



# **ANDOVER TOWN COUNCIL**

## **ANNUAL REPORT**

### **2021 / 2022**

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## THE TOWN MAYOR OF ANDOVER TOWN COUNCIL

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This last year follows two difficult years of lockdowns due to the pandemic where we were unable to hold meetings face to face. We held meetings via zoom which enabled members of the public to join the meetings. This year we were able to hold meetings again face to face, holding council meetings here in the Guildhall again and moving our committee meetings to The Lights. To enable members of the public to still hear our council meetings we provided a zoom link for them to log into. This proved a challenge at times with technology problems trying to ensure councillors and debate could be heard clearly. We are now able to welcome the public to our meetings, face to face and I would like to thank Borough Councillors, Cllr Nick Matthews, Cllr Iris Anderson and Cllr Zilliah Brooks along with County Councillors Cllr David Drew and Cllr Donnelley who regularly attend to update the Town Council about events and work in their wards.

By the end of this year we should have 3 new allotment sites and I would like to thank all the Officers for the work they have done to enable this. It is hoped we will be able to move into new offices within the next few months.

I would like to thank the officers who have managed to keep working through staff catching COVID and staff being off sick. It has been difficult working from home and at times being short staffed. I would also like to thank my consort Cllr Nigel Long who has enabled me to attend functions I have been invited to, opening shops, the woman's world day of prayer, rededication of the Bridge St Methodist Church and concerts. We planted a tree to mark victims of COVID and to say thank you to everyone who enabled to deal with the pandemic. I would also like to thank my deputy Cllr Robin Hughes who attended functions I was not able to attend, Remembrance Day and the Christmas Tree Light switch on. His support this year has been invaluable as we have tried to get the council back on track following a number of resignations of councillors and threats of judicial review.

During lockdown social media has played a part in communication between members of the public. Over the last few years this has been detrimental to Andover Town Council but I would urge everyone to come to council meetings and ask questions they are concerned about. Andover Town Council represents the people of Andover and I hope as Mayor this year I have started to turn around the negative feelings that have been shown during the time we have been in lockdown. We are always ready to listen to your views.

***Cllr Barbara Long***  
***Town Mayor - Andover Town Council***

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# INTRODUCTION

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## History of Andover Town Council

The Town Council was officially declared by Test Valley Borough Council on 1<sup>st</sup> April 2010.

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

The Town Council was composed of 19 Members (Councillors) representing the 5 wards (Alamein, Harroway, Millway, St Mary's and Winton) in the Town of Andover.

In 2018 the Town Council, as part of a Community Governance Review, led by Test Valley Borough Council, underwent a series of changes following consultation.

The 5 Wards were increased to 6 and are now: Downlands, Harroway, Millway, Romans, St Marys and Winton.

The parished area that the Town Council now covers has also increased to include the Augusta Park area and Burghclere Down.

The number of Councillors has been reduced to 16.

The Town Mayor holds office from the 'Election of Town Mayor' ceremony, the Annual Town Council Meeting, generally held in May, for one year until the ceremony of the following year. The Town Mayor 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 approximately 5248 Acres. The total population of the Andover Town Council area is approximately 47,200. The area consists of 6 wards represented by Councillors as follows:

|           |                 |
|-----------|-----------------|
| Downlands | – 2 Councillors |
| Harroway  | – 3 Councillors |
| Millway   | – 3 Councillors |
| Romans    | - 3 Councillors |
| St Mary's | – 3 Councillors |
| Winton    | – 2 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.  
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 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 was adopted by the Council on 6 September 2012. It sets out the conduct that is expected of Members of the Council. One of the first duties that all Councillors must perform is to agree to and sign up to the Code of Conduct, this is then witnessed and counter signed by the Responsible Officer 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 one Council meeting a month, including the 'Town Mayor Making or Annual Town Council' meeting held in May. The Town Mayor 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 three main Committees which feed into the Full Council; these are the Policy and Resources Committee, Allotments Committee and the Planning Committee.

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

The Committees meet at least six times a year on a rota basis, before Council. The Planning Committee meets every three weeks to coincide with the Planning Authority, Test Valley Borough Council, Northern Area Planning Meetings.

The Town Council also has a Human Resources Panel, an Events Panel and a Grants Panel. The Panels have no authority to make decisions but consider and make recommendations to a 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 E** – Attendance at Full Council Meetings 2021-2022
- Appendix F** – Attendance at Allotment Committee Meetings 2021-2022

- Appendix G** – Attendance at Policy & Resources Committee Meetings 2021-2022  
**Appendix H** – Attendance at Planning Committee Meetings 2021-2022

Each committee has a Chairman and Vice-Chairman. The Policy & Resources Committee has 7 Members, the Allotments Committee has 7 Members and the Planning Committee has 6 Members.

Members of the public are entitled to attend Council and Committee meetings and at the beginning of the meetings, the Chairman will ask if any members of the public would like to ask the Council or Committee a question or make a statement. However, members of the public are not entitled to take part in the discussions or decisions of the meetings.

## **Training**

During 2021/2022 the Town Councillors have attended various training courses, mainly run by the Hampshire Association of Local Councils, the training sessions have included:

***Finance for Councillors – Attended by:***

Councillor B Long.

***The Knowledge and Core Skills – Attended by:***

Councillor B Long & Councillor N Long.

***Managing People in Local Councils – Attended by:***

Councillor R Rowles.

## **Website**

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

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 £10,000 per year to assist local charities and organisations based in Andover with one off projects. The Town Council's Grants Policy has been reviewed and updated to reflect the larger Budget set aside. During 2021/2022 grants have been given to the following organisations:

**October 2021 – Youth Options – £990**

**October 2021 – Rooting for Andover – £1,000**

**December 2021 – Andover Trees United - £2,000**

## **Events**

To enable and assist local events to take place in Andover, the Town Council has set up an Events Budget and devised a Policy to allow local organisations to apply for Event Funding from the Town Council. Local organisations can express a request for funding to their Ward Councillor who can request that monies be set aside in the Events Budget. The Organisations are then invited to apply for funding and provided all the requirements within the Events Funding Policy are adhered to and it is within the Town Council's powers to provide funding, up to £3,000 can be awarded per event.

## **Staffing**

Currently, Andover Town Council has two full time members of staff; the Town Clerk and Committee/GDPR Officer and 3 part-time members of staff; the Deputy Town Clerk and 2 Allotment Officers (Job Share), providing allotment management and service provision.

Attached at **Appendix D** is the staffing structure.

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## POLICY & RESOURCES COMMITTEE

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|               |   |
|---------------|---|
| Chairman      | Former Cllr R Rowles (May - October), Cllr R Hughes (Current)                       |
| Vice-Chairman | Cllr S Waue   |
| Members       | Cllr L Gregori<br>Cllr N Long<br>Cllr M Mumford<br>Cllr R Rowles<br>Cllr J Sangster |

### Responsibilities:

- ◆ Policy and Procedures
- ◆ Finance
- ◆ Asset Management
- ◆ Human Resources
- ◆ Member Services

### Report of the Chairman – Cllr R Hughes

On 25<sup>th</sup> January 2022 the Committee approved and recommended to Full Council the Budget 2022/2023 of £370,077.50 (three hundred and seventy thousand, seventy-seven pounds and fifty pence). The Precept for 2022/2023 be £361,801.70 (three hundred and sixty-one thousand, eight hundred and one pounds and seventy pence) based on a tax base of 17,147 @ £21.10 per Band D Equivalent Dwellings, be accepted and approved. That £8,275.80 be taken from Operational Reserves to make up the shortfall for the Budget 2022/2023. This ensured that for the year 2021 -2022 there would be no increase in the town councils' council tax precept.

In February 2022 the Town Councils internal auditor provided a review of the 2022/23 budget setting process, together with a highline review of the council's reserves and budget for the 2022/23 council year.

*"We reviewed the councils own financial regulations; these are regulations set by the council that detail how the finance function should operate. These are based on a model set as published by the National Association of Local Councils and whilst based on an older version they remain fit for purpose for a council of this size.*

*In our review, we found no breach of the timescales or regulations as set by the financial regulations for preparing, setting and agreeing a budget and precept.*

*We are of the opinion that the council has robust practices in place, is in no financial distress, that the 2022/23 budget has been set in accordance with regulation, and set at such a level as to produce no surplus or deficit."*

A "Back to Basics" programme for the immediate and medium term has been agreed and is continuing to be developed. 'Back to Basics' has been introduced to give the town council

the time, space and stability in the work of the town council to address its democratic, structural and HR issues.

The Back-to-Basics programme includes all Statutory and essential responsibilities, which include the running of the Allotments and managing the allotment estate, Planning statutory consultee, Budget, Precept and reserves, Council Meetings (including an Annual Council Meeting) Electors Meeting, Annual Governance and Accountability Report (AGAR). The Annual Audit, Corporate/Financial risk assessment, Review and approval of Council Assets and Town Council offices. Statutory Policy creation e.g. Equality Policy and the maintenance of the website and social media.

The Employment of staff – annual appraisals, contracts, record holiday allowance and use, payroll, pensions, sickness, and absence. In regard of annual appraisals, the new H&R panel has carried out staff appraisals so that the town council is no longer in breach of its contractual and legal obligations to its employees.

In addition, the Back-to-Basics programme includes the annual requirement to deliver the annual Christmas lights in the town. A service undertaken by the Town council since 2011. Work is also continuing on delivering a new service provision, Speed Indicators Devices (SIDs).

Any new activities to be triggered by a motion or report which should include a statement by the Town Clerk identifying any resources required including officer time and funding requirements.

The Policy and Resources Committee has ensured that the Town Council remains on a stable financial footing. Committee members working together to enable the Council to grow its Services, Assets and Responsibilities. We continue to work with other local authorities to help fund events and services that benefit Andover residents.

**Report by**  
**Councillor Robin Hughes**  
**(Chairman of Policy & Resources Committee 2021/2022)**

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## PLANNING COMMITTEE

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**Chairman** Cllr Barbara Long

**Vice-Chairman** Cllr Jason Sangster

Cllr Christopher Ecclestone

Cllr Luigi Gregori

Cllr Robin Hughes

Cllr Nigel Long

### **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 Barbara Long**

#### **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 2021/2022 the Planning Committee has made observations on 237 Planning Applications, and 1 Hampshire County Council School Planning Application. We have also received presentations from Test Valley Borough Council Officers on Nitrate neutrality

The Planning Committee has also made comments on 27 Tree Works and 4 Licences for Tables and Chairs on the Highway.

The Committee has 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 2021/2022 considered consultations on footpaths.

The Town Council will continue to ensure that Test Valley Borough Council and Hampshire County Council notify and consult with Andover Town Council concerning anything to do with the Parish of Andover.

### **Conclusion**

The Planning Committee has met 14 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 over-development and infill development. We are also being proactive in encouraging new build to future proof homes with electric charging points and home heating.

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.

### **Report by**

**Councillor Barbara Long**

**(Chairman of Planning Committee 2021/2022)**

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# ALLOTMENT COMMITTEE

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Chairman **Cllr K Hughes**

Vice-Chairman **Cllr N Long**

Cllr D Coole

Cllr L Gregori

Cllr R Hughes

Cllr B Long

Cllr S Waue

## **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 – Cllr K Hughes**

2021/22 was a busy year for the Allotments Committee and the Allotment staff with all Covid related restrictions being removed. The Allotments Committee continued to hold meetings & surgeries, and members completed several ad-hoc site visits.

The Town Council took ownership of the new allotment site at Ox Drove. The handover of this site has been a lengthy process, complicated by Covid and a considerable delay in the developer's solicitor signing the handover document. This delay resulted in a few issues arising at the site that had to be dealt with before the process of allocating plots to tenants could begin. All major issues have now been resolved and plots allocated to tenants.

Progress with new sites at Picket 20 and Saxon Heights has been made throughout the year. The handover of both sites is expected to take place by mid-2022 and possibly as early as the end of March 2022. The council will continue to work with the developer's legal teams to ensure the sites are handed over as soon as possible and are of a high standard when received.

Wardens' meetings have been re-established, the first of which took place in October 2021. These meetings allow the wardens to discuss issues they are facing on their sites and share best practice for dealing with the issues that may arise. It is hoped that these meetings will take place at least twice a year.

The council have continued to look for opportunities to reduce costs, whilst not reducing the service allotment holders receive. Several initiatives will be introduced in the coming year to reduce the maintenance costs of the allotments and ensure that works are carried out in a timely manner. To help achieve this a new maintenance schedule has been approved by the committee and has been

implemented.

The committee proposed a rental increase for only the second time since Andover Town Council have been responsible for allotments. Following a vote by the full council it was agreed that rent would increase by 10% per year, each year for the next 4 years. It was also agreed that the billing period for allotments would change to 1<sup>st</sup> October – 30<sup>th</sup> September.

I would like to end this report by thanking the council staff, along with our team of Wardens for all their hard work throughout the year. Without their tireless work and dedication, the allotments would cease to function. I would also like to thank all the members of the Allotments Committee for their contributions throughout the year.

**Report by**

**Councillor Kevin Hughes (Chairman of the Allotments Committee 2021/2022)**

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## ANDOVER TOWN COUNCIL – PANELS

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The Town Council has Panels set up to research feasibility for future projects and to initiate work to complete for projects. These Groups report directly to the Policy & Resources Committee or Full Council, dependent upon their Terms of Reference.

The current Panels and the Committees they report to are as follows:

### **Policy & Resources Committee**

Human Resources Panel (Also report directly to Full Council dependent upon task)

### **Full Council**

Events Panel

Grants Panel

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## ANDOVER TOWN COUNCIL – FINANCE

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### **Budget 2022/2023**

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 2022/2023.

## 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<br>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<br>Power to charge for admission to performances  | Local Government Act 1972, s.145(1)(c)<br>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.<br><br>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)<br>Road Traffic Regulation Act 1984, s.63<br>Road Traffic Regulation Act 1984, s.57(7) - England  |
| Boating pools                              | Power to make bylaws for the use of and charging for parking places.<br>Power to provide a boating pool in a park provided or managed by the council<br>Power to charge a reasonable amount for its use  | Public Health Act 1961, s.54(1)<br>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.<br>Power to maintain for payment a monument or memorial on a private grave (no more than 99 years) in the council's area.<br>Power to provide and maintain cemeteries in or outside the council's area.<br>Power to contribute towards the maintenance or cemeteries where | Open spaces Act 1906, ss. 9 and 10.<br>Parish Councils and Burial Authorities (Miscellaneous Provisions) Act 1970, s.1<br>Local Government Act 1972, s.214(2)<br>Local Government Act 1972, s.214(6)<br><br>Local Authorities' Cemeteries Order 1977<br>Open Spaces Act 1906, s.15 - England |

|                                     |   |   |
|-------------------------------------|---|---|
|                                     | the inhabitants of the council's area may be buried.<br>Power to grant rights of burial, to place and maintain tombstones or memorials on graves and to charge fees.<br>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<br>Power to regulate use of car parks and charge for their use                                   | Road Traffic Regulation Act 1984, s.57(1)(b)<br>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<br>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<br>Power to charge for admission to a cinema provided by the council   | Local Government Act 1972, s.145(1)(b)<br>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.<br>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<br>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;<br>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<br>Power for a council that maintains a market to make byelaws  | Food Act 1984, s.50<br>Food Act 1984, s.60 – England  |
| Mortuaries and Post-Mortem Rooms         | Power to provide mortuaries and post-mortem rooms<br>Power to make bylaws to manage and charge for the use of mortuaries and post-mortem rooms   | Public Health Act 1936, s. 198<br>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)<br>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<br>Power to provide and maintain land for open spaces in or outside the council's area<br>Power to make byelaws                                     | Public Health Act 1875, s. 164.<br>Public Health Act 1875, s.164 – England<br>Open Spaces Act 1906, ss.9-10,<br>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.<br>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<br>Power to make byelaws   | Public Health Act 1936, s. 87<br>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<br>Power to enter into agreement to dedicate a road as highway in the council's area or an adjoining parish or community area<br>Power to enter into agreement to widen existing highway in the council's area or an adjoining parish or community area<br>Power to provide warning notices on footpaths and bridleways            | Highways Act 1980, ss.43, 50<br>Highways Act 1980, s.30<br>Highways Act 1980, s.72<br>Road Traffic Regulation Act 1984, s.72(2)   |
| Recreation  | Power to provide and manage recreation grounds, public walks, pleasure grounds and open spaces<br>Power to make byelaws<br>Power to provide and contribute to a wide range of recreational facilities in or outside the council's area<br>Power to provide gymnasiums, playing fields, holiday camps<br>Provision of boating pools  | Public Health Act 1875, s. 164.<br>Public Health Act 1875, s.164 - England<br>Local Government Act 1972, s. 14 para 27.<br>Public Health Act Amendment Act 1890, s. 44.<br>Open Spaces Act 1906, ss. 9 and 10.<br>Local Government (Miscellaneous Provisions) Act 1976, s. 19<br>Public Health Act 1961, s. 54<br>Localism Act 2011, ss.81-86 |
| Right to challenge services that are provided by a principle authority – England<br>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<br>Power to nominate assets to be added to a list of assets of community value<br>Power to bid to buy a listed asset when it comes up for sale   | Localism Act 2011, ss.87-108<br>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<br>Power to complain to the local highway authority about the obstruction of rights of way and 'roadside waste' in the council's area<br>Power to plant and maintain trees and shrubs, and lay out grass verges in the council's area | Highways Act 1980, ss.47, 116<br>Highways Act 1980, s. 130<br>Highways Act 1980, s.96<br>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<br>Power to charge for use of public baths   | Public Health Act 1936, s. 221<br>Public Health Act 1936, 222<br>Public Health Act 1936, 2.223 - England |
| Theatres                           | Power to make byelaws<br>Power to provide a theatre or contribute towards their expenses in or outside the councils area   | Local Government Act 1972, s.145<br>(1)(b)<br>Local Government Act 1972, s.145<br>(2)                    |
| Tourism                            | Power to charge for admission to a theatre provided by the council<br>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   |

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## APPENDIX B – ELECTED COUNCILLORS OF ANDOVER TOWN COUNCIL

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Alphabetically:

| <b>Name of Councillor</b> | <b>Ward represented</b> |
|---------------------------|-------------------------|
| Councillor N Asamoah      | Millway                 |
| Councillor L Banville     | Harroway                |
| Councillor D Coole        | Romans                  |
| Councillor J Coole        | Downlands               |
| Councillor C Ecclestone   | Millway                 |
| Councillor L Gregori      | Harroway                |
| Councillor K Hughes       | Downlands               |
| Councillor R Hughes       | Harroway                |
| Councillor B Long         | St Marys                |
| Councillor N Long         | St Marys                |
| Councillor R Meyer        | Winton                  |
| Councillor M Mumford      | Millway                 |
| Councillor R Rowles       | Winton                  |
| Councillor J Sangster     | Romans                  |
| Councillor D Treadwell    | Romans                  |
| Councillor S Waue         | St Marys                |

By ward:

**Ward represented**

**Name of Councillor**

Downlands

Councillor J Coole

Councillor K Hughes

Harroway

Councillor L Banville

Councillor L Gregori

Councillor R Hughes

Millway

Councillor N Asamoah

Councillor C Ecclestone

Councillor M Mumford

Romans

Councillor D Coole

Councillor J Sangster

Councillor D Treadwell

St Mary's

Councillor B Long

Councillor N Long

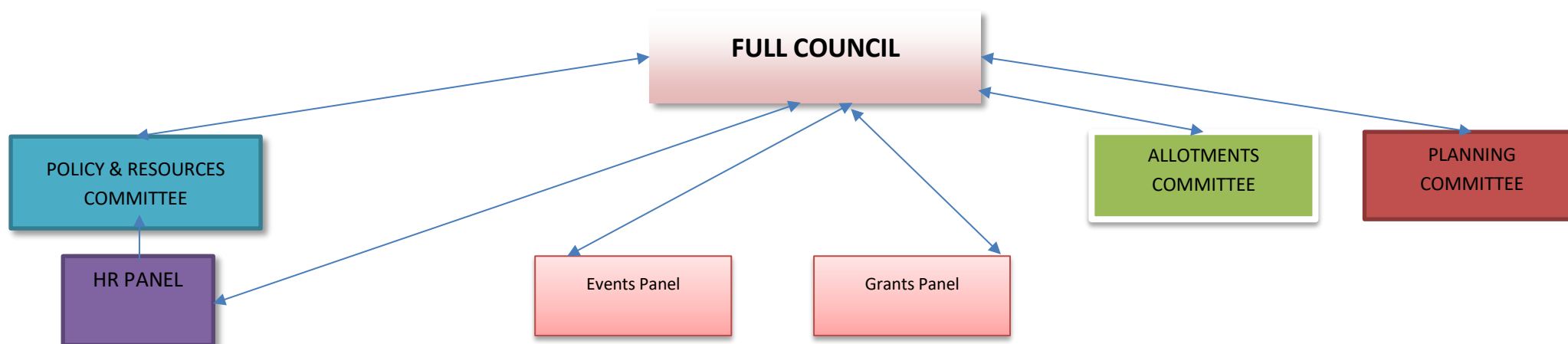
Councillor S Waue

Winton

Councillor R Meyer

Councillor R Rowles

## APPENDIX C – ANDOVER TOWN COUNCIL COMMITTEE STRUCTURE

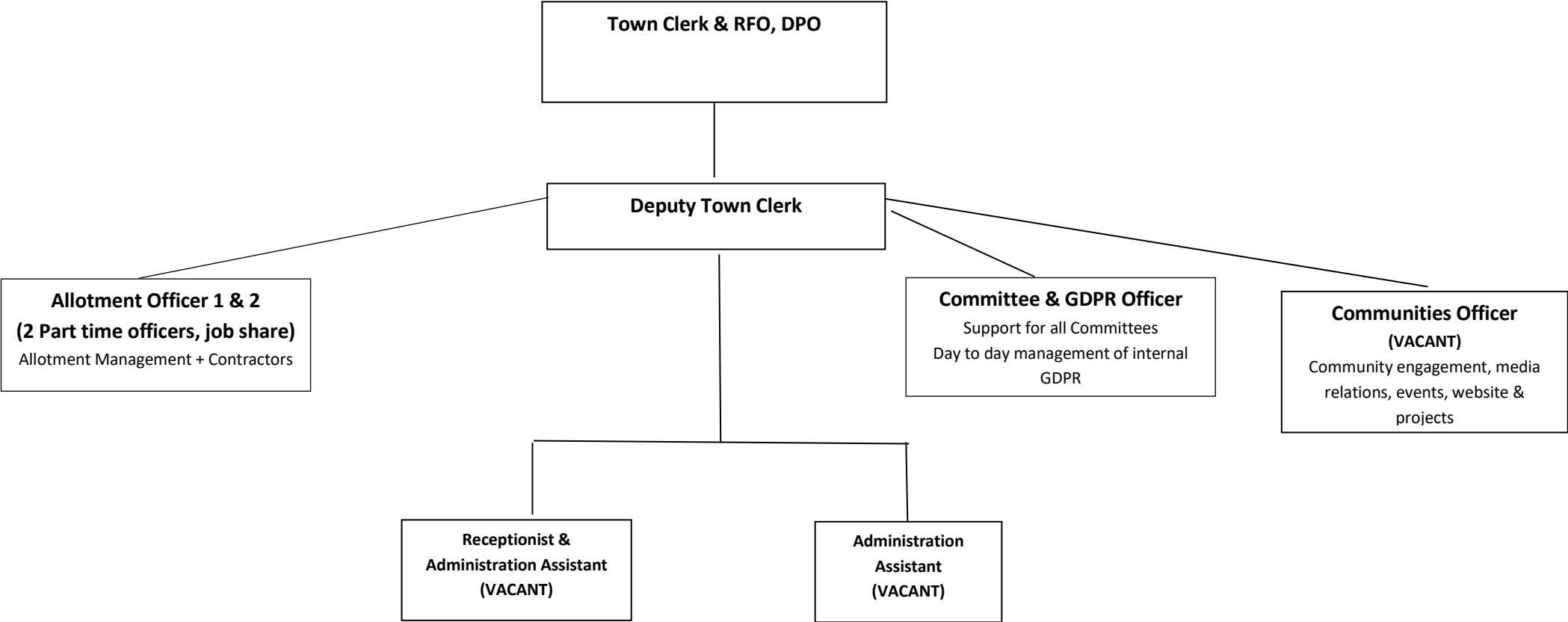


The Panels report back to full Council or Policy & Resources Committee dependent upon Terms of Reference

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# APPENDIX D – STAFFING STRUCTURE 2021/2022

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## APPENDIX E – ATTENDANCE AT FULL COUNCIL MEETINGS 2021-2022

| Councillor                   | 06.04.2021 | 28.04.2021 | 27.05.2021 | 23.06.2021 | 04.08.2021 | 15.09.2021 | 20.10.2021 | 24.11.2021 | 15.12.2021 | 25.01.2022 | 22.02.2022 | 11 Meetings |
|------------------------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|-------------|
| N Asamoah                    | 0          | 0          | 1          | 0          | 0          | 0          | 0          | 1          | 1          | 1          | 1          | 5           |
| L Banville                   | 0          | 0          | 1          | 0          | 0          | 0          | 0          | 1          | 0          | 0          | 0          | 2           |
| D Coole                      | 1          | 0          | 0          | 0          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 8           |
| J Coole                      | 0          | 0          | 0          | 0          | 0          | 1          | 1          | 1          | 0          | 1          | 1          | 5           |
| C Ecclestone                 | 1          | 0          | 1          | 1          | 1          | 0          | 1          | 1          | 0          | 0          | 1          | 7           |
| L Gregori                    | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 11          |
| K Hughes                     | N/A        | 1          | 1          | 0          | 1          | 1          | 1          | 1          | 0          | 0          | 0          | 6           |
| R Hughes (Deputy Town Mayor) | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 11          |
| B Long (Town Mayor)          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 0          | 1          | 1          | 1          | 10          |
| N Long                       | N/A        | N/A        | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 9           |
| R Meyer                      | 0          | 0          | 0          | 0          | 0          | 1          | 1          | 1          | 1          | 1          | 0          | 5           |
| M Mumford                    | N/A        | N/A        | 1          | 1          | 1          | 0          | 1          | 1          | 0          | 1          | 1          | 7           |
| R Rowles                     | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 0          | 0          | 1          | 9           |
| J Sangster                   | 1          | 1          | 1          | 1          | 1          | 0          | 0          | 0          | 0          | 1          | 1          | 7           |

|                       |          |          |           |          |           |           |           |           |          |           |           |   |
|-----------------------|----------|----------|-----------|----------|-----------|-----------|-----------|-----------|----------|-----------|-----------|---|
| D Treadwell           | 0        | 0        | 1         | 0        | 0         | 1         | 1         | 1         | 1        | 1         | 1         | 7 |
| S Waue                | N/A      | N/A      | 1         | 1        | 1         | 1         | 1         | 1         | 1        | 1         | 1         | 9 |
|                       |          |          |           |          |           |           |           |           |          |           |           |   |
| <b>Meeting TOTALS</b> | <b>7</b> | <b>6</b> | <b>13</b> | <b>9</b> | <b>11</b> | <b>11</b> | <b>13</b> | <b>14</b> | <b>9</b> | <b>12</b> | <b>13</b> |   |

Key

N/A – Not Applicable (was not on Council/Committee)

Meeting TOTALS – the number of Members at the meeting

**N/Q** – Not quorate

## APPENDIX F – ATTENDANCE AT ALLOTMENT COMMITTEE MEETINGS 2021- 2022

| Councillor                                | 09.09.2021 | 04.11.2021 | 02.12.2021 | 03.02.2022 | 4 Meetings |
|---|------------|------------|------------|------------|------------|
| K Hughes (Chairman)                       | 1          | 0          | 0          | 0          | 1          |
| N Long (Vice Chairman)                    | 1          | 1          | 1          | 1          | 4          |
| D Coole (Joined the Committee 04.11.2021) | N/A        | 1          | 1          | 1          | 3          |
| L Gregori                                 | 1          | 1          | 1          | 1          | 4          |
| R Hughes                                  | 1          | 1          | 1          | 1          | 4          |
| B Long                                    | 1          | 1          | 1          | 1          | 4          |
| S Waue                                    | 1          | 1          | 1          | 1          | 4          |
| <b>Meetings TOTAL</b>                     | <b>6</b>   | <b>6</b>   | <b>6</b>   | <b>6</b>   |            |

### Key

N/A – Not Applicable (was not on Council/Committee)

Meeting TOTALS – the number of Members at the meeting

**N/Q** – Not quorate

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## APPENDIX G – ATTENDANCE AT POLICY & RESOURCES COMMITTEE MEETINGS 2021 - 2022

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| Councillor                           | 05.10.2021 | 14.10.2021 | 07.12.2021 | 11.01.2021 | 18.01.2022 | 5 Meetings |
|--------------------------------------|------------|------------|------------|------------|------------|------------|
| R Hughes (Chairman) (wef 24.11.2021) | 1          | 1          | 1          | 1          | 1          | 5          |
| S Waue (Vice Chairman)               | 1          | 1          | 1          | 1          | 1          | 5          |
| L Gregori                            | 1          | 1          | 1`         | 0          | 1          | 4          |
| N Long (Joined Committee 20.10.2021) | N/A        | 1          | 1          | 1          | 1          | 4          |
| M Mumford                            | 1          | 1          | 1          | 0          | 1          | 4          |
| R Rowles                             | 1          | 1          | 0          | 0          | 0          | 2          |
| J Sangster                           | 1          | 0          | 0          | 0          | 0          | 1          |
| <b>Meetings TOTALS</b>               | <b>6</b>   | <b>6</b>   | <b>5</b>   | <b>3</b>   | <b>5</b>   |            |

## APPENDIX H – ATTENDANCE AT PLANNING COMMITTEE MEETINGS 2021 - 2022

| Councillor                 | 01.06.2021 | 21.06.2021 | 12.07.2021 | 02.08.2021 | 23.08.2021 | 13.09.2021 | 04.10.2021 | 25.10.2021 | 15.11.2021 | 06.12.2021 | 04.01.2022 | 31.01.2022 | 14.02.2022 | 07.03.2022 | 14 Meetings |
|----------------------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|-------------|
| B Long (Chairman)          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 0          | 1          | <b>13</b>   |
| J Sangster (Vice Chairman) | N/A        | N/A        | 0          | 0          | 1          | 0          | 1          | 0          | 0          | 0          | 0          | 1          | 1          | 0          | <b>4</b>    |
| C Ecclestone               | 0          | 0          | 0          | 0          | 0          | 0          | 0          | 0          | 1          | 0          | 1          | 0          | 1          | 1          | <b>4</b>    |
| L Gregori                  | 1          | 1          | 1          | 1          | 1          | 1          | 0          | 1          | 1          | 1          | 0          | 1          | 1          | 1          | <b>12</b>   |
| R Hughes                   | 1          | 1          | 0          | 0          | 0          | 1          | 0          | 1          | 0          | 1          | 1          | 0          | 1          | 1          | <b>8</b>    |
| N Long                     | 0          | 0          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 1          | 0          | 1          | <b>11</b>   |
| <b>Meeting Totals</b>      | <b>3</b>   | <b>3</b>   | <b>3</b>   | <b>3</b>   | <b>4</b>   | <b>4</b>   | <b>3</b>   | <b>4</b>   | <b>4</b>   | <b>4</b>   | <b>4</b>   | <b>4</b>   | <b>4</b>   | <b>5</b>   |             |

# APPENDIX I – ANDOVER TOWN COUNCIL BUDGET 2022/2023

FINANCIAL BUDGET 2022/2023 APPROVED at COUNCIL 25 January 2022

## INCOME

|                         |      |                         |  | 2020/2021<br>Net | Budget<br>2021/2022 | Actual Net<br>@<br>28.02.2022 | Balance<br>2021/2022 | Projected<br>balance by<br>31.03.2022 | BUDGET<br>5%<br>INFLATION |
|-------------------------|------|-------------------------|--|------------------|---------------------|-------------------------------|----------------------|---------------------------------------|---------------------------|
| Assets & Communities    |      |                         |  |                  |                     |                               |                      |                                       |                           |
|                         | 3025 | <u>Town Development</u> |  |                  |                     |                               |                      |                                       |                           |
| 3025/1                  |      | Income from Events      |  | £0.00            | £0.00               | £0.00                         | £0.00                | £0.00                                 | £0.00                     |
| 3025/2                  |      | Grants                  |  | £2,000.00        | £0.00               | £7,124.22                     | £7,124.22            | £7,124.22                             | £0.00                     |
| 3025/3                  |      | Sponsorship             |  | £0.00            | £0.00               | £0.00                         | £0.00                | £0.00                                 | £0.00                     |
| 3025/4                  |      | Proms in the park       |  | £0.00            | £0.00               | £0.00                         | £0.00                | £0.00                                 | £0.00                     |
| 3025/5                  |      | A-Fest                  |  | £0.00            | £0.00               | £0.00                         | £0.00                | £0.00                                 | £0.00                     |
| 3025/6                  |      | Shilling Fair           |  | £0.00            | £0.00               | £0.00                         | £0.00                | £0.00                                 | £0.00                     |
|                         | 3025 | TOTAL                   |  | £2,000.00        | £0.00               | £7,124.22                     | £7,124.22            | £7,124.22                             | £0.00                     |
|                         |      |                         |  |                  |                     |                               |                      |                                       |                           |
| TOTAL EVENTS & PROJECTS |      |                         |  | £2,000.00        | £0.00               | £7,124.22                     | £7,124.22            | £7,124.22                             | £0.00                     |

|                               |      |                          |  | 2020/2021<br>Net | Budget<br>2021/2022 | Actual Net<br>@<br>28.02.2022 | Balance<br>2021/2022 | Projected<br>balance by<br>31.03.2022 | BUDGET<br>5%<br>INFLATION |
|-------------------------------|------|--------------------------|--|------------------|---------------------|-------------------------------|----------------------|---------------------------------------|---------------------------|
| <b>Policy &amp; Resources</b> |      |                          |  |                  |                     |                               |                      |                                       |                           |
|                               | 99   | Heating & Lighting       |  | £0.00            | £0.00               | £0.00                         | £0.00                | £0.00                                 | £0.00                     |
|                               | 3000 | Precept                  |  | £344,204.00      | £0.00               | £349,584.80                   | £349,584.80          | £349,584.80                           | £0.00                     |
|                               | 3001 | TVBC Tax Band Grant      |  | £0.00            | £0.00               | £0.00                         | £0.00                | £0.00                                 | £0.00                     |
|                               | 3002 | Election Expenses Refund |  | £2,341.20        | £0.00               | £0.00                         | £0.00                | £0.00                                 | £0.00                     |
|                               | 3010 | Bank Interest            |  | £0.00            | £0.00               | £5.25                         | £5.25                | £5.25                                 | £0.00                     |
|                               | 3011 | Insurance Premium Refund |  | £0.00            | £0.00               | £79.15                        | £79.15               | £79.15                                | £0.00                     |
|                               | 3020 | Grants Received          |  | £0.00            | £0.00               | £0.00                         | £0.00                | £0.00                                 | £0.00                     |
|                               | 3021 | Cil Monies               |  | £13,346.06       | £0.00               | £14,050.94                    | £14,050.94           | £14,050.94                            | £0.00                     |
|                               | 3115 | VAT Write Off            |  | £0.00            | £0.00               | £0.00                         | £0.00                | £0.00                                 | £0.00                     |

|                                     |                              |                    |              |                    |                    |                    |              |
|-------------------------------------|------------------------------|--------------------|--------------|--------------------|--------------------|--------------------|--------------|
| 3116                                | IT Equipment                 | £0.00              | £0.00        | £0.00              | £0.00              | £0.00              | £0.00        |
| 3339                                | Mayors Events                | £0.00              | £0.00        | £0.00              | £0.00              | £0.00              | £0.00        |
| 3998                                | Funds Held for Youth Council | £0.00              | £0.00        | £0.00              | £0.00              | £0.00              | £0.00        |
| 3999                                | Funds Held for N P           | £0.00              | £0.00        | £0.00              | £0.00              | £0.00              | £0.00        |
| 4000                                | Defibrillator                | £0.00              | £0.00        | £0.00              | £0.00              | £0.00              | £0.00        |
| 4210                                | Waste Removal                | £26.00             | £0.00        | £0.00              | £0.00              | £0.00              | £0.00        |
| 4211                                | Photocopying                 | £0.00              | £0.00        | £0.00              | £0.00              | £0.00              | £0.00        |
| 4212                                | Payroll                      | £0.00              | £0.00        | £0.00              | £0.00              | £0.00              | £0.00        |
| <b>TOTAL Policy &amp; Resources</b> |                              | <b>£359,917.26</b> | <b>£0.00</b> | <b>£363,720.14</b> | <b>£363,720.14</b> | <b>£363,720.14</b> | <b>£0.00</b> |

|   |                               | <b>2020/2021<br/>Net</b> | <b>Budget<br/>2021/2022</b> | <b>Actual Net<br/>@<br/>28.02.2022</b> | <b>Balance<br/>2021/2022</b> | <b>Projected<br/>balance by<br/>31.03.2022</b> | <b>BUDGET<br/>5%<br/>INFLATION</b> |
|---|-------------------------------|--------------------------|-----------------------------|--|------------------------------|--|------------------------------------|
| <b>Allotments</b>   |                               |                          |                             |  |                              |  |                                    |
| 3050  | <b><u>Allotment Rents</u></b> |                          |                             |  |                              |  |                                    |
| 3050/1  | Admirals Way                  | £1,288.95                | £800.00                     | £1,340.25                              | £1,340.25                    | £1,340.25                                      | £800.00                            |
| 3050/2  | Barlows Lane                  | £4,418.63                | £5,000.00                   | £4,873.20                              | £4,873.20                    | £5,000.00                                      | £5,000.00                          |
| 3050/3  | Churchill Way                 | £2,228.46                | £2,200.00                   | £2,221.85                              | £2,221.85                    | £2,221.85                                      | £2,200.00                          |
| 3050/4  | Mylen Road                    | £1,267.42                | £1,200.00                   | £1,302.68                              | £1,302.68                    | £1,302.68                                      | £1,200.00                          |
| 3050/5  | Old Winton Road               | £3,957.48                | £3,700.00                   | £3,911.05                              | £3,911.05                    | £3,911.05                                      | £3,700.00                          |
| 3050/6  | The Drove                     | £5,598.99                | £5,000.00                   | £6,331.42                              | £6,331.42                    | £6,331.42                                      | £5,000.00                          |
| 3050/7  | Vigo Road                     | £4,866.60                | £5,000.00                   | £4,827.68                              | £4,827.68                    | £4,827.68                                      | £5,000.00                          |
| 3050/8  | Ox Drove                      | n/a                      | n/a                         | £224.04                                | £224.04                      | £224.04  | £550.00                            |
| 3050/9  | Picket Twenty                 | n/a                      | n/a                         | n/a                                    | n/a                          | n/a  | £1,300.00                          |
| 3050/10   | Saxon Heights                 | n/a                      | n/a                         | n/a                                    | n/a                          | n/a  | £504.00                            |
| 3050  | <b>TOTAL</b>                  | <b>£23,626.53</b>        | <b>£22,900.00</b>           | <b>£25,032.17</b>                      | <b>£25,032.17</b>            | <b>£25,158.97</b>                              | <b>£25,254.00</b>                  |
| <b>*5% CANNOT BE ADDED TO INCOME ON ALLOTMENTS 2022/2023 AS INSUFFICIENT NOTICE WILL BE GIVEN</b> |                               |                          |                             |  |                              |  |                                    |
| 3051  | <b><u>Deposits</u></b>        |                          |                             |  |                              |  |                                    |
| 3052  | Deposit Credit Interest       | £10.40                   | £0.00                       | £0.00                                  | £0.00                        | £0.00  | £0.00                              |
| 3053  | Deposit Direct Payment        | £0.00                    | £0.00                       | £0.00                                  | £50.00                       | £50.00   | £0.00                              |
|   | Received Deposits             | £0.00                    | £0.00                       | £50.00                                 | £50.00                       | £50.00   | £0.00                              |
| <b>TOTAL ALLOTMENTS</b>   |                               | <b>£23,636.93</b>        | <b>£22,900.00</b>           | <b>£25,082.17</b>                      | <b>£25,082.17</b>            | <b>£25,158.97</b>                              | <b>£25,254.00</b>                  |

|                                 |      |                               |                    |                   |                    |                    |                    |                   |
|---------------------------------|------|-------------------------------|--------------------|-------------------|--------------------|--------------------|--------------------|-------------------|
| <b>TOTAL INCOME</b>             |      |                               | <b>£385,633.23</b> | <b>£22,900.00</b> | <b>£395,926.53</b> | <b>£395,926.53</b> | <b>£396,003.33</b> | <b>£25,254.00</b> |
| <b>EXPENDITURE</b>              |      |                               |                    |                   |                    |                    |                    |                   |
| <b>Assets &amp; Communities</b> |      |                               |                    |                   |                    |                    |                    |                   |
|                                 | 4700 | <b>Events &amp; Projects</b>  |                    |                   |                    |                    |                    |                   |
| 4700/2                          |      | Christmas Lights              | £23,166.26         | £22,500.00        | £22,828.36         | -£328.36           | -£328.36           | £23,625.00        |
| 4700/3                          |      | A-Fest                        | £0.00              | £700.00           | £700.00            | £0.00              | £0.00              | £735.00           |
| 4700/4                          |      | Shilling Fair                 | £1,338.83          | £700.00           | £0.00              | £700.00            | £700.00            | £735.00           |
| 4700/5                          |      | Youth Clubs                   | £0.00              | £10,000.00        | £0.00              | £10,000.00         | £10,000.00         | £10,500.00        |
| 4700/6                          |      | Miscellaneous Events          | £0.00              | £0.00             | £0.00              | £0.00              | £0.00              | £0.00             |
| 4700/7                          |      | Armed Forces Day (was Events) | £0.00              | £700.00           | £0.00              | £700.00            | £700.00            | £735.00           |
| 4700/8                          |      | Andover Cycling Festival      | £0.00              | £700.00           | £0.00              | £700.00            | £700.00            | £735.00           |
| 4700/9                          |      | Andover Challenges            | £0.00              | £0.00             | £0.00              | £0.00              | £0.00              | £0.00             |
| 4700/10                         |      | WW1 Event (215)               | £0.00              | £0.00             | £0.00              | £0.00              | £0.00              | £0.00             |
| 4700/11                         |      | Festival of Motoring          | £0.00              | £700.00           | £0.00              | £700.00            | £700.00            | £735.00           |
| 4700/12                         |      | Defibrillator Provision       | £0.00              | £0.00             | £0.00              | £0.00              | £0.00              | £0.00             |
| 4700/13                         |      | Community Engagement          | £257.40            | £600.00           | £0.00              | £600.00            | £600.00            | £630.00           |
| 4700/14                         |      | Andover Carnival              | £0.00              | £700.00           | £0.00              | £700.00            | £700.00            | £735.00           |
| 4700/15                         |      | Andover Gardening Competition | £0.00              | £400.00           | £0.00              | £400.00            | £400.00            | £420.00           |
| 4700/16                         |      | Pancake Day                   | £0.00              | £0.00             | £0.00              | £0.00              | £0.00              | £500.00           |
| 4700/17                         |      | Tourism                       | £0.00              | £0.00             | £0.00              | £0.00              | £0.00              | £0.00             |
| 4700/18                         |      | Water Butt Scheme             | £0.00              | £0.00             | £0.00              | £0.00              | £0.00              | £0.00             |
| 4700/19                         |      | Andover Proms                 | £0.00              | £400.00           | £0.00              | £400.00            | £400.00            | £0.00             |
| 4700/20                         |      | Food Fair                     | £0.00              | £0.00             | £0.00              | £0.00              | £0.00              | £0.00             |
| 4700/21                         |      | Gardening Fair/AIB            | £0.00              | £0.00             | £0.00              | £0.00              | £0.00              | £500.00           |
| 4700/22                         |      | Queens Jubilee 2022           | £0.00              | £0.00             | n/a                | n/a                | £0.00              | £7,320.00         |
|                                 | 4700 | <b>TOTAL</b>                  | <b>£24,762.49</b>  | <b>£38,100.00</b> | <b>£23,528.36</b>  | <b>£14,571.64</b>  | <b>£14,571.64</b>  | <b>£47,905.00</b> |

|          |   | 2020/2021<br>Net | Budget<br>2021/2022 | Actual Net<br>@<br>28.02.2022 | Balance<br>2021/2022 | Projected<br>balance by<br>31.03.2022 | BUDGET<br>5%<br>INFLATION |
|----------|---|------------------|---------------------|-------------------------------|----------------------|---------------------------------------|---------------------------|
| 4190     | <b><u>Grants</u></b>                              |                  |                     |                               |                      |                                       |                           |
| 4190/1   | Grants  | £9,697.22        | £10,000.00          | £3,990.00                     | £6,010.00            | £6,010.00                             | £10,500.00                |
| 4190/1/1 | Emergency Funding                                 | £3,500.00        | £3,000.00           | £0.00                         | £3,000.00            | £3,000.00                             | £3,150.00                 |
| 4190/3   | Grants Section 137                                | £0.00            | £0.00               | £0.00                         | £0.00                | £0.00                                 | £0.00                     |
| 4190     | TOTAL   | £13,197.22       | £5,000.00           | £3,990.00                     | £9,010.00            | £9,010.00                             | £13,650.00                |
| 4000/6   | <b><u>Website &amp; Community Development</u></b> |                  |                     |                               |                      |                                       |                           |
| 4000/6/1 | Website   | £422.06          | £3,000.00           | £893.15                       | £2,106.85            | £2,106.85                             | £3,150.00                 |
| 4000/6/2 | Website Hosting                                   | £479.40          | £550.00             | £419.50                       | £130.50              | £95.16                                | £578.00                   |
| 4000/6/3 | Newsletter  | £0.00            | £0.00               | £0.00                         | £0.00                | £0.00                                 | £0.00                     |
| 4000     | TOTAL   | £901.46          | £3,550.00           | £1,312.65                     | £2,237.35            | £2,202.01                             | £3,728.00                 |
|          |   |                  |                     |                               |                      |                                       |                           |
|          |   | 2020/2021<br>Net | Budget<br>2021/2022 | Actual Net<br>@<br>28.02.2022 | Balance<br>2021/2022 | Projected<br>balance by<br>31.03.2022 | BUDGET<br>5%<br>INFLATION |
| 4100/1   | <b><u>Town Mayor</u></b>                          |                  |                     |                               |                      |                                       |                           |
| 4100/1/1 | Town Mayor Badge & Regalia                        | £0.00            | £50.00              | £0.00                         | £0.00                | £0.00                                 | £0.00                     |
| 4100/1/2 | Remembrance Day Wreath                            | £0.00            | £0.00               | £37.00                        | £13.00               | £13.00                                | £52.50                    |
| 4100/1/3 | Town Mayor Charities                              | £0.00            | £0.00               | £0.00                         | £0.00                | £0.00                                 | £0.00                     |
| 4100/1   | Total   | £0.00            | £50.00              | £37.00                        | £13.00               | £13.00                                | £52.50                    |
|          |   |                  |                     |                               |                      |                                       |                           |
|          |   | 2020/2021<br>Net | Budget<br>2021/2022 | Actual Net<br>@<br>28.02.2022 | Balance<br>2021/2022 | Projected<br>balance by<br>31.03.2022 | BUDGET<br>5%<br>INFLATION |
| 4100/6   | <b><u>Venue Hire/Facilities</u></b>               |                  |                     |                               |                      |                                       |                           |
| 4100/6   | Refreshments                                      | £0.00            | £0.00               | £0.00                         | £0.00                | £0.00                                 | £0.00                     |
| 4100/7   | Room Hire Fund                                    | £0.00            | £0.00               | £0.00                         | £0.00                | £0.00                                 | £0.00                     |
|          |   | £0.00            | £0.00               | £0.00                         | £0.00                | £0.00                                 | £0.00                     |
| 4204     | New Building Fund                                 | £0.00            | £0.00               | £0.00                         | £0.00                | £0.00                                 | £0.00                     |
| 4205     | Bus Shelters                                      | £0.00            | £0.00               | £0.00                         | £0.00                | £0.00                                 | £0.00                     |
|          |   | £0.00            | £0.00               | £0.00                         | £0.00                | £0.00                                 | £0.00                     |

|                                       |                                | 2020/2021<br>Net  | Budget<br>2021/2022 | Actual Net<br>@<br>28.02.2022 | Balance<br>2021/2022 | Projected<br>balance by<br>31.03.2022 | BUDGET<br>5%<br>INFLATION |
|---------------------------------------|--------------------------------|-------------------|---------------------|-------------------------------|----------------------|---------------------------------------|---------------------------|
|                                       | <u>Assets</u>                  |                   |                     |                               |                      |                                       |                           |
| 4210/3                                | Rent - Office                  | £17,071.95        | £12,000.00          | £11,977.14                    | £22.86               | £22.86                                | £12,600.00                |
| 4210/4                                | Rates - Office                 | £5,582.40         | £8,000.00           | £4,940.10                     | £3,059.90            | £3,059.90                             | £6,000.00                 |
| 4210/5                                | Water Rates - Office           | £0.00             | £300.00             | £0.00                         | £300.00              | £300.00                               | £300.00                   |
| 4210/6                                | Heating & Lighting - Office    | £945.94           | £6,000.00           | £1,073.94                     | £4,926.06            | £3,000.00                             | £3,150.00                 |
| 4210/7                                | Telephone & Broadband          | £2,928.47         | £2,500.00           | £1,438.71                     | £1,061.29            | £500.00                               | £2,625.00                 |
| 4210/8                                | Photocopying                   | £3,456.66         | £4,000.00           | £3,775.61                     | £224.39              | £0.00                                 | £4,200.00                 |
| 4210/9                                | Stationery                     | £557.10           | £1,200.00           | £274.58                       | £925.42              | £600.00                               | £800.00                   |
| 4210/10                               | Postage                        | £769.48           | £2,000.00           | £1,758.33                     | £241.67              | £0.00                                 | £1,500.00                 |
| 4210/15                               | Office & Equipment Maintenance | £4,701.63         | £3,500.00           | £2,776.71                     | £723.29              | £0.00                                 | £1,750.00                 |
| 4210/16                               | New Equipment & Furniture      | £365.33           | £1,000.00           | £884.24                       | £115.76              | £0.00                                 | £2,500.00                 |
| 4210/17                               | Waste Removal                  | £109.95           | £700.00             | £169.95                       | £530.05              | £500.00                               | £300.00                   |
|                                       |                                | £36,488.91        | £41,200.00          | £29,069.31                    | £12,130.69           | £7,982.76                             | £35,725.00                |
| <b>TOTAL Assets &amp; Communities</b> |                                | <b>£75,350.08</b> | <b>£82,900.00</b>   | <b>£57,937.32</b>             | <b>£37,962.68</b>    | <b>£33,779.41</b>                     | <b>£101,060.50</b>        |

|                               |                             | 2020/2021<br>Net | Budget<br>2021/2022 | Actual Net<br>@<br>28.02.2022 | Balance<br>2021/2022 | Projected<br>balance by<br>31.03.2022 | BUDGET<br>5%<br>INFLATION |
|-------------------------------|-----------------------------|------------------|---------------------|-------------------------------|----------------------|---------------------------------------|---------------------------|
| <b>Policy &amp; Resources</b> |                             |                  |                     |                               |                      |                                       |                           |
| 4000                          | <u>Corporate Management</u> |                  |                     |                               |                      |                                       |                           |
| 400                           | IT Equipment                | £0.00            | £0.00               | £0.00                         | £0.00                | £0.00                                 | £0.00                     |
| 4000/1                        | Accounts Support            | £1,444.50        | £1,530.00           | £2,307.26                     | -£777.26             | -£777.26                              | £2,813.00                 |
| 4000/2                        | Bank Charges                | £867.42          | £600.00             | £842.66                       | -£242.66             | -£242.66                              | £907.00                   |
| 4000/3                        | Legal & Professional Fees   | £25,590.94       | £7,000.00           | £12,240.71                    | -£5,240.71           | £0.00                                 | £7,350.00                 |
| 4000/4                        | Legal Costs                 | £0.00            | £0.00               | £0.00                         | £0.00                | £0.00                                 | £0.00                     |
| 4000/5                        | Audit Fees                  | £2,845.83        | £2,400.00           | £1,480.00                     | £920.00              | £0.00                                 | £2,988.00                 |
| 4000/6                        | IT Support & Equipment      | £570.58          | £2,500.00           | £2,711.19                     | -£211.19             | -£772.06                              | £3,400.00                 |
|                               |                             | £31,319.27       | £14,030.00          | £19,581.82                    | -£5,551.82           | -£1,791.98                            | £17,458.00                |

|         |   | 2020/2021<br>Net | Budget<br>2021/2022 | Actual Net<br>@<br>28.02.2022 | Balance<br>2021/2022 | Projected<br>balance by<br>31.03.2022 | BUDGET<br>5%<br>INFLATION |
|---------|---|------------------|---------------------|-------------------------------|----------------------|---------------------------------------|---------------------------|
| 4100    | <b><u>Democratic Representation</u></b>           |                  |                     |                               |                      |                                       |                           |
| 4100/1  | Members Training & Courses                        | £1,705.00        | £1,500.00           | £855.12                       | £644.88              | £644.88                               | £1,575.00                 |
| 4100/2  | Members Travel                                    | £0.00            | £100.00             | £0.00                         | £100.00              | £100.00                               | £105.00                   |
| 4100/3  | Members Expenses                                  | £0.00            | £0.00               | £0.00                         | £0.00                | £0.00                                 | £0.00                     |
| 4100/4  | Public Building Hire                              | £72.00           | £1,200.00           | £3,039.32                     | -£1,839.32           | -£700.00                              | £2,000.00                 |
| 4100    | TOTAL   | £1,777.00        | £2,800.00           | £3,894.44                     | -£1,094.44           | £44.88                                | £3,680.00                 |
| 4180    | <b><u>Other Services to the Public</u></b>        |                  |                     |                               |                      |                                       |                           |
| 4180/1  | Election Costs                                    | £39,647.93       | £10,000.00          | £14,328.11                    | -£4,328.11           | -£4,328.11                            | £10,000.00                |
| 4180    | TOTAL   | £39,647.93       | £10,000.00          | £14,328.11                    | -£4,328.11           | -£4,328.11                            | £10,000.00                |
|         |   |                  |                     |                               |                      |                                       |                           |
|         |   | 2020/2021<br>Net | Budget<br>2021/2022 | Actual Net<br>@<br>28.02.2022 | Balance<br>2021/2022 | Projected<br>balance by<br>31.03.2022 | BUDGET<br>5%<br>INFLATION |
| 4200    | <b><u>Administration Rechargeable Payroll</u></b> |                  |                     |                               |                      |                                       |                           |
| 4200/1  | Payroll   | £163,034.74      | £215,000.00         | £167,537.26                   | £47,462.74           | £32,462.74                            | £215,000.00               |
| 4200/3  | Staff Training                                    | £689.00          | £2,500.00           | £677.00                       | £1,823.00            | £0.00                                 | £2,500.00                 |
| 4200/4  | Staff Travel                                      | £737.58          | £500.00             | £0.00                         | £500.00              | £300.00                               | £500.00                   |
| 4200    | TOTAL   | £164,461.32      | £218,000.00         | £168,214.26                   | £49,785.74           | £32,762.74                            | £218,000.00               |
|         |   |                  |                     |                               |                      |                                       |                           |
|         |   | 2020/2021<br>Net | Budget<br>2021/2022 | Actual Net<br>@<br>28.02.2022 | Balance<br>2021/2022 | Projected<br>balance by<br>31.03.2022 | BUDGET<br>5%<br>INFLATION |
| 4210    | <b><u>Administration Rechargeable</u></b>         |                  |                     |                               |                      |                                       |                           |
| 4210/2  | Office Sundries                                   | £0.00            | £250.00             | £107.00                       | £143.00              | £100.00                               | £250.00                   |
| 4210/11 | Subscriptions/Memberships                         | £3,085.00        | £3,100.00           | £3,231.00                     | -£131.00             | -£131.00                              | £3,255.00                 |
| 4210/12 | Insurance   | £3,741.61        | £4,000.00           | £0.00                         | £4,000.00            | £0.00                                 | £4,200.00                 |
| 4210/14 | Advertising                                       | £0.00            | £0.00               | £0.00                         | £0.00                | £0.00                                 | £0.00                     |
| 4210/18 | Publications                                      | £0.00            | £200.00             | £123.80                       | £76.20               | £76.20                                | £210.00                   |
| 4210    | TOTAL   | £6,826.61        | £7,550.00           | £3,461.80                     | £4,088.20            | £45.20                                | £7,915.00                 |

## TOTAL POLICY &amp; RESOURCES

£244,032.13   £252,380.00   £209,480.43   £42,899.57   £26,732.73   £257,053.00

|                   |      |                          | 2020/2021<br>Net | Budget<br>2021/2022 | Actual Net<br>@<br>28.02.2022 | Balance<br>2021/2022 | Projected<br>balance by<br>31.03.2022 | BUDGET<br>5%<br>INFLATION |
|-------------------|------|--------------------------|------------------|---------------------|-------------------------------|----------------------|---------------------------------------|---------------------------|
| <b>Allotments</b> |      |                          |                  |                     |                               |                      |                                       |                           |
|                   | 4500 | <b>Allotment Service</b> |                  |                     |                               |                      |                                       |                           |
| 4500/1            |      | Allotment Maintenance    |                  |                     |                               |                      |                                       |                           |
| 4500/1/1          |      | <b>Admirals Way</b>      |                  |                     |                               |                      |                                       |                           |
| 4500/1/1/1        |      | Services                 | £833.00          | £1,100.00           | £813.00                       | £287.00              | £100.00                               | £1,155.00                 |
| 4500/1/1/2        |      | Grounds Maintenance      | £617.73          | £1,600.00           | £419.20                       | £1,180.80            | £800.00                               | £800.00                   |
| 4500/1/1/3        |      | Water Charges            | £763.18          | £400.00             | £236.61                       | £163.39              | £0.00                                 | £420.00                   |
| 4500/1/1/4        |      | Repairs & Renewals       | £275.14          | £150.00             | £255.00                       | -£105.00             | -£105.00                              | £158.00                   |
| 4500/1/1/5        |      | Equipment                | £57.38           | £150.00             | £58.12                        | £91.88               | £80.00                                | £158.00                   |
| 4500/1/1/6        |      | Sundries                 | £0.00            | £50.00              | £12.85                        | £37.15               | £30.00                                | £52.00                    |
| 4500/1/1/7        |      | Returned Deposits        | £0.00            | £0.00               | £0.00                         | £0.00                | £0.00                                 | £0.00                     |
| 4500/1/1/8        |      | Pest Control             | £628.56          | £700.00             | £571.40                       | £128.60              | £72.00                                | £735.00                   |
| 4500/1/1          |      | TOTAL                    | £3,174.99        | £4,150.00           | £2,366.18                     | £1,783.82            | £977.00                               | £3,478.00                 |
| 4500/1/2          |      | <b>Barlows Lane</b>      |                  |                     |                               |                      |                                       |                           |
| 4500/1/2/1        |      | Services                 | £833.00          | £1,100.00           | £813.00                       | £287.00              | £100.00                               | £1,155.00                 |
| 4500/1/2/2        |      | Grounds Maintenance      | £1,086.48        | £2,500.00           | £743.90                       | £1,756.10            | £1,000.00                             | £1,250.00                 |
| 4500/1/2/3        |      | Water Charges            | £1,400.27        | £1,500.00           | £414.10                       | £1,085.90            | £500.00                               | £1,575.00                 |
| 4500/1/2/4        |      | Repairs & Renewals       | £235.14          | £150.00             | £698.75                       | -£548.75             | -£548.75                              | £400.00                   |
| 4500/1/2/5        |      | Equipment                | £227.38          | £150.00             | £58.12                        | £91.88               | £91.88                                | £158.00                   |
| 4500/1/2/6        |      | Sundries                 | £0.00            | £50.00              | £12.85                        | £37.15               | £37.15                                | £52.00                    |
| 4500/1/2/7        |      | Returned Deposits        | £28.61           | £0.00               | £50.00                        | -£50.00              | £0.00                                 | £0.00                     |
| 4500/1/2/8        |      | Pest Control             | £628.56          | £700.00             | £571.44                       | £128.56              | £72.00                                | £735.00                   |
| 4500/1/2          |      | TOTAL                    | £4,439.44        | £6,150.00           | £3,362.16                     | £2,787.84            | £1,252.28                             | £5,325.00                 |
| 4500/1/3          |      | <b>Churchill Way</b>     |                  |                     |                               |                      |                                       |                           |
| 4500/1/3/1        |      | Services                 | £833.00          | £1,100.00           | £813.00                       | £287.00              | £100.00                               | £1,155.00                 |
| 4500/1/3/2        |      | Grounds Maintenance      | £1,336.48        | £2,500.00           | £813.90                       | £1,686.10            | £1,000.00                             | £1,400.00                 |
| 4500/1/3/3        |      | Water Charges            | £457.77          | £500.00             | £78.38                        | £421.62              | £400.00                               | £525.00                   |

|            |                        |           |           |           |            |            |           |
|------------|------------------------|-----------|-----------|-----------|------------|------------|-----------|
| 45001/3/4  | Repairs & Renewals     | £149.64   | £150.00   | £146.67   | £3.33      | £3.33      | £158.00   |
| 4500/1/3/5 | Equipment              | £57.38    | £150.00   | £58.12    | £91.88     | £91.88     | £158.00   |
| 4500/1/3/6 | Sundries               | £0.00     | £50.00    | £12.85    | £37.15     | £37.15     | £52.00    |
| 4500/1/3/7 | Returned Deposits      | £0.00     | £0.00     | £0.00     | £0.00      | £0.00      | £0.00     |
| 4500/1/3/8 | Pest Control           | £628.56   | £700.00   | £571.40   | £128.60    | £72.00     | £735.00   |
| 03/01/4500 | TOTAL                  | £3,462.83 | £5,150.00 | £2,494.32 | £2,655.68  | £1,704.36  | £4,183.00 |
| 04/01/4500 | <b>Mylen Road</b>      |           |           |           |            |            |           |
| 4500/1/4/1 | Services               | £833.00   | £1,100.00 | £890.00   | £210.00    | £100.00    | £1,155.00 |
| 4500/1/4/2 | Grounds Maintenance    | £1,266.48 | £2,600.00 | £1,443.90 | £1,156.10  | £700.00    | £1,300.00 |
| 4500/1/4/3 | Water Charges          | £502.30   | £600.00   | £264.11   | £335.89    | £200.00    | £630.00   |
| 4500/1/4/4 | Repairs & Renewals     | £330.64   | £150.00   | £180.00   | £-30.00    | £-30.00    | £158.00   |
| 45001/4/5  | Equipment              | £57.38    | £150.00   | £58.12    | £91.88     | £91.88     | £158.00   |
| 4500/1/4/6 | Sundries               | £0.00     | £50.00    | £12.85    | £37.15     | £37.15     | £52.00    |
| 4500/1/4/7 | Returned Deposits      | £0.00     | £0.00     | £0.00     | £0.00      | £0.00      | £0.00     |
| 4500/1/4/8 | Pest Control           | £628.54   | £700.00   | £571.40   | £128.60    | £72.00     | £735.00   |
| 4500/1/4   | TOTAL                  | £3,618.34 | £5,350.00 | £3,420.38 | £1,929.62  | £1,171.03  | £4,188.00 |
| 4500/1/5   | <b>Old Winton Road</b> |           |           |           |            |            |           |
| 4500/1/5/1 | Services               | £833.00   | £1,100.00 | £813.00   | £287.00    | £100.00    | £1,155.00 |
| 4500/1/5/2 | Grounds Maintenance    | £1,141.48 | £2,500.00 | £783.90   | £1,716.10  | £1,000.00  | £1,300.00 |
| 4500/1/5/3 | Water Charges          | £703.06   | £800.00   | £278.23   | £521.77    | £300.00    | £840.00   |
| 4500/1/5/4 | Repairs & Renewals     | £102.64   | £150.00   | £85.00    | £65.00     | £65.00     | £158.00   |
| 4500/1/5/5 | Equipment              | £227.40   | £150.00   | £58.12    | £91.88     | £91.88     | £158.00   |
| 4500/1/5/6 | Sundries               | £0.00     | £50.00    | £12.90    | £37.10     | £37.10     | £52.00    |
| 4500/1/5/7 | Returned Deposits      | £0.00     | £0.00     | £0.00     | £0.00      | £0.00      | £0.00     |
| 4500/1/5/8 | Pest Control           | £628.54   | £700.00   | £571.40   | £128.60    | £72.00     | £735.00   |
| 4500/1/5   | TOTAL                  | £3,636.12 | £5,450.00 | £2,602.55 | £2,847.45  | £1,665.98  | £4,398.00 |
| 4500/1/6   | <b>The Drove</b>       |           |           |           |            |            |           |
| 4500/1/6/1 | Services               | £865.41   | £1,100.00 | £813.00   | £287.00    | £100.00    | £1,155.00 |
| 4500/1/6/2 | Grounds Maintenance    | £1,656.48 | £2,500.00 | £1,762.86 | £737.14    | £0.00      | £1,600.00 |
| 4500/1/6/3 | Water Charges          | £510.95   | £1,500.00 | £3,155.79 | £-1,655.79 | £-1,655.79 | £2,500.00 |
| 4500/1/6/4 | Repairs & Renewals     | £17.64    | £150.00   | £170.00   | £-20.00    | £-20.00    | £158.00   |
| 4500/1/6/5 | Equipment              | £142.38   | £150.00   | £58.13    | £91.87     | £91.87     | £158.00   |

|            |                      |                          |                             |  |                              |  |                                    |
|------------|----------------------|--------------------------|-----------------------------|--|------------------------------|--|------------------------------------|
| 4500/1/6/6 | Sundries             | £0.00                    | £50.00                      | £12.85                                 | £37.15                       | £37.15   | £52.00                             |
| 4500/1/6/7 | Returned Deposits    | £50.00                   | £0.00                       | £0.00                                  | £0.00                        | £0.00  | £0.00                              |
| 4500/1/6/8 | Pest Control         | £628.56                  | £700.00                     | £571.48                                | £128.52                      | £72.00   | £735.00                            |
| 4500/1/6   | TOTAL                | £3,871.42                | £6,150.00                   | £6,544.11                              | -£394.11                     | -£1,374.77                                     | £6,358.00                          |
|            |                      | <b>2020/2021<br/>Net</b> | <b>Budget<br/>2021/2022</b> | <b>Actual Net<br/>@<br/>28.02.2022</b> | <b>Balance<br/>2021/2022</b> | <b>Projected<br/>balance by<br/>31.03.2022</b> | <b>BUDGET<br/>5%<br/>INFLATION</b> |
| 4500/1/7   | <b>Vigo Road</b>     |                          |                             |  |                              |  |                                    |
| 4500/1/7/1 | Services             | £833.00                  | £1,100.00                   | £736.00                                | £364.00                      | £100.00  | £1,155.00                          |
| 4500/1/7/2 | Grounds Maintenance  | £1,216.50                | £2,500.00                   | £968.90                                | £1,531.10                    | £800.00  | £2,000.00                          |
| 4500/1/7/3 | Water Charges        | £1,107.93                | £1,000.00                   | £4,238.95                              | -£3,238.95                   | -£3,238.95                                     | £2,000.00                          |
| 4500/1/7/4 | Repairs & Renewals   | £27.66                   | £150.00                     | £523.38                                | -£373.38                     | -£373.38                                       | £158.00                            |
| 4500/1/7/5 | Equipment            | £142.38                  | £150.00                     | £58.13                                 | £91.87                       | £91.87   | £158.00                            |
| 4500/1/7/6 | Sundries             | £0.00                    | £50.00                      | £12.85                                 | £37.15                       | £37.15   | £52.00                             |
| 4500/1/7/7 | Returned Deposits    | £100.00                  | £0.00                       | £0.00                                  | £0.00                        | £0.00  | £0.00                              |
| 4500/1/7/8 | Pest Control         | £628.68                  | £700.00                     | £571.48                                | £128.52                      | £72.00   | £735.00                            |
| 4500/1/7   | TOTAL                | £4,056.15                | £5,650.00                   | £7,109.69                              | -£1,459.69                   | -£2,511.31                                     | £6,258.00                          |
| 4500/1/8   | <b>Ox Drove</b>      |                          |                             |  |                              |  |                                    |
| 4500/1/8/1 | Services             | £0.00                    | £500.00                     | £0.00                                  | £500.00                      | £500.00  | £0.00                              |
| 4500/1/8/2 | Grounds Maintenance  | £0.00                    | £0.00                       | £0.00                                  | £0.00                        | £0.00  | £500.00                            |
| 4500/1/8/3 | Water Charges        | £0.00                    | £0.00                       | £0.00                                  | £0.00                        | £0.00  | £300.00                            |
| 4500/1/8/4 | Repairs & Renewals   | £0.00                    | £0.00                       | £0.00                                  | £0.00                        | £0.00  | £0.00                              |
| 4500/1/8/5 | Equipment            | £0.00                    | £0.00                       | £0.00                                  | £0.00                        | £0.00  | £150.00                            |
| 4500/1/8/6 | Sundries             | £0.00                    | £0.00                       | £0.00                                  | £0.00                        | £0.00  | £60.00                             |
| 4500/1/8/7 | Pest Control         | £0.00                    | £0.00                       | £0.00                                  | £0.00                        | £0.00  | £0.00                              |
|            |                      | £0.00                    | £500.00                     | £0.00                                  | £500.00                      | £500.00  | £1,010.00                          |
| 4500/1/9   | <b>Picket Twenty</b> |                          |                             |  |                              |  |                                    |
| 4500/1/9/1 | Services             | £0.00                    | £500.00                     | £0.00                                  | £500.00                      | £500.00  | £0.00                              |
| 4500/1/9/2 | Grounds Maintenance  | £0.00                    | £0.00                       | £0.00                                  | £0.00                        | £0.00  | £500.00                            |
| 4500/1/9/3 | Water Charges        | £0.00                    | £0.00                       | £0.00                                  | £0.00                        | £0.00  | £300.00                            |
| 4500/1/9/4 | Repairs & Renewals   | £0.00                    | £0.00                       | £0.00                                  | £0.00                        | £0.00  | £0.00                              |
| 4500/1/9/5 | Equipment            | £0.00                    | £0.00                       | £0.00                                  | £0.00                        | £0.00  | £150.00                            |

|                          |                          |                          |                             |  |                              |  |                                    |
|--------------------------|--------------------------|--------------------------|-----------------------------|--|------------------------------|--|------------------------------------|
| 4500/1/9/6               | Sundries                 | £0.00                    | £0.00                       | £0.00                                  | £0.00                        | £0.00  | £60.00                             |
| 4500/1/9/7               | Pest Control             | £0.00                    | £0.00                       | £0.00                                  | £0.00                        | £0.00  | £0.00                              |
|                          |                          | £0.00                    | £500.00                     | £0.00                                  | £500.00                      | £500.00  | £1,010.00                          |
| 4500/1/10                | <b>Saxon Heights</b>     |                          |                             |  |                              |  |                                    |
| 4500/1/10/1              | Services                 | £0.00                    | £0.00                       | £0.00                                  | £0.00                        | £0.00  | £0.00                              |
| 4500/1/10/2              | Grounds Maintenance      | £0.00                    | £0.00                       | £0.00                                  | £0.00                        | £0.00  | £500.00                            |
| 4500/1/10/3              | Water Charges            | £0.00                    | £0.00                       | £0.00                                  | £0.00                        | £0.00  | £300.00                            |
| 4500/1/10/4              | Repairs & Renewals       | £0.00                    | £0.00                       | £0.00                                  | £0.00                        | £0.00  | £0.00                              |
| 4500/1/10/5              | Equipment                | £0.00                    | £0.00                       | £0.00                                  | £0.00                        | £0.00  | £150.00                            |
| 4500/1/10/6              | Sundries                 | £0.00                    | £0.00                       | £0.00                                  | £0.00                        | £0.00  | £60.00                             |
| 4500/1/10/7              | Pest Control             | £0.00                    | £0.00                       | £0.00                                  | £0.00                        | £0.00  | £0.00                              |
|                          |                          | £0.00                    | £0.00                       | £0.00                                  | £0.00                        | £0.00  | £1,010.00                          |
| <b>4500/1</b>            | <b>TOTAL ALLOTMENTS</b>  | <b>£26,259.29</b>        | <b>£39,050.00</b>           | <b>£27,899.39</b>                      | <b>£11,150.61</b>            | <b>£3,884.57</b>                               | <b>£37,218.00</b>                  |
|                          |                          | <b>2020/2021<br/>Net</b> | <b>Budget<br/>2021/2022</b> | <b>Actual Net<br/>@<br/>28.02.2022</b> | <b>Balance<br/>2021/2022</b> | <b>Projected<br/>balance by<br/>31.03.2022</b> | <b>BUDGET<br/>5%<br/>INFLATION</b> |
| <b>Planning/Highways</b> |                          |                          |                             |  |                              |  |                                    |
| 4300                     | Planning/Highways        | N/A                      | £0.00                       | £0.00                                  | £0.00                        | £0.00  | £0.00                              |
| 4300/1                   | Provision of Speed Signs | N/A                      | £0.00                       | £0.00                                  | £0.00                        | £0.00  | £0.00                              |
| 4300/2                   | Design Statement/NP      | £10,167.51               | £0.00                       | £0.00                                  | £0.00                        | £0.00  | £0.00                              |
| 4300/4                   | Street Trees             | N/A                      | £0.00                       | £0.00                                  | £0.00                        | £0.00  | £0.00                              |
| 4300/5                   | Traffic Calming          | N/A                      | £0.00                       | £0.00                                  | £0.00                        | £0.00  | £0.00                              |
| 4300/6                   | SID's Admin & Management | N/A                      | £0.00                       | £0.00                                  | £0.00                        | £0.00  | £0.00                              |
| 4300                     | Total                    | <b>£10,167.51</b>        | <b>£0.00</b>                | <b>£0.00</b>                           | <b>£0.00</b>                 | <b>£0.00</b>                                   | <b>£0.00</b>                       |
|                          |                          | <b>2020/2021<br/>Net</b> | <b>Budget<br/>2021/2022</b> | <b>Actual Net<br/>@<br/>28.02.2022</b> | <b>Balance<br/>2021/2022</b> | <b>Projected<br/>balance by<br/>31.03.2022</b> | <b>BUDGET<br/>5%<br/>INFLATION</b> |
| <b>Total Income</b>      |                          | <b>£385,633.23</b>       | <b>£22,900.00</b>           | <b>£395,926.53</b>                     | <b>£395,926.53</b>           | <b>£396,003.33</b>                             | <b>£25,254.00</b>                  |
| <b>Total Expenditure</b> |                          | <b>£352,067.40</b>       | <b>£374,330.00</b>          | <b>£290,377.04</b>                     | <b>£96,952.96</b>            | <b>£64,396.71</b>                              | <b>£395,331.50</b>                 |
| <b>TOTAL NET BALANCE</b> |                          | <b>£33,565.83</b>        |                             | <b>£167,551.85</b>                     |                              |  | <b>£370,077.50</b>                 |

