



# ANDOVER TOWN COUNCIL

## Community and Events Committee Meeting

### The Lights, Andover

29 January 2026 - 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 <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.	Chair	
2. Apologies	To <b>note</b> apologies for absence.	Chair	
3. Interests	To <b>receive</b> pecuniary or non-pecuniary declarations of interests for agenda items or dispensation requests.	Chair	
4. Minutes	To <b>approve</b> the minutes from the previous committee meetings held on <a href="#">8 October 2025</a> and <a href="#">12 November 2025</a> .	Chair	✓
5. Financial Comparison	To <b>receive</b> and <b>note</b> the <a href="#">financial comparison for this Committee to date</a> specifically in regards to items 7 (a) and 7 (b), 8 (a), 8 (b) and 8 (c)	Chair	✓
6. Carols around the Christmas Tree	<ul style="list-style-type: none"> <li>To <b>receive</b> a <a href="#">report on the Carols around the Christmas tree 2025</a></li> <li>For members to give their own <b>feedback</b> on the event and to share feedback which they had received from their residents who attended.</li> <li>To <b>note</b> that a budget has been approved for the Carols Round the Christmas Tree event 4700/31 of £1000.</li> <li>To <b>approve</b> the date of Friday 11<sup>th</sup> December 2026 for Carols Round the Christmas Tree 2026.</li> <li>To <b>approve</b> changing the start time to 5:30pm – 8.00pm.</li> <li>To <b>approve</b> Officers engaging in discussions for a possible collaboration with Andover Community Events and to report back to the Community and Events Committee.</li> </ul>	Chair	✓
7. Projects	<p>From Terms of Reference (and Financial Regulations):</p> <ul style="list-style-type: none"> <li>Make recommendations to the Policy and Resources Committee for annual budgets for community engagement and events;</li> <li><b>Make expenditure decisions within the constraints of approved budget lines;</b> and</li> <li>Monitor expenditure against budget heads relevant to community engagement, grants, events and the Councils website.</li> <li>To make decisions on spending in accordance with: <ul style="list-style-type: none"> <li>o Clause 5, (5.15) of the Financial Regulations; ( <b>which reads • a duly delegated committee of the council for all items of expenditure within their delegated budgets for items under £5,000 excluding VAT</b>)</li> <li>o <b>Approved budget headings limits subject to a limit of £5,000. Spending over £5,000 will be referred to Full Council.</b></li> </ul> </li> </ul>		
7 (a) Community Chef	<ul style="list-style-type: none"> <li><b>Approve</b> <a href="#">the Community Cookery Project</a>.</li> <li><b>Allocate</b> funding of £4952 from Youth Services (4700/26) budget line, on this occasion as the pilot is aimed at families with children. to cover costs.</li> <li><b>Authorise</b> officers to organise and deliver the pilot project in collaboration with MUNCH C.I.C., and report back to Community and Events Committee on progress.</li> </ul>	Chair	✓

ITEM	DETAIL	Item Lead	Enc
	<ul style="list-style-type: none"> <li><b>Report</b> back to Full Council.</li> </ul> <p>(see <a href="#">Terms of Reference</a> – attached, for reference)</p>		
<b>7 (b) U-Choose Card</b>	<ul style="list-style-type: none"> <li><b>Confirm approval</b> of <a href="#">the U-Choose Project</a>. CE 161/11/25 Members received a report on U-Choose Holiday Card. Thanks were given to the Community and Events Officer for her hard work, research into the project and a very well presented report. Councillor K Bird proposed and Councillor M Farren seconded the motion and Members went into debate. CE 162/11/25 It was proposed by Councillor K Bird and seconded by Councillor M Farren and RESOLVED: Unanimously, that: <ul style="list-style-type: none"> <li>A budget be approved to enable the Community and Events Officer to progress with the initiative.</li> <li>The funding be taken from the Youth Provision budget line.</li> <li>Officers be instructed to proceed with the initiative and a progress report be brought back to the next meeting.</li> </ul> </li> <li><b>Confirm and approve</b> the allocation of £3009.79 from Youth Services (4700/26) budget line, to cover costs.</li> <li><b>Authorise</b> officers to organise and deliver the pilot project in the Easter 2026 holidays, in collaboration with Andover Leisure Centre and Riverside Bowl and report back to Community and Events Committee with regular updates.</li> <li><b>Report approval</b> to Full Council.</li> </ul>	<b>Chair</b>	✓
<b>8. Grants</b>	<p>To note: as per the Grants Policy any grant up to £3000 can be approved by Community and Events Committee assuming all requirements are considered met. To view the full policy please follow the link: <a href="#">Grants Funding Policy 2025 FINAL APPROVED 22 Oct 2025.pdf</a></p> <ul style="list-style-type: none"> <li><b>8 (a)</b> To <b>receive</b> and <b>approve</b> a grant from <a href="#">Andover A-Fest 2026</a> for £2,500 towards the cost of a one-off event.</li> <li><b>8 (b)</b> To <b>receive</b> and <b>approve</b> a <a href="#">Warm Hub grant from King Arthurs Way Community Association</a> for £500.</li> <li><b>8 (c)</b> To <b>receive</b> and <b>approve</b> a <a href="#">Warm Hub grant from Andover Community Engage</a> for £500.</li> </ul>	<b>Chair</b>	✓
<b>9. Pride Working Group</b>	<p>To <b>ask for</b> and <b>approve</b> members to the Pride Working Group:</p> <p>Members who have expressed interest: Cllr S Hardstaff and Cllr K Bird.</p> <p>(Pride Working Group – Membership 2026- CE 180/11/25)</p>	<b>Chair</b>	
<b>10. Annual Electors Meeting</b>	<p>To <b>approve</b> the formation of the Annual Electors Meeting (AEM) working group.</p> <p>To <b>ask for</b> and <b>approve</b> members to the AEM Working Group.</p>	<b>Chair</b>	
<b>11. Working Groups</b>	<p>To <b>receive</b> updates from the following Working Groups:</p> <ul style="list-style-type: none"> <li>Andover Charter</li> <li>Right to Bid</li> <li>Building Working Group</li> <li>Youth Engagement Working Group</li> </ul>	<b>Chair</b>	
<b>12. Future items</b>	To receive verbal requests from Councillors for items to be considered at the next Community and Events Committee meeting.	<b>Chair</b>	
<b>13. Next meeting</b>	To <b>note</b> the date of the next meeting is <b>Wednesday 25 February 2026</b> to be held at <b>The Lights Andover, at 6.30pm.</b>	<b>Chair</b>	

Signed: *Tor Warburton.*

Proper Officer, 23 January 2026

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,