



ANDOVER TOWN COUNCIL

To the Members of the **Amenities and Town Development Committee:**

Cllrs Zilliah Brooks (Chairman), Christopher Lynn (Vice-Chairman), Katherine Bird, Alan Cotter, Steven Hardstaff, Marion Kerley, Barbara Long, Phil North and Brian Page.

(copies to all other Members of the Council)

You are hereby summoned to attend a meeting of the **AMENITIES AND TOWN DEVELOPMENT Committee** to be held at Town Council Offices, 66C, High Street, Andover on **THURSDAY 22 MAY 2014 at 7.00 pm** when it is proposed to transact the following business:-

Wendy Coulter - Town Clerk
16 May 2014

**THERE IS NO DISABLED ACCESS TO THE TOWN COUNCIL OFFICES –
PLEASE CONTACT THE TOWN CLERK THREE DAYS PRIOR TO THE
MEETING IF YOU REQUIRE ACCESS.**

Prior to the start of the meeting there will be a Presentation by Janet Thorpe on Andover's Great Outdoors.

1 **APOLOGIES FOR ABSENCE**

To receive apologies for absence.

2 **DECLARATIONS OF INTEREST**

To receive and note any declarations of interest relevant to the agenda.

3 **MINUTES**

To agree the minutes of the Amenities and Town Development Committee meeting held on 5 March 2014 – attached at **Appendix A**.

4 **PUBLIC PARTICIPATION**

There is an opportunity for members of the public to make statements or ask questions on items on the agenda or on other items relevant to the Town to which an answer will be given, or if necessary a written reply will follow or the questioner will be informed of the appropriate contact details. Each person is limited to 3 minutes and the total amount of time set aside will be 15 minutes.

5 **HIGH TECH FORUM**

To receive a proposal from Cllr V Pond regarding a High Tech Forum in Andover and to receive an introduction presentation from Mr Pond. An introduction report is attached at **Appendix B**.

6 **ANDOVER BOUNDARY SIGNS**

To receive an update on new Boundary Signs for Andover. Verbal report from Cllrs Bird and McBride.

7 **2014 COMMEMORATION EVENTS**

To receive an update regarding the commemoration football match for 2014 and to confirm all the events and projects that the Town Council is involved in.

8 **ASSETS WORKING GROUP**

To receive a report from the Assets Working Group to report on progress regarding Andover Town Levy.

9 **TOURIST INFORMATION KIOSKS**

To receive an update report from the TIK Working Group.

10 **FLAGS/BANNERS IN TOWN CENTRE**

To consider recommendation to full Council for approval of funding from Reserves for a contribution towards commemorative WWI and WWII banners in the High Street in 2014. Report attached at **Appendix C**.

11 **WORK PROGRAMME**

To note the Work Programme for the Committee and add items as necessary – attached at **Appendix D**.

The Chairman will close the meeting.



ANDOVER TOWN COUNCIL

A

Minutes of Amenities & Town Development Committee

Time and date

Wednesday 5 March 2014

Place

Town Council Offices, 66C High Street, Andover, Hampshire

Details of Attendance:

Cllr Z Brooks (Chairman) (P)
 Cllr C Lynn (Vice-Chairman) (A)
 Cllr K Bird (A) Cllr A Cotter (P) Cllr S Hardstaff (P) Cllr B Long (P)
 Cllr M Kerley (A) Cllr P North (A) Cllr B Page (A)

Also in attendance: Cllr V Pond (to hear the report from Assets Working Group)
 Taking the Minutes: Wendy Coulter (Town Clerk)

Minute No.	Item Title	RESOLUTION/ACTION
ATD 67/13	Apologies for Absence	Action
	Apologies for absence were received and accepted from Cllrs M Kerley, P North and B Page	
ATD 68/13	Declarations of Interest	Action
	There were no declarations of interest.	
ATD 69/13	Minutes	Action
	The minutes of the previous meeting held on 16 January 2014 were signed by the Chairman as a correct record.	
ATD 70/13	Public Participation	Action
	There were no members of public who wished to make a statement or ask a question.	
ATD71/13	2014 Commemoration Events	Action
	Cllr Long reported that she had not received any information about where the Town Council could plant the poppy seeds. She suggested that the Town Council could organise for a Band to play in the new performance space in Vigo Road Recreation Ground, investigations would need to be made as to the cost of a band. Cllr Hardstaff reported that Upper Clatford Football Club had agreed to assist the Town Council with organising the Commemoration Football Match in December 2014. It was	Cllr Long to investigate cost of possible band to perform at Vigo Road Rec. Cllr Long to book football pitch with Test Valley Borough Council. Cllr Hardstaff to organise 2

	agreed that Cllr Long would contact Test Valley Borough Council to hire the football pitch. Cllr Hardstaff agreed to organise 2 football teams.	football teams for the Commemoration Match in December 2014.
ATD72/13	Assets Working Group	Action
	There was no report received from the Assets Working Group	Assets Working Group to report to the May 2014 meeting.
ATD 73/13	Tourist Information Kiosks	Action
	Cllr Hardstaff reported that enquiries had been made however, there were no organisations in Andover that were prepared to set up the TIK's and then to keep them going. Funding would be difficult to find and volunteers were not forthcoming.	TIK working Group to report to the May 2014 meeting.
ATD 74/13	Surveys	Action
	Cllr Hardstaff reported that the survey for the lighting along the Micheldever Road had been sent to residents and 12 replies had been received with only one resident not wanting lighting. Cllr Hardstaff was collating all the information and would circulate to the Town Clerk and all Members of the Council	Cllr Hardstaff to forward results of survey to Town Clerk and all Town Council Members.
ATD 75/13	Annual Report	Action
	Members considered the annual report on the work of the Amenities & Town Development Committee. Cllr Brooks presented the final version of the report and Members agreed the presentation for the Annual Town Electors Meeting on 20th March.	Cllr Brooks to present the Report of the Amenities & Town Development Committee at the Annual Electors Meeting on 20 March 2014.
ATC 76/13	Grants 2014	Action
	The Grants awards for 2014 were agreed as follows, to be presented at the Annual Electors Meeting on 20 March 2014: Andover Harmonium Singers - £300 1 st Andover Girls Brigade - £300 Andover VIP's - £300	Town Clerk to raise cheques to be presented at the Annual Meeting of Electors.
ATD 77/13	Christmas Lights 2013	Action
	Cllr Long reported that 5 lights were in need of repair following the storms at the end of 2013. 3 strings of lights for the Christmas Tree had also been damaged. The Christmas Lights working group was querying the festoon lights as they had not been tested and were not working again. A report would be made to full Council once quotes had been received for the cost of repairs. A report had been received from the Tree suppliers confirming that the Christmas Tree had been cabled correctly and that the Town Council was not to blame for the tree falling over in the storms of December 2013. Officers and Councillors would meet with Mr M Lambert of Test Valley Borough Council to consider further options for securing the Christmas tree in 2014.	A report to Full Council with costings for repairs to damaged Christmas Lights.
ATD 78/13	Work Programme	Action
	It was agreed that the following items would be included on the Work Programme for inclusion on the next agenda: Tourist Information Kiosks Assets Working Group report	Town Clerk to include the items on the next agenda.

The Chairman closed the meeting at 7.55pm.

Chairman

Date

APPENDIX B

Firstly, I would like to thank my husband, Roderick Pond (Rick for short) who has done all the hard work on this initiative.

For a long time we have both been dismayed that Andover is perceived as being only “warehousing, retail and catering”; so when Mr David Cameron, the Prime Minister stated that he wanted, along with the Engineering Council, to encourage people who can get registration as Engineering Technicians, to do so we felt greatly encouraged.

Torbay is the first town in the country to be running a High Tech Forum and Rick has been in touch with Mr Arun Rogers who is their local government liaison officer from Torbay District Council. The group was formed when their largest employer Nortel Telecom pulled out of the town and there was a need to highlight the smaller firms as well as the professionally skilled personnel available. The forum is not sponsored by TBDC, it is self-supporting and Mr Rogers has only part time involvement.

In the first instance Rick contacted Sir George Young and it was at his suggestion our next port of call should be Mr Ian Carr at Test Valley who said they would revert once the flooding crisis is over. Nothing so far, but TVBC has confirmed that there are 76 engineering firms in Andover.

Rick has contacted Mr Curtis Meek of Shentons of Andover, who do value professionalism and they have a continuing professional development programme that is inclusive of others. CPD is one of the classifications for a professional.

He has also been in touch with M/s Julia Holman of Andover Informal Business Group as well as talking to Andover’s Careers Action Group who are both very interested in being involved.

We have the firms, we have the people in this community but we are not selling ourselves properly but with a High Tech Forum called perhaps ATEC (Andover Technical Engineering Forum) we could make a start.

APPENDIX C

REPORT Full Report for Amenities and Town Development Committee

Report from	Town Clerk	Send copy to Chairman, Vice Chairman and Town Clerk				
Date of Meeting	N/A	Date sent to above 15.05.2014				
Report						
<p>The Town Council has been approached by Test Valley Borough Council to ask whether the Town Council would be interested in assisting with funding to display flags and banners in the Town Centre to Commemorate WW1. The theme would be red, white and blue. It is proposed that the Town Council's logo will be displayed alongside Test Valley Borough Councils logo. Currently the timescale for the display of the banners is not known.</p> <p>The total cost of the project would be as follows:</p> <p>£250 per banner – possibly 40 lamp posts – total cost approx. £10,000</p> <p>Following discussions with the Chairman of the Policy and Resources Committee, it proposed that the Town Council contribute £1,000 from savings from the 2013/2014 budget.</p> <p>The savings have been calculated as follows:</p>						
Budget Head	Budget No	2013/2014 Budget	2013/2014 Spend	2013/2014 Saving	2014/2015 Virement	Purpose of Vi- re- ment
Christmas Lights	4700/2	£20,000.00	£19,388.63	£611.37	£390.00	Repair of lights from storms 2013
Events	4700/3	£1,000.00	£500.00	£500.00	£500.00	Neighbourhood Plan ???
Youth Development	4700/5	£1,000.00	£266.77	£733.23	£700.00	Youth Projects 2014/2015
Development of Town Centre	4700/7	£5,000.00	£0.00	£5,000.00	£4,000.00	Town Centre Manager
Development of Town Centre	4700/7	£5,000.00	£0.00	£5,000.00	£1,000.00	Flags and Banners in Town Centre
<p>Proposal: To recommend to full Council that £1,000 be transferred from savings in the 2013/2014 Budget to contribute to the display of Flags and Banners in Andover Town Centre to commemorate the centenary of the start of WW1.</p>						

APPENDIX D

AMENITIES AND TOWN DEVELOPMENT WORK PROGRAMME MAY 2014

Date of Meeting	ITEM	Requested by	Purpose of Item
5 March 2014	Christmas Lights		To reform the Christmas Lights Working Group to move forward lights for 2014
5 March 2014	Grants		To consider the recommendations of the Grants Working Group
22 May 2014	TIK		
22 May 2014	Commemoration Events		
22 May 2014	High Tech Forum		
17 July 2014	Commemoration Events		
17 July 2014	Town Centre Manager	Chair	To update the Town Council on the Town Centre Project
18 September 2014	Christmas Lights		
27 November 2014	Christmas Lights Update		