



**Time and date**

6.30pm on Wednesday **10 July 2024**

**Place**

The Lights, Andover

<b>Councillors Present:</b>		Arrival time noted if after meeting start					
Cllr H Neate (Town Mayor)	✓		Cllr K Bird (Deputy Town Mayor)	✗			
Cllr J Cockaday	✓		Cllr M Farren	✓		Cllr L Gregori	✓
Cllr T Gregory	✗		Cllr S Hardstaff	✓		Cllr J Hughes	✓
Cllr K Hughes	✗		Cllr R Hughes	✓		Cllr R Kidd	✗
Cllr M McGarry	✗		Cllr R Meyer	✓	18:32	Cllr E Reynolds	✓
Cllr J Sangster	✓		Cllr S Waue	✓			

<b>Officers Present:</b>	Gail Foster (Town Clerk)
--------------------------	--------------------------

<b>Members of the Public:</b>	None
<b>County/Borough Councillors:</b>	Councillor Z Brooks
<b>Members of the Press:</b>	1

## PUBLIC SESSION

**C 178/07/24** No questions were raised.

## APOLOGIES

**C 179/07/24** Apologies had been received from Councillors K Hughes, T Gregory, K Bird, and Test Valley Borough Councillor I Anderson.

**C 180/07/24** Councillor R Meyer entered the room at 18.32.

## MAYOR'S ANNOUNCEMENTS (FULL COUNCIL ONLY)

**C 181/07/24** Mayor Neate apologized for her recent absences which had been due to illness and family bereavement.  
She had attended the Armed Forces Day event on Saturday 29<sup>th</sup> June in Vigo Park. Cllr Neate had been thrilled to chat with the Red Devils after they had parachuted in. She had also made contact with the Test Valley Mayor, Cllr Ian Jeffrey, who had agreed to have regular meetings with Cllr Neate to continue to build on the relationship between both authorities.  
Mayor Neate had also chatted with the returning Member of Parliament for the area, Kit Malthouse.  
She thanked Councillors M Farren and J Cockaday for attending and helping at the Armed Forces Day event.

These minutes are published in draft pending approval at the next Full Council meeting.

## EXTERNAL REPORTS (FULL COUNCIL ONLY)

### C 182/07/24

TVBC Councillor Z Brooks gave a short update following an agenda item from the Town Council's Planning Committee meeting on 8<sup>th</sup> July that she had attended. Councillors had discussed an application for a phone mast on the west side of Salisbury Road and the applicants request for a 6 month extension. Councillor Brooks had spoken with the planning and environmental officers at the Borough Council who were considering the application and the new comments that the applicants had provided. Councillor Brooks stated that she would be recommending the application to the Northern area planning committee if the officers' decisions were to approve the application. Councillor L Gregori thanked Councillor Brooks and Councillor I Anderson for attending the Town Council planning meetings.

## INTERESTS

### C 183/07/24

Non-pecuniary declarations were received from:

1. Councillor E Reynolds, as a member of the Drove Association, and as an allotment plot holder.
2. Councillor H Neate, as a plot holder at Ox Drove allotment site.

## MINUTES

### C 184/07/24

It was proposed by Councillor E Reynolds and seconded by Councillor M Farren and **RESOLVED: Unanimously**, with two councillors abstaining, that the Minutes of the Town Council Meeting **held on 19<sup>th</sup> June 2024, be signed** by the Chairman as a correct record, as soon as possible after the meeting had closed. **Action: Town Clerk.**

## CONTRACTUAL & DELEGATED PAYMENTS

### C 185/07/24

Members received and noted the contractual and delegated payments that had been made in the period of 12<sup>th</sup> June to 3<sup>rd</sup> July as per report detailed in [back up paper 7](#) on the agenda.

## PAYMENTS FOR APPROVAL

### C 186/07/24

It was proposed by Councillor M Farren and seconded by Councillor E Reynolds and **RESOLVED: Unanimously**, that the Payment to Parish Online in the amount of £1,800.00 be approved: **Action: Town Clerk**

## BANK RECONCILIATION

### C 187/07/24

It was proposed by Councillor E Reynolds and seconded by Councillor S Hardstaff and **RESOLVED: Unanimously**, that the Bank Statements and Bank Reconciliation showing the following balances be approved:

- i. UTB 1 = £490,555.28
- ii. UTB 2 = £89,043.25
- iii. Redwood Bank = £88,144.44
- iv. Total = £667,742.97

## CASHBOOK

These minutes are published in draft pending approval at the next Full Council meeting.

#### C 188/07/24

It was proposed by Councillor M Farren and seconded by Councillor S Hardstaff and **RESOLVED: Unanimously**, that the [Cashbook](#) showing the following balances be approved:

- i. Gross receipts to date = £201,686.67
- ii. Gross payments to date = £122,456.54

#### BUDGET REPORT

#### C 189/07/24

It was proposed by Councillor E Reynolds and seconded by Councillor S Hardstaff and **RESOLVED: Unanimously**, that the [Budget](#) showing a the net budget overspend of £45,980.24 be approved. The Town Clerk noted that the totals at the end of the report gave an incorrect impression as the movement from reserves of £58,484.00 had been included twice. This would be corrected and uploaded to the website in case of public inspection. **Action: Town Clerk.**

#### EARMARKED RESERVES

#### C 190/07/24

It was proposed by Councillor E Reynolds and seconded by Councillor S Hardstaff and **RESOLVED: Unanimously**, that the Earmarked Reserves as listed in the [report](#) be approved:

- i. Elections = £79,036.28
- ii. Allotments = £ 17,796.26
- iii. Christmas Lights = £ 12,591.74
- iv. Property Purchase = 102,000.00
- v. CIL Funds = £ 99,099.83

#### PICKLEBALL

#### C 191/07/24

It was proposed by Councillor M Farren and seconded by Councillor L Gregori and **RESOLVED: Unanimously**, that the newly formed Andover Pickleball team be allowed to use the Town Council's Crest on their kit and equipment. The team would be informed and thanked for seeking permission from the Council. **Action: Town Clerk.**

#### C 192/07/24

Councillor J Hughes asked if the request had come directly to the Town Clerk or whether it had come via Councillors? The Town Clerk confirmed that the request had been emailed to herself. Councillor Gregori stated it was not lawful for the Town Clerk to share an agenda paper with one or more councillors before sending to the whole council. The Town Clerk did not agree and would investigate whether legislation prevented this. **Action: Town Clerk.**

#### C 193/07/24

The Town Clerk reminded councillors Hughes and Gregori that the previous month, they had also complained that the agenda item in relation to the Christmas Funfair contribution had been added to the agenda without a proposer and a seconder. She further reminded councillors that agenda belongs to the Clerk and Proper Officer.

#### REPLACEMENT CHRISTMAS TREE LIGHTS

#### C 194/07/24

Councillors noted that the lights had worked for 13 years and had now reached the end of their lifespan. It was a good opportunity to provide more attractive tree decorations to match the improved lighting scheme across the town. It was proposed by Councillor S Hardstaff and seconded by Councillor M Farren and **RESOLVED: Unanimously**, that [OPTION B](#) be approved at a cost of £2,554.30.

These minutes are published in draft pending approval at the next Full Council meeting.

Costs for the lights would be taken from the Earmarked Reserve. **Action: Town Clerk.**

#### GRANT APPLICATION FOR UNITY

**C 195/07/24** It was proposed by Councillor L Gregori and seconded by Councillor E Reynolds and **RESOLVED: Unanimously**, with one Councillor abstaining, that the Grant Application from Unity in the amount of £1,400 be approved. The payment would be made as soon as possible. **Action: Town Clerk.**

**C 196/07/24** The Grant response process would be followed: **Action: Admin Assistant & Deputy Responsible Financial Officer.**

#### LETTER TO MP

**C 197/07/24** The Mayor explained that her proposal had changed slightly as the MP was returning to Parliament in opposition, although it was noted that the party still held the Borough and County majorities. Councillor Farren advised that he had personally invited the MP to attend a council meeting, but that the MP had not been able to attend. After discussion it was proposed by Councillor H Neate and seconded by Councillor M Farren and **RESOLVED: Unanimously**, with one councillor abstaining, that the Town Clerk and Mayor jointly draft a letter on behalf of Council, to include the points raised in the proposal, together with the addition of ASB and support for the High Street. **Action: Town Clerk and Mayor.**

**C 198/07/24** The draft letter would be circulated to councillors by email. **Action: Town Clerk.**

**C 199/07/24** After prompt receipt of approval from councillors, the letter would be sent to the MP. **Action: Town Clerk.**

**C 200/07/24** The final letter would be published on the council's website. **Action: Deputy Clerk.**

#### VIREMENT

**C 201/07/24** Councillor H Neate proposed that the item be deferred to the Policy and Resources Committee for discussion as recent decisions had exceeded the Grants Budget for the year. The Town Clerk advised that virements to Earmarked Reserves would need to be approved by Full Council. Councillors considered this and agreed that taking to Committee and then bringing back to Council would mean that the item would not be decided until September. On this basis the Mayor withdrew her proposal and Councillor Farren agreed.

**C 202/07/24** Councillors considered a previous resolution taken in February 2023, C144/02/23 where it was resolved that the Operational Reserves/General Funds be reduced to three months. This action had not been completed as no Earmarked Reserve had been identified to move funds into, and no significant spending had occurred to reduce the General Reserve. After debate, it was proposed by Councillor R Hughes and seconded by Councillor L Gregori and **RESOLVED: Unanimously**, that £50,000 would be moved from the General Fund into the New Property Earmarked Reserves. **Action: Town Clerk.**

#### TERMS OF REFERENCE FOR PLANNING

**C 203/07/24** It was noted that the recent planning meeting on 8<sup>th</sup> July had barely been quorate and therefore not all councillors had been able to contribute to the Planning Committee Terms of Reference. The Committee had resolved to circulate the amended draft and bring the revision back to the next Planning Committee before

These minutes are published in draft pending approval at the next Full Council meeting.

making a recommendation to Council. The item would be added to the September Council meeting. **Action: Town Clerk**

## COUNCILLOR REPORTS

- C 204/07/24** Councillor Cockaday advised that he had attended and very much enjoyed helping at both the Andover Pride Day and the Armed Forces Day events.
- C 205/07/24** Councillor Farren had attended the Armed Forces Flag raising in the Town Centre on 24<sup>th</sup> June and had also enjoyed the full days helping at Andover Pride on 22<sup>nd</sup> June, and the Armed Forces Day on 29<sup>th</sup> June. He had also attended the 11<sup>th</sup> Andover Cubs meeting on 3<sup>rd</sup> July to help with the cubs' "Local Knowledge" badges. He was currently engaging with residents regarding two phone masts and assisting with residents' requests to TVBC in relation to overgrown footpaths.
- C 206/07/24** Councillor R Hughes had attended Andover Pride and had thought it had been well organised and attended. He expressed his disappointment that the two lead organisers Cllr M Farren and Cllr J Hughes had not been mentioned by the Andover Advertiser.
- C 207/07/24** Councillor J Hughes advised that a concert was to be held next Saturday, 13<sup>th</sup> July at St. Mary's church. All fund raising from the event would be in aid of [Yellow Brick Road Projects](#).
- C 208/07/24** Councillor R Meyer had nothing to report but asked if we could up the Grant giving profile of the council. Perhaps having Councillors to present cheques. Councillor R Hughes advised that this had been discussed previously and the idea had not been approved. A copy of the minute relating to the item would be provided. **Action: Town Clerk.**
- C 209/07/24** Councillor Neate advised that she had unfortunately missed the Town Council's Andover Pride Day, but congratulated Councillor Farren for spearheading the idea and encouraging council to move it forward as by all accounts it had be very successful.
- C 210/07/24** Councillor Reynolds had attended the flag raising with Councillor Farren and had also spent a day marshalling at Andover Pride which he had thoroughly enjoyed.

## NEXT MEETING

- C 211/07/24** Members noted that the date of the next Full Council meeting would be Wednesday 18<sup>TH</sup> September to be held at The Upper Guildhall, Andover, at 6.30pm.

## MEETING CLOSURE

- C 212/07/24** The Town Mayor closed the meeting at 19.21.

These minutes are published in draft pending approval at the next Full Council meeting.