



ANDOVER TOWN COUNCIL

Policy and Resources Committee Meeting

The Lights, Andover

6 November 2025 - 6:30 PM

To the Members of the Policy and Resources 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 of the meeting on the 15 October 2025 .	Chairman	✓
5. Contractual and delegated payments	To note the payments already made: From: 1 October 2025 To: 28 October 2025	Chairman	✓
6. Payments for approval	To note there are no payments to be made above the RFO's delegated authority.	Chairman	
7. Finances	To approve the following: • Bank Statements & Bank Reconciliation • Cashbook • Earmarked Reserves • Financial Comparison to date	Chairman	✓
8. Staffing	To receive the staffing report following the HR Sub-Committee meeting held on 16th October 2025 To note that all staff appraisals have been conducted satisfactorily and that pay increments will be actioned on 1st April 2026 To approve the recommended awards in recognition of industry-related qualifications To note the HR budget review and recommendation	Chairman	✓
9. Budget	To review the full budget (minus Planning Committee input) and make amendments if required.	Chairman	✓
10. Next meeting	To note the date of the next meeting 7 January 2026 and will be held at The Lights, Andover, at 6.30pm.	Chairman	

Signed: *Tor Warburton.*

Proper Officer, 31 October 2025