



Time and date

6.30pm on Wednesday **20 May 2026**

Place

Upper Guildhall, Andover

Councillors Present:		Arrival time noted if after meeting start					
		Cllr T Burley (Deputy Town Mayor)	P		Cllr M Farren	P	
Cllr K Bird	P	Cllr J Cockaday	P		Cllr S Hardstaff	P	
Cllr J Goodwin	P	Cllr L Gregori	P		Cllr K Hughes	P	
Cllr A Horsnell	P	Cllr J Hughes	P		Cllr R Meyer	A	
Cllr R Hughes	P	Cllr R Kidd	P				
Cllr E Reynolds	P	Cllr G Walters	P				

Officers Present:	Tor Warburton (Town Clerk/RFO) Micha West (Deputy Town Clerk/Deputy RFO) Started at 6.30pm
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Members of the Public:	7
County/Borough Councillors:	Cllr I Anderson Cllr Z Brooks Cllr C Donnelly
Members of the Press:	0

ELECTION OF TOWN MAYOR	
C 001/05/26	It was proposed by Councillor L Gregori and seconded by Councillor M Farren that Councillor T Burley be elected as Town Mayor. There were no other nominations and a vote was taken by a show of hands in accordance with Standing Orders. It was therefore RESOLVED: Unanimously , that Councillor Tony Burley be elected as Town Mayor for the Municipal Year 2026/2027.
ELECTION OF DEPUTY TOWN MAYOR	

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C 002/05/26	<p>It was proposed by Councillor K Bird and seconded by Councillor J Cockaday that Councillor E Reynolds be elected as Deputy Town Mayor.</p> <p>The Town Mayor asked whether there were any further nominations. Councillor L Gregori proposed and Councillor R Hughes seconded, that Councillor J Hughes be elected as Deputy Town Mayor.</p> <p>As two nominations had been received, Councillors were instructed to vote on the nominees in alphabetical order. Each Councillor had one vote.</p> <p>Votes were taken by a show of hands, with the following results:</p> <ul style="list-style-type: none"> • Councillor Edward Reynolds – 6 votes • Councillor Joseph Hughes – 6 votes <p>Councillor M Farren abstained from voting.</p> <p>As the vote was tied, the Town Mayor exercised their casting vote and it was RESOLVED: that Councillor Joseph Hughes be elected as Deputy Town Mayor for the Municipal Year 2026/2027.</p>
PUBLIC SESSION	
C 003/05/26	There were no comments from the Members of the Public.
APOLOGIES	
C 004/05/26	Apologies were received from Councillors R Meyer.
MAYOR'S ANNOUNCEMENTS	
C 005/05/26	There were no announcements from the Mayor, however, he advised the Council that agenda items 18, 19 and 21 would be deferred.
EXTERNAL REPORTS	
C 006/05/26	There were no external reports received.
INTERESTS	
C 007/05/26	<p>Non-pecuniary declarations were received from:</p> <ol style="list-style-type: none"> 1. Councillor E Reynolds, as a member of the Drove Association and as an allotment plot holder.

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MINUTES	
C 008/05/26	It was proposed by Councillor L Gregori and seconded by Councillor K Bird and RESOLVED: Unanimously , that the Minutes of the Full Council Meeting held on 18 March 2026 , the Extraordinary Council Meetings held on 25 March 2026 and 12 May 2026 , be accepted and signed by the Chairman as correct records.
C 009/05/26	The following Committee Minutes were received and noted: Planning Committee: 09.03.2026 + 30.03.2026 + 20.04.2026 . Community and Events: 25.02.2026 + 25.03.2026 . HR Sub-Committee: 17.02.2026 . Policy and Resources: 07.01.2026
CONTRACTUAL & DELEGATED PAYMENTS	
C 010/05/26	Members received and noted the contractual and delegated payments that had been made in the period of from: 1 April 2026 to: 30 April 2026
PAYMENTS FOR APPROVAL AND CREDIT CARD	
C 011/05/26	The following was noted: <ul style="list-style-type: none"> • That no payments were made above the RFO's delegated authority. • The credit card payments made up to 5 May 2026.
YEAR END 2025 - 2026 REVIEW	
C 012/05/26	<p>A discussion was had regarding the virements for Year End. It was proposed by Councillor R Hughes and seconded by Councillor K Hughes that the virements for the Plus 55 and Youth be moved to the Allotment Earmarked Reserves. A vote took place which was RESOLVED: FOR - 2, AGAINST - 9, ABSTENTIONS - 3. Motion failed.</p> <p>A second amendment was proposed by Councillor J Goodwin and seconded by Councillor M Farren that the Plus 55 and Youth Virements be moved instead to the General Reserves. A vote took place which was RESOLVED: FOR - 2, AGAINST - 9, ABSTENTIONS - 3. Motion failed.</p> <p>Councillor S Hardstaff spoke to the virements report, which was approved at Policy and Resources Committee meeting (MIN: PR 086/04/26) and explained the reasoning behind the virements of the previous year's budget underspend.</p> <p>Members returned to the substantive motion.</p>

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C 013/05/26	<p>It was proposed by Councillor K Bird and seconded by Councillor S Hardstaff that the following reports from A to J, be approved:</p> <ul style="list-style-type: none"> A. Bank Statements & Bank Reconciliation B. Final Budget Summary C. Cashbook with Earmarked Reserves D. Income and Expenditure E. List of Debtors & Creditors F. VAT Return Information G. Trial Balance H. Balance Sheet I. Additions to the Asset Register and Full List J. Draft Annual Return Printout <p>It was RESOLVED: FOR - 13, AGAINST - 0, ABSTENTIONS - 1</p> <p>It was noted that the Policy and Resources Chairman had completed a check of the bank statements as per Financial Regulations 2.2.</p>
C 014/05/26	<p>K. Virements for Year End</p> <p>It was proposed by Councillor K Bird and seconded by Councillor S Hardstaff and RESOLVED: FOR - 10, AGAINST - 2, ABSTENTIONS - 2, that item K be accepted and approved as is.</p>
INTERNAL AUDIT	
C 015/05/26	a) The findings and recommendations from the Internal Auditor Mulberry & Co were noted.
C 016/05/26	b) It was noted that the action identified in the audit report regarding the Website Accessibility Statement had been completed.
C 017/05/26	c) It was noted that as per C288/05/24, that Mulberry & Co had been engaged for a three year term, ending in 2027.
C 018/05/26	d) It was noted that as per C450/03/26, Full Council considered and approved the independence and competency of Mulberry & Co.
C 019/05/26	e) It was proposed by Councillor S Hardstaff and seconded by Councillor K Bird and RESOLVED: Unanimously , that the continued independence and competency of Mulberry & Co be approved.
AGAR	
C 020/05/26	a) Members noted the Internal Audit Report 2025/2026
C 021/05/26	b) It was proposed by Councillor K Bird and seconded by Councillor S Hardstaff and RESOLVED: Unanimously , that the Annual Governance Statement (Section 1) be accepted and signed.

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C 022/05/26	Councillor K Bird asked that a formal vote of thanks be minuted in recognition of the Officers for the outstanding hard work and diligence undertaken in presenting the Council with clear, well-prepared financial documents and for maintaining such a well-run and financially sound organisation..
C 023/05/26	c) It was proposed by Councillor S Hardstaff and seconded by Councillor K Bird and RESOLVED: Unanimously that the Draft Accounting Statement (Section 2) be accepted and signed. <i>(Cllr A Horsnell was not in the room from 7.12pm to 7.14pm and did not participate in the vote)</i>
C 024/05/26	d) It was proposed by Councillor J Hughes and seconded by Councillor S Hardstaff and RESOLVED: Unanimously , that the Draft Notice of Public Rights and Dates be approved.
EXTERNAL AUDIT PAPERS	
C 025/05/26	It was confirmed that the Council had no conflict of interests in using BDO as an external auditor.
CODE OF CONDUCT	
C 026/05/26	It was proposed by Councillor S Hardstaff and seconded by Councillor K Bird and RESOLVED: Unanimously , that the re-adoption of the Code of Conduct , as approved at Full Council (C 014/05/25), be approved.
STANDING ORDERS	
C 027/05/26	The following amendment to the NALC model Standing Orders was proposed by Councillor R Hughes and seconded by Councillor M Farren. To insert the words "a Saturday" after the day of the meeting and before "Sunday", so that the paragraph reads: "The minimum three clear days' public notice for a meeting does not include the day on which the notice was issued, the day of the meeting, a Saturday, Sunday, the day of the Christmas break, a day of the Easter break, a bank holiday, or a day appointed for public thanksgiving or mourning." A vote was taken by show of hands and it was RESOLVED: FOR - 4, AGAINST - 5, ABSTENTIONS - 4. MOTION FAILED.
C 028/05/26	Members returned to the substantive motion. It was proposed by Councillor S Hardstaff and seconded by Councillor A Horsnell and RESOLVED: FOR - 10, AGAINST - 3, ABSTENTIONS - 0 , that the re-adoption of the NALC model Standing Orders , with the amendments agreed previously at Full Council (C 023/05/25), be approved. <i>(Cllr K Hughes was not in the room from 7.16pm to 7.18pm and did not participate in the vote)</i>
FINANCIAL REGULATIONS	
C 029/05/26	It was proposed by Councillor S Hardstaff and seconded by Councillor G Walters and RESOLVED: Unanimously , that the re-adoption of the NALC model Financial

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	Regulations , with the amendments agreed previously at Full Council (C 026/05/25), be approved.
DEMOCRATIC STRUCTURE REVIEW	
C 030/05/26	This item was deferred and the current democratic structure would remain in place until the matter is brought back to Full Council for consideration.
RESPONSIBILITIES	
C 031/05/26	This item was deferred and committee members would remain in place until the matter is brought back to Full Council for consideration..
DELEGATED AUTHORITY FOR REPRESENTATION AT EXTERNAL MEETINGS	
C 032/05/26	This item was deferred and the current delegated authority would remain in place until the matter is brought back to Full Council for consideration.
TERMS OF REFERENCE	
C 033/05/26	This item was deferred and the current Terms of Reference for the following would remain in place until the matter is brought back to Full Council for consideration.
SCHEME OF DELEGATION	
C 034/05/26	This item was deferred. The Town Clerk advised that the current Scheme of Delegation would remain in place until the matter it is brought back to Full Council for consideration.
MEETING SCHEDULE MAY 2026 TO MAY 2027	
C 035/05/26	It was proposed by Councillor S Hardstaff and seconded by Councillor A Horsnell and RESOLVED: Unanimously , that the Meeting Schedule for May 2026 to May 2027 be approved.
DECLARATION OF INTERESTS	
C 036/05/26	It was confirmed that all Declarations of Interest were up to date. However, two Councillors requested new pecuniary interest forms in order to amend their registered interests.
CONTRACTS AND CONTRACT LIAISONS	
C 037/05/26	(A) Members reviewed the contract arrangements with other local authorities, not-for-profit bodies & businesses.
C 038/05/26	(B) Members reviewed the representation with external bodies and arrangements for reporting back. It was proposed by Councillor S Hardstaff and seconded by Councillor K Bird and RESOLVED: Unanimously , that the representation with external bodies and arrangements for reporting back, be approved.

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RENEWAL OF 5 YEAR ADVANTAGE – EDGE CONTRACT	
C 039/05/26	<p>It was proposed by Councillor R Hughes and seconded by Councillor M Farren and RESOLVED: FOR – 7, AGAINST – 6, ABSTENTIONS – 0, that the Advantage-Edge 5-year Contract Renewal annual quote of £2,585.50 plus VAT be approved. The contract covers:</p> <ul style="list-style-type: none"> • Finance, Allotments, Service Manager and InspectEDGE for Allotments • Six concurrent users • The period 17 May 2026 to 16 May 2027 (first year period)
GENERAL POWER OF COMPETENCE	
C 040/05/26	<p>It was confirmed that the Council met the eligibility criteria set out in the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, made under the Localism Act 2011, namely:</p> <ul style="list-style-type: none"> • That at least two-thirds of councillors were elected at the last ordinary election; and • That the Clerk holds a recognised qualification (CiLCA or equivalent). <p>It was proposed by Councillor L Gregori and seconded by Councillor K Bird and RESOLVED unanimously, that the Council approve the adoption of the General Power of Competence.</p>
INSURANCE	
C 041/05/26	<p>The current insurance cover held by the Council was noted, together with the fact that it had been reviewed and approved at a previous Full Council meeting (C423/03/26). It was further noted that the insurance cover would be reviewed again in 2027.</p>
SUBSCRIPTIONS	
C 042/05/26	<p>Members reviewed the subscriptions paid to other bodies. It was proposed by Councillor K Bird and seconded by Councillor L Gregori and RESOLVED: Unanimously, that payment of the Council's and/or staff subscriptions to other bodies, where and when necessary, be approved.</p>
POLICY REVIEWS	
C 043/05/26	<p>It was noted that the Policies were being reviewed by the Policy Working Group and would be taken to the Policy and Resources Committee, where required, for recommendation to Full Council.</p>
C 044/05/26	<p>It was noted that the HR Policies were being reviewed and updated to accommodate the changes required by Employment Law, driven by the Employment Rights Act 2025. The HR Policies would be taken to the HR Sub-Committee for recommendation to the Policy and Resources Committee.</p>
CORPORATE RISK ASSESSMENT	
C 045/05/26	<p>Members reviewed the Corporate Risk Assessment.</p>

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	It was proposed by Councillor K Bird and seconded by Councillor S Hardstaff and RESOLVED: Unanimously , that the Corporate Risk Assessment be approved.
C 046/05/26	It was noted that any amendments would be reviewed by Policy and Resources and recommended back to Full Council.
TRAINING	
C 047/05/26	Members reviewed and noted the training that had been undertaken by Councillors and Staff in 2025/2026 .
C 048/05/26	It was noted that there was currently no training booked as yet for members and Staff for 2026/2027.
SECTION 137	
C 049/05/26	The s137 funds that had been used in 2025/2026 were noted.
GRANTS	
C 050/05/26	Members reviewed the Revenue Grant application from Unity for £13,780.00 to fund the "OP Isolation Project" within the 55+ provision, following recommendation for approval by the Community and Events Committee. (MIN: CE 279/05/26) <i>*Revenue Grant - Revenue Funding Policy</i>
C 051/05/26	It was proposed by Councillor T Burley and seconded by Councillor J Goodwin and members entered into discussion. A number of questions were raised and it was agreed that the item be deferred pending receipt of further information.
CHRISTMAS LIGHTS EXTENSIONS 2026	
C 052/05/26	It was noted that Quote A , Pocket Park – 5M Cone Tree, white wooden gate/fencing, installation and removal £3,960.05 (+VAT), was approved at Community and Events Committee (MIN:CE267/05/26)
C 053/05/26	It was noted that Quote B , High Street – Fencing for Tree – White wooden gate/fencing, installation and removal £2,391.20 (+VAT), was approved at Community and Events Committee (MIN:CE270/05/26)
C 054/05/26	It was noted that confirmation had been received from Test Valley Borough Council's Planning Department, stating permissions are unlikely to be required.
COUNCILLOR REPORTS	

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<p>C 055/05/26</p>	<p>Councillor T Burley During May I have attended the following events: 10 May 2026 - I attended the Burghclere Down AGM which was very well run with a hard working committee. 16 May 2026 - I along with Councillors E Reynolds, A Horsnell and J Cockaday, represented a grant cheque to the 'Me and My Dad Club.' 18 May 2026 - On behalf of Andover Town Council, I attended the event organisers meeting hosted by TVBC, where the discussion was about funding. On 19 May 2026, I attended a virtual preliminary meeting regarding the Stopping Up Order for Western Avenue. The enquiries are scheduled to be held at Beechurst over three days commencing on 30 June 2026 and continuing on 1 and 2 July 2026. I confirmed that the Council's objections remained unchanged and advised that a representative, possibly myself or the Chair of Planning, would speak at the hearing. 19 May 2026 - I visited the Picket Twenty Community Centre to see the draft proposed plans for 400 houses at Bere Hill. I mentioned the lack of infrastructure, such as doctors, schools and the impact on our highways by adding yet another roundabout on the main road to and from the A303.</p>
<p>FUTURE ITEMS</p>	
<p>C 056/05/26</p>	<p>The following items were requested to be considered at the next Full Council meeting:</p> <ul style="list-style-type: none"> • Members noted that the District Commander – Test Valley Sharath Ranjan would be coming to speak at a future meeting. • Councillor A Horsnell asked that Donna Jones be invited to a future meeting as well.
<p>NEXT MEETING</p>	
<p>C 057/05/26</p>	<p>Members noted that the date of the next Full Council meeting would be Wednesday 10 June 2026 at The Guildhall, Andover, at 6.30pm.</p>
<p>MEETING CLOSURE</p>	
<p>C 058/05/26</p>	<p>The Town Mayor closed the meeting at 8.27pm.</p>

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