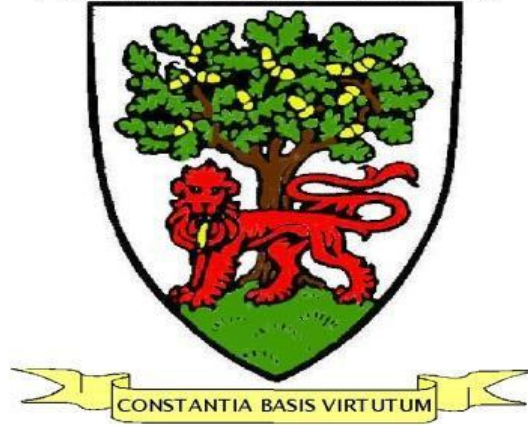


Andover Town Council



ANNUAL REPORT

2016 / 2017

CONTENTS

The Chairman of Andover Town Council	4
Introduction	6
Andover Town Council.....	6
Demographics for the Town Council	6
The Powers and Duties of the Town Council	6
Councillors	7
Code of Conduct.....	7
Committee Structure	7
Training	8
Website	8
Annual Town Electors Meeting.....	8
Grants.....	8
Staffing	9
Policy & Resources Committee	10
Report of the Chairman – Cllr Steven Hardstaff.....	10
The Work of the Policy and Resources Committee 2016/17	11
Assets & Amenities Committee	13
Report of the Chairman – Cllr Christopher Ecclestone	13
Community Engagement Committee	15
Report of the Chairman – Cllr Richard Rowles	15
Planning Committee	17
Report of the Chairman – Cllr Barbara Long	17
Allotment Committee	19
Report of the Chairman – Cllr Kevin Hughes.....	19
Staffing Sub-Committee	21
Report of the Chairman – Cllr Robin Hughes	21
Andover Town Council – Working Groups	22
Andover Town Council – Finance	23
ANDOVER YOUTH COUNCIL	24
Appendix A – Powers and Duties of Parish Councils	25
Appendix B – Elected Councillors Of Andover Town Council	32
Appendix C – Andover Town Council Committee Structure	33
Appendix D – Attendance at Full Council Meetings 2016 - 2017	34

Appendix E – Attendance at Allotment Committee Meetings 2016 - 2017	35
Appendix F – Attendance at Assets & Amenities Committee Meetings 2016 - 2017	36
Appendix G – Attendance at Community Engagement Committee Meetings 2016 - 2017	37
Appendix H – Attendance at Policy & Resources Committee Meetings 2016 - 2017	38
Appendix I – Attendance at Planning Committee Meetings 2016 - 2017	39
Appendix J – Attendance at Staffing Sub-Committee Meetings 2016 - 2017	40
Appendix K – Andover Town Council Budget 2017/2018.....	41

THE CHAIRMAN OF ANDOVER TOWN COUNCIL

Experts in the field estimate that it takes up to ten years for a Parish Council to be fully up and running, and Andover Town Council is now seven years old. The Town Council is now established, and is playing its part in being a collective voice for Andover residents. Working with key partners we are making Andover a better place.

Andover Town Council has had strategic discussions with Test Valley Borough Council, Hampshire County Council, and Kit Malthouse, MP on projects and plans that affect Andover's future. From new signage for the town, and redevelopment of the upper High Street, to future plans for the area leading up to the Town Mills, and petitioning parliament on future funding for local Government, and from Devolution to the Royal Commission on the role of Town and Parish Councils, to resilience and flood planning locally, Andover Town Councillors have contributed to the discussions and influenced the outcomes. Sponsoring, supporting and working with the Town Centre Partnership has led to more events, brought people into the Town, and built a community amongst business owners. The Town Council has actively supported the reformation of an Andover Pubwatch scheme by the Town Centre Manager; linking it in with the existing Andover Businesses Against Crime network has once again strengthened the network of business owners and managers in the Town Centre.

Andover Town Council has been a key partner in the Andover Vision project, helping to put in place aspirations for the town as it grows and develops into the future. Thanks to the hard work of Councillor Barbara Long, and our Town Clerk, Andover now has its first Blue Plaque, marking a rehearsal space used by The Troggs, with Reg Presley, known as Mr Andover for all of the work he did in support of the town. Throughout the year, Andover Town Council has had representation at local events, including Merchant Navy Day, Remembrance Sunday, Commonwealth Day, the World War 1 Commemorative Act, Andover Older People's Forum, and ceremonial events with neighbouring Town Councils.

We are in the process of drawing up a Memorandum of Understanding with Test Valley Community Services, with a plans for more to follow. We have forged links with a range of local charities, community groups and organisations; these include The Abel Foundation and Andover and District Mencap who are the partner charities for A-Fest this year, Alabaré and the team at The Junction, who we are still working with for a positive solution to their accommodation situation, and Aster where discussions are just beginning. Town Councillors work in an official or personal capacity with Age UK, Andover VIPs, Andover Trees United, Mind, local football clubs, a range of local schools and many others, giving us broad visibility of activity in the town; and as we are all local residents, we all have an understanding of what it is like to live, work, and socialise in Andover.

The ATC Planning Committee has developed well-earned respect by working with the local planning authority, Test Valley Borough Council, and suggesting amendments to planning applications, which regularly lead to changes in larger applications. The allotments team, ably headed up by Lisa Laing is working with the Allotments Committee to make our allotments the best they can possibly be, and has succeeded in bringing more community groups and activities such as best scarecrow onto the sites around the town. There are plans for even more community activities, and events, and the team are ensuring that when the new allotment sites are handed over, they are how we would want them to be. Once again the Christmas Lights Working Group surpassed their previous achievements,

expanding the lights further out from the High Street, and putting on a great show.

This year we have welcomed Victoria Warburton on board as our Committee Officer, who is proving invaluable in writing minutes, coordinating and providing administration for upcoming events; allowing the Town Council to do more, while freeing up the Town Clerk to focus on more strategic areas. We are truly blessed with three wonderful members of staff who care about Andover, and are willing to get stuck in and genuinely go above and beyond to help the town.

Of course, there is more to be done, and things that we discover we can do, or have to do. The political landscape changes, and there is the inevitable turnover of councillors, all of which bring their own changes. Andover Town Council needs to be more proactive in telling people what we are doing, and celebrating our successes; we need to do more consultation with local residents, form more partnerships and strengthen our existing ones. Finally, and in spite of determined effort, significant hard work and assessment of a large number of properties, the Office Accommodation Working Group, has not yet found an appropriate property to move into. The search continues!

The goal and vision of Andover Town Council is to be the voice of Andover, something we have been able to do effectively when people work with us. If there are things that you, as residents, think that we should be involved in, or speaking out about, and are currently not doing, then please do come and talk to us. We are your Town Council, here to work for you.

Cllr Katherine Bird
Chairman of Andover Town Council

INTRODUCTION

Andover Town Council

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

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

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

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

Demographics for the Town Council

Andover Town Council covers an area of 5248 Acres. The total population of the Andover Town Council area is approximately 42,000. The area consists of 5 wards represented by Councillors as follows:

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

The Powers and Duties of the Town Council

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

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

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

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

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

Listed at **Appendix A** are the powers and duties of Andover Town Council.

COUNCILLORS

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

Code of Conduct

Andover Town Council adopted the Code of Conduct on 6 September 2012. It sets out the conduct that is expected of Members of the Council. All Members have registered their Pecuniary Interests as required by the Code of Conduct and will register gifts and hospitality in excess of £25 they receive as Members. The public can inspect the Code of Conduct, the Register of Interests, and the Register of Gifts and Hospitality by making an appointment with the Town Clerk.

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

Committee Structure

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

There are five main Committees which feed into the Full Council; these are the Policy and Resources Committee, Assets & Amenities Committee, Community Engagement 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 and the Planning Committee meets at least sixteen times a year, every three weeks to coincide with the Planning Authority, Test Valley Borough Council, Northern Area Planning Meetings.

The Town Council also has a Sub-Committee for Staffing/Personnel and Working Groups. These are time limited Groups and once they have completed specific tasks they are disbanded and their services are monitored by another Committee or Full Council.

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

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

Appendix D	– Attendance at Full Council Meetings 2016 – 2017
Appendix E	– Attendance at Allotment Committee Meetings 2016 - 2017
Appendix F	– Attendance at Assets & Amenities Committee Meetings 2016 – 2017
Appendix G	– Attendance at Community Engagement Committee Meetings 2016 – 2017
Appendix H	– Attendance at Policy & Resources Committee Meetings 2016 – 2017
Appendix I	- Attendance at Planning Committee Meetings 2016 – 2017

Appendix J - Attendance at Staffing Sub-Committee Meetings 2016 – 2017

Each committee has a Chairman and Vice-Chairman. The Policy and Resources Committee has 9 Members, the Allotments Committee has 9 Members, the Assets & Amenities Committee has 10 Members, the Community Engagement Committee has 9 Members, the Planning Committee has 8 Members and the Staffing Sub-Committee has 5 Members.

Members of the public are entitled to attend Council and Committee meetings and at the beginning of the meeting, the Chairman will ask if any members of the public would like to ask the Council or Committee a question or make a statement.

Training

During 2016/2017 the Town Councillors have attended various training courses, mainly run by the Hampshire Association of Local Councils, the training sessions have included:

Bespoke Training for ALL Town Councillors – provided by HALC March/April 2016

The Knowledge and Core Skills 1 & 2 – Cllr R Rowles

Planning Framework – Cllrs C Bartholomew, B Long, R Rowles, L Gregori

Appraisal Training – L Gregori

Chairman Skills – K Bird, L Gregori, L Gates, V Pond

The Transparency Code – S Hardstaff, B Long, V Pond, L Gregori

Website

The Town Council Website was launched in 2012.

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

In 2013, information on Allotments was added with their own dedicated pages and newsletter. At the end of 2013, the Town Council introduced an innovative tool for Allotment Holders; a Maintenance Report. The Maintenance report shows the grounds maintenance which has been scheduled and it allows tenants to report any problems online. The Town Council officers use the Maintenance Report on a daily basis to produce job numbers and report works carried out.

The website also provides information about other local organisations with links to their websites, including community groups, charities, businesses and news media.

Annual Town Electors Meeting

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

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

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

Grants

The Town Council has set a budget of £1,000 per year to assist local charities and organisations based

in Andover with one off projects. So far during 2016/2017 grants have been given to the following organisations:

Hampshire Open Studios – June 2016 - £140 for the promotion of the Hampshire Open Studios in Andover 2016.

Test Valley Community Services – September 2016 - £500 for Applied Suicide Intervention Training Workshops.

Staffing

Currently, Andover Town Council has one full time member of staff, the Town Clerk and 2 part-time members of staff, an Allotments Office, providing Allotment Management and service provision and a Committee Officer providing Committee support.

During 2016/2017 the Staff have completed the following training:

Minute Taking – Committee Officer, Allotments Officer, Town Clerk

Transparency Code – Town Clerk

Employment Law update – Town Clerk

Christmas Lights Health & Safety and Legal Requirements – Committee Officer

POLICY & RESOURCES COMMITTEE

Chairman Cllr S Hardstaff

Vice-Chairman Cllr L Gregori

Cllr K Bird

Cllr C Bartholomew

Cllr A Fitchet

Cllr L Gates

Cllr R Hughes

Cllr D Marriner (Left Committee May 2016)

Cllr G McBride (Left Committee May 2016)

Cllr V Pond

Cllr R Rowles (Left Committee May 2016)

Cllr M Mumford (Joined Committee May 2016)

Cllr R Kidd (Joined Committee November 2016)

Responsibilities:

- ◆ Resources
- ◆ Policy
- ◆ Asset Research and Management
- ◆ Corporate Governance
- ◆ Finance
- ◆ Insurance
- ◆ Land & Buildings
- ◆ Legal
- ◆ E-Government
- ◆ Local Government Reforms
- ◆ Risk Management
- ◆ Overall Staffing

Report of the Chairman – Cllr Steven Hardstaff

Background

The Policy and Resources Committee has five main functions:

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

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

The Work of the Policy and Resources Committee 2016/17

2016 proved to be a challenging year for the Committee with external pressures on the Council to ensure that the Council's budget and spending was in line. The Policy and Resources Committee has recently recommended a budget of £268,001.40 for the year 2017/2018 with a precept of £268,001.40. This represents a freeze in the Council tax with the average band D remaining at £20.03. The Council's Tax base increased from 13,063 in 2016/2017 to 13,380 in 2017/2018.

The Committee worked hard to ensure that the Council started to lay solid foundations for the future by ensuring that funds would be available when the time arrives for some ambitious projects and to plan for known expenditure. These are:

- New suitable premises – The Town Council currently rents office accommodation in the High Street. It has always been the Town Council's desire to ensure we are accessible to the public. To this end, the Committee has a working group focusing on the current and future building needs of the Council.
- Election costs – After the elections in 2015, it became apparent that the Town Council did not have suitable reserves to cover the local election costs. We are now working towards having suitable reserves to cover the projected costs in 2019.
- Bus shelters – The Committee has a working group actively working with Test Valley Borough Council. £10,000.00 was set aside in 2016/2017 for this project so there has been no budget impact as a result this year. The working group is keen to understand and explore the requirements in full to enable them to accurately report back to the Council.
- Christmas lights – 2016/2017 saw Andover's Christmas lights extended from Bridge Street along the River Anton to the Town Mills. This had been funded through savings that had been made because of negotiating a longer agreement with a supplier. Work is continuing this year to meet new Health and Safety requirements for Christmas lighting but it is hoped that the working group will be able to further enhance the experience in Andover again.

As part of the business plan we have continued to support the ongoing development of the Youth Council with a £2,000.00 budget.

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

- Corporate Risk Assessment
- Approval of Internal Audit
- Insurance renewal
- Approval and recommendation of the Annual Return
- Yearly Review of Council Policies (Standing Orders and Financial Regulations).

Conclusion

The Policy and Resources Committee has again ensured that the Town Council remains on a stable financial footing and enabled us to freeze our portion of the Council Tax. We continue to work with other local authorities to help fund events and services that benefit Andover residents.

Report by

Councillor Stephen Hardstaff (Chairman of Policy & Resources Committee 2016/2017)

ASSETS & AMENITIES COMMITTEE

Chairman	Cllr C Ecclestone
Vice Chairman	Cllr V Pond
	Cllr K Bird
	Cllr A Cotter
	Cllr L Gregori
	Cllr S Hardstaff
	Cllr R Hughes
	Cllr J Msonthi (Resigned January 2017)
	Cllr B Long
	Cllr R Kidd

Responsibilities:

To address and, where appropriate, formulate policy regarding the Assets & Amenities provided by the Council and develop schemes and projects for Town Development.

Report of the Chairman – Cllr Christopher Ecclestone

Working Groups

The Working Groups under its aegis are:

Community Right to Bid

Office Accommodation

Markets

Christmas Lights

Ludgershall-Andover Rail Reopening

Reg Presley Plaque

Andover Tourist Board

Bus shelters

Evolution During the Year

This committee was reconstituted in the 2016-17 council year with a large number of councillors putting themselves forward to participate. The group took on the supervision of a number of existing Working Groups that had been left reporting directly to full council after the previous disbanding of the committee.

The committee did not have as many meetings as it might have had during the year with the result that impetus was lost on some initiatives and gaps between gatherings of the members were unacceptably long.

The most notable successes during the year included the splendid work of the Christmas Lights team who again provided a valuable addition to the festive season in the town. This cost is entirely met by the Town Council. The Reg Presley plaque reached a successful conclusion with the unveiling on the High Street which attracted a good crowd and included surviving members of The Troggs and family members of Reg Presley. This was another well-organized event with thanks due to Cllr Long for her long dedication to this campaign.

The joint working group with Ludgershall Town Council on the rail reopening proposal has achieved significant forward momentum with expanding interest now reaching up to Westminster level with meetings having occurred with an MP and future meetings planned. The group now regularly attracts representatives of both Town councils and both HCC and Wiltshire's Unitary Authority.

Most of the Community Right to Bid applications of the ATC have been lodged with some additions to the Register, some unsatisfactory and unjustified responses and others still in the TVBC works (and overdue). A most unsatisfactory outcome occurred with the Andover Leisure Centre, which is on the Register, when the Town Council decided not to make a bid and the centre will now be demolished with significant alienation of public access for two years to swimming facilities and the permanent removal of other services/facilities.

The Bus Shelter working group had made a submission to take over the care and supervision of this activity after five years of TVBC insisting that ATC assume responsibility. TVBC then claimed it did not know what shelters it had. This information was provided by the group and it has taken nearly six months for them to get back to the Working Group.

Andover Tourist Board received approval for its budget request for year 2017-18 and shall move into action during the next period when funds become available for establishing the legal structure.

The Office Accommodation Group had a busy year investigating, without success, the options for new premises to house the Town Council's staff and services in a compliant premises. The search is on-going to find a space that can be either rented or purchased for this purpose. This process is not helped by the lack of clarity on the implications of a mooted devolution in Hampshire affecting all levels of local government.

The Markets group is awaiting answers to queries to TVBC and HCC on the legal background. Work was done on ascertaining the history of this arrangement.

Conclusion

The committee was held back in its operations by a lack of cooperation from TVBC, as evidenced by the tardy responses on Bus Shelters and Community Right to Bid matters.

The Committee needs to have more meetings in the next political year to adequately meet the challenges and continue generating initiatives.

Report by

Councillor Christopher Ecclestone (Chairman of Assets and Amenities Committee 2016/2017)

COMMUNITY ENGAGEMENT COMMITTEE

Chairman	Cllr R Rowles
Vice Chairman	Cllr D Marriner (Until January 2017)
Vice Chairman	Cllr B Long (From January 2017)
	Cllr K Bird
	Cllr A Fitchet
	Cllr L Gregori
	Cllr R Hughes
	Cllr M James (Resigned July 2016)
	Cllr G McBride
	Cllr R Kidd (Joined February 2017)
	Cllr M Mumford (Joined February 2017)

Responsibilities:

To address and where appropriate, formulate policy regarding public relations and public engagement by the Council and develop schemes and projects for ongoing publicity of council activities:

- ◆ Communications
- ◆ Business Plan
- ◆ Events
- ◆ Grants
- ◆ Website
- ◆ Media Relations

Report of the Chairman – Cllr Richard Rowles

First Annual Report for the Community Engagement Committee:

The first year of the CECs existence has seen a marked upturn in positive talk about the ATC. Considering this is our first year we have reached out to a number of organisations including the Andover Advertiser, Andover Radio, and TVCS.

Summary of activities:

1. Our current business plan is sadly out of date and in need of renewal. Cllr Rowles has proposed a consultation based business plan to ask the people of Andover about their hopes and aspirations for the Town and how the ATC can help. We have yet to adopt this or have cllrs propose alternatives.
2. Very little has happened with the website, minor updates and changes have been made. But we continue our deliberations on either replacing the website or overhauling it.
3. Grants; all but one grant application was given out. The Grants working group agreed to propose to take the initial legal assessment out of the hands of cllrs and into the purview of the proper officer.
4. Events; Bi-weekly meetings have been taking place for the Proms event on the 9th September, work progresses slowly on some items due the technical and licensing hurdles but after a

productive recent meeting with two TVBC officials and Cllr Andersen we have found a way forward. I would personally like to thank Noel Preece and Michael White two officers of TVBC that have been helping us a great deal in clearing these hurdles.

5. During the last year we have tried to engage with the local media to ensure that positive news about our activities are reported accurately and fairly. I'm glad to say this continues and dare I say has improved significantly over the last 12 months. As chair of the committee I have also reached out to local organisations such as charities so they may better understand the grant system we offer.

Report by

Councillor Richard Rowles (Chairman of Community Engagement Committee 2016/2017)

PLANNING COMMITTEE

Chairman

Cllr Barbara Long

Vice-Chairman

Cllr Alan Cotter

Cllr Carol Bartholomew

Cllr Barbara Carpenter

Cllr Christopher Ecclestone

Cllr Luigi Gregori

Cllr Dean Marriner (left committee May 2016)

Cllr Josie Msonthi (left committee January 2017)

Cllr Veronika Pond (left committee May 2016)

Cllr Richard Rowles

Cllr Richard Kidd (joined committee October 2016)

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 2016 / 2017 the Planning Committee has made observations on 339 Planning Applications, 8 Street Trading Applications, 16 Street Naming and Numbering Applications and 2 Hampshire County Council Schools Planning Applications. We have also received presentations from Test Valley Borough Council Officers on changes in Planning Legislation.

The Planning Committee has also made comments on 19 Tree Works and 3 Licences for Tables and Chairs on the Highway.

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

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

The Committee have received two presentations over the future development in Picket Piece.

Consultation and Representation

Andover Town Council is regularly consulted on a wide variety of plans and proposals by Borough, County, Regional and National Government. The Planning Committee has, in 2016/2017, considered consultations on telecommunication applications re public telephone boxes. We have made representations to Test Valley Borough Council Northern Area Planning Committee highlighting our concerns regarding specific planning applications.

Following a public display regarding changes to Vigo Road junction with London Road, the Town Council forced Hampshire County Council to notify and consult the Town Council regarding proposed changes to the traffic flow. Working with Cllr Tim Rolt the Town Council ensured that greater public consultation was made so members of the public could respond to the consultation. This resulted in Hampshire County Council recommending the changes would not be made.

We were also consulted on Highways proposed stopping up of Adelaide Road, St Mary Bourne Neighbourhood Plan, Household Waste Plan Changes and Community Infrastructure Levy (CIL) contributions.

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

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

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

The Town Council is also seeking every opportunity to raise the issue of provision of more land for Allotments. Every application that the Planning Committee considers that requires the provision of amenity space, the Committee ensures it requests further Allotment land. Members of the Committee met with developers in Picket Piece regarding the land allocated in Picket Piece for allotments.

Report by

Councillor Barbara Long (Chairman of Planning Committee 2016/2017)

ALLOTMENT COMMITTEE

Chairman	Cllr K Hughes
Vice-Chairman	Cllr A Cotter
	Cllr R Rowles
	Cllr C Bartholomew
	Cllr V Pond
	Cllr B Long
	Cllr L Grigori
	Cllr G McBride
	Cllr J Msonthi (Resigned January 2017)
	Cllr R Kidd (Joined October 2016)
	Cllr R Rowles (Joined January 2017)

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 Kevin Hughes

2016/17 was another busy year for the Allotments Committee and the Allotment Officer, Lisa Laing. The Allotments Committee continued to hold quarterly meetings & surgeries, and also completed a number of ad-hoc site visits. 92% of available plots are occupied, of which only 4 have yet to be paid (currently being chased for payment).

In 2016/17 a new maintenance contractor and a new pest controller were appointed. The pest controller has worked hard to reduce the number of issues with vermin and improvements have been made across all sites. The pest controller has also provided lots of valuable advice regarding vermin prevention including practical measures that have been incorporated into the rules and regulations for keeping livestock.

A successful Scarecrow Competition was held, with the presentation of awards and prizes taking place in the Guildhall. The Event was so successful that one of the Scarecrows features in the WPS Insurance Brokers Calendar for October 2017!

A Community Day was held in the summer of 2016, encouraging all allotment holders to help out on their sites by volunteering their time to have 'general tidy up'. The day was a great success with 5 skips being filled.

Following feedback from allotment holders and wardens, the Rules and Regulations have been updated and re-issued to all tenants. This was completed in consultation with tenants, wardens and

contractors. The new Rules and Regulations have been simplified and strengthened to ensure the safety of both allotment holders and the council.

The Allotments newsletter continues to provide allotment holders with regular updates and useful information. We are also holding our second annual Scarecrow competition across all sites in the coming months. A number of other competitions are planned for 2016/17 including Biggest Sunflower, Largest Pumpkin and Best Allotment.

During 2016/17, 2 plots were let out to local community/charity groups. Both groups are using the allotments to support ongoing projects within the community and ATC is proud to help with this.

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

Report by

Councillor Kevin Hughes (Chairman of Allotment Committee 2016/2017)

STAFFING SUB-COMMITTEE

Chairman	Cllr R Hughes
Vice-Chairman	Cllr L Gregori
	Cllr S Hardstaff
	Cllr G McBride
	Cllr M Mumford

Responsibilities:

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

Report of the Chairman – Cllr Robin Hughes

The Work of the Staffing Sub-Committee

The Town Council employs a full time Town Clerk and an Allotments Officer and a Committee Officer.

The Staffing Sub-Committee has supervised the staff appraisals of the part-time Allotments Officer and Committee Officer with recommendations on staff remuneration and training going to the Policy & Resources Committee.

The Staffing Sub-committee has considered the contracting out of some financial service functions currently performed by the Town Clerk as a route to generate additional capacity to deal with additional and specialist tasks that may be undertaken by the Town Council. With the Town Clerk consideration has also been made on a programme of work for agency staff to provide administration support and staff cover.

The Staffing Sub-committee has considered reports on the Lone Working of our staff, Town Council and temporary staff payments and noted the Hampshire Association of Local Councils Stress Survey Results.

The Staffing Sub-committee has developed with town councillors and staff a set of office and meeting rules with regard to the Town Council Offices. It has established a policy for key holders, confirming persons holding keys for the office.

Report by

Councillor Robin Hughes (Chairman of Staffing Sub-Committee 2016/2017)

ANDOVER TOWN COUNCIL – WORKING GROUPS

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

The only Working Groups that remain in place all year are the Christmas Lights Working Group, reporting to Community Engagement Committee for publicity and Assets & Amenities Committee for purchasing and infrastructure, and the Website Working Group.

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

Assets & Amenities Committee

Boundary Review
Cemeteries
Defibrillator
Market Management
Hospitality
Community Right to Bid
Christmas Lights (Purchasing and Infrastructure)
Ludgershall to Andover Railway

Community Engagement Committee

Grants
Website
WW1 Commemoration Events
Emergency Plan
Christmas Lights (Publicity)
Business Plan
Andover Challenges Programme
Proms in the Park
A-Fest

Policy & Resources Committee

Council Operations
Earmarked Reserves

ANDOVER TOWN COUNCIL – FINANCE

Budget 2017/2018

Each year the Council has a duty to agree a budget for the following year. Attached at **Appendix K** is the agreed budget for the financial year 2017/2018.

ANDOVER YOUTH COUNCIL

The Andover Youth Council continues to go from strength to strength. During 2016/2017 Youth Councillor Callum McGuire took over from Youth Councillor Theo Youds as Executive Officer.

There have been significant changes to the Youth Council, seeing the young people take over the running of their own meetings with minimum input from the Youth Council Advisory Panel.

The Youth Councillors continue to work towards projects to benefit the Young People of Andover, they have recently been out to the Skate Parks carrying out Litter Picks to encourage the Young People to keep their open spaces clean and tidy.

During 2017 the Youth Council will be working towards opening the Youth Council up for Elections and encouraging more young people of Andover to become involved.

APPENDIX A – POWERS AND DUTIES OF PARISH COUNCILS

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

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

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

Community Centres	Power to provide and equip buildings for use of clubs having athletic, social or educational objectives	Local Government (Miscellaneous Provisions) Act 1976, s. 19
Conference Facilities	Power to provide and encourage the use of facilities in the council's area	Local Government Act 1972, s. 144
Contracts	Power to enter into contracts	Local Government Act 1972, s.111
Crime Prevention	Powers to spend money on various crime prevention measures in the council's area	Local Government & Rating Act 1997, s. 31
Dance halls	Power to provide premises for dances or to contribute to the expenses of dances in or outside the council's area	Local Government Act 1972, s.145(1)(a)
	Power to charge for admission to dances provided by the council	Local Government Act 1972, s.145(2)
Ditches and Ponds	Power to deal with ditches, ponds, pools and gutters by draining them or preventing them from being harmful to public health	Public Health Act 1936, s.260
	Power to carry out works for their maintenance or improvement or to pay others to do so	Public Health Act, s.260
Dog control orders	Power to make orders for dog control offences for land in the council's area	Clean Neighbourhoods and Environment Act 2005, s.55
	Power to issue fixed penalty notices for offences committed under dog control orders	Clean Neighbourhoods and Environment Act 2005, s.59
Education	Right to appoint school governors	Education (No 2) Act 1986, s. 4
Employment of Staff	Power to appoint staff	Local Government Act 1972, s.112
Entertainment and the Arts	Provision of entertainment and support of the arts	Local Government Act 1972, s. 145
Fetes and other events	Power to provide entertainments and facilities for dancing in or outside the council's area	Local Government Act 1972, s.145(1)(a)
	Power to charge for admission	Local Government Act 1972, s.145(2)
General Power of Competence – England	Power for an eligible council to do anything subject to statutory prohibitions, restrictions and limitations which include those in place before or after the introduction of the general power of competence	Localism Act 2011, ss.1-8
Gifts	Power to accept gifts	Local Government Act 1972, s. 139
Graffiti	Power to issue fixed penalty notices for graffiti offences in the council's area	Anti-Social Behaviour Act 2003, s.43

Highways	Power to repair and maintain public footpaths and bridleways	Highways Act 1980, ss. 43 and 50
	Power to light roads and public places	Parish Councils Act 1957, s. 3. Highways Act 1980, s. 301
	Provision of litter bins	Litter Act 1983 ss. 5 and 6
	Power to provide parking places for vehicles, bicycles and motor-cycles	Road Traffic Regulation Act 1984, ss. 57 and 63
	Power to enter into agreement as to dedication and widening	Highways Act 1980, ss. 30 and 72
	Power to provide roadside seats and shelters, and omnibus shelters	Parish Councils Act 1957, s. 1
	Consent of Parish Council required for ending maintenance of highway at public expense, or for stopping up or diversion of highway.	Highways Act 1980, ss. 47 and 116
	Power to complain to District Council as to protection of rights of way and roadside wastes	Highways Act 1980, s. 130
	Power to provide traffic signs and other notices	Road Traffic Regulation Act 1984, s. 72
	Power to plant trees, etc. and to maintain roadside verges	Highways Act 1980, s. 96
Honorary Titles	Power to confer title of honorary freeman or freewoman	Local Government Act 1972, s.249
Indemnities	Power to indemnify councillors and staff with insurance cover	Local Government Act 2000, s.101 Local Authorities (Indemnities for Members and Officers) Order 2004 - England
Investments	Power to invest property in approved schemes	Trustee Investments Act 1961, s.11
Land/Premises	Power to purchase or sell land in or outside the council's area	Local Government Act 1972, ss. 124, 126 and 127
	Power to appropriate land for an authorised purpose	Local Government Act 1972, s.126
	Power to accept and maintain gifts of land	Local Government Act 1972, s.139
Life Saving Appliances	Power to provide life-saving appliances (e.g. life belts, defibrillators)	Public Health Act 1936, s.234
Lighting	Power to light roads and public places in the council's area	Parish Council's Act 1957, s.3; Highways Act 1980, s.301
Litter	Power to issue fixed penalty notices for litter offences in the Council's area	Environmental Protection Act 1990, s.88
Litter Bins	Power to provide and maintain litter bins in streets or other public spaces	Litter Act 1983, ss.5-6

	and contribute to their provision and maintenance	
Lotteries	Power to promote lotteries	Gambling Act 2005, ss.98, 252
Markets	Power to establish markets in the Council's area and provide a market place and market buildings Power for a council that maintains a market to make byelaws	Food Act 1984, s.50 Food Act 1984, s.60 – England
Mortuaries and Post-Mortem Rooms	Power to provide mortuaries and post-mortem rooms Power to make bylaws to manage and charge for the use of mortuaries and post-mortem rooms	Public Health Act 1936, s. 198 Public Health Act 1936, s.198 – England
Neighbourhood Planning – England	Power to act as the lead body for the establishment of a neighbourhood development order or a neighbourhood development plan	Town and Country Planning Act 1990, s.61F(1),(2) Planning and Compulsory Purchase Act 2004, s.38C(2)
Newsletters etc.	Power to publish information about the council, its services and the services provided in the council's area by other local authorities, government departments, charities and other voluntary organisations	Local Government Act 1972, s.142
Non-councillors	Power to appoint non-councillors to council committees and sub-committees	Local Government Act 1972, s.102(3)
Nuisances	Power to deal with offensive ditches	Public Health Act 1936, s. 260
Open Spaces	Power to provide and maintain land for public recreation Power to provide and maintain land for open spaces in or outside the council's area Power to make byelaws	Public Health Act 1875, s. 164. Public Health Act 1875, s.164 – England Open Spaces Act 1906, ss.9-10, Open Spaces Act 196, s.15 - England
Parish Meetings – England only	Power to convene	Local Government Act 1972, Schedule 12, paragraph 15
Parish Property and Documents	Power to direct as to their custody	Local Government Act 1972, s. 226
Planning Applications	Power to be notified of planning applications affecting the council's area and to comment	Town and Country Planning Act 1990, Schedule 1, paragraph 8
Postal and Telecommunications Facilities	Power to pay the Post Office, British Telecommunications or any other public telecommunications operator any loss sustained in providing post or telegraph office or telecommunications facilities	Post Office Act 1953, s. 51. Telecommunications Act 1984, s. 97

Precept	Power to raise precept	Local Government Finance Act 1992, s.41
Public Buildings and Village Halls	Power to provide buildings for offices and for public meetings and assemblies or contribute towards the expenses of providing such buildings	Local Government Act 1972, s. 133
Public Conveniences	Power to provide Power to make byelaws	Public Health Act 1936, s. 87 Public Health Act 1936, s.87 - England
Public Rights of Way	Power to repair and maintain public footpaths and bridleways in the council's area Power to enter into agreement to dedicate a road as highway in the council's area or an adjoining parish or community area Power to enter into agreement to widen existing highway in the council's area or an adjoining parish or community area Power to provide warning notices on footpaths and bridleways	Highways Act 1980, ss.43, 50 Highways Act 1980, s.30 Highways Act 1980, s.72 Road Traffic Regulation Act 1984, s.72(2)
Recreation	Power to provide and manage recreation grounds, public walks, pleasure grounds and open spaces Power to make byelaws Power to provide and contribute to a wide range of recreational facilities in or outside the council's area Power to provide gymnasiums, playing fields, holiday camps Provision of boating pools	Public Health Act 1875, s. 164. Public Health Act 1875, s.164 - England Local Government Act 1972, s. 14 para 27. Public Health Act Amendment Act 1890, s. 44. Open Spaces Act 1906, ss. 9 and 10. Local Government (Miscellaneous Provisions) Act 1976, s. 19 Public Health Act 1961, s. 54 Localism Act 2011, ss.81-86
Right to challenge services that are provided by a principle authority – England Right to nominate and bid for assets of community value – England	Power to submit an interest in running a service provided by a district, county or unitary authority Power to nominate assets to be added to a list of assets of community value Power to bid to buy a listed asset when it comes up for sale	Localism Act 2011, ss.87-108 Localism Act 2011, ss. 87-108
Roads	Power to consent or not consent to the local highway authority stopping maintenance of a local road in the council's area or stopping up/diverting a road in the council's area Power to complain to the local highway authority about the obstruction of rights of way and 'roadside waste' in the council's area Power to plant and maintain trees and shrubs, and lay out grass verges in the council's area	Highways Act 1980, ss.47, 116 Highways Act 1980, s. 130 Highways Act 1980, s.96 Parish Councils Act 1957, s.1

	Power to provide and maintain seats and shelters on the roads and lands bordering any road in the council's area	
Sports and recreational facilities	Power to provide sports facilities in or outside the council's area or contribute towards the expenses of any voluntary organisation or local authority that provides sports facilities in or outside the council's area	Local Government (Miscellaneous Provisions) Act 1976, s. 19
Swimming pools	Power to provide public baths Power to charge for use of public baths	Public Health Act 1936, s. 221 Public Health Act 1936, 222 Public Health Act 1936, 2.223 - England
Theatres	Power to make byelaws Power to provide a theatre or contribute towards their expenses in or outside the council's area	Local Government Act 1972, s.145 (1)(b) Local Government Act 1972, s.145 (2)
Tourism	Power to charge for admission to a theatre provided by the council Power to encourage tourism to the council's area or contribute to organisations encouraging tourism	Local Government Act 1972, s.144
Town and Country Planning	Right to be notified of planning applications	Town and Country Planning Act 1990, s. 1 para 8
Traffic Calming	Power to make payments to a highway authority for traffic calming schemes for the benefit of the council's area	Highways Act 1980, s.274A
Traffic signs	Power to provide traffic signs on roads	Road Traffic Regulation Act 1984, s.72(1)
Transport	Powers to spend money on community transport schemes	Local Government & Rating Act 1997 s.26-29
War Memorials	Power to maintain, repair, protect and adapt war memorials	War Memorials (Local Authorities' Powers Act 1923, s. 1, extended by Local Government Act 1948 s.133
Water	Power to make use of wells, springs or streams in the council's area and provide facilities for obtaining water from them	Public Health Act 1936 s. 125
Websites	Power to provide a website to give information about the council, its services and the services provided in the area by other local authorities, government departments, charities or other voluntary organisations	Local Government Act 1972, s.142

APPENDIX B – ELECTED COUNCILLORS OF ANDOVER TOWN COUNCIL

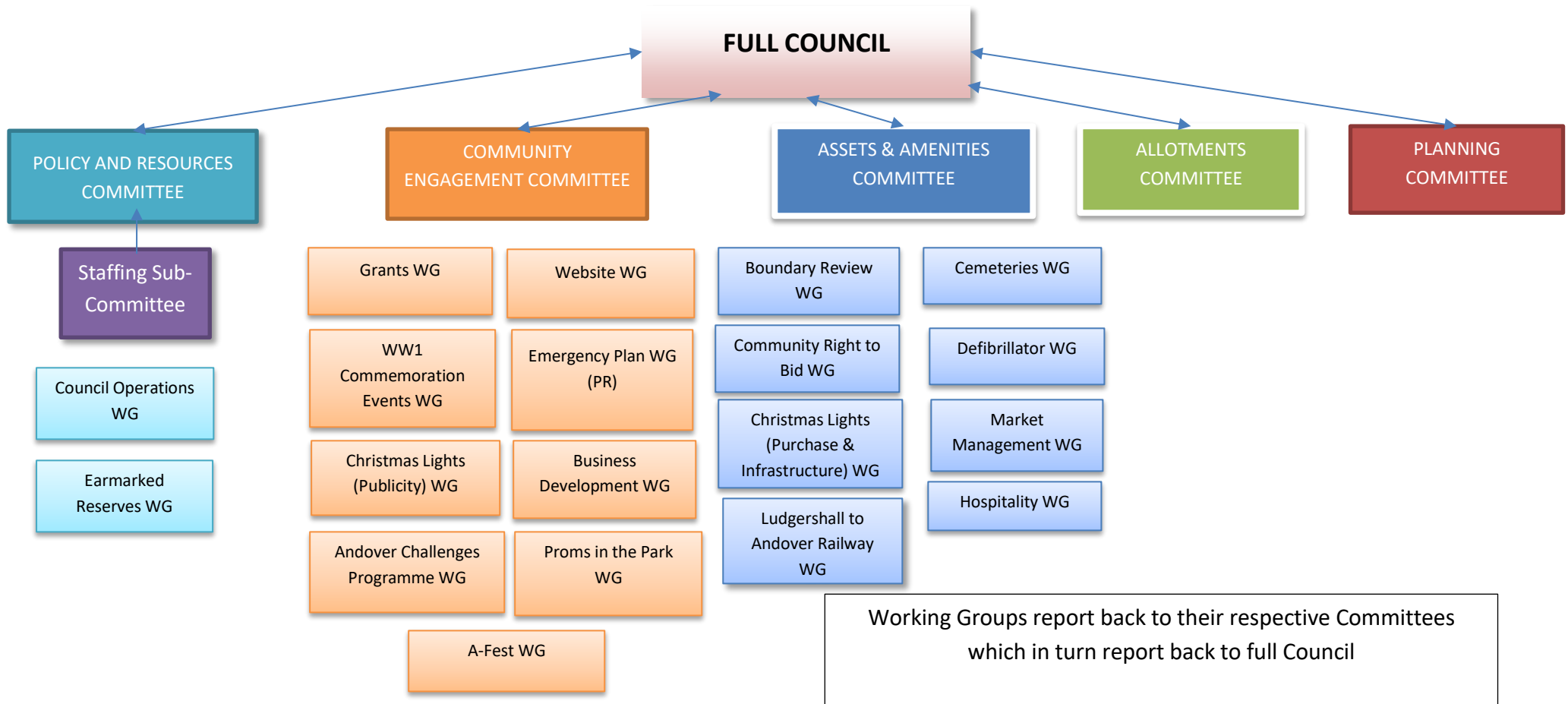
Alphabetically:

Name of Councillor	Ward represented
Councillor K A Bird	St Mary's
Councillor C Bartholomew	St Mary's
Councillor B Carpenter	Alamein
Councillor A E Cotter	Harroway
Councillor C E Ecclestone	Millway
Councillor A D Fitchet	Harroway
Councillor L Gates	Harroway
Councillor L Gregori	Millway
Councillor S T Hardstaff	St Mary's
Councillor K P Hughes	Alamein
Councillor R Hughes	Alamein
Councillor R Kidd	Winton
Councillor B Long	St Mary's
Councillor D Marriner (resigned February 2017)	Millway
Councillor G McBride	Winton
Councillor J Msonthi (resigned January 2017)	Winton
Councillor M Mumford	Millway
Councillor V J Pond	Harroway
Councillor R Rowles	Winton

By ward:

Ward represented	Name of Councillor
Alamein	Councillor B Carpenter
	Councillor K P Hughes
	Councillor R Hughes
Harroway	Councillor A E Cotter
	Councillor A D Fitchet
	Councillor L Gates
	Councillor V J Pond
Winton	Councillor R Kidd
	Councillor G McBride
	Councillor J Msonthi (Resigned January 2017)
	Councillor R Rowles
Millway	Councillor C E Ecclestone
	Councillor L Gregori
	Councillor D Marriner (Resigned February 2017)
	Councillor M Mumford
St Mary's	Councillor K A Bird
	Councillor C Bartholomew
	Councillor S T Hardstaff
	Councillor B Long

APPENDIX C – ANDOVER TOWN COUNCIL COMMITTEE STRUCTURE



APPENDIX D – ATTENDANCE AT FULL COUNCIL MEETINGS 2016 - 2017

Councillor	17.03.2016	31.03.2016	12.05.2016	23.06.2016	21.07.2016	28.07.2016	08.09.2016	20.10.2016	27.10.2016	01.12.2016	26.01.2017	11 Meetings
K Bird	1	1	1	1	1	1	1	1	1	1	1	11
C Bartholomew	1	1	1	1	1	1	1	0	1	0	1	9
B Carpenter	1	1	1	1	0	1	1	1	0	1	1	9
A Cotter	1	1	1	1	1	1	1	1	1	1	1	11
C Ecclestone	1	0	1	0	1	1	1	1	0	0	1	7
A Fitchet	1	1	1	1	1	1	0	1	1	1	1	10
L Gates	1	1	1	1	0	1	1	1	1	1	1	10
L Gregori	1	0	1	1	1	1	1	1	1	1	1	10
S Hardstaff	1	1	1	1	0	0	1	1	1	1	1	9
K Hughes	0	1	1	1	0	1	1	1	0	1	1	8
R Hughes	1	1	1	1	1	1	0	1	1	1	1	10
M James (Resigned July 2016)	1	1	1	1	1	N/A	N/A	N/A	N/A	N/A	N/A	5
R Kidd (Joined October 2016)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1	1	1	3
B Long	1	1	1	1	0	1	1	0	1	1	1	9
D Marriner (Until February 2017)	1	1	1	1	1	0	1	1	0	0	0	7
J Msonthi (Until January 2017)	1	1	1	1	1	1	1	1	1	1	N/A	10
G McBride	1	1	1	1	1	1	1	1	1	0	1	10
M Mumford	0	0	1	1	0	1	1	0	1	1	1	7
V Pond	1	1	1	1	1	0	1	1	0	1	1	9
R Rowles	1	1	1	1	0	0	1	1	1	1	1	9
Meeting TOTALS	17	16	19	18	12	14	16	15	14	15	17	

APPENDIX E – ATTENDANCE AT ALLOTMENT COMMITTEE MEETINGS 2016 - 2017

Councillor	30.06.2016	27.10.2016	19.01.2017	3 Meetings
K Hughes	1	0	1	2
A Cotter	1	1	1	3
J Msonthi	0	1	N/A	1
C Bartholomew	0	1	1	2
V Pond	1	1	1	3
R Rowles	N/A	N/A	1	1
G McBride	0	1	0	1
B Long	1	1	0	2
L Gregori	1	1	0	2
R Kidd	N/A	1	1	2
Meetings TOTAL	5	8	6	

APPENDIX F – ATTENDANCE AT ASSETS & AMENITIES COMMITTEE MEETINGS 2016 - 2017

Councillor	19.05.2016	07.07.2016	04.08.2016	22.09.2016	03.11.2016	08.12.2016	02.02.2017	7 Meetings
C Ecclestone	1	0	1	1	1	1	1	6
V Pond	1	1	0	0	1	1	1	5
K Bird	0	1	1	1	1	0	0	4
A Cotter	0	1	1	0	0	0	1	3
L Gregori	1	1	1	1	0	1	1	6
S Hardstaff	0	1	0	0	1	1	0	3
R Hughes	1	0	0	1	1	1	0	4
J Msonthi	1	0	1	1	1	1	N/A	5
B Long	0	0	0	0	1	1	0	2
R Kidd	N/A	N/A	N/A	1	0	0	1	2
Meetings TOTALS	5	5	5	7	6	7	5	

APPENDIX G – ATTENDANCE AT COMMUNITY ENGAGEMENT COMMITTEE MEETINGS 2016 - 2017

Councillor	02.06.2016	01.09.2016	29.09.2016	10.11.2016	05.01.2017	16.02.2017	6 Meetings
R Rowles	1	1	1	1	1	1	6
D Marriner	0	1	0	0	0	N/A	1
K Bird	1	0	0	1	0	0	2
A Fitchet	1	0	1	0	1	0	3
L Gregori	1	1	1	1	1	1	6
R Hughes	1	1	0	1	1	0	4
M James (Resigned July 2016)	1	N/A	N/A	N/A	N/A	N/A	1
B Long	0	1	1	0	1	0	3
G McBride	0	1	0	1	1	1	4
R Kidd	N/A	N/A	N/A	N/A	N/A	1	1
M Mumford	N/A	N/A	N/A	N/A	N/A	1	1
Meeting Totals	6	6	4	5	6	5	

APPENDIX H – ATTENDANCE AT POLICY & RESOURCES COMMITTEE MEETINGS 2016 - 2017

Councillor	10.03.2016	21.04.2016	09.06.2016	14.07.2016	25.08.2016	06.10.2016	17.11.2016	15.12.2016	12.01.2017	02.03.2017	10 Meetings
S Hardstaff	1	1	1	0	0	1	1	1	1	1	8
K Bird	1	1	1	1	0	1	1	0	1	1	8
C Bartholomew	1	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1
A Fitchet	0	1	0	0	0	1	0	0	0	1	3
L Gates	0	1	1	1	1	1	1	0	1	1	8
L Gregori	1	1	1	1	1	1	0	1	1	1	9
R Hughes	1	0	0	1	1	1	0	1	0	0	5
D Marriner	1	1	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	2
G McBride	0	1	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1
V Pond	1	1	1	1	1	1	1	0	1	0	8
R Rowles	1	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1
M Mumford	N/A	1	1	0	0	0	1	0	1	1	5
R Kidd	N/A	N/A	N/A	N/A	N/A	N/A	1	1	1	1	4
Meeting Totals	8	9	6	5	4	7	6	4	7	7	

APPENDIX I – ATTENDANCE AT PLANNING COMMITTEE MEETINGS 2016 - 2017

Councillor	07.03.2016	29.03.2016	18.04.2016	09.05.2016	31.05.2016	20.06.2016	11.07.2016	01.08.2016	22.08.2016	12.09.2016	03.10.2016	24.10.2016	14.11.2016	05.12.2016	19.12.2016	09.01.2017	13.02.2017	06.03.2017	18 Meetings
B Long	1	1	0	1	1	1	1	1	1	0	1	1	1	1	1	1	1	1	16
A Cotter	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	18
C Bartholomew	0	1	1	1	1	1	1	0	0	1	1	1	1	0	1	1	0	1	13
B Carpenter	0	0	1	1	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1	1	4
C Ecclestone	1	0	1	0	0	0	1	1	1	0	0	0	0	1	0	1	1	1	9
L Gregori	0	0	1	1	0	0	0	1	1	0	1	1	1	1	1	1	1	1	12
D Marriner	1	0	0	1	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	2
J Msonthi	1	1	1	0	1	1	0	1	0	1	0	1	0	1	1	1	N/A	N/A	11
V Pond	1	1	1	1	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	4
R Rowles	0	1	0	1	1	0	0	1	0	1	0	1	1	0	0	0	0	0	7
L Gates	N/A	N/A	N/A	N/A	0	1	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1
R Kidd	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1	1	1	1	1	1	1	8
Meeting Totals	6	6	7	8	5	5	4	6	4	4	4	7	6	6	6	7	6	7	

APPENDIX J – ATTENDANCE AT STAFFING SUB-COMMITTEE MEETINGS 2016 - 2017

Councillor	23.06.2016	02.08.2016	27.09.2016	09.02.2017	5 Meetings
S Hardstaff	1	1	0	1	3
R Hughes	1	1	1	1	4
L Gregori	1	1	0	1	3
G McBride	1	0	0	1	2
M Mumford	1	1	1	1	4
Meeting Totals	5	4	2	5	

APPENDIX K – ANDOVER TOWN COUNCIL BUDGET 2017/2018

FINANCIAL BUDGET 2017/2018

		Previous Year's Net	Budget 2016/2017	Actual Net	Balance	2017/2018	Projected Balance @ 31.03.2017
INCOME							
Events & Projects							
3025	Town Development						
3025/1	Income from Events	£50.00	£0.00	£0.00	£0.00	£0.00	£0.00
3025/2	Grants	£200.00	£0.00	£700.00	£700.00	£0.00	£0.00
3025/3	Sponsorship	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
3025/4	Town Centre Manager	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
3025	TOTAL	£250.00	£0.00	£700.00	£700.00	£0.00	£0.00
<hr/>							
TOTAL EVENTS & PROJECTS		£0.00	£0.00	£700.00	£700.00	£0.00	£0.00
<hr/>							
Policy & Resources							
36	Business Rates Refund	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
3000	Precept	£132,482.76	£261,651.89	£261,651.89	£0.00	£268,001.40	£0.00
3001	TVBC Tax Band Grant	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
3010	Bank Interest	£362.11	£150.00	£125.90	£-24.50	£150.00	£150.00
3020	Grants Received	£0.00	£0.00	£2,270.00	£2,270.00	£0.00	£0.00
3100	VAT Refund	£15,399.52	£0.00	£10,247.69	£10,247.69	£0.00	£10,247.00
3110	VAT Overclaim	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
3998	Funds Held for Youth Council	£1,345.86	£0.00	£2,100.00	£2,100.00	£0.00	£0.00
3999	Funds Held for Neighbourhood Plan	£0.00	£0.00	£1,000.00	£1,000.00	£0.00	£0.00
4210	Waste Removal	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
4211	Photocopying	£0.00		£308.53	£308.53	£0.00	£0.00
TOTAL POLICY & RESOURCES		£149,590.25	£261,801.89	£277,704.01	£15,902.12	£268,151.40	£10,397.00

		Previous Year's Net	2016/2017	Actual Net	Balance	2017/2018	Projected Balance @ 31.03.2017
Allotments							
3050	Allotment Rents						
3050/1	Admirals Way	£640.16	£700.00	£844.70	£144.70	£800.00	£144.70
3050/2	Barlows Lane	£4,031.56	£4,200.00	£5,587.52	£1,387.52	£5,500.00	£1,387.52
3050/3	Churchill Way	£1,320.89	£1,600.00	£2,286.87	£686.87	£2,000.00	£686.87
3050/4	Mylen Road	£1,508.39	£1,400.00	£1,320.09	-£79.91	£1,400.00	£0.00
3050/5	Old Winton Road	£2,964.88	£2,900.00	£3,685.24	£785.24	£3,800.00	£785.24
3050/6	The Drove	£6,385.68	£6,300.00	£7,097.69	£797.69	£7,200.00	£797.69
3050/7	Vigo Road	£4,910.45	£5,100.00	£4,555.95	-£544.05	£4,900.00	-£544.05
3050	TOTAL	£21,762.01	£22,200.00	£25,378.06	£3,178.06	£25,00	£3,257.97
3051	Deposits						
3051/1	Admirals Way Dpst	£50.00	£0.00	£0.00	£0.00	£0.00	£0.00
3051/2	Barlows Lane Dpst	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
3051/3	Churchill Way Dpst	£50.00	£0.00	£0.00	£0.00	£0.00	£0.00
3051/4	Mylen Road Dpst	£100.00	£0.00	£0.00	£0.00	£0.00	£0.00
3051/5	Old Winton Road Dpst	£50.00	£0.00	£0.00	£0.00	£0.00	£0.00
3051/6	The Drove Dpst	£250.00	£0.00	£50.00	£50.00	£0.00	£0.00
3051/7	Vigo Road Dpst	£250.00	£0.00	£50.00	£50.00	£0.00	£0.00
3053	Deposit Credit Interest	£3.39	£0.00	£2.79	£2.79	£0.00	
3051	TOTAL	£907.99	£0.00	£100.00	£102.79	£0.00	£0.00
TOTAL ALLOTMENTS		£23,426.39	£22,00.00	£25,480.85	£3,280.85	£25,600.00	£3,257.97
TOTAL INCOME		£173,263.64	£284,001.89	£303,884.86	£19,882.97	£293,751.40	£13,654.97

		Previous Year's Net	2016/2017	Actual Net	Balance	2017/2018	Projected Balance @ 31.03.2017
Events & Projects							
4700	Town Centre Development						
4700/1	Notice Boards	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
4700/2	Christmas Lights	£11,071.83	£22,000.00	£10,262.35	£11,737.65	£22,000.00	£5,000.00
4700/3	Events	£39.98	£5,830.00	£2,020.50	£3,809.50	£5,055.00	£0.00
4700/5	Youth Council	£11,396.26	£2,000.00	£4,169.87	£2,169.87	£2,000.00	£0.00
4700/6	Development of Town Centre	£397.00	£400.00	£18.00	£382.00	£0.00	£382.00
4700/7	Town Centre Management	£8,225.00	£9,330.00	£25,671.20	£16,341.20	£4,000.00	£0.00
4700/8	PROJECTS	£0.00	£4,000.00	£5,270.00	£1,270.50	£6,565.00	£1,270.50
4700/9	Andover Health & Wellbeing Group	£0.00	£300.00	£0.00	£300.00	£300.00	£300.00
4700	TOTAL	£31,130.07	£43,860.00	£47,412.42	£3,552.42	£39,920.00	£4,411.50
TOTAL AMENITIES & TOWN DEVELOPMENT		£31,130.07	£43,860.00	£47,412.42	£3,552.42	£39,920.00	£4,411.50
Policy & Resources							
4000	Corporate Management						
4000/1	Accounts Support	£180.00	£720.00	£904.00	£184.00	£900.00	£184.00
4000/2	Bank Charges	£0.00	£0.00	£78.75	£78.75	£0.00	£78.75
4000/3	Legal & Professional Fees	£1,951.83	£2,000.00	£973.00	£1,027.00	£2,600.00	£1,027.00
4000/4	Audit Fees	£1,335.00	£1,150.00	£0.00	£1,150.00	£1,500.00	£0.00
4000/5	IT Support & Equipment	£1,309.97	£1,000.00	£1,291.01	£291.01	£1,000.00	£291.01
4000/6	Website & Community Development						
4000/6/1	Website	£0.00	£500.00	£187.50	£312.50	£2000.00	£240.60
4000/6/2	Website Hosting	£0.00	£500.00	£269.55	£230.45	£500.00	£230.45
4000/6/3	Newsletter	£0.00	£500.00	£0.00	£500.00	£250.00	£500.00
4000/6	TOTAL	£0.00	£1,500.00	£457.05	£1,042.95	£2,750.00	£971.05
4000	TOTAL	£4,776.80	£6,370.00	£3,703.81	£2,666.19	£8,750.00	£1,444.29

		Previous Year's Net	2016/2017	Actual Net	Balance	2017/2018	Projected Balance @ 31.03.2017
4100	Democratic Representation						
4100/1	Chairman's Allowance	£0.00	£50.00	£0.00	£50.00	£50.00	£50.00
	Chairman's Badge & Regalia	£0.00	£1,650.00	£0.00	£1,650.00	£1,650.00	£1,650.00
4100/2	Members Training & Courses	£620.00	£1,000.00	£1,325.00	£-325.00	£1,500.00	£-325.00
4100/3	Members Travel	£34.30	£100.00	£38.88	£61.12	£100.00	£61.12
4100/4	Public Building Hire	£809.50	£720.00	£516.00	£204.00	£720.00	£144.00
4100/5	Funds Held for Neighbourhood Plan	£6,059.84	£0.00	£0.00	£0.00	£0.00	£0.00
4100	TOTAL	£7,523.64	£3,520.00	£1,879.88	£1,640.12	£2,320.00	£1,580.12
4180	Other Services to the Public						
4180/1	Election Costs	£120.50	£16,000.00	£0.00	£16,000.00	£20,000.00	£16,000.00
4180	TOTAL	£120.50	£16,000.00	£0.00	£16,000.00	£20,000.00	£16,000.00
4190	Grants						
4190/1	Grants	£0.00	£1,000.00	£3,790.00	£-2,790.00	£1,000.00	£-2,790.00
4190/2	Grants Section 137	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
4190/3	Grants Christmas Switch-On	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
4190	TOTAL	£0.00	£1,000.00	£3,790.00	£-2,790.00	£1,000.00	£-2,790.00
	Administration Rechargeable						
4200	Staffing						
4200/1	Salaries Corporate	£47,246.98	£65,000.00	£44,948.57	£20,051.43	£80,000.00	£16,801.43
4200/2	Salaries Allotments	£11,128.04	£15,000.00	£13,699.38	£1,300.62	£16,700.00	£0.00
4200/3	Staff Training	£195.00	£250.00	£145.00	£105.00	£500.00	£105.00
4200/4	Staff Travel	£81.92	£100.00	£62.93	£37.07	£100.00	£37.07
4200	TOTAL	£58,651.94	£80,350.00	£58,855.88	£21,494.12	£97,300.00	£16,943.50
4204	New Building Fund	£0.00	£56,000.00	£0.00	£56,000.00	£56,000.00	£56,000.00
4205	Bus Shelters	£0.00	£10,000.00	£0.00	£10,000.00	£0.00	£10,000.00

		Previous Year's Net	2016/2017	Actual Net	Balance	2016/2018	Projected Balance @ 31.03.2017
4210	Administration Rechargeable						
4210/1	Petty Cash	£0.00	£250.00	£0.00	£250.00	£250.00	£0.00
4210/2	Office Sundries	£105.85	£250.00	£100.44	£149.56	£250.00	£149.56
4210/3	Rent - Office	£6,500.00	£14,000.00	£5,725.55	£8,274.45	£14,000.00	£7,274.45
4210/4	Rates - Office	£0.00	£3,000.00	£0.00	£3,000.00	£3,000.00	£3,000.00
4210/5	Water Rates - Office	£0.00	£150.00	£0.00	£150.00	£150.00	£150.00
4210/6	Heating & Lighting - Office	£570.23	£1,000.00	£795.63	£204.37	£800.00	£0.00
4210/7	Telephone & Broadband	£759.98	£750.00	£822.13	£-72.13	£800.00	£-172.11
4210/8	Photocopying	£1,958.89	£1,700.00	£2,115.59	£-415.59	£2,200.00	£-415.59
4210/9	Stationery	£869.90	£600.00	£821.54	£-221.54	£1,000.00	£-257.53
4210/10	Postage	£1,566.44	£1,200.00	£1,380.57	£-180.57	£1,200.00	£-180.57
4210/11	Subscriptions/Memberships	£2,371.17	£2,723.00	£2,947.00	£-224.00	£3,000.00	£-224.00
4210/12	Insurance	£48.79	£2,300.00	£3,133.28	£-833.28	£3,100.00	£-833.28
4210/14	Other Advertising	£0.00	£50.00	£0.00	£50.00	£50.00	£50.00
4210/15	Office & Equipment Maintenance	£1,692.29	£1,000.00	£1,035.49	£-35.49	£1,000.00	£-35.49
4210/16	New Equipment & Furniture	£1,388.45	£600.00	£3,003.76	£-2,403.76	£1,000.00	£-2,403.76
4210/17	Waste Removal	£260.00	£500.00	£404.00	£96.00	£550.00	£96.00
4210	TOTAL	£18,091.99	£30,073.00	£22,284.98	£7,788.02	£32,350.00	£6,147.68
4211	Administration Rechargeable						
4211/2	Postage	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
4211/10	Sundries	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
4211	TOTAL	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
TOTAL POLICY & RESOURCES		£89,164.87	£203,313.00	£90,514.55	£112,798.45	£219,420.00	£105,325.59

		Previous Year's Net	2016/2017	Actual Net	Balance	2017/2018	Projected Balance @ 31.03.2017
Allotments							
4500	Allotment Service						
4500/1	Allotment Maintenance						
4500/1/1	Admirals Way						
4500/1/1/1	Services	£828.68	£1,000.00	£626.46	£373.54	£1,000.00	£288.56
4500/1/1/2	Grounds Maintenance	£1,020.66	£715.00	£2,024.09	-£1,309.09	£1,000.00	-£1,309.09
4500/1/1/3	Water Charges	£206.22	£210.00	£180.24	£29.76	£300.00	£29.76
4500/1/1/4	Repairs & Renewals	£265.83	£805.00	£65.00	£740.00	£600.00	£740.00
4500/1/1/5	Equipment	£509.31	£450.00	£194.00	£256.00	£450.00	£256.00
4500/1/1/6	Sundries	£50.00	£70.00	£50.00	£20.00	£70.00	£20.00
4500/1/1/7	Returned Deposits	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
4500/0/1/8	Pest Control	£0.00	£0.00	£0.00	£0.00	£686.00	£0.00
4500/1/1	TOTAL	£2,880.70	£3,250.00	£3,139.79	£110.21	£4,106.00	£25.23
4500/1/2	Barlows Lane						
4500/1/2/1	Services	£830.20	£1,000.00	£626.46	£373.54	£1,000.00	£288.56
4500/1/2/2	Grounds Maintenance	£3,567.06	£2,500.00	£2,282.01	£217.99	£1,000.00	£217.99
4500/1/2/3	Water Charges	£1,536.51	£810.00	£445.44	£364.56	£890.00	£364.56
4500/1/2/4	Repairs & Renewals	£455.00	£805.00	£70.00	£735.00	£670.00	£735.00
4500/1/2/5	Equipment	£699.63	£300.00	£194.00	£106.00	£400.00	£106.00
4500/1/2/6	Sundries	£50.00	£70.00	£41.67	£28.33	£70.00	£28.33
4500/1/2/7	Returned Deposits	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
4500/1/2/8	Pest Control	£0.00	£0.00	£0.00	£0.00	£686.00	£0.00
4500/1/2	TOTAL	£7,138.40	£5,485.00	£3,659.58	£1,825.42	£4,716.00	£1,740.44
4500/1/3	Churchill Way						
4500/1/3/1	Services	£830.20	£1,000.00	£626.46	£373.54	£1,000.00	£288.56
4500/1/3/2	Grounds Maintenance	£1,972.66	£1,500.00	£2,363.51	-£863.51	£1,000.00	-£863.51
4500/1/3/3	Water Charges	£354.73	£410.00	£293.29	£116.71	£480.00	£116.71
4500/1/3/4	Repairs & Renewals	£485.68	£805.00	£0.00	£805.00	£600.00	£805.00
4500/1/3/5	Equipment	£377.33	£400.00	£200.00	£200.00	£400.00	£200.00

		Previous Year's Net	2016/2017	Actual Net	Balance	2017/2018	Projected Balance @ 31.03.2017
4500/1/3/6	Sundries	£50.00	£70.00	£41.67	£28.33	£70.00	£28.33
4500/1/3/7	Returned Deposits	£50.00	£0.00	£100.00	-£100.00	£0.00	-£100.00
4500/1/3/8	Pest Control	£0.00	£0.00	£0.00	£0.00	£686.00	£0.00
03/01/4500	TOTAL	£4,120.60	£4,185.00	£3,624.93	£560.07	£4,236.00	£475.09
04/01/4500	Mylen Road						
4500/1/4/1	Services	£870.20	£1,000.00	£626.46	£373.54	£1,000.00	£288.56
4500/1/4/2	Grounds Maintenance	£4,796.66	£2,000.00	£2,720.17	-£720.17	£1,000.00	-£720.17
4500/1/4/3	Water Charges	£389.27	£310.00	£434.35	-£124.35	£800.00	-£124.35
4500/1/4/4	Repairs & Renewals	£255.00	£805.00	£0.00	£805.00	£600.00	£805.00
4500/1/4/5	Equipment	£0.00	£300.00	£689.00	-£389.00	£600.00	-£389.00
4500/1/4/6	Sundries	£50.00	£70.00	£74.00	-£4.00	£70.00	-£4.00
4500/1/4/7	Returned Deposits	£0.00	£0.00	£50.00	-£50.00	£0.00	-£50.00
4500/1/4/8	Pest Control	£0.00	£0.00	£0.00	£0.00	£686.00	£0.00
4500/1/4	TOTAL	£6,361.13	£4,485.00	£4,593.98	-£108.98	£4,756.00	-£193.96
4500/1/5	Old Winton Road						
4500/1/5/1	Services	£830.20	£1,000.00	£626.46	£373.54	£1,000.00	£288.56
4500/1/5/2	Grounds Maintenance	£1,836.66	£2,000.00	£3,608.51	-£1,608.51	£1,000.00	-£1,608.51
4500/1/5/3	Water Charges	£492.93	£360.00	£350.40	£9.60	£600.00	£9.60
4500/1/5/4	Repairs & Renewals	£152.43	£805.00	£0.00	£805.00	£600.00	£805.00
4500/1/5/5	Equipment	£0.00	£300.00	£194.00	£106.00	£350.00	£106.00
4500/1/5/6	Sundries	£50.00	£70.00	£56.00	£14.00	£70.00	£14.00
4500/1/5/7	Returned Deposits	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
4500/1/5/8	Pest Control	£0.00	£0.00	£0.00	£0.00	£686.00	£0.00
4500/1/5	TOTAL	£3,362.22	£4,535.00	£4,835.37	-£300.37	£4,535.00	-£385.35
4500/1/6	The Drove						
4500/1/6/1	Services	£830.20	£1,000.00	£626.46	£373.54	£1,000.00	£288.56
4500/1/6/2	Grounds Maintenance	£3,121.00	£2,500.00	£2,569.08	-£69.08	£1,000.00	-£69.08
4500/1/6/3	Water Charges	£2,162.42	£2,160.00	£1,779.49	£380.51	£3,500.00	£380.51
4500/1/6/4	Repairs & Renewals	£110.00	£805.00	£0.00	£805.00	£600.00	£805.00
4500/1/6/5	Equipment	£0.00	£300.00	£146.00	£153.70	£300.00	£153.70

		Previous Year's Net	2016/2017	Actual Net	Balance	2017/2018	Projected Balance @ 31.03.2016
4500/1/6/6	Sundries	£124.16	£70.00	£89.22	-£19.22	£70.00	-£19.22
4500/1/6/7	Returned Deposits	£50.00	£0.00	£50.00	-£50.00	£0.00	-£50.00
4500/1/6/8	Pest Control	£0.00	£0.00	£0.00	£0.00	£686.00	£0.00
4500/1/6	TOTAL	£6,397.78	£6,835.00	£5,260.55	£1,574.45	£6,835.00	£1,489.47
4500/1/7	Vigo Road						
4500/1/7/1	Services	£880.20	£1,000.00	£626.46	£373.54	£1,000.00	£288.56
4500/1/7/2	Grounds Maintenance	£3,015.18	£3,000.00	£3,475.63	-£475.63	£1,000.00	-£475.63
4500/1/7/3	Water Charges	£2,634.59	£2,910.00	£676.78	£2,233.22	£1,500.00	£2,233.22
4500/1/7/4	Repairs & Renewals	£1,258.15	£805.00	£257.00	£548.00	£600.00	£257.00
4500/1/7/5	Equipment	£196.00	£300.00	£194.00	£106.00	£380.00	£106.00
4500/1/7/6	Sundries	£86.67	£70.00	£50.00	£0.00	£70.00	£0.00
4500/1/7/7	Returned Deposits	£50.00	£0.00	£0.00	£0.00	£0.00	£0.00
4500/1/7/8	Pest Control	£0.00	£0.00	£0.00	£0.00	£686.00	£0.00
4500/1/7	TOTAL	£8,120.79	£8,085.00	£5,279.87	£2,805.13	£5,236.00	£2,409.15
4500/1	TOTAL	£38,381.62	£36,860.00	£30,394.07	£6,465.93	£34,412.00	£6,718.69
4500/2	Allotment Utilities	£0.00	£0.00	£0.00	£0.00	£0.00	
TOTAL ALLOTMENTS		£38,381.62	£36,860.00	£30,394.07	£6,465.93	£34,412.00	
TOTAL EXPENDITURE		£120,294.94	£284,033.00	£168,321.04	£115,711.96	£293,652.00	
Total Income		£173,263.64	£284,001.89	£303,884.86	£19,882.97	£25,750.00	
Total Expenditure		£120,294.94	£284,033.00	£168,321.04	£115,711.96	£293,752.00	
TOTAL NET BALANCE		£52,968.70	-£31.11	£135,563.82		£268,002.00	
Town Precept			£261,651.89			£268,001.40	