



ANDOVER TOWN COUNCIL

Full Council Meeting

The Upper Guildhall, Andover

24th January 2024 - 6:30 PM

To the Members of Andover Town Council:

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

AGENDA

ITEM	DETAIL	Item Lead	Enc.
1. Apologies	To note apologies for absence.	Mayor	
2. 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	
3. Mayor's Announcements	To receive the Town Mayors' Announcements.	Mayor	
4. External reports Each speaker will be limited to three minutes.	To receive verbal reports from: <ul style="list-style-type: none">• County and Borough Councillors• Other organisations on matters directly relating to Andover Town.	Mayor	
5. Interests	To receive pecuniary or non-pecuniary declarations of interests for agenda items or dispensation requests.	Mayor	
6. Minutes	To approve the minutes of the last meeting.	Mayor	✓
7. Contractual & delegated payments	To note the payments already made: From: 1 st Jan 2024 To: 15 th Jan 2024	RFO	✓
8. Payments for approval	To approve payments to be made above the RFO's delegated authority.	RFO	✓
9. Financial Reports	To receive and approve the following papers: <ul style="list-style-type: none">a. Bank Statements and Bank Reconciliationb. Cashbookc. Budgetd. Earmarked Reserves	RFO	✓
10. Interim Audit 2023-24	To note the Interim Internal Audit Report for 2023/24.	Mayor	✓
11. P & R recommendation	To consider a recommendation from the P & R Committee relating to the Budget & Precept for 2024/25	Cllr S Hardstaff	✓
12. Budget	To consider and approve the Budget for 2024/25 with explanation .	Mayor	✓
13. Precept	To approve the Precept for 2024/25.	Mayor	✓
14. Public Questions	To review a schedule of questions received from members of the public and to agree formal responses.	Mayor	✓

ITEM	DETAIL	Item Lead	Enc.
15. Questions from councillors	To receive written questions from Councillors as per Standing Order 9 (i) and to consider actions to take.	Mayor	✓
16. Picket Piece	To receive a verbal update on the Land Purchase Project.	Cllr Neate	
17. Land Purchase Survey	To approve the wording of a survey for the Land Purchase Project.	Cllr Neate	✓
18. Consultation arrangements	To approve the costs and arrangements to carry out the Land Purchase Survey.	Cllr Neate	✓
19. Community & Events	<ul style="list-style-type: none"> a. To note a paper detailing the history of the Crest and its usage by the Town Council. b. To agree which Crest should be used. c. To approve the redrawing and costs of a hi-resolution version of the approved Crest. d. To agree the spend for branding materials. 	Mayor	✓
20. Christmas Lights	<ul style="list-style-type: none"> a. To review the indicative quotes from suppliers, and decide which organisation to work with to decide on a final scheme for 2024-2028. b. To note the requirements that have been detailed when sending quotation requests. c. To note the Christmas Lights costs analysis 2021-2023. 	Mayor	✓
21. The Drove water works.	To note the water supply works at The Drove have been completed.	Mayor	
22. ASB WG update	<ul style="list-style-type: none"> a. To note the notes from the 15 Nov & 17 Jan meetings. b. To consider a name change for the WG. 	Town Clerk	✓
23. Southern Water Tankers	To note a paper in relation to Southern Water Tankers in Andover.	Mayor	✓
24. Councillor reports	To receive any reports from Town Council Members.	Mayor	
25. Future items	To receive verbal requests from Councillors for items to be considered at the next Full Council meeting.	Mayor	
26. Next meeting	To note the date of the next meeting is Wednesday 21st February 2024 to be held at The Upper Guildhall, Andover, at 6.30pm.	Mayor	

Signed: *Gail Foster*, ILCA, CiLCA. Responsible Financial Officer & Proper Officer, 18th Jan 2024.