



# ANDOVER TOWN COUNCIL

## ANNUAL TOWN MEETING OF ELECTORS

**Monday 28 June 2021 at 7.00pm.**

NOTICE IS HEREBY GIVEN THAT:

The Annual Assembly of the Town Meeting of the Electors for Andover Town Council will be held at:

**The Upper Guildhall, Andover on Monday 28<sup>th</sup> day of June 2021 at 7.00pm.**

Only persons registered as local government electors will be entitled to participate in the meeting, but the meeting will be open to the public during the proceedings unless the Town Meeting by resolution, otherwise direct.

Please note: Coronavirus Social Distancing Measures will be in place and all in attendance will be required to wear Masks unless they have a medical reason not to.

1. Please try to arrive promptly just before 7.00 pm.
2. Bring your own agenda, where possible, and your own writing implements.
3. Wait outside, spaced at 2 metres, then enter the building when asked wearing a face covering, one at a time.
4. Sanitise hands using the gel provided at the door as your attendance is registered.
5. Wait to be shown your allocated and distanced seat.
6. Face covering must always worn be when in the building.
7. At the end of the meeting leave one at a time as directed.
8. The room will be well ventilated so dress appropriately.

A maximum of 20 persons can be admitted into the Guildhall. Members and Officers of the Town Council will be in attendance. Members of the Public will be admitted on a first come, first served basis.

The public are also admitted to the meeting via zoom and live stream.

**(Public Bodies (Admission to Public Meetings) Act 1960)**

<https://zoom.us/j/91622322168?pwd=ODNrQS85K3VJalpqS3l2dndzSGt2QT09>

Meeting ID: 916 2232 2168

Passcode: 721023

One tap mobile

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The business to be transacted at the meeting will be as follows:

**1. Apologies for Absence**

To receive and approve any apologies for absence.

**2. Annual Report of the Town Council**

To receive the report of the Town Council summarising work of the Andover Town Council during 2020/2021.

**3. Questions from the Public**

To answer any questions from the public concerning the Town Council and its responsibilities. The Council reserves the right to provide a detailed written answer where appropriate.

Dated this 17<sup>th</sup> day of June 2021.

B Long

Councillor Barbara Long  
Andover Town Mayor

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