



Time and date

6.30pm on Wednesday **6 August 2025**

Place

The Lights, Andover

Councillors Present:		Arrival time noted if after meeting start						
Cllr K Bird (Chairman)	✓		Cllr M Farren (Vice Chairman)	✓		Cllr J Cockaday	✓	
Cllr L Gregori	✓		Cllr A Horsnell	✓		Cllr J Hughes	✓	
Cllr R Hughes	✓		Cllr H Neate	✓		Cllr E Reynolds	✓	
Cllr J Goodwin	✓							

Officers Present:	Tor Warburton – Town Clerk Leah Walsh –Administration Officer
Members of the Public:	1
County/Borough Councillors:	Councillor Z Brooks
Members of the Press:	0

PUBLIC SESSION	
CE 046/08/25	There were no comments received from the Members of Public present.
APOLOGIES	
CE 047/08/25	There were no apologies
INTERESTS	
CE 048/08/25	Non-pecuniary declarations were received from: 1. Councillor E. Reynolds, as a plot holder at The Drove allotment site.
MINUTES	
CE 049/08/25	It was proposed by Councillor M. Farren and seconded by Councillor J. Goodwin and RESOLVED: FOR – 8, AGAINST – 1, ABSTENTIONS – 0 that the Minutes of the Community and Events Committee meeting held on 29 May 2025 be approved with amendments, and that signing of the Minutes be deferred.
GRANTS POLICY AND PROCEDURE	
CE 050/08/25	Councillor H. Neate spoke to the report and members entered into debate.
CE 051/08/25	It was proposed by Councillor H. Neate and seconded by Councillor J. Goodwin that the draft Grant Funding Policy and Procedure and the supporting Public Sector Equality Duty Assessment, be recommended to Full Council for approval.

Signed as a true and accurate record of the meeting.

Mayor / Chairman:

Date:

CE 052/08/25	<p>An amendment was proposed by Councillor K. Bird and seconded by Councillor L. Gregori and RESOLVED: FOR – 9, AGAINST – 0, ABSTENTIONS – 1, that the following changes be accepted:</p> <ul style="list-style-type: none"> • Further explanation to be provided for Section 137 (S137). • Under Tier 1 (small grants), remove the word “raffle”. • Councillor H. Neate to revise the statement about propagation of religious beliefs . • Any grant applications between £2,000 and £5,000 to be referred to Full Council. • Add ‘sex’ as a protective characteristic in the Public Sector Duty Assessment. • Remove the word “request” from the phrase “Council representatives may request to visit your projects,” so it reads simply: “Council representatives may visit your projects”. • That the amended document be referred to the Stakeholders Working Group for review prior to Full Council.
CE 053/08/25	<p>Members returned to the substantive motion. It was RESOLVED: Unanimously, that draft Grant Funding Policy and Procedure and the supporting Public Sector Equality Duty Assessment, with the amendments, be sent first to the Stakeholders Working Group and then Full Council for approval.</p>
CE 054/08/25	<p>It was proposed by Councillor J. Goodwin and seconded by Councillor R. Hughes and RESOLVED: Unanimously, that a Stakeholder Engagement session to be held on 19 August 2025, be approved.</p>
CHRISTMAS TREE BARRIERS	
CE 055/08/25	<p>It was proposed by Councillor K. Bird and seconded by Councillor J. Goodwin and RESOLVED: Unanimously, that quote 2, £1 520.00 + VAT, be accepted.</p>
CHRISTMAS LIGHTS UPDATE	
CE 056/08/25	<p>Members received and noted that Officers were awaiting an official quote for the installation of commando sockets and that 4 licences had been received and that the Town Clerk would now apply for the main licence.</p>
GAZEBO STORAGE	
CE 057/08/25	<p>It was proposed by Councillor L. Gregori and seconded by Councillor M. Farren and RESOLVED: Unanimously, that option 1, at a cost of £40.00 per month for storage of the gazebos, be approved.</p>
END OF YEAR GRANTS	
CE 058/08/25	<p>Members received and noted the end of year grant reports for:</p> <ul style="list-style-type: none"> • Youth Options 2023 • Andover Carnival 2024 • A-Fest 2025 • 20th Andover Guides Ulster
YOUTH FORUM	
CE 059/08/25	<p>Members received and noted feedback on the Andover Young Peoples Mental Health Forum, which was attended by ATC Officers on Wednesday 25th June 2025. It was proposed by Councillor M. Farren and seconded by Councillor E. Reynolds and RESOLVED: Unanimously, that Officers be instructed to further research all bullet points and to bring back more information for the next C & E meeting.</p>

Signed as a true and accurate record of the meeting.

GREY FEST	
CE 060/08/25	To note that Grey Fest would be brought to the next meeting once further information had been sought.
MACMILLAN COFFEE MORNING 2025	
CE 061/08/25	Members received and noted the report and the recommendation that an allocation of £100 from General Reserves towards this event be sent to Full Council for approval.
CE 062/08/25	An amendment was proposed by Councillor R. Hughes to increase the budget allocation to £175.
CE 063/08/25	The amendment was proposed by Councillor E. Reynolds and seconded by Councillor K. Bird and RESOLVED: FOR – 9, AGAINST – 0, ABSTENTION – 1 , that £175 be allocated to the running costs of the event, and that Officers continue with the planning of this event.
CAROLS ROUND THE CHRISTMAS TREE	
CE064/08/25	Members received and noted the report . It was proposed by Councillor A. Horsnell and seconded by Councillor L. Gregori and RESOLVED: Unanimously , that option 4 at a cost of £380.00, be accepted.
HALLOWEEN EVENT	
CE 065/08/25	Members received and noted the report .
CE 066/08/25	It was proposed by Councillor M. Farren and seconded by Councillor E. Reynolds and RESOLVED: Unanimously , that Andover Town Council would take a pitch.
CE 067/08/25	It was proposed by Councillor K. Bird and seconded by Councillor M. Farren and RESOLVED: Unanimously , that Councillor K Bird would lead on organising the pitch.
CE 068/08/25	It was proposed by Councillor M. Farren and seconded by Councillor A. Horsnell, and RESOLVED: Unanimously , that Andover Town Council would sponsor the event prizes, in line with the Committee's Terms of Reference, with the sum of £300 to be taken from the Miscellaneous Events budget.
POPPY TRAIL	
CE 069/08/25	Members received and noted the report . There was also a note of thanks to Leah on her work on this. It was also noted that the final licence from Enerveo was still due.
VJ DAY	
CE 070/08/25	It was noted that Councillor H. Neate would attend the VJ Service and lay a wreath, on behalf of Andover Town Council. An invitation had also been extended to all councillors.
WORKING GROUPS	
CE 071/08/25	It was proposed by Councillor K. Bird and seconded by Councillor J. Goodwin and RESOLVED: Unanimously , that the Charter working group Terms of Reference be approved.
CE 072/08/25	It was noted that The Right to Bid was deferred.
CAMEO BUILDING	

Signed as a true and accurate record of the meeting.

Mayor / Chairman:
C&E Committee Minutes

Date:
6 August 2025

Page 3 of 4

CE 073/08/25	Councillor J. Hughes spoke to the report and members went into debate.
CE 074/08/25	It was proposed by Councillor H. Neate that an amendment be made to create a working group to investigate the cost and feasibility of Andover Town Council purchasing, 'A building' and that its report is sponsored by the Policy and Resources committee. There was no seconder.
CE 075/08/25	Members returned to the substantive motion to create a working group to investigate the cost and feasibility of the Andover Town Council purchasing the old Cameo building.
CE 076/08/25	It was proposed by Councillor J. Hughes and seconded by Councillor K. Bird and RESOLVED: FOR - 7, AGAINST -3, ABSENTION - 0 , that the formation of a Cameo working group be approved. That the Cameo working group investigate the cost and feasibility of Andover Town Council purchasing the Cameo building.
CE 077/08/25	The following Members were approved to join the Cameo working group: Councillor J Hughes Councillor A Horsnell Councill J Goodwin
CE 078/08/25	Members also noted that: <ul style="list-style-type: none"> • the Terms of Reference would be brought back to the next C&E meeting along with a written report. • an invitation to join the working group would be sent out to Full Council.
PORTABLE CONFERENCE SOUND SYSTEM	
CE 079/08/25	It was noted that the conference system information would be brought back to the next committee meeting due to awaiting final details from the suppliers.
FUTURE ITEMS	
CE 080/08/25	The following items were requested to be considered at the next committee meeting: <ul style="list-style-type: none"> • A full report with firm recommendations from the Charter working group • Mayoral Charity • Right to Bid • To invite Councillor Susanne Hasselmann to a future meeting
NEXT MEETING	
CE 081/08/25	Members noted that the date of the next meeting would be Wednesday 3 September 2025 at The Lights at 6.30pm.
MEETING CLOSURE	
CE 082/08/25	The Chairman closed the meeting at 8.05pm.

Signed as a true and accurate record of the meeting.

Mayor / Chairman:
C&E Committee Minutes

Date:
6 August 2025