



ANDOVER TOWN COUNCIL

Full Council Meeting

Upper Guildhall, High Street, Andover

8 October 2026 6:30 PM

To all members of Andover Town Council.

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 reasonable adjustments will be made to accommodate this.

To note that there will be a brief presentation of the agreed speaker system before the meeting. The system will be trialled throughout the meeting with a view to purchasing it if it suits the Council's needs (C 196/09/26).

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.	Mayor	
2. Apologies	To note apologies for absence.	Mayor	
3. Mayor's Announcements	To receive the Town Mayors' Announcements.	Mayor	
4. External reports	To receive verbal reports from: - County and Borough Councillors. - Other organisations on matters directly relating to Andover Town. Each speaker will be limited to three minutes.	Mayor	
5. Interests	To receive pecuniary or non-pecuniary declarations of interests for agenda items or dispensation requests.	Mayor	
6. Minutes	To approve the minutes of the Full Council meeting held on 9 September 2026 – to follow. To note the approved minutes from the following meetings: - Community & Events Committee: 29 July 2026 - Grants Committee: 15 September 2026	Mayor	✓
7. Contractual & delegated payments	To note the payments already made: From: 1 September 2026 To: 25 September 2026	Mayor	✓
8. Payments for Approval	To note and approve the payments above the RFO's delegated authority.	Mayor	✓
9. Credit Card	To note that the credit card statement up to 2 September 2026 .	Mayor	✓
10. Finance	To approve the following: a. Bank Statements and Bank Reconciliation b. Cashbook c. Earmarked Reserves d. Financial Comparison to date	Mayor	✓
11. Councillor Motions	Proposer: Cllr Mark Farren Seconder: Cllr Thomas James	Cllr M Farren	

Adding flags or banners to lamp posts.

For the Town Council to investigate the possibility and costs of installing brackets and the putting up of appropriate flags or banners on lamp posts.

Councillors will all have seen the profusion of St. George's flags around our town. They might also have seen some of the social media coverage surrounding this and the extremes of views. They will no doubt have noted that while this is an illegal activity, that it is also quite popular.

Flags/banners can be used to unite, to show togetherness, to brighten otherwise ordinary streets, and to promote positivity. They can also be abused by political

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	factions and those with less than honourable intent. Should the council undertake this task, it will remove ambiguity and reclaim the use of our emblems for everybody, whilst at the same time showing that it listens to and respects the wishes of the people. Given that this council already installs both Christmas Lights and Remembrance Day Poppies, this motion would fall within the same rationale as them – with the added advantage that corporate sponsorship could be sought that includes the potential for marketing opportunities, public/private company collaboration, and a substantial enhancement to the councils reputation Therefore this motion asks for the town council to consider the benefits of raising flags/banners on lamp posts, to undertake the creation of a timely and fully costed project proposal, and that this plan is then agreed upon and implemented.		
12. AGAR	To receive and approve, following review by the Policy and Resources Committee: • Notice of Conclusion of External Audit Report 2025-2026 • External Audit Report and Certificate 2025- 2026	Mayor	✓
13. Service Provider Grant	To review and approve the following documents: (a) Service Provider Grant Policy (b) Service Provider Grant Agreement (c) Service Provider Grant Application Pack (d) Service Provider Grant Quarterly Monitoring Report If approved, to remove Revenue Grants from the Combined Grants Policy as they will be replaced by the Service Provider Grant. All grant-related paperwork to be updated accordingly. To approve the funding arrangements for the Service Provider Grant, to be financed from: • 4700/26 – Youth Services • 4700/27 – Pensioner Services All other grants will continue to be funded from: • 4190/1 – Grants	Mayor	✓
14. Virements	To approve a virement of £1,150 from the Corporate Management Earmarked Reserve (current balance £15,000) to the following budget lines: • 4210/9 Stationery: £600 • 4210/10 Postage: £150 • 4210/2 Office Sundries: £400 The virement replenishes these budget lines, which have been depleted by the cost of posting rent increase notices to all allotment tenants. The notices had to be sent between the end of the growing season (29 September 2026) and 1 October 2026. It is proposed that tenancy agreements be amended from October 2027 so that these notices can be sent by email in future.	Mayor	
14b. Virements	To approve a virement of £180.00 from Operational Reserves to budget line 4700/31 – Carols Round the Christmas Tree to accommodate additional costs. Report attached.	Mayor	✓
15. Strategic Plan 2026 to 2036	To receive and consider the draft Strategic Plan 2026 to 2036 with report and to resolve as follows. RECOMMENDED: That the Council: (a) agrees in principle the draft Strategic Plan 2026 to 2036 as the basis for further engagement and development; (b) authorises the Town Clerk to share the draft with Test Valley Borough Council (TVBC), Hampshire County Council (HCC) and other partners, and to invite their views, during October to December 2026; (c) agrees that residents are invited to give their views on the draft plan in early 2027; (d) agrees that year-one priorities are considered alongside the 2027/28 budget in January 2027; and	Mayor	✓

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	(e) agrees that a final version, reflecting the feedback received, is brought back to Full Council for adoption by March 2027.		
Committee Recommendations/Review			
16. Policy and Resources	Policies To receive and approve , following review by the Policy and Resources Committee: • Co-option Policy – New • Environmental and Biodiversity Policy – New • Pay Policy – with update report • Safeguarding Policy – with update report • Sexual Harassment Policy – New • Sickness and Absence Policy – with update report • Unreasonable Complainant Behaviour Policy – New • Volunteer Policy - New	Mayor	✓
17. Allotments Committee	• To note that works to the fence at Old Winton Road are scheduled to commence during the week commencing 12 October and are expected to take approximately 10 working days, subject to any unforeseen delays.	Mayor	✓
18. Community and Events Committee	• To note that the Community and Events Committee approved a £500 sponsorship for the Town Centre Halloween event at its meeting on 30 September, in line with previous years. • The funding will be met from the Sponsorship budget and is within the Committee's Terms of Reference.	Mayor	✓
19. Grants Committee	• To note that at the Grants Committee on the 29th September 2026 a grant of £2,500 was awarded to Hope and Heritage (G 044/09/26) for a one off event, under the Grants Committee Terms of Reference. • To note that at the Grants Committee on the 29th September 2026 a grant of £1,000 was awarded to Me and My Dad Club (G 045/09/26) for a one off event, under the Grants Committee Terms of Reference.	Mayor	
20. Planning Committee	No recommendations since last Full Council meeting.	Mayor	
21. Speaker System	• To note that the Speaker system from supplier A is currently under trial. • To consider if this system suits the Council's needs. The supplier will be present at the meeting to answer questions if members wish to suspend Standing Orders. • To approve the purchase of the system at the quoted cost £8,341.00 exc VAT.	Mayor	✓
22. Councillor reports	To receive any reports from Town Council Members.	Mayor	
23. Next meeting	To note the date of the next meeting is Wednesday 4 November 2026 to be held at The Upper Guildhall, Andover, at 6.30pm.	Mayor	

Signed: *Tor Warburton*. CILCA

Town Clerk, 1 October 2026.

Andover Town Council under the Localism Act 2011, Chapter 1, ss.1–8, the General Power of Competence.