50.00	£0.00	£0.00	£0.00
<hr/>								
<b>Policy &amp; Resources</b>								
36	Business Rates Refund	£9,906.13	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
3000	Precept	£127,499.58	£132,482.76	£132,482.76	£0.00	£0.00	£0.00	£0.00
3001	TVBC Tax Band Grant	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
3010	Bank Interest	£474.13	£150.00	£228.56	£78.56	£150.00	£0.00	£0.00
3020	Grants Received	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
3100	VAT Refund	£5,531.68	£0.00	£4,790.40	£4,790.40	£0.00	£0.00	£0.00
3110	VAT Overclaim	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
3998	Funds Held for Youth Council	£8,300.00	£0.00	£1,345.86	£1,345.86	£0.00	£0.00	£0.00
3999	Funds Held for Neighbourhood Plan	£7,000.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
4210	Waste Removal	£222.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
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TOTAL POLICY & RESOURCES		£158,933.52	£132,632.76	£138,847.58	£6,214.82	£150.00	£0.00	£0.00

		Previous Year's Net	2015/2016	Actual Net	Balance	2016/2017	Known Income/ Expenditure to 31.03.2016	Projected Balance @ 31.03.2016
<b>Allotments</b>								
3050	Allotment Rents							
3050/1	Admirals Way	£1,551.11	£1,050.00	£640.16	-£409.84	£700.00	£52.96	-£356.88
3050/2	Barlows Lane	£6,739.49	£4,550.00	£4,031.56	-£518.44	£4,200.00	£207.49	-£310.95
3050/3	Churchill Way	£2,906.31	£1,750.00	£1,320.89	-£429.11	£1,600.00	£371.79	£57.32
3050/4	Mylen Road	£1,545.87	£1,250.00	£1,410.93	£160.93	£1,400.00	£97.06	£257.99
3050/5	Old Winton Road	£5,509.21	£3,400.00	£2,964.88	-£435.12	£2,900.00	£0.00	-£435.12
3050/6	The Drove	£8,000.85	£6,840.00	£6,317.52	-£522.48	£6,300.00	£0.00	-£522.48
3050/7	Vigo Road	£6,409.41	£5,750.00	£4,910.45	-£839.55	£5,100.00	£236.39	-£603.16
3050	TOTAL	£32,662.25	£24,590.00	£21,596.39	-£2,993.61	£22,200.00	£965.69	-£1,913.28
3051	Deposits							
3051/1	Admirals Way Dpst	£150.00	£0.00	£50.00	£50.00	£0.00	£0.00	£0.00
3051/2	Barlows Lane Dpst	£800.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
3051/3	Churchill Way Dpst	£650.00	£0.00	£50.00	£50.00	£0.00	£0.00	£0.00
3051/4	Mylen Road Dpst	£100.00	£0.00	£50.00	£50.00	£0.00	£0.00	£0.00
3051/5	Old Winton Road Dpst	£1,000.00	£0.00	£50.00	£50.00	£0.00	£0.00	£0.00
3051/6	The Drove Dpst	£850.00	£0.00	£250.00	£250.00	£0.00	£0.00	£0.00
3051/7	Vigo Road Dpst	£750.00	£0.00	£250.00	£250.00	£0.00	£0.00	£0.00
3051	TOTAL	£4,300.00	£0.00	£700.00	£700.00	£0.00	£0.00	£0.00
TOTAL ALLOTMENTS		£36,962.25	£24,590.00	£22,296.39	-£2,293.61	£22,200.00	£965.69	-£1,913.28
<b>TOTAL INCOME</b>		<b>£195,895.77</b>	<b>£157,222.76</b>	<b>£161,193.97</b>	<b>£3,971.21</b>	<b>£22,350.00</b>	<b>£965.69</b>	<b>-£1,913.28</b>

		Previous Year's Net	2015/2016	Actual Net	Balance	2016/2017	Known Income/ Expenditure to 31.03.2016	Projected Balance @ 31.03.2016
<b>Events &amp; Projects</b>								
4700	Town Centre Development							
4700/1	Notice Boards	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
4700/2	Christmas Lights	£4,254.04	£22,000.00	£7,614.29	£14,385.71	£22,000.00	£3,700.00	£10,685.71
4700/3	Events	£258.36	£150.00	£4.98	£145.02	£5,830.00	£0.00	£145.02
					-			
4700/5	Youth Council	£3,303.87	£1,000.00	£11,366.84	£10,366.84	£2,000.00	£0.00	£-2,066.84
4700/6	Development of Town Centre	£853.50	£100.00	£397.00	£-297.00	£400.00	£0.00	£-297.00
4700/7	Town Centre Management	£10,446.70	£9,330.00	£8,225.00	£1,105.00	£9,330.00	£0.00	£1,105.00
	PROJECTS	£0.00	£0.00	£0.00	£0.00	£4,000.00	£0.00	£0.00
	Andover Health & Wellbeing Group	£0.00	£0.00	£0.00	£0.00	£300.00	£0.00	£0.00
4700	TOTAL	£19,116.47	£32,580.00	£27,608.11	£4,971.89	£43,860.00	£3,700.00	£9,571.89
TOTAL AMENITIES & TOWN DEVELOPMENT		£19,116.47	£32,580.00	£27,608.11	£4,971.89	£43,860.00	£3,700.00	£9,571.89
<b>Policy &amp; Resources</b>								
4000	Corporate Management							
4000/1	Accounts Support	£1,092.50	£720.00	£180.00	£540.00	£720.00	£540.00	£0.00
4000/2	Bank Charges	£63.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
4000/3	Legal & Professional Fees	£1,581.70	£1,000.00	£948.00	£52.00	£2,000.00	£0.00	£0.00
4000/4	Audit Fees	£1,150.00	£1,150.00	£935.00	£215.00	£1,150.00	£0.00	£215.00
4000/5	IT Support & Equipment	£1,321.41	£1,000.00	£0.00	£1,000.00	£1,000.00	£1,000.00	£0.00
4000/6	Website & Community Development							
4000/6/1	Website	£0.00	£500.00	£558.99	£-58.99	£500.00	£0.00	£-58.99
4000/6/2	Website Hosting	£0.00	£500.00	£239.60	£260.40	£500.00	£107.85	£152.55
	Quarterly Newsletter	£0.00	£0.00	£0.00	£0.00	£500.00	£0.00	£0.00
4000/6	TOTAL	£0.00	£1,000.00	£798.59	£201.41	£1,500.00	£107.85	£93.56
4000	TOTAL	£5,208.61	£4,870.00	£2,861.59	£2,158.36	£6,370.00	£1,647.85	£308.56

		Previous Year's Net	2015/2016	Actual Net	Balance	2016/2017	Known Income/ Expenditure to 31.03.2016	Projected Balance @ 31.03.2016
4100	Democratic Representation							
4100/1	Chairman's Allowance	£222.43	£50.00	£0.00	£50.00	£50.00	£50.00	£0.00
	Chairman's Badge & Regalia	£0.00	£0.00	£0.00	£0.00	£1,650.00	£0.00	£0.00
4100/2	Members Training & Courses	£490.00	£1,000.00	£195.00	£805.00	£1,000.00	£800.00	£5.00
4100/3	Members Travel	£0.00	£100.00	£34.30	£65.70	£100.00	£0.00	£0.00
4100/4	Public Building Hire	£356.70	£300.00	£240.00	£60.00	£720.00	£240.00	-£180.00
4100/5	Funds Held for Neighbourhood Plan	£0.00	£7,000.00	£5,784.84	£1,215.16	£0.00	£0.00	£0.00
4100	TOTAL	£1,069.13	£8,450.00	£6,254.14	£2,195.86	£3,520.00	£1,090.00	-£175.00
4180	Other Services to the Public							
4180/1	Election Costs	£0.00	£8,000.00	£120.50	£7,879.50	£16,000.00	£0.00	£0.00
4180	TOTAL	£0.00	£8,000.00	£120.50	£7,879.50	£16,000.00	£0.00	£0.00
4190	Grants							
4190/1	Grants	£450.00	£1,000.00	£0.00	£1,000.00	£1,000.00	£1,000.00	£0.00
4190/2	Grants Section 137	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
4190/3	Grants Christmas Switch-On	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
4190	TOTAL	£450.00	£1,000.00	£0.00	£1,000.00	£1,000.00	£1,000.00	£0.00
4200	Administration Rechargeable Staffing							
4200/1	Salaries Corporate	£40,370.89	£48,240.00	£35,970.46	£12,269.54	£65,000.00	£8,000.00	£4,269.54
4200/2	Salaries Allotments	£10,593.18	£14,760.00	£7,690.36	£7,069.64	£15,000.00	£3,000.00	£4,069.64
4200/3	Staff Training	£45.00	£250.00	£95.00	£155.00	£250.00	£0.00	£155.00
4200/4	Staff Travel	£66.07	£100.00	£42.44	£57.56	£100.00	£0.00	57.76
4200	TOTAL	£51,075.14	£63,350.00	£43,798.26	£19,551.74	£80,350.00	£11,000.00	£8,551.94
	BUS SHELTERS	£0.00	£0.00	£0.00	£0.00	£10,000.00	£0.00	£0.00
		£0.00	£0.00	£0.00	£0.00	£10,000.00	£0.00	£0.00

		Previous Year's Net	2015/2016	Actual Net	Balance	2016/2017	Known Income/ Expenditure to 31.03.2016	Projected Balance @ 31.03.2016
4210	Administration Rechargeable							
4210/1	Petty Cash	-£544.51	£250.00	£0.00	£250.00	£250.00	£250.00	£0.00
4210/2	Office Sundries	£392.95	£250.00	£89.18	£160.82	£250.00	£0.00	£0.00
4210/3	Rent - Office	£5,958.33	£6,000.00	£4,000.00	£2,000.00	£14,000.00	£1,500.00	£500.00
4210/4	Rates - Office	£2,684.70	£0.00	£0.00	£0.00	£3,000.00	£0.00	£0.00
4210/5	Water Rates - Office	£0.00	£100.00	£0.00	£100.00	£150.00	£0.00	£100.00
4210/6	Heating & Lighting - Office	£850.59	£1,400.00	£462.17	£937.83	£1,000.00	£232.00	£705.83
4210/7	Telephone & Broadband	£795.90	£1,200.00	£489.48	£710.52	£750.00	£232.00	£505.01
4210/8	Photocopying	£3,534.83	£1,500.00	£1,150.97	£349.03	£1,700.00	£575.50	-£226.47
4210/9	Stationery	£1,061.75	£600.00	£675.23	-£75.23	£600.00	£0.00	£0.00
4210/10	Postage	-£1,406.89	£700.00	£1,032.59	-£332.59	£1,200.00	£140.00	-£452.64
4210/11	Subscriptions/Memberships	£2,777.25	£2,723.00	£2,371.17	£351.83	£2,723.00	£0.00	£406.83
4210/12	Insurance	£4,700.23	£2,300.00	£48.79	£2,251.21	£2,300.00	£2,251.21	£0.00
4210/14	Other Advertising	£53.10	£50.00	£0.00	£50.00	£50.00	£0.00	£50.00
4210/15	Office & Equipment Maintenance	£1,541.14	£1,000.00	£1,120.30	-£120.30	£1,000.00	£0.00	-£120.00
4210/16	New Equipment & Furniture	£1,103.53	£600.00	£179.62	£420.38	£600.00	£358.00	£62.00
4210/17	Waste Removal	£667.00	£600.00	£195.00	£405.00	£500.00	£322.50	£82.50
4210	TOTAL	£24,169.90	£19,273.00	£11,814.50	£7,458.50	£30,073.00	£5,861.21	£1,613.06
	NEW BUILDING FUND	£0.00	£0.00	£0.00	£0.00	£56,000.00	£0.00	£0.00
		£0.00	£0.00	£0.00	£0.00	£56,000.00	£0.00	£0.00
4211	Administration Rechargeable							
4211/2	Postage	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
4211/10	Sundries	£323.73	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
4211	TOTAL	£323.73	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
TOTAL POLICY & RESOURCES		£82,296.51	£97,943.00	£62,598.76	£21,473.28	£203,313.00	£20,599.06	£10,298.56

		Previous Year's Net	2015/2016	Actual Net	Balance	2016/2017	Known Income/ Expenditure to 31.03.2016	Projected Balance @ 31.03.2016
<b>Allotments</b>								
4500	Allotment Service							
4500/1	Allotment Maintenance							
4500/1/1	Admirals Way							
4500/1/1/1	Services	£866.80	£1,000.00	£623.28	£376.72	£1,000.00	£278.25	£165.25
4500/1/1/2	Grounds Maintenance	£834.36	£715.00	£270.66	£444.34	£715.00	£0.00	£444.34
4500/1/1/3	Water Charges	£193.28	£300.00	£140.60	£159.40	£210.00	£70.00	£89.40
4500/1/1/4	Repairs & Renewals	£290.00	£715.00	£190.00	£525.00	£805.00	£0.00	£525.00
4500/1/1/5	Equipment	£240.26	£95.00	£509.31	-£414.31	£450.00	£0.00	-£414.31
4500/1/1/6	Sundries	£30.00	£70.00	£50.00	£20.00	£70.00	£0.00	£20.00
4500/1/1/7	Returned Deposits	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
4500/1/1	TOTAL	£2,454.70	£2,895.00	£1,783.85	£1,111.15	£3,250.00	£348.25	£829.68
4500/1/2	Barlows Lane							
4500/1/2/1	Services	£866.80	£1,000.00	£623.28	£376.72	£1,000.00	£278.25	£165.25
4500/1/2/2	Grounds Maintenance	£1,889.35	£1,500.00	£1,642.66	-£142.66	£2,500.00	£0.00	-£142.66
4500/1/2/3	Water Charges	£1,186.28	£900.00	£1,369.65	-£469.65	£810.00	£685.00	-£1,154.65
4500/1/2/4	Repairs & Renewals	£40.00	£715.00	£340.00	£375.00	£805.00	£0.00	£375.00
4500/1/2/5	Equipment	£347.84	£100.00	£699.63	-£599.63	£300.00	£0.00	-£599.63
4500/1/2/6	Sundries	£50.92	£70.00	£50.00	£20.00	£70.00	£0.00	£20.00
4500/1/2/7	Returned Deposits	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
4500/1/2	TOTAL	£4,381.19	£4,285.00	£4,725.22	-£440.22	£5,485.00	£963.25	-£1,336.69
4500/1/3	Churchill Way							
4500/1/3/1	Services	£866.80	£1,000.00	£623.28	£376.72	£1,000.00	£278.25	£165.25
4500/1/3/2	Grounds Maintenance	£2,083.38	£1,500.00	£1,972.66	-£472.66	£1,500.00	£0.00	-£472.66
4500/1/3/3	Water Charges	£231.78	£500.00	£235.72	£264.28	£410.00	£120.00	£144.28
4500/1/3/4	Repairs & Renewals	£209.95	£715.00	£455.68	£259.32	£805.00	£0.00	£259.32
4500/1/3/5	Equipment	£616.29	£150.00	£377.33	-£227.33	£400.00	£0.00	-£227.33
4500/1/3/6	Sundries	£30.00	£70.00	£50.00	£20.00	£70.00	£0.00	£20.00
4500/1/3/7	Returned Deposits	£50.00	£0.00	£50.00	-£50.00	£0.00	£0.00	-£50.00

03/01/4500	TOTAL	£4,088.20	£3,935.00	£3,764.67	£170.33	£4,185.00	£398.25	-£161.14
							<b>Known Income/ Expenditure to 31.03.2016</b>	<b>Projected Balance @ 31.03.2016</b>
		<b>Previous Year's Net</b>	<b>2015/2016</b>	<b>Actual Net</b>	<b>Balance</b>	<b>2016/2017</b>		
04/01/4500	Mylen Road							
4500/1/4/1	Services	£866.80	£1,000.00	£623.28	£376.72	£1,000.00	£278.25	£165.25
4500/1/4/2	Grounds Maintenance	£1,052.70	£3,715.00	£4,796.66	-£1,081.66	£2,000.00	£0.00	-£1,081.60
4500/1/4/3	Water Charges	£782.56	£650.00	£344.86	£305.14	£310.00	£172.43	£132.71
4500/1/4/4	Repairs & Renewals	£369.88	£715.00	£85.00	£630.00	£805.00	£0.00	£630.00
4500/1/4/5	Equipment	£219.26	£100.00	£0.00	£100.00	£300.00	£0.00	£100.00
4500/1/4/6	Sundries	£30.00	£70.00	£50.00	£20.00	£70.00	£0.00	£20.00
4500/1/4/7	Returned Deposits	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
4500/1/4	TOTAL	£3,321.20	£6,250.00	£5,899.80	£350.20	£4,485.00	£450.68	-£33.64
4500/1/5	Old Winton Road							
4500/1/5/1	Services	£866.80	£1,000.00	£623.28	£376.72	£1,000.00	£278.25	£165.25
4500/1/5/2	Grounds Maintenance	£1,663.38	£2,000.00	£1,836.66	£163.34	£2,000.00	£0.00	£163.34
4500/1/5/3	Water Charges	£395.66	£450.00	£492.93	-£42.93	£360.00	£246.50	-£289.40
4500/1/5/4	Repairs & Renewals	£50.00	£715.00	£122.43	£592.57	£805.00	£0.00	£592.57
4500/1/5/5	Equipment	£447.77	£120.00	£0.00	£120.00	£300.00	£0.00	£120.00
4500/1/5/6	Sundries	£30.00	£70.00	£50.00	£20.00	£70.00	£0.00	£20.00
4500/1/5/7	Returned Deposits	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
4500/1/5	TOTAL	£3,453.61	£4,355.00	£3,125.30	£1,229.70	£4,535.00	£524.75	£771.76
4500/1/6	The Drove							
4500/1/6/1	Services	£832.80	£1,000.00	£623.28	£376.72	£1,000.00	£278.25	£165.25
4500/1/6/2	Grounds Maintenance	£1,221.12	£750.00	£2,781.00	-£2,031.00	£2,500.00	£0.00	-£2,031.00
4500/1/6/3	Water Charges	£2,050.71	£2,250.00	£2,029.57	£220.43	£2,160.00	£1,015.00	-£794.57
4500/1/6/4	Repairs & Renewals	£40.00	£715.00	£110.00	£605.00	£805.00	£0.00	£605.00
4500/1/6/5	Equipment	£553.29	£120.00	£0.00	£120.00	£300.00	£0.00	£120.00
4500/1/6/6	Sundries	£20.00	£70.00	£124.16	-£54.16	£70.00	£0.00	-£54.16
4500/1/6/7	Returned Deposits	£0.00	£0.00	£50.00	-£50.00	£0.00	£0.00	-£50.00
4500/1/6	TOTAL	£4,717.92	£4,905.00	£5,718.01	-£813.01	£6,835.00	£1,293.25	-£2,039.48



		Previous Year's Net	2015/2016	Actual Net	Balance	2016/2017	Known Income/ Expenditure to 31.03.2016	Projected Balance @ 31.03.2016
4500/1/7	Vigo Road							
4500/1/7/1	Services	£972.80	£1,000.00	£623.28	£376.72	£1,000.00	£278.25	£165.25
4500/1/7/2	Grounds Maintenance	£3,274.97	£2,500.00	£3,015.18	-£515.18	£3,000.00	£0.00	-£515.18
4500/1/7/3	Water Charges	£579.79	£1,500.00	£2,634.59	-£1,134.59	£2,910.00	£1,320.00	-£2,454.59
4500/1/7/4	Repairs & Renewals	£323.94	£715.00	£1,123.98	-£408.98	£805.00	£0.00	-£408.98
4500/1/7/5	Equipment	£393.81	£100.00	£194.00	-£94.00	£300.00	£0.00	-£94.00
4500/1/7/6	Sundries	£30.00	£70.00	£86.67	-£16.67	£70.00	£0.00	-£16.67
4500/1/7/7	Returned Deposits	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
4500/1/7	TOTAL	£5,575.31	£5,885.00	£7,677.70	-£1,792.70	£8,085.00	£1,598.25	-£3,324.17
4500/1	TOTAL	£27,992.13	£32,510.00	£28,267.09	£4,242.91	£36,860.00	£5,576.68	-£5,293.68
4500/2	Allotment Utilities	£56.25	£0.00	£0.00	£0.00	£0.00		
TOTAL ALLOTMENTS		£28,048.38	£32,510.00	£28,267.09	£4,242.91	£36,860.00		
TOTAL EXPENDITURE		£129,461.36	£163,033.00	£118,473.96	£25,716.19	£284,033.00		
Total Income		£195,895.77	£157,222.76	£161,193.97	£3,971.21	£22,350.00		
Total Expenditure		£129,461.36	£163,033.00	£118,473.96	£25,716.19	£221,533.00		
TOTAL NET BALANCE		£66,434.41	-£5,810.24	£42,720.01		£261,683.00		£15,642.26
Town Precept			£132,482.76			£261,651.89		