



**Time and date**

6.30pm on Wednesday **15 January 2025**

**Place**

Upper Guildhall, 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 S Hardstaff	✓		Cllr A Horsnell	✓		Cllr J Hughes	✓
Cllr K Hughes	✓	6.36pm	Cllr R Hughes	✓		Cllr R Kidd	✓
Cllr R Meyer	x		Cllr E Reynolds	✓		Cllr J Sangster	✓
Cllr G Walters	✓						

<b>Officers Present:</b>	Tor Warburton (Acting Town Clerk) Michelle West (Acting RFO) Started at 6:30pm
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<b>Members of the Public:</b>	3
<b>County/Borough Councillors:</b>	Councillor Z Brooks, Councillor D Drew
<b>Members of the Press:</b>	1

**Prior to the meeting, the Town Mayor spoke to the Members;**

“Firstly, as this is the meeting where we set both our budget and precept, I would remind you that any member with council tax unpaid for more than two months, is prohibited from voting on the budget or precept by Section 106 of the Local Government Finance Act 1992 and must disclose at the start of the meeting, that Section 106 applies to them. Furthermore, for the avoidance of doubt, there are penalties for those who do not so disclose when they should do, and the budget and precept may be subject to challenge.”

No Member present, disclosed that Section 106 of the Local Government Finance Act 1992, applied to them.

**PUBLIC SESSION**

**C 325/01/25**      There were no comments received from Members of the Public whom were present.

**APOLOGIES**

**C 326/01/25**      Apologies had been received from Councillor R Meyer.

**MAYOR’S ANNOUNCEMENTS**

Signed as a true and accurate record of the meeting

Town Mayor:..... Meeting : Full Council ..... Date: .....

**C 327/01/25**

Prior to the Town Mayor’s announcements, Councillor K Bird spoke to the tragic accident that took place on New Street, prior to Christmas 2024. It was unanimously agreed that a condolence card would be sent to the family.

**C 328/01/25**

Prior to the Town Mayor’s announcements, Councillor K Bird made a suggestion, in light of the recent accident on New Street, that a card be sent to the family on behalf of Andover Town Council, offering sincere condolences.

**C 329/01/25**

The Town Mayor made the following announcements:

- I attended our Christmas Lights Switch On event. I was pleased to see the many positive comments regarding the extended display. My thanks to the Officers and Councillor Reynolds, for being on site during Storm Bert and dealing with the wind, havoc and monitoring the damage throughout.
- Along with other Members, I attended our first Carols Around The Christmas Tree event. It was well attended. I look forward to receiving wash up reports on our Christmas activities.
- I also attended the Andover Chamber Choir’s Christmas concert at St Mary’s Church, which was uplifting.
- On 6 December 2024, Councillors Kidd, Farren and I met with the Rt Hon Kit Malthouse MP, to catch up on his progress against the letters that we had forwarded to him, both last summer and in November 2024, regarding winter fuel payments. He undertook to follow up on our points with parliamentary colleagues and write back to us. The response will be published on the Town Council’s website. There will be an opportunity to meet with him again in April 2025.
- Councillors Horsnell, Cockaday and myself attended the Hampshire County Council’s (HCC) debate on devolution, which was very good humoured, well informed and cross cutting. The Town Council will proactively engage with the process, to provide support and communication.
- A reminder that no election has been called to fill our councillor vacancy and notifications for co-options must be submitted to the Acting Town Clerk by 4 February 2025. Please promote this vacancy so we can get a wide as possible choice of candidates to consider.
- I have arranged with the Andover Advertiser to submit a monthly Mayor’s Column, about the Council. I would welcome ideas by email, from Members on subjects we could include.
- On Ward business, I have supported Test Valley Borough Council’s (TVBC) action in dealing with planning breaches in Picket Piece and reported the intermittent sewage smell along Walworth Road to Southern Water. I await a response.

**EXTERNAL REPORTS**

**C 330/01/25**

**Councillor D Drew**

A report was received, which had already been circulated by email to all Members prior to the meeting.

**C 331/01/25**

**Councillor J Sangster**

I reiterate the discussion regarding the planning breach in Ox Drove and await a response from TVBC’s Head of Planning and Building.

**C 332/01/25**

**Councillor R Hughes**

Signed as a true and accurate record of the meeting

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Spoke on the HCC online brief about devolution and advised there would be a further meeting with Councillor P North the following week.

**C 333/01/25**

**Councillor L Gregori**

Fast track approach regarding devolution. May elections to be cancelled. TVBC and HCC potentially will disappear and concerns relating to the impact on the Local Plan.

## INTERESTS

**C 334/01/25**

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

**C 335/01/25**

It was proposed by Councillor E Reynolds and seconded by Councillor K Bird and **RESOLVED: Unanimously**, that the Minutes of the Town Council Meeting held on 20 November 2024, be accepted and signed by the Chairman as a correct record of the meeting.

## CONTRACTUAL & DELEGATED PAYMENTS

**C 336/01/25**

Councillors received and noted the contractual and delegated payments that had been made in the period of 15<sup>th</sup> November 2024 to 31<sup>st</sup> December 2024.

## FINANCE

**C 337/01/25**

It was proposed by Councillor E Reynolds and seconded by Councillor S Hardstaff and **RESOLVED: Unanimously**, that the following reports, be approved:

- [Payments to be made](#) above the RFO's delegated authority.
- [Bank Statements](#) & Bank Reconciliation ([Nov](#)) & ([Dec](#))
- [Cashbook](#)
- [Earmarked Reserves](#).
- [Financial Comparison](#) to date

## BUSINESS PLAN

**C 338/01/25**

Members received and noted the [Business Plan](#).

The timetable for Committees to review the draft plan was noted. If there were any other items to add or be removed, the Working Group would need to be advised. Public review will be sought in February and March, prior to seeking final approval at Full Council on 19 March 2025.

## STAFFING

**C 339/01/25**

Members received and reviewed the [Staffing Structure](#) and Staffing Budget 2025/2026, as recommended by the Policy and Resources Committee, (PR 094/01/25). It was proposed by Councillor S Hardstaff and seconded by Councillor L Gregori and **RESOLVED: FOR – 13, AGAINST – 0, ABSTENTIONS – 1**, that the Staffing Structure and Staffing Budget 2025/2026, be approved.

## BUDGET 2025/2026

**C 340/01/25**

(Councillor R Kidd left the meeting at 6.47pm)

Members considered a report on the [Budget 2025/2026](#).

Signed as a true and accurate record of the meeting

Town Mayor:..... Meeting : Full Council ..... Date: .....

It was proposed by Councillor S Hardstaff and seconded by Councillor L Gregori and **RESOLVED: Unanimously**, that the Budget 2025/2026 of £617,744.00 (six hundred and seventeen thousand, seven hundred and forty four pounds and zero pence) be approved.

## PRECEPT

### C 341/01/25

Members received and considered the [Precept](#) level for 2025/2026 and noted the Policy and Resources Committee's recommendation.

It was proposed by Councillor S Hardstaff and seconded by Councillor L Gregori that Option 3, 5% increase with additions be approved. That the Precept level for 2025/2026 at £591,494.00 (five hundred and ninety one thousand, four hundred and ninety four pounds and zero pence) based on a tax base of 17,361 @ £34.07 per Band D Equivalent Dwellings, be accepted and approved.

A recorded vote was requested by Councillor M Farren. (Councillor R Kidd was not present for the vote) and **RESOLVED: FOR** – Councillors K Bird, H Neate, S Hardstaff, J Cockaday, A Horsnell, K Hughes, G Walters, J Sangster, E Reynolds and L Gregori.

**AGAINST** – Councillors M Farren.

**ABSTENTIONS** – Councillors J Hughes and R Hughes.

The Town Mayor gave thanks to The acting Town Clerk and Councillor S Hardstaff for their hard work in relation to the budget.

## ASSET REGISTER

### C 342/01/25

It was proposed by Councillor G Walters that the de minimis asset value be set at £500. Members went into discussion and the proposal was withdrawn on the basis that £500 was not suitable.

It was proposed by Councillor E Reynolds and seconded by M Farren and **RESOLVED: FOR – 13, AGAINST – 1, ABSTENTIONS – 0**, that a 'de minimis asset value of £1000 (anything under this value is not required to be listed on the Asset Register, effective from 15 January 2025), be approved.

### C 343/01/25

(Councillor R Kidd rejoined the meeting at 6.54pm)

It was proposed by Councillor E Reynolds and seconded by Councillor J Sangster and **RESOLVED: Unanimously**, that delegated authority be given to the Acting Town Clerk to dispose of unwanted/broken or outdated assets under £1000. To be reported to Full Council at the Annual Meeting and noted on the Asset register if historically they are listed, be approved.

### C 344/01/25

Members noted that the only exception would be for any items transferred/donated/gifted etc where they are assigned a token £1 for the Asset Register. These would still be included (e.g. the Allotment sites).

## POPPY TRAIL

### C 345/01/25

It was proposed by Councillor L Gregori and seconded by Councillor M Farren and **RESOLVED: Unanimously**, that the Community and Events Committee's recommendation, that Officers be instructed to proceed with the trail for November 2025, subject to Full Council's approval and subject to adhering to the approved budget, be accepted and approved.

Officers were instructed to research more details for the Poppy Trail and that regular reports be brought to the Community and Events Committee.

## COMMITTEE MEMBERSHIP

Signed as a true and accurate record of the meeting

Town Mayor:..... Meeting : Full Council ..... Date: .....

**C 346/01/25** It was proposed by Councillor K Bird and seconded by Councillor L Gregori and **RESOLVED: Unanimously**, that Councillor A Horsnell's request to join the Planning Committee and Community and events Committee, be approved.

#### **COUNCILLOR REPORTS**

**C 347/01/25** **Councillor G Walters**  
Concerns that New Street is becoming a race track have been raised.

**C 348/01/25** **Councillor R Kidd**  
I have spoken to Planning at TVBC regarding falling masonry in Bridge Street, who will raise concerns with the Conservation department. An update would follow.

**C 349/01/25** **Councillor M Farren**  
There are massive concerns regarding the small roundabout by the Hexagon. Will be looking at the casualty reduction policy.  
Councillor K Bird and myself were present at the initial phase of the bridge being replaced.  
One year ago an update was promised regarding Hendog Street Art. Will look into this.

**C 350/01/25** **Councillor K Bird**  
I was present at the Christmas Lights switch on. It was fantastic and the layout was better. Overall, the event was incredibly inclusive and very well spirited.  
Local Plan update to the Masterplan relating to Western Avenue. They are no longer removing the underpass. More information to be sought.

**C 351/01/25** **Councillor S Hardstaff**  
I attended the Carols Around The Christmas Tree and Christmas Lights switch on. Both events were good fun.  
The residents of Augusta Park have raised a lack of salt bins on the estate. I have looked into it with HCC.

**C 352/01/25** **Councillor E Reynolds**  
I attended the Christmas Lights switch on.  
Its been noticed that the water tankers are around with mobile pumps, which are now static. There's been no improvement.

**C 353/01/25** **Councillor J Hughes**  
I took part in the Yellowbrick Road meeting with TVBC as a partnership regarding Voice Matters. I attended an event marking the 30 year anniversary for the Scott Centre.

#### **FUTURE ITEMS**

**C 354/01/25** The following items were requested to be considered:

- An update on appointment selection process timetable for recruitment of a Town Clerk.
- Follow up on non-response from Southern Water to Town Council's invitation.
- HCC devolution plan consultation, communication, reduction of speculation and unnecessary concern and Town Council's response.
- Sothern Water tankers – using bus stop spaces against the law.
- Committee Minutes to be brought to Full Council. It was instructed by the Town Mayor that this request be Minuted.

Signed as a true and accurate record of the meeting

Town Mayor:..... Meeting : Full Council ..... Date: .....

**NEXT MEETING**

**C 355/01/25**

Members noted that the date of the next Full Council meeting would be **Wednesday 19 February 2025**, to be held at **The Upper Guildhall, Andover**, at **6.30pm**.

**MEETING CLOSURE**

**C 356/01/25**

The Town Mayor closed the meeting at **7.30pm**.

Signed as a true and accurate record of the meeting

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