



Time and date

6.30pm on Wednesday **18 June 2025**

Place

Upper Guildhall, Andover

Councillors Present:		Arrival time noted if after meeting start					
Cllr H Neate (Town Mayor)	✓		Cllr T Burley (Deputy Town Mayor)	✓			
Cllr J Cockaday	✓		Cllr M Farren	✓		Cllr J Goodwin	✓
Cllr S Hardstaff	✓		Cllr A Horsnell	✓		Cllr J Hughes	✓ 6.33pm
Cllr K Hughes	✓	6.33pm	Cllr R Hughes	x		Cllr R Kidd	✓
Cllr R Meyer	x		Cllr E Reynolds	✓		Cllr K Bird	✓
Cllr G Walters	✓		Cllr L Gregori	x			

Officers Present:	Tor Warburton (Acting Town Clerk/RFO) Micha Young (Acting Deputy TC/RFO) Started at 6:30pm
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Members of the Public:	2
County/Borough Councillors:	0
Members of the Press:	0

PUBLIC SESSION

C062/06/25 A representative of the Andover Carnival, spoke to their grant application, item 13 of the agenda.
(Councillors J Hughes and K Hughes arrived at 6.33pm)

APOLOGIES

C063/06/25 Apologies were received from Councillors L Gregori and R Hughes.

MAYOR'S ANNOUNCEMENTS

C064/06/25 The Dairy Court fire on 1 June 2025, was very devastating for many families and I was really impressed by the way the community and local charities came together to provide support for those displaced families. This showed, I think, just what a great place Andover is.

Signed as a true and accurate record of the meeting

Mayor / Chairman: Date:

My thoughts too are with the family of the 19 year old Andover motorcyclist, who died following a crash on the A30 earlier this month.

I attended the Tea & Biscuit session at Burghclere Down on 14 June 2025.

The residents of Picket Piece were pleased to see the SID return to the village.

Finally, congratulations go to the five people in and around Andover, recognised for their contributions to society in this month's King's Birthday Honours List.

EXTERNAL REPORTS

C065/06/25 Members had received an update [report](#) from HCC Councillor C Donnelly, via email on 18.06.2025.

INTERESTS

C066/06/25 Non-pecuniary declarations were received from:

1. Councillor E Reynolds, as a member of the Drove Association, and as an allotment plot holder.
2. Councillor T Burley, as a member of the Andover Carnival committee.

MINUTES

C067/06/25 It was proposed by Councillor E Reynolds and seconded by Councillor H Neate and **RESOLVED: FOR – 12, AGAINST – 0, ABSTENTIONS – 1**, that the [Minutes](#) of the Town Council Meeting held on 7 May 2025, be accepted and signed by the Chairman as a correct record of the meeting.

C068/06/25 The following Council/Committee Minutes were received and noted:

- [Community and Events](#): 27 February 2025
- [Planning Committee](#): 28 April 2025
- [Planning Committee](#): 19 May 2025

GRANT – ANDOVER CARNIVAL

C069/06/25 It was proposed by Councillor H Neate and seconded by Councillor K Bird and **RESOLVED: Unanimously**, that the Council moved directly to agenda item 13; [Andover Carnival Grant](#) Application.
(Councillor T Burley left the meeting at 6.40pm)

C070/06/25 It was proposed by Councillor H Neate and seconded by Councillor K Bird and **RESOLVED: Unanimously**, that Standing Orders be suspended.

C071/06/25 It was proposed by Councillor H Neate and seconded by Councillor S Hardstaff and **RESOLVED: Unanimously**, that Standing Orders be reinstated.

C072/06/25 It was proposed by Councillor K Bird and seconded by Councillor E Reynolds and **RESOLVED: Unanimously**, that the Andover Carnival grant application be approved and the sum of £3,000.00 be awarded.
(Councillor T Burley rejoined the meeting at 6.53pm.)

CONTRACTUAL & DELEGATED PAYMENTS

C073/06/25 Members received and noted the contractual and delegated [payments](#) that had been made in the period of from: 1 May 2025 to 31 May 2025.

PAYMENTS FOR APPROVAL

C074/06/25 Members noted that there were no payments made above the RFO's delegated authority.

FINANCE

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Mayor / Chairman: Date:

- C075/06/25** It was proposed by Councillor K Hughes and seconded by Councillor K Bird and **RESOLVED: Unanimously**, that the following reports, be approved:
- [Bank Statements & Bank Reconciliation](#)
 - [Cashbook](#)
 - [Earmarked Reserves](#)
 - [Financial Comparison to date](#)

POLICY REVIEWS

C076/06/25 Members received a report on [Policy Review](#).

C077/06/25 It was proposed by Councillor K Bird and seconded by Councillor S Hardstaff that the recommendations in the Policy Review report be approved, as follows:

1. a small Policies Working Group be established to:
 - 1.1. carry out a strategic review of Andover Town Council policies, procedures, protocols, schemes and statements;
 - 1.2. make recommendations to the relevant Committee about streamlining documents, ensuring they are simple, straightforward, and not unduly bureaucratic;
 - 1.3. determine priority policies for immediate review; and
 2. the alignment of policies to relevant Committees; and
 3. draft Terms of Reference for the Policies Working Group shown at **Appendix B**.
- Members went into debate.

C078/06/25 It was proposed by Councillor K Bird and seconded by Councillor S Hardstaff and **RESOLVED: FOR – 10, AGAINST – 2, ABSTENTIONS – 1**, that the Council move straight to a vote and that the recommendations in the Policy Review report be approved.

FENCING AT OLD WINTON ROAD

C079/06/25 Members received a [report](#) regarding the fencing at Old Winton Road allotment site.

C080/06/25 It was proposed by Councillor J Hughes and seconded by K Hughes and **RESOLVED: FOR – 11, AGAINST – 1, ABSTENTIONS - 1**, that the following be approved:

- The Allotments Committee's recommendation (AC 350/04/25) to replace the fence at Old Winton Road Allotment site.
- Allotment Committee's earmarked reserves and budget line 4500/2 be used to fund the replacement.
- The sum of £6,500 be released from General Reserves to contribute towards the cost of replacing the perimeter fencing at the Old Winton Road Allotment site.

CHRISTMAS LIGHTS

C081/06/25 Members received a [report](#) on Christmas Lights.
The updated delivery and installation dates for the Christmas Tree and Christmas Lights were noted. The Acting Town Clerk would start the application for licenses once the structural survey had been received and update the Council accordingly.

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C082/06/25 It was proposed by Councillor K Bird and seconded by Councillor S Hardstaff and **RESOLVED: Unanimously**, that Fencing Option 1 be approved. That quotes would be brought to the Community and Events Committee for approval, on the assumption that the quotes would fit within the budget.

ANDOVER REGENERATION

C083/06/25 Members noted that that there would be a briefing for Andover Town Council, on the Regeneration of Andover, on 8 July 2025 at the amended time of 6.30pm, at Beechurst.

FOOD WASTE PRESENTATION

C084/06/25 Members noted that there would be a presentation on the new Food Waste Scheme by the TVBC Environmental Services Team, prior to the commencement of the Full Council meeting on 9 July 2025.

BEAUTIFICATION OF ANDOVER HIGH STREET

C085/06/25 Members received a report on the beautification of Andover High Street and the points within it were noted.

WORKING GROUPS

C086/06/25 Members received an update report from the [Andover Pride Working Group](#). Councillor K Bird requested that her thanks be minuted to all those involved in organising the Andover Pride 2025 event, including Councillors Horsnell, Farren, and the Officers.

C087/06/25 Members received an update report from the [Grants Working Group](#). It was noted that the next Working Group meeting would be on 27 June 2025, at 9.00am.
(Councillor R Kidd left the meeting at 7.49pm)

C088/06/25 Members received a verbal update from the Chairman of the Charter Working Group, Councillor K Bird. The Working Group has held its first meeting and has begun identifying potential partners. Once further information is available, a report will be presented either to Full Council or to the Community & Events Committee meeting on 6 August 2025. The matter will ultimately return to Full Council for the establishment of a budget line.

COUNCILLOR REPORTS

C089/06/25 **Councillor E Reynolds:**
I attended the Councillor Tea & Biscuits session on 14 June 2025 at Burghclere Down. I was involved with the VE Day event on 8 May 2025.
Also attended the TVAPTC meeting on 22 May 2025, where they discussed the Launch of the Updated Planning Toolkit.
I completed the Local Council Governance course on 22 May 2025.

C090/06/25 **Councillor M Farren:**
I attended the NAPC meeting on 17 June 2025 regarding 2 planning applications within the Millway Ward.
I am continuing liaising work with Floral Way and Burghclere Down residents.

C091/06/25 **Councillor A Horsnell:**

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I attended the Chalk Stream in conjunction with planning in Overton. I will share the slides with the interested members.

I recently spoke to some of the residents of Dairy Court following the recent fire. I did set up a crowd funding page in conjunction with Unity, which was well supported. There was a high level of support from surrounding areas for the victims.

C092/06/25

Councillor S Hardstaff:

There is a spare place to attend the County Forum on Thursday 19 June 2025, if anyone would like to attend.

C093/06/25

Councillor K Bird:

I have discovered through a conversation with Councillor R Kidd about the Long Meadow Centre on Smannell Road, that certain services delivered from there, were under threat of closure. It's a significant community hub in an area of deprivation. I have contacted GCS who manage those services to obtain more information.

I also attended the Councillor Tea & Biscuit session at Burghclere Down on 14 June 2025.

C094/06/25

Councillor J Goodwin:

I have also contacted TVBC Councillors regarding Long Meadow Centre, whom have advised they are looking into it.

C095/06/25

Councillor T Burley:

I attended the VE Day event on 8 May 2025.

I also attended the Councillor Tea & Biscuit session at Burghclere Down on 14 June 2025.

Recently I was delighted to represent the Andover Town Council at a Civic Service on 1st June 2025 at Romsey Abbey.

C096/06/25

Councillor J Hughes:

I will be attending the Andover Young People Mental Health Forum at Beechurst next week. I will report back to Full Council in July.

C097/06/25

Councillor G Walters:

The hedge is overgrown at the back of Clarendon Road flats. Both TVBC and HCC have stated that neither of them own the land that the hedge is on and the Land Registry stated it as unknown. I will investigate further.

C098/06/25

Councillor S Hardstaff

I will send you a link on the HCC website, which is colour coded to show who is responsible for the hedging as well as the roads.

FUTURE ITEMS

C099/06/25

The following items were requested to be added:

- Full Council Terms of Reference to be brought to meeting on 9 July 2025.
- A report on the vacant post as part of our staffing establishment.
- Details for advance planning training for Members and Officers.
- Total costings for all Tea & Biscuit sessions to date, including attendance numbers.
- Town Council's view on ATC's position regarding Beautification of Andover. Councillor M Farren to bring a proposal to the next Full Council meeting.
- Vote to approve Andy Farrier to give a presentation on Devolution. Councillor A Horsnell to bring a proposal to the next Full Council meeting.

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The Acting Town Clerk would research the availability of online Planning training for Councillor G Walters.

NEXT MEETING

C100/06/25 Members noted that the date of the next Full Council meeting would be **Wednesday 9 July 2025, at The Upper Guildhall, Andover, at 6.30pm.**

EXCLUSION OF THE PRESS AND PUBLIC

C101/06/25 It was proposed by Councillor K Bird and seconded by Councillor K Hughes and **RESOLVED: Unanimously**, that Members of the Press and Public be excluded from the meeting at item 22 of the agenda, due to the confidential nature of the item and to comply with GDPR.

C102/06/25 The Town Mayor called for a 5 minute comfort break.

C103/06/25 The Acting Town Clerk/RFO and Acting Deputy Town Clerk/Acting Deputy RFO left the meeting at 8.09pm.

STAFFING REPORT

C104/06/25 Members received and discussed a [report](#) on HR matters. It was proposed by Councillor E Reynolds and seconded by Councillor A Horsnell and **RESOLVED: FOR - 11, AGAINST - 0, ABSTENTIONS - 1**, that following the recruitment process outlined in the report, the Acting Town Clerk be appointed to the role of Town Clerk/RFO with immediate effect.

MEETING CLOSURE

C105/06/25 The Town Mayor closed the meeting at **8.20pm.**

Signed as a true and accurate record of the meeting

Mayor / Chairman: Date: