



ANDOVER TOWN COUNCIL

Community and Events Committee Meeting

The Lights, Andover

3 September 2025 - 6:30 PM

To the Members of the Community & Events Committee

You are hereby summoned to attend a meeting when it is proposed to transact the business on the agenda.

Please note that there are members of the Council who are neurodiverse and those with physical disabilities (e.g. hearing loss), reasonable adjustments will be made to accommodate this. Please be mindful of this and adjust your behaviour if necessary.

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.	Chairman																									
2. Apologies	To note apologies for absence.	Chairman																									
3. Interests	To receive pecuniary or non-pecuniary declarations of interests for agenda items or dispensation requests.	Chairman																									
4. Minutes	To approve the minutes from the 29 May 2025 and 6 August 2025 .	Chairman	✓																								
5. Councillor Motion	<p>Proposer: Cllr J Goodwin</p> <p>Seconder:</p> <p>To approve: Creation of a youth engagement working group.</p> <p>To create a working group that will liaise with charities and schools in order to seek out potential grant opportunities.</p> <p>Andover Town Council has £50,000 per year earmarked for youth engagement grants. We should be looking into ways of appropriately applying that funding in the best way that we can.</p>	Cllr J Goodwin	✓																								
6. Grant Policy and Procedure	<p>To note:</p> <ul style="list-style-type: none"> The Stakeholders Working Group meeting took place on 19th August, amendments were made to the Grant Funding Policy following feedback. As per CE 053/08/25, the draft Grant Funding Policy and Procedure, along with the Public Sector Equality Duty Assessment (including the amendments), were sent first to the Stakeholders Working Group and will subsequently be sent to Full Council for approval. 	Chairman																									
7. Grant Budget line status (4190)	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%;">4190</td> <td style="width: 20%;">Budget</td> <td style="width: 20%;">Actual Net</td> <td style="width: 20%;">Balance</td> </tr> <tr> <td></td> <td>£34,125.00</td> <td>£4,324.64</td> <td>£29,800.36</td> </tr> <tr> <td colspan="4">Grants Awarded</td> </tr> <tr> <td></td> <td>CAB</td> <td>£824.64</td> <td></td> </tr> <tr> <td></td> <td>Andover Carnival</td> <td>£3,000.00</td> <td></td> </tr> <tr> <td></td> <td>Me and My Dad Club</td> <td>£500.00</td> <td></td> </tr> </table>	4190	Budget	Actual Net	Balance		£34,125.00	£4,324.64	£29,800.36	Grants Awarded					CAB	£824.64			Andover Carnival	£3,000.00			Me and My Dad Club	£500.00		Chairman	
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8. Grants	<ul style="list-style-type: none"> To receive and note the End of Grant report from Unity on the grant given for Food Vouchers. To receive and approve for recommendation to Full Council (as amount requested is over £2,000) a grant application from Unity. 	Chairman	✓																								

ITEM	DETAIL	Item Lead	Enc.
9. Christmas Tree Barriers	To note that as per CE 055/08/25, Quote 2 has been accepted and the invoice has been paid. Support Required: Assistance will be needed on 10th November, both in the morning and afternoon, to: <ul style="list-style-type: none"> • Receive delivery of the barriers. • Help fill the barriers with water, which will be delivered in the afternoon. Please can volunteers let Officers know if they are available.	Chairman	
10. Christmas Lights update	To note: <ul style="list-style-type: none"> • All licences have now been applied for. • As per C152/08/25, the Commando sockets and installation have been paid for. A delivery and installation date is currently pending. 	Chairman	
11. Cameo Building	<ul style="list-style-type: none"> • To note a working group will be formed to investigate the cost and feasibility of the proposal. • To approve the Terms of Reference. • To note an invitation to join the working group will be sent out to all members of Full Council. 	Cllr J Hughes	✓
12. Macmillan coffee morning	To note that posters have been distributed to the Chantry Centre, Unity, and the Guildhall.	Chairman	
13. Poppy Trail	To note that all licences and approvals have been received. Officers are in the process of purchasing the poppies and wreathes for Remembrance Day.	Chairman	
14. VJ Day	To note Councillors Neate, Reynolds and Cockaday attended. Council website has been updated.	Chairman	
15. Working Groups	<ul style="list-style-type: none"> • Andover Charter – To receive a full report with recommendations and costings – to follow. • Right to Bid - To consider a list of local assets that the Working Group will work to add to a current Community Register list – to follow. 	Chairman	
16. Mayoral Charity	To note that Officers are still researching this. To approve taking a report direct to Full Council with any changes required to the Civic Protocol.	Chairman	
17. Future items	To note the following items are to be brought back to future meetings: <ul style="list-style-type: none"> • Conference system information • Youth Forum research To receive verbal requests from Councillors for items to be considered at the next Community and Events Committee meeting.	Chairman	
18. Next meeting	To note the date of the next meeting is Wednesday 8 October 2025 to be held at The Lights Andover, at 6.30pm.	Chairman	

Signed: *Tor Warburton.*

Proper Officer, 28 August 2025.

Andover Town Council under LGA 1972 S.111; the power to facilitate, be conducive to or incidental to the discharge of the councils powers and functions,