



**Time and date**

6.30pm on Wednesday **15 October 2025**

**Place**

The Lights, Andover

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## Councillors Present:

Arrival time noted if after meeting start

Cllr S Hardstaff (Chairman) ✓	Cllr J Goodwin (Vice Chairman) ✓	Cllr K Bird ✓
Cllr M Farren ✓	Cllr L Gregori x	Cllr A Horsnell ✓
Cllr J Hughes ✓	Cllr R Hughes x	Cllr R Kidd x
Cllr H Neate ✓	Cllr E Reynolds ✓	Cllr G Walters ✓

## Officers Present:

Tor Warburton (Town Clerk), Micha West (Deputy RFO)

## Members of the Public:

1

## County/Borough Councillors:

0

## Members of the Press:

0

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## PUBLIC SESSION

**PR 023/10/25** There were no comments received from the Member of Public present.

## APOLOGIES

**PR 024/10/25** Apologies were received from Councillors L. Gregori and R. Hughes.

## INTERESTS

**PR 025/10/25** Non-pecuniary declarations were received from:  
1. Councillor E. Reynolds, as a member of the Drove Association and as an allotment plot holder.

## MINUTES

**PR 026/10/25** It was proposed by Councillor M. Farren and seconded by Councillor K. Bird and **RESOLVED: Unanimously**, that the Minutes of the Policy and Resources Committee meeting held on 30 July 2025, be signed by the Chairman as a correct record.

## CONTRACTUAL & DELEGATED PAYMENTS

**PR 027/10/25** Members received and noted the payments that had already been made from 1 August 2025 to 30 September 2025.

## PAYMENTS FOR APPROVAL

**PR 028/10/25** Members noted that there were no payments made above the RFO's delegated authority.

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## FINANCES

- PR 029/10/25** It was proposed by Councillor E. Reynolds and seconded by Councillor G. Walters and **RESOLVED: Unanimously**, that the following reports, be approved:
- Bank Statements & Bank Reconciliation
  - Cashbook
  - Earmarked Reserves
  - Financial Comparison to date

## AGAR

- PR 030/10/25** Councillor K. Bird expressed thanks to the Officers involved in completing the audit, noting the exemplary manner in which it had been carried out and the positive feedback received from the auditor.
- It was proposed by Councillor K. Bird and seconded by Councillor E. Reynolds and **RESOLVED: Unanimously**, that the Notice of Conclusion of External Audit 2024-2025 and the External Auditor Report and Certificate 2024-2025, be approved for recommendation to Full Council.

## BUDGET 2026/2027

- PR 031/10/25** (Councillor J Goodwin left at 7.08pm)
- Members reviewed the draft Policy and Resources Budget for 2026/2027.
- It was proposed by Councillor K. Bird and seconded by Councillor H. Neate and **RESOLVED: Unanimously**, that the draft Policy and Resources Budget 2026/2027 be approved for recommendation to Full Council.

## COMMUNITY AND EVENTS BUDGET 2026/2027

- PR 032/10/25** The draft Community and Events Budget 2026/2027 was reviewed and discussed by Members. It was agreed that the budget be referred back to the Community and Events Committee for further consideration.

## MAYORAL CHARITY

- PR 033/10/25** It was noted that information on this item would be brought to the November meeting.

## INTERNAL AUDIT REPORT

- PR 034/10/25** The interim audit report was reviewed.
- It was proposed by Councillor K. Bird and seconded by Councillor E. Reynolds and **RESOLVED: Unanimously**, that the interim audit report be approved for recommendation to Full Council.

- PR 035/10/25** It was also noted that it was a clean audit and that no recommendations were required.

## MARTYN'S LAW TERRORISM (PROTECTION OF PREMISES) ACT 2025.

The initial recommendations relating to the implementation of counter-terrorism measures under the Terrorism Protection of Premises Act 2025 were received and considered.

- PR 036/10/25** It was proposed by Councillor E Reynolds and seconded by Councillor K Bird and **RESOLVED: Unanimously**, that the proposed measures be approved and implemented as outlined:
- The Town Clerk shall ensure timely and accurate updates are provided to this Committee and Full Council.

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- A progress report shall be presented to the Policy and Resources Committee in January 2026, outlining actions taken and any further requirements identified.

#### **FINANCIAL RISK ASSESSMENT**

Members reviewed the updated Financial Risk Assessment.

**PR 037/10/25**

It was proposed by Councillor K. Bird and seconded by Councillor E. Reynolds and **RESOLVED: Unanimously** that the updated Financial Risk Assessment be approved for recommendation to Full Council.

#### **NEXT MEETING**

**PR 038/10/25**

Members noted that the date of the next meeting would be on **Thursday 6 November 2025 at The Lights, Andover, at 6.30pm.**

#### **MEETING CLOSURE**

**PR 039/10/25**

The Chairman closed the meeting at **7.40pm.**

DRAFT

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