



ANDOVER TOWN COUNCIL

To the Members of Andover Town Council:

You are hereby summoned to attend a meeting of full **COUNCIL** to be held at **The Upper Guildhall, Andover on THURSDAY 21 NOVEMBER 2013 at 7.00 pm** when it is proposed to transact the following business:-

Wendy R Coulter

Town Clerk – 15 NOVEMBER 2013

MEMBERS OF THE PUBLIC ARE WELCOME TO ALL MEETINGS

At 6pm prior to the Andover Town Council Meeting, the first meeting of the Andover Youth Council will take place.

Prior to the commencement of the meeting there will be a Presentation from The Local Community Safety Officer from Hampshire Fire and Rescue about Community Safety and Fire Prevention Initiatives.

1 APOLOGIES FOR ABSENCE

To receive and accept apologies for absence.

2 DECLARATIONS OF INTEREST

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

3 MINUTES

The Chairman to sign as a correct record the minutes of the Town Council meeting held on 5 September 2013 – **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 CHAIRMAN'S ANNOUNCEMENTS

To receive the Chairman's Announcements.

6 COMMITTEE MINUTES

To receive and note the attached Minutes of the under-mentioned committees:

19 September 2013 – Amenities and Town Development Committee – **Appendix B.**

23 October 2013 – Amenities and Town Development Committee – **Appendix C.**

25 September 2013 – Policy and Resources Committee – **Appendix D.**

30 October 2013 – Policy and Resources Committee – **Appendix E.**

(Recommendations to Full Council from the Minutes of the Policy and Resources Committee are considered as separate items on this agenda).

9 September 2013 - Planning Committee – **Appendix F.**

30 September 2013 - Planning Committee – **Appendix G.**

21 October 2013 - Planning Committee – **Appendix H.**

11 November 2013 – Planning Committee – **Appendix I.**

7 LUDGERSHALL STEAM HERITAGE RAILWAY

To consider a resolution with regard to the Ludgershall Steam Heritage Railway;

“Andover Town Council agreed to work in partnership with Ludgershall Town Council and other organisations to form a Steering Committee: a group to investigate the viability of opening a Steam Heritage Railway between Andover Town Station and Ludgershall Railhead”.

8 CORPORATE RISK ASSESSMENT

Recommendation from Policy & Resources:-

To approve the Andover Town Council Corporate Risk Assessment – Action Plan attached at **Appendix J.**

9 REVISED STANDING ORDERS

Recommendation from Policy & Resources:-

To approve and adopt a revised version of the Standing Orders in accordance with the National Association of Local Councils (NALC) guidelines – **Appendix K.**

10 EXTERNAL AUDIT

Recommendation from Policy and Resources:-

To note the completed Annual Return and External Audit for the Year Ending 31 March 2013 – Annual Return attached at **Appendix L.**

11 BANKING ARRANGEMENTS

Recommendation from Policy and Resources:-

To approve alternative banking arrangements for the Town Council – report attached at **Appendix M.**

12 DATES OF MEETINGS FOR 2014

Recommendation from Policy and Resources:-

To approve the dates of Council and Committee meetings for 2014 – dates attached at **Appendix N.**

13 DISPENSATIONS FOR PRECEPT

Recommendation from Policy and Resources:-

To approve the dispensation for Members of the Town Council residing in the Parish of Andover to vote on the setting of the Town Council Precept in January 2014.

14 NEIGHBOURHOOD PLAN

To consider whether the Town Council should put in place plans to facilitate a Neighbourhood Plan for Andover. Information papers previously circulated.

15 TOWN CENTRE MANAGER

To approve the funding of a Town Centre Manager for Andover – report attached at **Appendix O.**

16 **PENSIONS**

To give approval for the Town Council to join the Local Government Pensions Scheme – report attached at **Appendix P**.

17 **FINANCE**

1. To receive and approve the list of payments up to 19 November 2013 – papers to follow.
2. To receive and approve the Town Council accounts up to 31 October 2013 – papers to follow.

18 **QUESTIONS FROM COUNCILLORS**

To receive questions from Councillors as per Standing Order No 8, provided three clear working days' notice of the question has been given to the Town Clerk.

19 **REPORTS FROM COUNCILLORS**

To receive any reports from Town Council Members.

20 **REPORTS FROM BOROUGH AND COUNTY COUNCILLORS**

To receive any reports from Borough and County Councillors.

The Chairman will close the meeting.