



Andover Town Council

To **note** updated Project documents from Oct.

Item
No.
16A

Produced for: Full Council **By:** Town Clerk. **Date of Report:** 14 Nov 2023

Project Title:	Picket Piece Land Purchase – Stage 1 – Initial investigation. (Oct-Nov 23)
Project Sponsor (Committee and Officer):	Cllr H Neate as lead Councillor on behalf of Full Council
Project Manager: Link Worker (if appropriate):	Town Clerk & Councillor Heather Neate
Why are you doing this project:	<ul style="list-style-type: none"> • To preserve 1.2 acres of land as community facility. • Acquiring land/assets for the Town Council. • Demonstrating to Picket Piece residents that ATC represents them. • Raising the profile and reputation of ATC within Test Valley.
What are you trying to achieve:	A new facility for the Town Council to own and manage
Who else will be involved: (Stage 1 only)	<ul style="list-style-type: none"> • TVBC Planning Team. • TVBC Asset Management • TVBC Deputy Chief Executive for reviewing Press Release • Surrey Hills Solicitor for reviewing Press Release • TVBC Legal (maybe) • TC sending correspondence. • Landowner
Assumptions and Constraints:	<ul style="list-style-type: none"> • That the landowner may find selling now more attractive than building. • That the majority of Picket Piece residents will support the project. • That the Pavilion and adult sports pitch may be negotiated to come as a package.
Start date and estimated finish date:	Start asap for initial findings to Council for November 2023 meeting.
Resources Required:	For initial month, no cost is anticipated.
Estimated Staffing time:	2-3 hrs per week from Town Clerk. – until Nov Full Council meeting.
Licences needed:	None (at this stage)
Permissions required:	ATC approval for investigation to start. ATC approval of method of working between Cllr Neate & TC.
Total:	£500 - Time cost for Town Clerk for this stage.
Andover Town Council budget available and what cost centre:	General Fund can support the initial investigation costs.
Outside Funding needed:	None for Stage 1.
Reports to Committee:	Full Council.

The above stage is now completed.

Next stage to be started after November Full Council meeting.

Project Title:	Picket Piece Land Purchase – Stage 2 – Formal Applications (Nov–Mar ‘24)
Project Sponsor (Committee and Officer):	Cllr H Neate as lead Councillor on behalf of Full Council
Project Manager: Link Worker (if appropriate):	Town Clerk & Councillor Heather Neate
Why are you doing this project:	<ul style="list-style-type: none"> • To preserve 1.2 acres of land as community facility. • Acquiring land/assets for the Town Council. • Demonstrating to Picket Piece residents that ATC represents them. • Raising the profile and reputation of ATC within Test Valley.
What are you trying to achieve:	A new facility for the Town Council to own and manage
Who else will be involved: (Stage 2 only)	<ul style="list-style-type: none"> • TVBC Planning Team. – answering questions • TVBC Asset Management – answering questions • TVBC Deputy Chief Executive for reviewing Press Release • TVBC Section 106 Officer – reviewing access to ATC held funds • TVBC CiL Grant Officer – advising on grant application • Surrey Hills Solicitor quoting for Legal Fees for Land purchase transaction • TC sending correspondence. • ATC Councillors – helping with gathering community support. • TC & Cllr Neate attending COF application training. • TC & Cllr Neate drafting application papers. • ATC C&E WG – review of questionnaires & Grant Application forms. • ATC Full Council for final sign off of applications. • Picket Piece Residents Association – helping evidence community support Landowner
Assumptions and Constraints:	<ul style="list-style-type: none"> • That we can find contractors to turn the land into a sports pitch or other chosen final facility. • That community engagement will be successful. • That should the CiL application be unsuccessful, that ATC will need to find other available income to top up the COF Grant to the purchase price, or abandon the project. (see also detailed Risk Assessment.) • That TVBC may want the CiL contribution from the housing project to be paid to them so that other projects are not adversely affected. • That a business plan can demonstrate that the facilities will not place a large financial burden on the Council year on year going forward.
Start date and estimated finish date:	After November Full Council meeting, to 28 th Feb for final approval of application forms. Timeline to be drafted if project is to progress.
Resources Required:	<ul style="list-style-type: none"> • Costs for Surveys • Venue hire for Workshops for public consultation. £150 ? • £50-100k for cost of land purchase. • Cost for preparing final facility (TBC)
Estimated Staffing time:	1 day per week from Town Clerk. Nov – March 2024.
Licences needed:	None expected to be required.
Permissions required:	TVBC - Possibly planning permission for land change of use for new facility.
Total:	Cost for Clerk, based on 1 day per week for 3 months = 5% of annual hours
Andover Town Council budget available and what cost centre:	Budget can support the costs required under staffing code = 4200/1 Land purchase = code EMR Property or EMR CiL funds.
Outside Funding needed:	Community Ownership Fund & CiL Grant from TVBC.
Reports to Committee:	Full Council.