



Time and date

6.30pm on Wednesday **19 March 2025**

Place

Upper Guildhall, Andover

| Councillors Present: | | Arrival time noted if after meeting start | | | | | |
|------------------------------|---|---|------------------------------------|---|-----------|---------------|---|
| Cllr H Neate (Town Mayor) | ✓ | | Cllr K Bird (Deputy Town Mayor) | x | | | |
| Cllr J Cockaday | ✓ | | Cllr M Farren | ✓ | | | |
| Cllr S Hardstaff | ✓ | | Cllr A Horsnell | ✓ | | Cllr J Hughes | ✓ |
| Cllr K Hughes | x | apologies | Cllr R Hughes | ✓ | 7.10pm | Cllr R Kidd | ✓ |
| Cllr R Meyer | x | | Cllr E Reynolds | ✓ | | Cllr T Burley | ✓ |
| Cllr G Walters | ✓ | | Cllr L Gregori | x | apologies | | |

| | |
|--------------------------|--|
| Officers Present: | Tor Warburton (Acting Town Clerk) Micha Young (Acting Deputy TC/RFO) Started at 6:30pm |
|--------------------------|--|

| | |
|------------------------------------|---|
| Members of the Public: | 0 |
| County/Borough Councillors: | 0 |
| Members of the Press: | 0 |

PUBLIC SESSION

C399/03/25 There were no Members of the Public present.

APOLOGIES

C400/03/25 Apologies had been received from Councillors L Gregori, K Hughes and R Hughes.

MAYORS ANNOUNCEMENTS

C401/03/25 Once again, we find ourselves with a councillor vacancy, this time for Romans Ward. Please note the deadline for electors to give notice in writing to Test Valley Borough Council (TVBC) for an election to be called, is this Friday 21 March 2025. On 6 March, I attended the Test Valley Association of Parish and Town Councils (TVAPTC) meeting. The agenda included information on how devolution is likely to

Signed as a true and accurate record of the meeting

Mayor / Chairman: Date:

impact Hampshire, as well as updates on TVBC's waste services. Watch out for publicity later in the year.

On 10 March, I attended an Andover InVision meeting which included information on the proposed riverside walk in advance of public consultation, on 27th and 29th March in the Chantry Centre. It would be worth taking part in the engagement sessions if you are able.

Along with many other councillors and thank you to them, I attended our 2nd Councillor Tea and Biscuits event at Augusta Park Community Centre, on 15th march. Although the attendance was low, we did receive some more helpful feedback on our draft business plan.

Our next scheduled meeting with the Rt Hon Kit Malthouse MP is on 4th April at 10.00am. Let me know by email if anyone is interested in joining me.

EXTERNAL REPORTS

C402/03/25 There were no external reports received.
It was suggested that TVBC and HCC Councillors be invited to provide their reports if relevant, if unable to attend in person.

INTERESTS

C403/03/25 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.
3. Councillor J Hughes item 13.

MINUTES

C404/03/25 It was proposed by Councillor M Farren and seconded by Councillor T Burley and **RESOLVED: Unanimously**, that the [Minutes](#) of the Town Council Meeting held on 19 February 2025, be accepted and signed by the Chairman as a correct record of the meeting.

C405/03/25 The following Committee Minutes were received and noted:

- C&E Committee: [30 January 2025](#)
- Planning Committee: [3 February 2025](#)

CONTRACTUAL & DELEGATED PAYMENTS

C406/03/25 Councillors received and noted the contractual and delegated [payments](#) that had been made in the period of from: 1 February 2025 to 28 February 2025.

FINANCE

C407/03/25 It was proposed by Councillor E Reynolds and seconded by Councillor K Bird and **RESOLVED: Unanimously**, that the following reports, be approved:

Signed as a true and accurate record of the meeting

Mayor / Chairman: Date:

- Payments to be made above the RFO's delegated authority – No payments were made above the RFO's delegated authority.
- [Bank Statements](#) & [Bank Reconciliation](#)
- [Cashbook](#)
- [Earmarked Reserves](#)
- [Financial Comparison to date](#)

BUSINESS PLAN

- C408/03/25** Members received a [Business Plan report](#) and noted the actions from the Business Plan Working Group.
It was proposed by Councillor H Neate and seconded by Councillor S Hardstaff that with effect from 1st April 2025, the revised Business Plan for 2025/2027 be adopted.
- An amendment was proposed by Councillor G Walters and seconded by Councillor M Farren and **RESOLVED: FOR – 2, AGAINST – 7, ABSTENTIONS – 2**, that Visit Andover Website be removed from the Business Plan.
Motion failed.
- C409/03/25** Members returned to the substantive motion.
RESOLVED: FOR – 8, AGAINST – 0, ABSTENTIONS – 3, that with effect from 1st April 2025, the revised Business Plan for 2025/2027 be adopted.
- C410/03/25** It was proposed by Councillor H Neate and seconded by Councillor J Hughes and **RESOLVED: FOR – 10, AGAINST – 0, ABSTENTIONS – 1**, that with effect from 1st April 2025, the [performance matrix](#) be adopted.
- C411/03/25** It was proposed by Councillor H Neate and seconded by Councillor K Bird and **RESOLVED: FOR – 9, AGAINST – 0, ABSTENTIONS – 2**, that the performance matrix be reported and published against the business plan quarterly.
- C412/03/25** It was proposed by Councillor H Neate and seconded by Councillor E Reynolds and **RESOLVED: FOR – 9, AGAINST – 0, ABSTENTIONS – 2**, that the [business plan risk assessment](#) be added to the corporate risk register.
- C413/03/25** It was proposed by Councillor H Neate and seconded by Councillor E Reynolds and **RESOLVED: FOR – 9, AGAINST – 0, ABSTENTIONS – 2**, that the potential quick wins actions be delegated to the relevant responsible committee, to explore and deliver where feasible.

Signed as a true and accurate record of the meeting

Mayor / Chairman: Date:

C414/03/25

Members noted that following the approval of the revised business plan, the next steps would be to:

- Publish the business plan on the Town Council website, social media and in the local press.
- Consider a Council grants and sponsorship strategy.
- Consider the future role of the Business Planning Working Group, if any.

The Town Mayor gave thanks to everyone involved with the creation of the Business plan.

INSURANCE

C415/03/25

The acting Town Clerk spoke to the [insurance](#) cover report. Members went into discussion.
(Councillor R Hughes arrived at 7.10pm)

C416/03/25

It was proposed by Councillor E Reynolds and seconded by Councillor M Farren and **RESOLVED: Unanimously**, that the insurance cost for 2025/2026, as stated in the report, be approved.

C417/03/25

It was proposed by Councillor K Bird and seconded by Councillor G Walters and **RESOLVED: Unanimously**, that the acting Town Clerk be delegated to investigate what the cost would be to increase the Management Liability and Legal Liability.

C&E COMMITTEE RECOMMENDATION

C418/03/25

It was proposed by Councillor E Reynolds and seconded by Councillor T Burley and **RESOLVED: Unanimously**, that the Community and Events Committee's recommendation (CE 087/01/25), that £500.00 be taken from Operational Reserves for Carols around the Christmas Tree 2025, be approved.

CHRISTMAS LIGHTS EXTENSION

C419/03/25

Members received a report on the [Christmas Lights extension schedule](#).

C420/03/25

It was proposed by Councillor K Bird and seconded by Councillor T Burley and **RESOLVED: Unanimously**, that the Community and Events Committee's recommendation that the lights be extended as per the report, be approved.

C421/03/25

It was proposed by Councillor M Farren and seconded by Councillor K Bird and **RESOLVED: Unanimously**, that the use of £10,000.00 from the Earmarked Reserves for the Christmas Lights extension 2025/2026, be approved.

MOCKUMENTARY

Signed as a true and accurate record of the meeting

Mayor / Chairman: Date:

C422/03/25

Members noted the Mockumentary [report](#) and went into debate.

C423/03/25

It was proposed by Councillor E Reynolds and seconded by Councillor A Horsnell and **RESOLVED: FOR – 7, AGAINST – 4, ABSTENTIONS – 1**, that the Community and Events Committee’s recommendation, that the full rights to the Mockumentaries be passed back to Joseph Hughes as an individual, to do with as he wishes as long as it is clear that Andover Town Council is no longer associated with them, be approved.

WEBSITE

C424/03/25

Members received and noted an update [report](#) on the new website.
(Councillor A Horsnell left the meeting at 7.40pm)

DEFIBRILLATOR APPLICATION

C425/03/25

It was proposed by Councillor E Reynolds and seconded by Councillor K Bird and **RESOLVED: Unanimously**, that the Community and Events Committee’s recommendation (CE 124/02/25) that the Burghclere Down Community Centre’s funding request of £500.00, toward the purchase of a new defibrillator, be approved. The money was to be taken from the Operational Reserves.

GRANT AWARDS

C426/03/25

Members noted that the following grants, (all under £5,000) were awarded by the Community and Events Committee under their delegated power as per their Terms of Reference:

- Unity
- A-fest
- Yellow Brick Road
- Spotlight UK

(To make decisions on spending in accordance with:

- ***Clause 5, (5.15) of the Financial Regulations;***

Approved budget headings limits subject to a limit of £5,000. Spending over £5,000 will be referred to Full Council.)

(Councillor A Horsnell rejoined the meeting at 7.43pm)

C427/03/25

Members discussed the current Grants Policy and pointed out that the wording needed to be clearer about funding levels and the requirement of the application needing to go to Full Council for approval. Officers were requested to review the Grants Policy for an amendment, to clarify the procedure for grant applications that exceed £2,000.00.

MEMBERSHIP TO COMMITTEES

Signed as a true and accurate record of the meeting

Mayor / Chairman: Date:

C428/03/25 It was proposed by Councillor J Hughes and seconded by Councillor K Bird and **RESOLVED: Unanimously**, that Councillor T Burley's inclusion as a member on the Planning Committee and Allotments Committee, be approved.

PRIDE 2025

C429/03/25 Members received and noted an [update Pride 2025 report](#).
Councillor A Horsnell spoke to the report.

VE DAY 2025

C430/03/25 Members received and noted an update report.
Councillor K Bird gave thanks to the Communication and Events Manager, for her efforts in securing the Guildhall for the event.

DEVOLUTION

C431/03/25 Members noted that all Councillors had received an invitation to the Working Group as per C376/02/25.

C432/03/25 Members noted that a meeting had been scheduled for 24 March to review the online consultation, with a closing date of 13 April 2025 - [Hampshire and the Solent devolution consultation - GOV.UK](#)

COUNCILLOR REPORTS

C433/03/25 Councillor R Hughes

The agreed joint letter with TVBC on 13 districts on Devolution has been sent, after being unanimously approved by all the relevant Borough Councils. Reason we went to Fast track meant more time to deal with Local Governance Review. Clear majority at the County Council that existing boundaries won't be used. Boroughs' views were "keep your hands off TVBC."

C434/03/25 Councillor M Farren

I'm continuing the fight for Floral way and parent and child parking spots in town. An update on Hendog has not been received yet. There's a planned road closure on Vigo Road on 26 March.

C435/03/25 Councillor K Bird

I attended the opening of the new St John's Building in Winchester. It was a useful and interesting evening. Active cadets programme – long waiting list.
I attended the Andover Vision meeting, where I saw the proposed new layout of the Western Avenue.
Together with the Town Mayor, I attended the Commonwealth Day flag raising event. Also attended the Hampshire County Council briefing on the Devolution reform.

Signed as a true and accurate record of the meeting

Mayor / Chairman: Date:

C436/03/25

Councillor T Burley

I attended the TVAPTC meeting with the Town Mayor. Interesting briefing regarding waste services. I will get someone to speak to the Town Council about it.

I attended the Local Resilience Forum, which was more applicable to Parish Councils. I attended the Andover Vision meeting.

Also, I was invited to see inside the new Community Mosque on Junction Road, which was previously used as a bingo hall and was made to feel welcomed and watched a prayer session.

Along with other councillors, I attended the Councillor Tea and Biscuits event last Saturday.

C437/03/25

Councillor E Reynolds

I attended the meet and greet session at the Councillor Tea and Biscuit event last Saturday.

FUTURE ITEMS

C438/03/25

The following item was requested to be added to the next Full Council agenda:

- Food waste presentation from TVBC.

NEXT MEETING

C439/03/25

Members noted that the date of the next Full Council meeting would be **Wednesday 23 April 2025, at The Upper Guildhall, Andover, at 6.30pm.**

MEETING CLOSURE

C440 /03/25

The Town Mayor closed the meeting at **8.14pm.**

Signed as a true and accurate record of the meeting

Mayor / Chairman: Date: