



ANDOVER TOWN COUNCIL

Community and Events Committee Agenda

Thursday 9 February 2023

To the duly elected Members of the Community & Events Committee:

Cllr J Sangster (Chairman), Cllr R Meyer (Vice Chair) Cllr N Asamoah, Cllr D Coole, Cllr C Ecclestone, Cllr L Gregori, Cllr N Long and Cllr D Treadwell (copies to all other Members of Andover Town Council).

You are hereby summoned to attend a **Community and Events Committee Meeting** to be held in the **Upper Guildhall, Andover** on **Thursday, 9 February 2023 at 6.30pm**, when it is proposed to transact the following business: -

G Foster

Gail Foster
Town Clerk
3 February 2023



ANDOVER TOWN COUNCIL

Community and Events Committee Agenda

Thursday 9 February 2023

MEMBERS OF THE PUBLIC ARE WELCOME TO ALL MEETINGS: In line with Andover Town Council's "Recording at Meetings" Policy, Members and the Public are requested to note that this meeting will be recorded by the Council and may also be subject to the recording by members of the public.

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Item 1: APOLOGIES FOR ABSENCE

To **receive** and **accept** any apologies for absence.

Item 2: DECLARATIONS OF INTEREST

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

Item 3: MINUTES

To sign as a correct record, the minutes of the Community and Events Committee meeting held on Wednesday 19 October 2022, attached at **Appendix A. (Page 5)**

Item 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 may be given in the meeting and recorded in the minutes 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.

Item 5: KINGS CORONATION – MAY 6th

To **receive, consider** and **discuss** a report on the potential events to celebrate the Kings Coronation – Attached at **Appendix B. (Page 11)**

Item 6: CHRISTMAS LIGHTS 2023-2026

To receive and note a report taken to Full Council on 8th February 2022. To note that the decision made at Full Council will be verbally given in the meeting – Attached at **Appendix C. (Page 13)**

Item 7: GRANTS

To **receive** and **approve** the following grant applications:

- **Youth Options** are requesting £800 for Winter clothes and Winter Essentials fund for vulnerable children.
- **Andover Town Band** are requesting £1000 for the purchase of specialised percussion instruments.

Reports are attached at **Appendix D (Page 16) and Appendix E (Page 18)**

Item 8: REPORTS FROM WORKING GROUPS

To receive and note verbal reports where possible from the following Working Groups:

- Library Support: Cllr's C Ecclestone, R Meyer and D Coole.
- Website: Cllr's C Ecclestone, D Coole and J Sangster.
- Christmas Lights/Events: Cllr's R Meyer, L Gregori, M Mumford and D Coole.

To note that the following Working Groups have not yet got the minimum number of participants to be viable.

- Youth Support: Cllr's R Meyer and N Asamoah.
- Independent Access: Cllrs D Coole and R Meyer.

Item 9: COMMITTEE WORK PROGRAMME

Members to **consider** a Programme of Works at **Appendix F (Page 20)**

Item 10: DATE OF NEXT MEETING

Members are requested to **note** that the date of the next meeting will be **Wednesday 1 March 2023**, to be held in the **Upper Guildhall, starting at 6.30pm.**

The Chairman will close the meeting.

Minutes of Community and Events Committee

Time and date

6.30pm, Wednesday, 19 October 2022

Place

The Lights, Andover

Details of Attendance:

Members of the Committee:

Cllr J Sangster (Chairman) (P)

Cllr R Meyer (Vice Chairman) (P)

Cllr N Asamoah (A) Cllr L Banville (A) Cllr D Coole (P) Cllr C Ecclestone (A) Cllr L Gregori (A)

Cllr N Long (P) Cllr D Treadwell (A)

Officers Present:

Tor Warburton (Deputy Clerk)

Nikki Barber (Community Officer)

Members of the Public: Unknown

Members of the Press: Unknown

PR 012/10/22 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Councillors C Ecclestone and L Gregori.

PR 013/10/22 DECLARATIONS OF INTEREST

Councillor D Coole and Councillor R Meyer declared an interest in Agenda item 8, "Bringing Andover Together" Grant.

PR 014/10/22 MINUTES

It was proposed by Councillor D Coole and seconded by Councillor R Meyer that the Minutes of the Community and Events Committee Meeting, held on 20 July 2022 be signed by the Chairman as a correct record.

A vote was taken:

FOR – 3, AGAINST – 0, ABSTENTIONS - 1

RESOLVED: That the Minutes of the Community and Events Committee Meeting, Held on 20 July 2022 be signed by the Chairman as a correct record.

PR 015/10/22 PUBLIC PARTICIPATION

The notes below are a precis of statements/questions. They are not recorded word for word.

Member of Public 1:

Spoke for the Bringing Andover Together Grant.

Councillor N Long:

I am concerned about your application as you are a minor. All Councils have a policy that if you are a minor, you should have parental consent to put the application in.

Member of Public 2:

Founder of Andover Community Events – offered consultancy services towards the “Bringing Andover Together” event in money saving schemes.

PR 016/10/22 COMMUNITY AND EVENTS COMMITTEE TERMS OF REFERENCE

Members considered the Community and Events Committee Terms of Reference. It was proposed by Councillor J Sangster and seconded by Councillor R Meyer that the Community and Events Committee Terms of Reference be approved.

An amendment was suggested under the section “Urgent Matters” to read, “To provide any two elected members” and remove “normally the Chairman and Vice Chairman”.

It was proposed by Councillor J Sangster and seconded by Councillor N Long that the section “Urgent Matters” be amended to read, “To provide any two elected members” and remove “normally the Chairman and Vice Chairman”.

A vote was taken:

For – 2, Against – 2, Abstentions – 0

The Chairman used his casting vote and voted in favour.

RESOLVED: That the section “Urgent Matters” be amended to read, “To provide any two elected members” and remove “normally the Chairman and Vice Chairman”.

Reference was made to Communications, para. 4 and suggested that the line be amended to read, “To oversee the maintenance and development of the Council’s website and Visit Andover website.”

It was proposed by Councillor J Sangster and seconded by Councillor D coole that the Communications, para. 4 line be amended to read “To oversee the maintenance and development of the Council’s website and Visit Andover website.”

A vote was taken which was unanimous.

RESOLVED: That the Communications, para. 4 line be amended to read “To oversee the maintenance and development of the Council’s website and Visit Andover website.”

Members voted unanimously to approve the Community and Events Committee Terms of Reference with both amendments and that they be referred to Full Council for final approval.

PR 017/10/22 CHRISTMAS LIGHTS 2022

Members noted that the Christmas Tree would arrive on 15 November 2022. The Christmas Lights would be installed on 20/21 November 2022 and the Christmas Lights Switch On was planned for the 25 November 2022.

PR 018/10/22 CHRISTMAS LIGHTS 2023-2026

Members noted that a structural survey had been requested to be undertaken by Enerveo, of the remaining columns in the Town Centre and car parks, that do not currently have motifs on them. It was also noted that after the survey had been completed and a report received, the Christmas Lights Working Group could then meet to consider the extension of the Christmas Light provision for recommendation to the Community and Events Committee. A new contract could then be sought.

PR 019/10/22 GRANTS

Members considered the following Youth and Community grant applications:

- Wherwell School PTA
- Yellow Brick Road Project
- Spotlight UK
- Bringing Andover Together

Wherwell School PTA

Members requested that the application be deferred and the following questions be asked:

1. What uncommitted funds do they have to put towards this project?
2. What other funding are planning to apply for?

Yellow Brick Road

It was proposed by Councillor J Sangster and seconded by Councillor N Long that the Yellow Brick Road grant application be approved and the sum of £500.00 be awarded.

A vote was taken:

FOR – 3, AGAINST – 0, ABSTENTION – 1

RESOLVED: That the Yellow Brick Road grant application be approved and the sum of £500.00 be awarded.

Spotlight UK

Members noted that this was the second time this application had been received by the Community and Events Committee for consideration. It was felt that there was a lack of information, however, were happy to match give with Hampshire County Council and reduce the amount awarded to £500.00.

It was proposed by Councillor N Long and seconded by Councillor J Sangster that the amount awarded be reduced to £500.00.

A vote was taken which was unanimous.

RESOLVED: That the amount awarded be reduced to £500.00.

It was proposed by Councillor J Sangster and seconded by Councillor N Long that the Spotlight UK grant application be approved and the sum of £500.00 be awarded.

A vote was taken which was unanimous.

RESOLVED: That the Spotlight UK grant application be approved and the sum of £500.00 be awarded.

Bringing Andover Together

It was proposed by Councillor N Long and seconded by Councillor J Sangster that Standing Orders be suspended to allow Members to ask questions to the representative for the Bringing Andover Together grant application.

A vote was taken which was unanimous.

RESOLVED: That Standing Orders be suspended to allow Members to ask questions to the representative for the Bringing Andover Together grant application.

The representative spoke to the concerns previously raised about him being a minor and said, "Bringing Andover Together CIC is the body that is requesting this funding. I am not the only director, there are 3 others. Information is available on Companies House. I am eligible to be a director as per Companies House Act 2006. There are lots of items in the budget which could be reduced down on. The money we receive depends on business sponsorship. Happy to work with the consultant on money saving schemes."

The interim Town Clerk made a point of order and informed the Members of the Committee, that this grant application would need to be deferred to Full Council, as it would not be quorate with only two Members able to vote on it.

The representative advised the Members that the directors would be happy to withdraw the Bringing Andover Together grant application, due to the time it would take to defer it to Full Council and the monies being awarded.

It was proposed by Councillor J Sangster and seconded by Councillor N Long that the Standing Orders be reinstated.

A vote was taken which was unanimous.

RESOLVED: That the Standing Orders be reinstated.

PR 020/10/22 HM CHARLES III CORONATION CELEBRATIONS

Members considered Andover Town Council's contribution to the celebrations for the Coronation of HM Charles III on 6 May 2023.

Ideas were mentioned which included a Budget Line, costings for amending the ER sign, a street party or Picnic in the Park.

It was proposed by Councillor J Sangster and seconded by Councillor R Meyer that the Chairman email all the Council Members for celebration ideas and costings, to be brought back to the next meeting for consideration.

A vote was taken which was unanimous.

RESOLVED: That the Chairman email all the Council Members for celebration ideas and costings, to be brought back to the next meeting for consideration.

PR 021/10/22 BUDGET 2023/2024

Members considered the Community and Events Budget for 2023/2024.

The following suggestions were made:

Add a "Coronation" Budget line
 Increase Christmas Lights Budget line (4700/2) by £10,000.00 to £35,987.50 (inclusive of 10% inflation)
 Amend A-Fest Budget Line (4700/3) to zero
 Amend Shilling Fair Budget line (4700/4) to zero
 Amend Youth Clubs Budget line (4700/5) to read "Youth Support"
 Amend Armed Forces Day (was Events) Budget line (4700/7) to zero
 Amend Andover Cycling Festival Budget Line (4700/8) to zero
 Amend Festival of Motoring Budget line (4700/11) to zero
 Amend Community Engagement Budget line (4700/13) to zero
 Amend Andover Carnival Budget line (4700/14) to zero
 Amend Andover Gardening Competition Budget line (4700/15) to zero
 Amend Pancake Day Budget line (4700/16) to zero
 Amend Gardening Fair/AIB Budget line (4700/21) to zero
 Amend Queen's Jubilee 2022 Budget line (4700/22) to zero
 Remove Refreshments Budget line (4100/6)
 Remove the blank Budget line under Room Hire Budget line
 Remove the blank Budget line under Bus Shelters
 Remove Water Butt Scheme Budget line (4700/18)
 Remove Andover Proms Budget line (4700/19)
 Remove WW1 Event (215) Budget line
 Reduce Office & Equipment Budget line (4210/15) to £1000.00

It was proposed by Councillor J Sangster and seconded by Councillor N Long that the Responsible Finance Officer (RFO) make the changes as suggested. A vote was taken which was unanimous.

RESOLVED: That the Responsible Finance Officer make the following changes:

- **Add a "Coronation" Budget line**
- **Increase Christmas Lights Budget line (4700/2) by £10,000.00 to £35,987.50 (inclusive of 10% inflation)**
- **Amend A-Fest Budget Line (4700/3) to zero**
- **Amend Shilling Fair Budget line (4700/4) to zero**
- **Amend Youth Clubs Budget line (4700/5) to read "Youth Support"**
- **Amend Armed Forces Day (was Events) Budget line (4700/7) to zero**
- **Amend Andover Cycling Festival Budget Line (4700/8) to zero**
- **Amend Festival of Motoring Budget line (4700/11) to zero**
- **Amend Community Engagement Budget line (4700/13) to zero**
- **Amend Andover Carnival Budget line (4700/14) to zero**
- **Amend Andover Gardening Competition Budget line (4700/15) to zero**
- **Amend Pancake Day Budget line (4700/16) to zero**
- **Amend Gardening Fair/AIB Budget line (4700/21) to zero**
- **Amend Queen's Jubilee 2022 Budget line (4700/22) to zero**
- **Remove Refreshments Budget line (4100/6)**
- **Remove the blank Budget line under Room Hire Budget line**
- **Remove the blank Budget line under Bus Shelters**
- **Remove Water Butt Scheme Budget line (4700/18)**
- **Remove Andover Proms Budget line (4700/19)**
- **Remove WW1 Event (215) Budget line**

- **Reduce Office & Equipment Budget line (4210/15) to £1000.00**

PR 022/10/22 COMMITTEE WORK PROGRAMME

Members noted the Committee Work Programme.

There were no additional items requested to be added to the Committee Work Programme.

PR 023/10/22 DATE OF THE NEXT MEETING

Members noted that the date of the next meeting would be **Thursday 9 February 2023**, location to be advised.

The Chairman closed the meeting at 7.40pm.

Chairman

Date

Appendix B: Report on proposed events for the King's Coronation

B

Report on proposed events for the King's Coronation

Produced for:

Communities and Events

Date of Report:

2 February 2023

Summary of Key Issues

To receive a report with suggestions for discussion regarding events to commemorate the King's Coronation on 6th May 2023.

Background:

- The King's Coronation will take place on 6th May 2023 with a Bank Holiday on the 8th May 2023.
- Full Council are considering a budget of £7,320.
- No other organised events are currently planned for the Town.
- The message from the palace leans towards local street parties and then volunteering on the Bank Holiday Monday.

Suggestions for consideration:

For the Jubilee celebrations in 2022 Andover Town Council put on the following:

- Picnic in the Park – low key family event in Vigo Recreation Park with live music and traditional games.
- Service of Celebration at St Marys
- Beacon lighting in the Remembrance Garden at St Marys
- Installed the ER sign on the Guildhall.

The Committee may be minded to consider similar events to commemorate the Coronation.

To note: Andover Town Council's lighting provider has been approached to see if the ER sign can be changed to accommodate 'CR' and 'Long May He Reign', and how much it would cost if possible. Findings to be reported to Committee for consideration.

- At present there are no plans for a street party in the High Street, The Bid have indicated that they would be happy to work with Andover Town Council to put one on to celebrate the Coronation.
- Do Andover Town Council want to run a volunteer programme, as per the Palace, on the Bank Holiday Monday which will benefit Andover? E.g.: litter pick?

Legal and Policy Implications

- Andover Town Council must comply with its own policies and procedures when considering holding events.

Recommendations

- **To note the report.**
- **To consider the suggestions proposed.**
- **To agree if Andover Town Council wish to hold any events to commemorate the Coronation.**
- **If so, to suggest and decide on events so that Officers can research, cost and report back to Committee for final approval and recommendation to Full Council.**

Note: The person to contact about this report is Tor Warburton (Deputy Town Clerk), Andover Town Council, Office 108, Flr 4, Incuhive, Chantry House, Andover.

Tel: 01264 335592

Email: deputytownclerk@andover-tc.co.uk

Website: www.andover-tc.gov.uk

Distribution: To all Councillors

Appendix C: Report on Christmas Light provision 2023-2027

C

Report on Christmas Light provision 2023-2027

Produced for:

Full Council/Communities and Events

Date of Report:

19 January 2023

Summary of Key Issues

To receive a report with a summary of considerations relating to the Christmas Lights contract 2023-2027

Background:

The contract that Andover Town Council has with its Christmas Lights supplier comes to an end in January 2023.

Andover Town Council will need to invite tenders for the Christmas Lights provision from 2023-2027.

To note for 2023/2024 budget:

- The Communities and Events Committee has considered extending the current provision.
- 60 lamp columns have been identified as able to have a commando socket and a Christmas motif on them.
- The cost to install a commando socket on a column is £304, to install on all 60 columns it would be £18,240. This money can be taken from CiL monies, however, the subsequent increase in the lighting provision would considerably increase the cost per year for Christmas Lights and this needs to be considered when setting the budget for 2023/2024.

Considerations from Christmas Lights Working Group:

Given the extremely tight deadline, and the possibility that the infrastructure will not be installed, the relevant checks carried out and a contract agreed for the next four years, it has been established that we are able to extend our current contract for one year, if necessary.

The Christmas Lights Working Group suggested for recommendation to Full Council that the following columns be included in the Christmas Light Provision going forward:

Location	Column numbers
Alley way from George Yard to Town Centre	1, 2 and 3
George Yard Road (by steps)	2
George Yard Car Park	1, 2, 3, 4, 5, 6, 7, 8, 9 and 10 (two rows down the centre of the car park)
Alley way from Black Swan Yard to Town Centre	1 and 2 (3 not suitable for commando)
Black Swan Yard Road (corner of car park)	1
Black Swan Yard Car Park	2, 3, 4, 5 and 6 (down the centre of the car park)
Waterloo Court (park side)	1, 2 and 3 (wraprounds to maintain consistency with the rest of the columns in the park)
Waterloo Court (town side)	5, 6, 7, 8, 9 and 10
High Street - Upper	1, 2

	(to extend current scheme to the top of the High Street)
High Street - LHS of the Guildhall	1, 2 and 3
Alley way from Town Centre to Town Mills Park	1, 2 and 3
Town Mills Car Park	2, 4, 5 and 9
London Street	9
Total additional Columns	44

Total anticipated cost: 44 x 304 = £13,376 which can be taken from CIL funds.

If Full Council agree then commando sockets will be installed by SSE, at £304 per column (there may be some minimal additional expense if roads need to be closed for installation). This can then be included in the tender document supplied to potential suppliers.

Please note that this cost may be slightly higher or lower, depending on what is required/found during installation.

If Full Council approve this spend, and prior to instruction, Officers will meet with SSE operatives (if possible) and walk the route to make sure that everyone is in agreement with the columns required.

Proposed timeline/order of project:

January 2023

- Council approve Christmas Light Provision extension for 2023-2027.
- Council approves installation of commando sockets on recommended columns.
- Council approve cost to be taken from CIL funds.
- Officers meet with SSE to walk route of agreed columns to confirm everyone has the correct numbers.
- Officers instruct SSE to install commando sockets

February 2023

- Christmas Lights Working Group create tender document for approval at Community and Events Committee Meeting (1 March 2023)

March 2023

- Officers are instructed to approach providers to submit tenders, following the Contracts Finder Advertising Rules" in Part 4 of the Public Contracts Regulations 2015 (SI 2015 No 102), as required for contracts over £25,000 but under £118,113 per annum
- Contractors may need more than the suggested time to provide quotes, because a site visit will be required and meetings with relevant Officers.

April 2023

- If sufficient quotes have been received Christmas Lights Working Group meet to agree contract to be recommended to Community and Events for the Christmas Lights provision 2023-2027.
- Community and Events approve recommendation of Working Group for recommendation to Full Council

June 2023

- Full Council approve Committee recommendation from Working Group

July 2023

- Full Structural Survey instructed.

August 2023

- Licences applied for – closing date 31 August 2023

November 2023

- Installation and Switch on

Legal and Policy Implications

Andover Town Council must comply with the following legislation for Christmas Lights;

- Highways Act 1980 Section 178 (with specific attention to subsection (1))
- BS EN 40-3-1:2013 Lighting Columns. Design and verification. Specification for characteristic loads.
- BS EN 40-3-2:2013 Lighting Columns. Design and verification. Verification by testing.
- BS EN 40-3-3:2013 Lighting Columns. Design and verification. Verification by calculation.
- PD 6547:2004+A1: 2009. Guidance on the use of BS EN 40-3-1 and BS EN 40-3-3.
- TR22 Managing a vital asset: Lighting Supports. ILP
- GP03: Code of Practice for Electrical Safety in Highway Electrical Operations. ILP
- BS7671: Requirements for Electrical Installations.
- Traffic Management Act 2004.
- The Construction (Design and Management) Act 2007
- Health and Safety and Work etc Act 1974

Recommendations

- **To note the report.**
- **To approve the proposed extension.**
- **To approve that the cost of the installation of the commando sockets is taken from CiL funds.**
- **To note that the proposed timeline is best case scenario and leaves no time allowance for overrun or problems that may occur.**
- **Officers recommend that the 1-year extension is accepted to ensure that Andover Town Council are able to provide Christmas Lights provision for 2023. Officers to explore possibility of additional lights with current provider IF commando sockets and structural survey is completed, in time to apply for licenses.**

To NOTE: that the delivery of any extension to the scheme is subject to the vagaries of external suppliers for example, SSE, therefore it is recommended that ATC accept the extension to allow for delivery of the same or better Christmas Light provision in 2023.

- **To accommodate increased cost when proposing the Budget 2023/2024 to Full Council**

Note: The person to contact about this report is Tor Warburton (Deputy Town Clerk), Andover Town Council, Office 108, Flr 4, Incuhive, Chantry House, Andover.

Tel: 01264 335592

Email: deputytownclerk@andover-tc.co.uk

Website: www.andover-tc.gov.uk

Distribution: To all Councillors

Appendix D: Youth Options Grant Application

D

Produced for: Community & Events Committee	Date of Report: 25/01/2023	Author of Report: Nikki Barber, Community Officer
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Summary of Application:
The Community and Events Committee have been asked to read & review the following grant applications:

- **Youth Options** are requesting £800 for Winter clothes and Winter Essentials fund for vulnerable children.
- **Andover Town Band** are requesting £1000 for the purchase of specialised percussion instruments.

YOUTH OPTIONS – SCOTT CENTRE ESSENTIALS FUND
Endorsing Councillor: Richard Rowles

Application Overview

Criteria	Yes	No
1. Does the purpose align with the Grants Policy?	✓	
2. Has the Applicant agreed to General Conditions?	✓	
3. The Applicant Organisation is entitled to funding as outlined in Clause 4?	✓	
4. The money will be used for its intended purposes and not for those outlined in Clause 7:	✓	
5. The paperwork required to consider Grant Funding Applications has been seen and falls within our Grant Policy guidelines	✓	
6. The Representative has been invited to attend the Committee hearing their application?	✓	
o Invitation sent to c*****d@youthoptions.org.uk on 1 st February 2023 @ 11:29am		

A Youth Options representative has applied to Andover Town Council for a Grant Funding sum of **£800** which will go towards the items of winter clothing, winter shoes & essential items to keep vulnerable young people in Andover warm and healthy.

Approximate Number of young people who will benefit in Andover: 40

How will this scheme benefit people in Andover: This will benefit young people most effected by the cost-of-living crisis we are enduring in the UK. Children who are from families who are unable to buy them suitable warm winter clothing, as we know children grow out of items very quickly and to keep up with that is very costly. The purpose of this scheme is to bridge the gap for the parents/guardians who are simply unable to clothe their children appropriately through the coldest time of year.

OTHER FUNDING APPLIED FOR – A cost of Living Crisis fund has been applied for via Test Valley Borough Council however, for this particular Winter Clothing scheme the applicant has only approached Andover Town Council.

BUDGET DETAILS

Item	Cost £	VAT	Total £
Winter clothes, shoes and essentials fund	£800	Inclusive	£800
Total Project Cost	£800	Inclusive	£800

Recommendations:

- **The Community Officer has reviewed this Application thoroughly and can see the Application does align with the Grants Policy and has provided all of the relevant documentation which is requested. The scheme will benefit many children but also the families of the children benefitting. The Community Officer requests the members review the Application based on the above.**

Note: The person to contact about this report is Nikki Barber (Community Officer) Office 108, IncuHive, Floor 4, Chantry House, Chantry Way, 36 Chantry Street, Andover, Hampshire SP10 1LS

Tel: 01264 335592

Email: communityofficer@andovertc.co.uk

Website: www.andover-tc.gov.uk

Appendix E: Andover Town Band Grant Application

E

ANDOVER TOWN BAND – PURCHASE OF SPECIALIST INSTRUMENTS Endorsing Councillor: Rebecca Meyer & Richard Rowles

Application Overview

Criteria	Yes	No
7. Does the purpose align with the Grants Policy?	✓	
8. Has the Applicant agreed to General Conditions?	✓	
9. The Applicant Organisation is entitled to funding as outlined in Clause 4?	✓	
10. The money will be used for its intended purposes and not for those outlined in Clause 7:	✓	
11. The paperwork required to consider Grant Funding Applications has been seen and falls within our Grant Policy guidelines	✓	
12. The Representative has been invited to attend the Committee hearing their application?	✓	
o Invitation sent to a*****@btinternet.com on 1 st February 2023 @ 11:33am		

A representative of Andover Town Band has applied for **£1000** grant funding from Andover Town Council to pay towards the cost of buying specialist percussion instruments. This will allow the Band to meet the requirements of The Championships test pieces in March 2023 as well as allowing the Band to further their musical repertoire, performance opportunities and learning success.

Approximate Number of people who will benefit in Andover: 38,000

DETAILS OF ACTIVITY

Andover Town Band has recently been promoted to the National Championship levels which presents the ability to perform the highest profile music at a semi-professional level. This is a huge achievement and Andover Town Band are now seeking funding to broaden their instrumental range and allow them to compete in the Championships and provide even more entertainment at events in 2023 and beyond. Opportunities to fundraise for the money the band need has been greatly damaged by the last few years, Covid being a notable event which has negatively impacted Andover Town Band.

OTHER FUNDING APPLIED FOR:

Funding Source	Amount Applied for	Endorsees	Outcome
Hampshire County Council	£1,850	Cllr Phil North (£850) Cllr David Drew (£500) Cllr Chris Donnelly (£500)	Awaiting Outcome
Test Valley Borough Council	£1000	Cllr Rebecca Meyer & Cllr Richard Rowles	Awaiting Outcome

N.B: The total cost of this project is £13,950; Andover Town Band intend to use a mixture of Grant Funding Monies (if awarded) and reserve funds in their bank account. The purpose of the Funding is to 'top up' their instrument budget and allow them to take the bands successes to the next level.

BUDGET DETAILS

Item	Cost £
Vibraphone (refurbished)	Approx £1,700
Marimba	Approx £8000
Tam Tam (on stand)	£1,500
Tubular Bells (refurbished)	Approx £1,800
Concert Bass Drum (on stand) (refurbished)	£950
Total Project Cost	£13,950

Recommendation

- **The Community Officer has reviewed this Application thoroughly and can see the Application does align with the Grants Policy and has provided all of the relevant documentation which is requested. The Community Officer requests the members review the Application based on the above.**

Community & Events Committee Grant Funding Feedback

The Community and Events Committee awarded Spotlight UK & Yellow Brick Road Projects Grant Funding at the previous Committee meeting. Feedback from both events has been requested and we have received feedback from Spotlight UK on their Inflatable Fun Day held at Andover Leisure Centre. This was made possible by the Funding given by Andover Town Council.

"The Inflatable fun day was a great success and a brilliant day. We had 428 children through the door and it was great to see all of the smiles on the children's faces. It was really good to be able to build a connection with the local children and their families.

We would not have been able to pull this off if it wasn't for yourselves so thank you so much for your support."

Pictures were provided, however due to them showing young families, we have not included them in this public report.

If the Committee wish to see the pictures from the Inflatable Fun Day, please contact the Community Officer who can forward them onto the members.

We are yet to receive feedback from Yellow Brick Road projects.

Legal and Policy Implications

Andover Town Council must comply with its own Grants Policy.

Distribution: To all Councillors

Note: The person to contact about this report is Nikki Barber (Community Officer) Office 108, IncuHive, Floor 4, Chantry House, Chantry Way, 36 Chantry Street, Andover, Hampshire SP10 1LS

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Appendix F: Committee Work Programme

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COMMUNITY and EVENTS WORK PROGRAMME: October 2022

Date of Meeting	ITEM	Requested by	Purpose of Item
1 March	To review proposed celebrations for Kings Coronation		
1 March	To review and approve tender document for Christmas Lights 2023-2027		