



ANDOVER TOWN COUNCIL
P & R Committee
The Lights, Andover
10th Jan 2024 - 6:30 PM

To the Members of Andover Town Council Policy & Resources Committee:

You are hereby summoned to attend a meeting when it is proposed to transact the following business:

AGENDA

ITEM	DETAIL	Item Lead	Enc.
1. Public session	To receive questions from members of the public and to respond if appropriate or to direct officers to respond in writing after the meeting.	Mayor	
2. Apologies	To note apologies for absence.	Mayor	
3. Interests	To receive pecuniary or non-pecuniary declarations of interests for agenda items or dispensation requests.	Chairman	
4. Minutes	To approve the minutes of the last meeting.	Chairman	✓
5. Contractual & delegated payments	To note the payments already made : From: 15 th Nov 2023 To: 31 st Dec 2023	RFO	✓
6. Payments for approval	To approve payments that need to be made : From: 15 th Nov 2023 To: 31 st Dec 2023	RFO	✓
7. Financial Reports	To receive and approve the following paper: a. Bank Statements and Bank Reconciliation (other reports will be brought to the meeting, due to IT issues.)	RFO	✓
8. Financial Checking	To note that the P+R Chairman has completed a check of the bank statements in accordance with Financial Regulations 2.2.	Chairman	✓
9. Staff Pensions	To receive and consider a recommendation from the HR WG in respect of Staff Pensions.	Chairman	✓
10. Budget & Precept	To consider the 2024 / 2025 budget suggestions and agree a recommendation for Full Council. A. Options Table . B. Budget report line by line if any amendments are necessary.	Chairman	✓ ✓
11. Back to Basics	To review the Back to Basics Project Table and to agree amendments.	Chairman	✓
12. Business Plan	To consider the Draft Business Plan and to agree amendments.	Chairman	✓
13. Mission Statement	To consider the Mission Statement and suggest improvements.	Chairman	✓
14. Next Meeting	To note next Full Council = Weds 24 th Jan meetings:	Chairman	

Signed: *Gail Foster*, ILCA, CiLCA. Responsible Financial Officer & Proper Officer, 4th Jan 2024.