



ANDOVER TOWN COUNCIL ANNUAL REPORT 2025 / 2026

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Introduction from the Town Mayor

I was delighted to be re-elected unanimously as Town Mayor for 2025/26 by fellow councillors in May 2025. It is an honour and privilege to continue to serve Andover residents, taxpayers and businesses.

In April 2025, we put the newly approved [Andover Town Council Business Plan for 2025/27](#)¹ into effect, the first Council business plan for some years.

The Business Plan set out the Council's core mission to help make Andover a great place to live and work. This means continuing to comply with our statutory duties of complying with relevant laws, including financial regulations, requirements as an employer, delivering allotment services across Andover and commenting on planning applications. More than that, our mission is to continue to build on the progress we have made in engaging and communicating more widely with residents and communities to put the Andover Community First. Our Business Plan is ambitious, committed to exploring and delivering specific goals. In 2025/26, we achieved a number of good outcomes against our goals:

1. Help make Andover a welcoming, safe, and well cared for town

The Council has continued to deliver and support a wide range of community events for electors throughout the year. In May we delivered an event to celebrate Victory in Europe 80 Day. I felt honoured to take part in reading the proclamation and hosting refreshments for guests including local veterans, followed by a service in Andover Methodist Church and lighting the beacon of peace in Pocket Park.

In June, we delivered our second Andover Pride event, a free and inclusive event in Pocket Park, which was very well attended for the free entertainment and community stalls. We also supported A-Fest in April, a family festival with a strong focus on celebrating young people and community organisations; and the Andover Carnival in July, becoming the main sponsor for High Street activities, including stage performers, circus and sports skills, and face painting.

As Town Mayor, I was proud to lay a wreath at St Mary's Church on Remembrance Sunday, and the Council added to the day by mounting poppies, the symbol of wartime remembrance, along the parade route. I also attended the Commonwealth Affirmation prior to the Commonwealth Flag being raised in March 2026, part of the 'Fly a Flag for the Commonwealth' initiative which saw 500 Commonwealth Flags raised simultaneously throughout the United Kingdom.

¹ [Current - Business plan - approved FC 19.3.25.pdf](#)

We also expanded our display of Christmas lights to include Station roundabout, and Eastern and Western Avenues.

2. Engage with Andover community stakeholders to provide targeted support for residents, taxpayers and businesses

The Planning Committee has continued to work well to ensure that our comments and objections are fed to Test Valley Borough Council as the Planning Authority. Councillors have considered the Local Plan and supported the planning application to the proposed new theatre. However, we registered objections to warehouses at Plot 90 on Walworth Road and changing West Street from a one-way to a two-way road, which is now subject to a public enquiry.

Councillors are also working to improve our communications with stakeholders by reviewing the website.

Together with stakeholders, the Council has reviewed its grants policies and procedures to make applying for grants for the benefit of the community less bureaucratic and timely while at the same time, protecting taxpayers' money. The Council introduced a new Revenue Funding Policy and Procedure aimed at funding voluntary sector support, many of which provide non-statutory services or are filling a gap left by others, over a longer time period. The Council has recently received applications under this scheme for funding dedicated to supporting services for younger and older people in the Council's area, as well as Council proposed pilot projects, U-Choose Card and Munch Cookery Programme.

To continue to hear feedback from residents, the Council delivered 3 more open, informal tea and biscuits sessions at various community locations across the town area. Councillors were available to hear, and take forward, concerns raised by residents.

3. Set justifiable budgets to deliver cost effective services

Our financial management remains sound, and the Council is debt free. The External Auditor's Report and Certificate for 2024/2025 raised no concerns, nor did the interim audit report for 2025/2026. Councillors set a budget and precept effective from 1 April 2025 to improve allotment services and grant funding. Councillors also committed to looking at ways to expand services to younger and older people in line with the approved Business Plan. The council tax precept of £34.07 per Band D property was considerably less than the English average for precepting councils of £95.32 for 2025/26.

The Council delivers allotments services to over 533 plots at 9 different sites across Andover, with new allotments at Picket Twenty becoming available in April. Need for an allotment service is demonstrated by an ongoing waiting list, and the Council is

keen to deliver regular maintenance and projects like the Old Winton Road Fencing project.

4. Be a fair employer

Our staff are the Council's main asset, and for the majority of 2025/26, the Council staff headcount was 5 staff, made up of 4 full time equivalent post for 6 posts. In 2025/26, we completed consolidation of our staffing structure by appointing to the Town Clerk role and, after careful consideration of how the post would be best used, recruited to the final vacant post.

The Council needs staff to have the training and support to ensure they have the skills, knowledge and experience to deliver our priorities. We provided staff members with professional training in certified local council administration and finance qualifications, and I am pleased that each staff member passed their qualifications during the year. This means that councillors and electors can be increasingly confident in the quality of advice our staff put forward.

5. Put civility and respect at the heart of everything Andover Town Council does

The Council needs to demonstrate that we will treat councillors, clerks, employees, members of the public, and representatives of partner organisations and volunteers with civility and respect in their roles. In 2025/26, to help meet the standards set out in the National Association of Local Councils [Civility and Respect Pledge](#)², the Council offered more training to councillors than in previous years to help them meet all aspects of being a councillor. Eight councillors took up training (see Appendix C), and those councillors who are also Test Valley Borough Councillors were able to benefit from training provided in that role.

We carried out our annual review of the Councillors Code of Conduct and reviewed our staff contracts, The Council's Policies Working Group has reviewed some other policies and procedures, including the Data Protection Policy and Procedure, to help ensure that our corporate governance remains sound.

Cllr Heather Neate, Andover Town Mayor, 2025/26

² [enc-iv-nalc-civility-respect-pledge.pdf](#)

Annual Town Electors Meeting

The annual meeting for the electors of Andover for 2025/26 is held on 15 April 2026. The meeting is an opportunity for parish electors to raise and discuss issues affecting the community as well as hearing reports from council committees.

Committee Reports

- Allotments Committee

Chair: Cllr K Hughes

Deputy: Cllr E Reynolds

Members: Cllrs T Burley, J Cockaday, L Grigori, J Hughes, R Hughes, J Goodwin and R Kidd

Report of the Chair:

Throughout 2025/26, the Allotments Sub-committee continued to hold regular meetings & surgeries, and members completed several ad-hoc site visits.

Progress at the new site at Picket 20 has been made in recent months, with staff working with the developer to finalise a handover timetable. The council continues to work with the developer's legal teams to ensure the site is handed over as soon as possible and is of a high standard when received.

Funding of a new perimeter fence for Old Winton Road has been approved works will take place in 2026-27. A temporary solution has been applied to a section of failed fencing, ensuring the site is secure.

An annual review of rules and regulations took place in 2025/26. The committee also dealt with several rules and regulations change requests from tenants throughout the year, including another request to allow dogs on sites. This was discussed in detail by the committee, and it was unanimously decided to keep the rules as they are.

I would like to end this report by thanking the council staff, along with our team of Wardens for all their hard work throughout the year. Without their tireless work and dedication, the allotments would cease to function. I would also like to thank all the members of the allotments sub-committee for their contributions throughout the year.

As with last year special thanks go to Councillor Reynolds, who has continued to go above and beyond to help with the smooth running of all the allotment sites.

Cllr Kevin Hughes, Chair, Allotments Committee

- Community and Events Committee

Chair: Cllr K Bird

Deputy: Cllr M Farren

Members: Cllrs J Cockaday, J Goodwin, L Gregori, A Horsnell, J Hughes, R Hughes, H Neate, E Reynolds

Report of the Chair:

The 2025/2026 civic year has been an exceptionally busy, productive and energising one for the Community and Events Committee. Across the year, Members demonstrated commitment, creativity, and a strong community focus, delivering events, supporting local organisations, and laying the foundations for Andover's future through ambitious projects and new community partnerships.

This report highlights the Committee's achievements, decisions, and progress throughout the year.

Governance, Leadership and Strengthening Committee Capacity - the year started with the appointment of Cllr K Bird as Chairman and Cllr M Farren as Vice Chairman, each elected with strong support. Their leadership helped establish a clear direction for a year centred on stronger community engagement, expanded events, and improved support for local initiatives. The Committee approved and refreshed Terms of Reference for several working groups, including:

- Royal Charter Working Group
- Community Right to Bid Working Group
- Youth Engagement Working Group
- Pride 2026 Working Group
- Cameo Building Working Group
- Grants Working Group and the Small Grants Sub-Committee

These groups enabled Members to work more deeply on strategic issues and prepare high-quality recommendations for the Committee and Full Council.

Events and Community Celebration - the Committee delivered and supported a wide range of community-focused events, contributing to Andover's vibrant civic life and ensuring residents of all ages had opportunities to participate.

- Pride 2025 and Preparations for Pride 2026 - early in the year, Members approved arrangements for Pride 2025, including coordinating Councillor volunteers. Toward the end of the year, the Committee established the Pride 2026 Working Group which is working towards the biggest Andover Pride to date.
- Carols Around the Christmas Tree - after another positive event in 2025, the Committee has agreed that the next event will take place on 11th December 2026 with improved timings, and the potential for collaboration with Andover Community Events, ensuring the event continues to grow. It was an excellent event, growing from its inaugural event in 2024.
- Seasonal and Community Events - the Committee supported and funded a variety of local celebrations including:
 - Macmillan Coffee Morning 2025
 - Halloween Event participation and prize sponsorship
 - Expanding the Christmas lights around the Town Centre

These activities strengthened community spirit and helped bring residents together throughout the year.

Grants and Community Support - a major strand of the Committee's work involved developing stronger, clearer, and more equitable grant processes, while continuing to support vital local organisations.

Policy Improvements - the Committee undertook a substantial review of the Grants Policy & Procedures, including:

- Clearer explanations of eligibility
- Updated protected characteristic wording
- Improved guidance on Section 137
- Referral thresholds for higher-value grants
- A new Community Fund Policy (later recommended to Full Council)

These changes modernised the system and strengthened transparency and fairness.

Grant Awards - throughout the year, the Committee provided support to an impressive range of groups, including:

- Test Valley Citizens Advice Bureau – £824.64
- Andover A-Fest 2026 – £2,500
- Yellow Brick Road Project – £3,000

- King Arthur’s Way Community Association Warm Hub – £500
- Andover Community Engage Warm Hub – £500
- Andover Choral Society – £500
- Warm Hub, Andover Methodist Church – £500

The Committee also carefully considered significant applications, such as the Andover Carnival, and referred major decisions appropriately to Full Council.

Youth Engagement and Support for Young People - this was a landmark year for Youth Services, with Members championing several new initiatives designed to support young people across Andover including:

- Youth Engagement Working Group - a dedicated working group was created to explore youth-led priorities and engagement opportunities.
- Youth Forum Development
- The Committee reviewed multiple models and referred two promising options, Community Health Projects and Inclusive Spaces, for further development.

Pilot Projects - two major pilots were approved and funded:

- Community Chef Project (with MUNCH CIC) – £4,952
- U-Choose Activity Card Pilot – £3,009.79

These initiatives offer practical support for young people and families, especially during school holidays and times of increased cost-of-living pressures.

Community Infrastructure and Strategic Projects, including:

- Community Right to Bid (CRTB) - significant progress was made to identify assets of community value and register them with TVBC. Additions and clarifications were approved, with further contributions invited from all Members.
- Cameo Building Feasibility - a new Working Group was formed to investigate the future potential of the Cameo building and whether it could support community delivery.
- Road Warden Scheme - after careful debate, the Committee approved additional investigation, ensuring Members fully understand the implications before committing resources.
- Acorn Bioenergy Community Fund - the Committee approved Member representation on this external fund - ensuring Andover’s voice is included in future funding decisions.

Budget Development and Financial Planning - the Committee undertook detailed and thoughtful budget-setting work for the 2026/2027 financial year, recommending

adjustments to support growing demand for community programmes. Highlights include:

- Maintaining significant investment in Youth Services (£50,000) and the over 55s (£20,000)
- Increasing the Andover Pride budget
- Introducing new budget lines for:
 - Carols around the Christmas Tree
 - Macmillan Coffee Morning
 - Andover War Memorial Centenary Community Event
 - Town Charter Celebrations
 - Community Opportunities and Electors' Meeting
- Updating the grants budget to reflect policy changes

These decisions help ensure the Committee can continue delivering meaningful, well-resourced services.

Strengthening Community Engagement - the Committee placed strong emphasis on communication and community involvement, supporting:

- An expanded Annual Electors' Meeting
- Development of consultation responses
- Regular updates and transparent decision-making via improved minutes and documentation

This reinforced the Committee's commitment to openness, accountability and genuine public engagement.

Conclusion

The 2025/2026 year has been defined by energy, innovation, and a deep commitment to serving Andover's communities. Whether through funding local organisations, expanding events, supporting young people, or strengthening future strategy, the Committee has worked collaboratively and constructively throughout the year.

The achievements outlined in this report demonstrate the Committee's continued focus on delivering meaningful, positive outcomes for residents, ensuring Andover remains a vibrant, supportive and forward-looking town.

Cllr Katherine Bird, Chair, Community and Events Committee

- Planning Committee

Chair: Cllr L Gregori

Deputy: Cllr K Cockaday

Members: Cllrs T Burley, J Goodwin, A Horsnell, R Kidd, G Walters

Report of the Chair:

Andover Town Council is a statutory consultee for planning matters. This function is delegated to the Planning Committee whose role is to make observations on all planning applications and planning issues for the Andover Town council area as well as neighbouring parishes when they impact on Andover. Since March 2025 to date, the Planning Committee has met 17 times and considered 297 planning applications and 14 licences.

The Planning Committee has been diligently reviewing all submissions and proposals throughout this term, commenting and objecting where necessary and within our remit. The Planning Committee has highlighted where applications have fallen short and not provided enough information to help properly form coherent decisions. The Planning Committee has also fed back our support for certain proposals which were for the betterment of the town. We have particularly focused on ensuring new homes are future proofed to take into account sustainability.

We have continued to make progress on the Speed Indicator Devices (SIDs) project which contributes towards the safety of Andover's roads. The SIDs are providing additional data which helps to aid better understanding traffic speed patterns and we are working to increase SID provision. Currently we have 12 active SID sites.

Test Valley Borough Council (TVBC) is the Planning Authority and makes the final decision on a quasi-judicial basis. We continue to expand our relationship with the TVBC planning department and have had sessions with senior officers to better understand and cooperate with TVBC to deliver the best outcomes possible for our residents.

One of the key consultations we have been involved in has been the construction of the new Local Plan which will have to deliver an 80% increase of houses across TVBC.

The Planning Committee has diligently carried out its duties and responsibilities throughout this term. I am grateful to all Councillors and Officers for their continued support and time as the Planning Committee meets on a demanding three weekly cycle to ensure we are providing the necessary scrutiny for our town and community.

Cllr Luigi Gregori, Chair, Planning Committee

- Policy and Resources Committee

Chair: Cllr S Hardstaff

Deputy: Cllr J Goodwin

Members: Cllrs K Bird, M Farren, L Gregori, A Horsnell, J Hughes, R Hughes, R Kidd, H Neate, E Reynolds and G Walters.

Report of the Chair:

The Policy & Resources Committee is responsible for overseeing the strategic direction, governance, financial management, and operational effectiveness of Andover Town Council. During the 2025/2026 municipal year, the Committee has worked to ensure that the Council remains financially resilient, transparent, and responsive to the needs of residents.

Strategic Leadership and Governance - over the past year, the Committee has:

- Reviewed and updated key Council policies to reflect current legislation and best practice
- Strengthened governance procedures to improve accountability and decision-making
- Supported the delivery of the Council's strategic priorities, ensuring alignment with community needs

A continued focus has been placed on maintaining high standards of ethical governance and openness.

Financial Management - sound financial stewardship has remained a core priority. Key achievements include:

- Setting and managing a balanced budget for 2026/2027
- Monitoring expenditure closely to ensure value for money
- Maintaining appropriate reserves to safeguard the Council's financial stability
- Identifying efficiencies and cost-saving opportunities without reducing service quality

The Committee has ensured that public funds are used responsibly and in the best interests of Andover residents.

Income Generation and Resource Allocation- to support long-term sustainability, the Committee has:

- Explored opportunities for external funding, grants, and partnerships
- Reviewed expenses where appropriate
- Ensured that resources are allocated effectively to priority services and projects

This work has helped strengthen the Council's ability to deliver services despite wider financial pressures.

Operational Oversight - the Committee has provided oversight of:

- Staffing structures and organisational capacity
- Asset management, including Council-owned buildings and facilities
- Procurement processes to ensure fairness and transparency

Efforts have been made to ensure that the Council operates efficiently and continues to provide high-quality services.

Community Impact - through its work, the Committee has enabled:

- Continued investment in local services and community initiatives
- Support for projects that enhance the town's environment and wellbeing
- A stable financial platform that underpins all Council activities

The Committee recognises that its decisions directly impact the quality of life for residents and has acted accordingly.

Challenges and Future Outlook - the Committee acknowledges ongoing challenges, including:

- Rising operational costs and economic uncertainty
- Increasing demand for local services
- The need to balance ambition with financial prudence

Looking ahead, priorities for 2026/2027 will include:

- Strengthening financial resilience
- Enhancing income generation
- Continuing to improve transparency and engagement with residents

Conclusion

The Policy & Resources Committee remains committed to ensuring that Andover Town Council is well-managed, financially sound, and forward-looking. We thank

residents for their continued interest and engagement and welcome feedback to help shape future priorities.

Cllr Steven Hardstaff, Chair, Policy & Resources Committee.

- Staffing Sub-Committee

Chair: Cllr S Hardstaff

Deputy: Cllr E Reynolds

Members: Cllrs A Horsnell and J Hughes

Report of the Chair:

The HR Sub-Committee supports the Policy & Resources Committee by overseeing staffing matters, ensuring compliance with employment legislation, and promoting a positive and effective working environment for all Council employees.

During the 2025/2026 municipal year, the Sub-Committee has focused on strengthening workforce stability, supporting staff wellbeing, and ensuring that the Council continues to operate as a responsible and supportive employer.

Staffing and Workforce Stability

Over the past year, the Sub-Committee has:

- Supported recruitment processes to ensure key roles are filled with suitably qualified candidates
- Monitored staffing structures to ensure they remain fit for purpose
- Worked to improve staff retention through clear policies and supportive practices

Maintaining a stable and capable workforce has been essential to delivering consistent services to the community.

Employee Wellbeing and Support -the wellbeing of staff has remained a priority. The Sub-Committee has:

- Promoted a healthy work-life balance and supportive working environment
- Reviewed policies relating to staff welfare, including sickness absence and flexible working
- Encouraged open communication between staff and management

These measures aim to ensure that staff feel valued, supported, and able to perform effectively in their roles.

Policy Review and Compliance - the Sub-Committee has undertaken regular reviews of HR policies to ensure:

- Compliance with current employment legislation and best practice
- Clarity and consistency in procedures
- Fair and transparent treatment of all employees

This includes updates to policies such as grievance, disciplinary, and equality and diversity frameworks.

Training and Development - recognising the importance of continuous professional development, the Sub-Committee has:

- Supported training opportunities for staff to enhance skills and knowledge
- Encouraged professional development aligned with organisational needs
- Ensured that staff are equipped to meet evolving service demands

Investment in staff development contributes directly to the quality of services provided to residents.

Performance Management - the Sub-Committee has overseen:

- Staff appraisal processes to support performance and development
- Clear objective setting aligned with Council priorities
- Constructive feedback mechanisms to encourage improvement and recognition

This structured approach helps maintain high standards across the organisation.

Challenges and Future Priorities - the Sub-Committee recognises ongoing challenges, including:

- Recruitment and retention in a competitive employment market
- Balancing operational demands with staff wellbeing
- Adapting to changes in employment legislation

Looking ahead to 2026/2027, priorities will include:

- Further strengthening workforce resilience
- Enhancing staff engagement and communication
- Continuing to review and improve HR policies and practices

Conclusion

The HR Sub-Committee remains committed to supporting a professional, motivated, and well-supported workforce. By investing in staff and maintaining strong HR practices, the Council is better equipped to deliver high-quality services to the residents of Andover.

Cllr Steven Hardstaff, Chair, Staffing Sub-Committee.

Your Councillors

I have included a full list of current councillors by Ward at **Appendix A** for information. Councillors are also shown on our website.

Attendance

Overall, councillors' attendance at meetings in 2025/26 was 87%, as shown in the chart at **Appendix B**.

Training

Councillor training is essential to ensure we keep our skills and knowledge up to date. During 2025/26, councillors have undertaken the training listed in **Appendix C**.

Legal powers and duties

Last year, I included the list of relevant [powers and duties](#) in the report. In 2025/26, we have increased our transparency by publishing them to our website for electors to view more easily.

Where the Council has no powers to deliver specific activities or functions, for residents, for example, mending potholes, the Council is able to engage with local authorities to raise residents' concerns. In 2025/26, we have raised concerns with Hampshire County Council about road maintenance, Southern Water about the long-term plan to protect the Andover water supply, and Entain about the scaffolding in the High Street.

English Devolution and Local Government Reorganisation

All Council's activities in 2025/26 were overshadowed by the changing spectre of English Devolution and Local Government Reorganisation in Hampshire. I fully intended that the Council takes a strong role in shaping the final design of our community and we proactively responded to the public consultations on establishing a new Hampshire and Solent Combined Authority, led by a mayor. Andover Town Council was one of only two town councils to respond.

Councillors twice debated the merits of options for local government reorganisation in Hampshire and provided our preferences to government as part of a public consultation. We now know that Andover, with the majority of Test Valley Borough

Council, will merge into a new Mid Hampshire Council with East Hampshire, New Forest, and Winchester. Elections for the Mid Hampshire Council will take place in May 2027, hopefully at the same time as the next elections for Andover Town Council.

Councillors recognise that devolution and administrative reorganisation in Hampshire is a major challenge that could take many years to implement and see any benefits from, and I would like to see Andover Town Council continue to be as proactively involved in this process as possible.

Appendix A - List of Councillors as at 1 April 2026.

Councillor (alphabetically)	Ward
Cllr Katherine Bird	St Mary's
Cllr Tony Burley	Millway
Cllr John Cockaday	St Mary's
Cllr Mark Farren	Millway
Cllr Jack Goodwin	Romans (from 23 April 2025)
Cllr Luigi Gregori	Harroway
Cllr Steven Hardstaff	Romans
Cllr Andrew Horsnell	St Mary's
Cllr Joseph Hughes	Winton
Cllr Kevin Hughes	Downlands
Cllr Robin Hughes	Harroway
Cllr Richard Kidd	Romans
Cllr Rebecca Meyer	Winton
Cllr Heather Neate	Downlands

Cllr Ted Reynolds	Harroway
Cllr Graham Walters	Millway

Appendix B – councillor attendance at meetings in 2025/26.

Councillor	Full Council	Policy & Resources	Planning	Community & Events	Allotments	HR sub - committee	Small grants sub - committee
(max number of meetings in period)	10	4	14	8	4	2	1
H Neate (Town Mayor)	10	3	n/a	7	n/a	n/a	1
T Burley (Deputy Mayor)	8	n/a	12	n/a	3	n/a	n/a
K Bird	8	3	n/a	8	n/a	n/a	n/a
J Cockaday	9	n/a	14	7	4	n/a	n/a
M Farren	10	4	n/a	8	n/a	n/a	n/a
L Gregori	7	1	10	7	2	n/a	1
S Hardstaff	10	4	n/a	n/a	n/a	2	n/a
A Horsnell	7	4	10	5	n/a	1	n/a
J Hughes	10	3	n/a	8	4	2	n/a
K Hughes	8	n/a	n/a	n/a	3	n/a	n/a
R Hughes	9	2	n/a	7	3	n/a	1
R Kidd	6	1	9	n/a	1	n/a	n/a
R Meyer	6	n/a	n/a	n/a	n/a	n/a	n/a
E Reynolds	10	4	n/a	8	4	2	1
G Walters	9	2	14	n/a	n/a	n/a	n/a
J Goodwin	10	4	11		1	1	n/a

No longer Councillors
New Co-opted Councillors
n/a = not member of Committee

Appendix C – councillor training undertaken in 2025/26.

Date	Title	Description	Attendees
14 May 2025	Managing Employees in Local Councils	This 2.5 hour session is designed to give you an overview of employment within the local council sector and how employees should be managed.	Cllr J Hughes, Cllr K Bird
22nd May 2025	Local Council Governance - Understanding your Responsibilities	As a Parish and Town Councillor you bear ultimate responsibility for ensuring the Council is well governed and that public money is being spent appropriately. This course will explain these responsibilities and outline some suggested processes to have in place to help you carry out this function.	Cllr J Hughes, Cllr E Reynolds
4th June 2025	Intro to Planning	This session is for Councillors on the planning committee and anyone who will be engaging with planning matters for the first time.	Cllr G Walters, Cllr A Horsnell
1st July 2025	Knowledge and Core Skills	aimed at new councillors, or those that would like a refresher in the key	Cllr J Goodwin

		aspects of being a town or parish councillor	
2nd July 2025	Intro to Local Council Finance for Councillors	An overview financial training session is for Councillors designed to give them understanding of their duties regarding the council's finances	Cllr H Neate, Cllr J Hughes, Cllr A Horsnell, Cllr E Reynolds
3rd July 2025	Intro to Planning	This session is for Councillors on the planning committee and anyone who will be engaging with planning matters for the first time.	Cllr J Goodwin
3rd July 2025	EARMARKED RESERVES & CIL	What is an earmarked reserve, what can be CIL expenditure and how to report on them	Cllr J Hughes
16th July 2025 (new date 18.8.25)	Essentials for Councillors	Roles, Responsibilities & Working Relationships	Cllr E Reynolds
17th July 2025	Managing Charitable Trusts: A Guide for Local Councils	Those needing clarity on charity regulations and council responsibilities, Charity rules & regulations – Key legal requirements, Parish council responsibilities – How duties interact. Best practices – Governance & financial oversight	Cllr J Hughes
6th August 2025	Council Powers & Duties: Navigating the Regulatory Framework	Enhance your knowledge of how councils operate	Cllr J Hughes
9th September 2025	Finance and Budgeting for Councillors	This session provides Councillors with an understanding of the council's finances and budgeting process.	Cllr E Reynolds, Cllr H Neate
18th September 2025	Chairing Skills	This course is for chairs, committee chairs or those who might aspire to these roles.	Cllr A Horsnell
1st October 2025	Finance and Budgeting	This session provides Councillors with an understanding of the	Cllr A Horsnell, Cllr E Reynolds

		council's finances and budgeting process.	
4th November 2025	Intro to Appraisals	This session is aimed at Councillors and staff responsible for managing people and performance, or those who wish to develop their knowledge in this area.	Cllr J Hughes, Cllr E Reynolds
4th November 2025	Making Effective Planning Representations	This session will explain the principles which underpin how a planning decision is made, and how your comments as a consultee can be drafted to best effect. It will give you an understanding of the key terminology planning officers use and where to find relevant information amidst what is often a mass of documents.	Cllr J Cockaday, A Horsnell (rescheduled to a date in March)
4th March 2026	Year End for Councillors	This 2.5-hour interactive session covers various aspects of the Year End, Internal and External Audits.	Cllr H Neate, Cllr J Goodwin, Cllr J Hughes
25 March 2026	Cybersecurity workshop	Why improving your council's cybersecurity is important How to secure your accounts through strong passwords, 2fa and password managers How to protect your council from malware Backing up your data Spotting cyber-attacks/scams	Cllr H Neate