



# ANDOVER TOWN COUNCIL

## Full Council Meeting

### Upper Guildhall, Andover

#### 20<sup>th</sup> March 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. <b>Public session</b>	To <b>receive</b> questions from members of the public and to respond if appropriate or to direct officers to respond in writing after the meeting.	<b>Mayor</b>	
2. <b>Apologies</b>	To <b>note</b> apologies for absence.	<b>Mayor</b>	
3. <b>Mayor's Announcements</b>	To <b>receive</b> the Town Mayors' Announcements.	<b>Mayor</b>	
4. <b>External reports</b>	To <b>receive</b> verbal reports from: <ul style="list-style-type: none"> <li>• County and Borough Councillors</li> <li>• Other organisations on matters directly relating to Andover Town.</li> </ul> Each speaker will be limited to three minutes.	<b>Mayor</b>	
5. <b>Interests</b>	To <b>receive</b> pecuniary or non-pecuniary declarations of interests for agenda items or dispensation requests.	<b>Mayor</b>	
6. <b>Minutes</b>	To <b>approve</b> the <a href="#">minutes</a> of the last meeting.	<b>Mayor</b>	✓
7. <b>Contractual &amp; delegated payments</b>	To <b>note</b> the <a href="#">payments already made</a> : From: 6 <sup>th</sup> Mar 2024      To: 13 <sup>th</sup> Mar 2024	<b>RFO</b>	✓
8. <b>Payments for approval</b>	To <b>approve</b> <a href="#">payments to be made</a> above the RFO's delegated authority.	<b>RFO</b>	✓
9. <b>Bank Reconciliation</b>	To <b>approve</b> the Bank Statements & <a href="#">Bank Reconciliation</a> .	<b>RFO</b>	✓
10. <b>Cashbook</b>	To <b>approve</b> the <a href="#">Cashbook</a>	<b>RFO</b>	✓
11. <b>Budget</b>	To <b>approve</b> the <a href="#">Budget Report</a>	<b>RFO</b>	✓
12. <b>Earmarked Reserves</b>	To <b>approve</b> the <a href="#">Earmarked Reserves</a> .	<b>RFO</b>	✓
13. <b>Training</b>	To <b>receive</b> feedback from Councillors on the recent training session (Sat 16 <sup>th</sup> March)	<b>Mayor</b>	
14. <b>Town Maps</b>	To <b>consider</b> a proposal from Andover BID in relation to printing <a href="#">concertina maps</a> .	<b>Mayor</b>	✓
15. <b>Website</b>	To <b>receive</b> a verbal update on the Website supplier choice and website design amendments.	<b>Cllr Sangster</b>	

ITEM	DETAIL	Item Lead	Enc.
16. Picket Piece	To <b>receive</b> a report on the Land Purchase Project. (at meeting)	Mayor	✓
17. Policies	To <b>approve</b> Policies as reviewed by P&R Committee: a. <a href="#">Assets Loan</a> b. <a href="#">Equality &amp; Diversity</a> c. <a href="#">Defibrillator</a> d. <a href="#">SIDS</a> e. <a href="#">Allotment Allocation</a> f. <a href="#">Financial Risk Assessment</a> g. <a href="#">Risk Management Scheme</a>	Mayor	✓
18. Grant applications	To consider Grant Applications from: a. <a href="#">A-Fest.</a>	Mayor	✓
19. Crest & Logo	To <b>approve</b> the final version of the <a href="#">logo</a> for the Town Council.	Mayor	✓
20. Office move	To <b>approve</b> moving to <a href="#">office 107</a> in Incuhive.	Mayor	✓
21. Risk Assessments	a. To <b>note</b> the following Risk Assessments have been drawn up. i. <a href="#">Guildhall</a> ii. <a href="#">The Lights</a> iii. <a href="#">Allotment Sites</a> iv. <a href="#">Council Office</a> b. To <b>consider</b> if the policies WG need to add any of the above to their review schedule.	Mayor	✓
22. LGBTQIA+ Training	To <b>note</b> a report on the recent <a href="#">LGBTQIA+ Training</a>	Mayor	✓
23. Youth Engagement WG	To <b>note</b> the minutes of the last meeting. (sent separately.)	Mayor	✓
24. Allotment Fencing	To consider quotes for allotment fencing. (Report at meeting.)	Mayor	✓
25. Hospital Consultation response.	To <b>note</b> the Council's response to <a href="#">HIOW ICB Hospital Consultation</a> as prepared by the Planning Committee.	Mayor	✓
26. SIDS	To <b>consider</b> <a href="#">actions to take</a> and to instruct officers accordingly.	Mayor	✓
27. Councillor reports	To <b>receive</b> any reports from Town Council Members.	Mayor	
28. Future items	To <b>receive</b> verbal requests from Councillors for items to be considered at the next Full Council meeting.	Mayor	
29. Next meeting	To <b>note</b> the date of the next meeting is <b>Wednesday 24<sup>th</sup> April 2024 to</b> be held at <b>The Upper Guildhall, Andover, at 6.30pm.</b>	Mayor	

Signed: *Gail Foster*, ILCA, CiLCA. Responsible Financial Officer & Proper Officer, 14<sup>th</sup> Mar 2024.