



Time and date

6.30pm on Wednesday **8 January 2025**

Place

The Lights, Andover

Councillors Present:

Arrival time noted if after meeting start

Cllr S Hardstaff (Chairman) ✓	Cllr K Bird (Vice Chairman) ✓	Cllr E Reynolds ✓
Cllr L Gregori ✓	Cllr M Farren ✓	Cllr H Neate ✓
Cllr J Hughes ✓	Cllr R Hughes ✓	Cllr R Kidd ✓

Officers Present:

Tor Warburton (Acting Town Clerk), Michelle West (Acting RFO)

Members of the Public:

2

County/Borough Councillors:

Cllr Z Brooks

Members of the Press:

0

PUBLIC SESSION

PR 082/01/25 No questions were raised by members of the public.

APOLOGIES

PR 083/01/25 No apologies had been received from councillors.

INTERESTS

PR 084/01/25 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

PR 085/01/25 It was proposed by Councillor E Reynolds and seconded by Councillor H Neate and **RESOLVED: Unanimously**, that the Minutes of the Town Council Meeting held on 6th November 2024, be signed by the Chairman as a correct record.

CONTRACTUAL & DELEGATED PAYMENTS

PR 086/01/25 Members noted the payments that had already been made from 1 November 2024 to 30 November 2024.

FINANCES

Signed as a true and accurate record of the meeting:

Chairman/Vice Chairman.....

Date.....

PR 087/01/25a It was proposed by Councillor E Reynolds and seconded by Councillor K Bird and **RESOLVED: FOR – 7, AGAINST – 0, ABSTENTIONS – 2**, that the [payments](#) made above the RFO’s delegated authority, be approved.

PR 087/01/25b It was proposed by Councillor E Reynolds and seconded by Councillor K Bird and **RESOLVED: Unanimously**, that the [Bank Statements](#) and [Bank Reconciliation](#) showing the following balances be approved:

- i. UTB 1 = £431,361.58
- ii. UTB 2 = £89,583.56
- iii. Redwood Bank = £89,334.09
- iv. Total = £610,279.23

PR 087/01/25c It was proposed by Councillor E Reynolds and seconded by Councillor K Bird and **RESOLVED: Unanimously**, that the [Cashbook](#) be approved:

PR 087/01/25d It was proposed by Councillor E Reynolds and seconded by Councillor K Bird and **RESOLVED: Unanimously**, that the [Earmarked Reserves](#) as below, be approved:

EARMARKED RESERVES	TOTAL (as at 30.11.2024)
Elections	£79,036.28
Allotments	£17,796.26
Christmas Lights	£12,591.74
Property Purchase	£152,000.00
CIL	£99,099.83
TOTAL	£360,524.11

BUSINESS PLAN

PR 088/01/25 Members received and reviewed a [report](#) from the Business Plan Working Group. Members of the Business Plan Working Group were thanked for their hard work on the report. A discussion was had with regards to reaching out to more stakeholders and it was suggested to utilise social media more. Members were reminded that the Business Plan was a working document currently and would be going to all committees to review and Full Council for approval. It was proposed by Councillor L Gregori and seconded by Councillor R Hughes and **RESOLVED: Unanimously**, that the Business Plan be accepted.

BUDGET AND PRECEPT

PR 089/01/25 Members received and considered the 2025/2026 Budget [recommendation](#). After great discussion, it was proposed by Councillor L Gregori and seconded by Councillor E Reynolds and **RESOLVED: FOR – 6, AGAINST – 2, ABSTENTIONS – 1**, that the Budget 2025/2026 with 5% increase and additions, and a precept increase per household to £11.51, be accepted and recommended to Full Council for approval.

CIVILITY AND RESPECT

PR 090/01/25 Members received a report on [Civility and Respect Pledge](#) training and considered the best cost options. It was proposed by Councillor E Reynolds and seconded by Councillor M Farren and **RESOLVED: FOR – 8, AGAINST – 0, ABSTENTIONS – 1, that Option 2, at a cost of £1,125.00 plus VAT, be approved.** A poll would be emailed to all Members, to ascertain suitable dates for the training.

Signed as a true and accurate record of the meeting:

Chairman/Vice Chairman.....

Date.....

FUTURE ITEMS

- PR 091/01/25** The following items were requested to be considered at the next meeting:
- Youth Group Report
 - Job Descriptions/Specifications
 - Back to Basics Report

NEXT MEETING

PR 092/01/25 Members noted that the date of the next meeting would be on **Wednesday 9 April 2025 at The Lights, Andover, at 6.30pm.**

EXCLUSION OF PRESS AND PUBLIC

PR 093/01/25 It was proposed by Councillor J Hughes and seconded by Councillor H Neate and **RESOLVED: Unanimously**, that Members of the Press and Public be excluded from the meeting at item 13, due to the confidential nature of the item and to comply with GDPR.

STAFFING

PR 094/01/25 Members received and considered a report containing a staffing structure and recommendations for the Payroll Budget to be included in the Budget 2025/2026. It was proposed by Councillor K Bird and seconded by Councillor M Farren and **RESOLVED: FOR - 5, AGAINST - 1, ABSTENTIONS - 3**, that the staffing structure be accepted and recommended to Full Council for final approval.

MEETING CLOSURE

PR 095/01/25 The Chairman closed the meeting at **7.49pm.**

Signed as a true and accurate record of the meeting:

Chairman/Vice Chairman.....

Date.....