



**Time and date**

6.30pm on Wednesday **17 September 2025**

**Place**

Upper Guildhall, Andover

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

<b>Officers Present:</b>	Tor Warburton (Acting Town Clerk/RFO) Micha West (Deputy Town Clerk/Deputy RFO) Started at 6:30pm
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<b>Members of the Public:</b>	1
<b>County/Borough Councillors:</b>	Councillor Z Brooks
<b>Members of the Press:</b>	0

Prior to the start of the meeting, the Members received a presentation from Goff Edevane from Southern Water.

## **PUBLIC SESSION**

**C155/09/25** There were no comments received from the Member of Public present.

## **APOLOGIES**

**C156/09/25** Apologies were received from Councillor T Burley.

## **MAYOR'S ANNOUNCEMENTS**

**C157/09/25** I attended the Andover Carnival on 20 July, which was a great event. The High Street activities sponsored by Andover Town Council were very popular. Thanks go to Councillors Farren, Cockaday, Horsnell, Reynolds and Gregori, who helped on the day, whether for a short time or longer.

Signed as a true and accurate record of the meeting

Mayor / Chairman: .....

Date: .....

Also in July, I attended an Andover Vision workshop meeting on health care decision making and met with the Executive Director of the BID, to catch up on his progress since being appointed.

In August I attended the commemoration of VJ Day along with Councillors Reynolds and Cockaday and laid a wreath in remembrance of the day Japan surrendered, marking the end of the Second World War.

Also in August, I met with the Chair of Amport Council, who considered there were some common interests in planning and water services and referred his queries to the Planning Chair.

In September, Councillors Horsnell, J Hughes and I met with Rt Hon Kit Malthouse MP, and discussed our business plan and local concerns. These included Southern Water, High Street scaffolding, Plot 90 Walworth Road and policing.

I also met with the Test Valley Borough Council Mayor's office and followed up on our wish to have more of a presence at this year's Remembrance Day events. We will hear soon about the arrangements.

On Ward business, I can report that the defibrillator we funded in Picket Piece last summer, had been used twice. Although we would never know the full details, it showed that the location was necessary. I also took part in the community litter pick on 7 September.

Please also note that our next Councillors Tea and Biscuits event is booked for this Saturday at King Arthurs Hall from 10.00am. The deferred planning decision on Plot 90 Walworth Road will be held at 5.30pm, at the Andover Community Church on 23 September.

## EXTERNAL REPORTS

**C158/09/25** There were no external reports received at the meeting.

## INTERESTS

**C159/09/25** 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 A Horsnell declared an interest in agenda item 15.

## MINUTES

**C160/09/25** It was proposed by Councillor R Kidd and seconded by Councillor E Reynolds and **RESOLVED: Unanimously**, that the Minutes of the Town Council Meetings held on [18 June 2025](#), [9 July 2025](#) and the ECM on [11 August 2025](#), be accepted and signed by the Chairman as a correct record.

**C161/09/25** The following Council/Committee Minutes were received and noted:

- Planning Committee: [30.06.25](#), [21.07.25](#), [11.08.25](#)
- Allotments: [16.04.25](#)
- Community and Events: [29.05.25](#), [6.08.25](#)
- Policy and Resources: [30.04.25](#)

## CONTRACTUAL & DELEGATED PAYMENTS

**C162/09/25** Members noted the [report](#) attached to explain larger amounts. Members received and noted the contractual and delegated payments that had been made in the period of from: [1 July 2025 to 10 September 2025](#).

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Mayor / Chairman: .....

Date: .....

## PAYMENTS FOR APPROVAL

**C163/09/25** It was noted that there were no payments made above the RFO's delegated authority.

## CREDIT CARD

**C164/09/25** It was noted that there had been no spending on the Credit Card.

## FINANCE

**C165/09/25** It was proposed by Councillor E Reynolds and seconded by Councillor J Goodwin and **RESOLVED: Unanimously**, that the following reports, be approved:

- [Bank Statements & Bank Reconciliation](#)
- [Cashbook](#)
- [Earmarked Reserves](#)
- [Financial Comparison to date](#)

## SCHEME OF DELEGATION

**C166/09/25** It was proposed by Councillor R Hughes and seconded by Councillor K Bird and **RESOLVED: Unanimously**, that the Policy and Resources recommendation to accept the updated [Scheme of Delegation](#), with the relevant connected documents (PR010/07/25) be approved.

## FULL COUNCIL TERMS OF REFERENCE

**C167/09/25** It was proposed by Councillor K Bird and seconded by Councillor S Hardstaff that the Policy and Resources recommendation to accept the [Full Council Terms of Reference](#) (PR011/07/25) be approved.

**C168/09/25** An amendment was proposed by Councillor S Hardstaff and seconded by Councillor J Goodwin, that the sentence 'Recruitment of the Clerk and RFO', be amended to read 'Manage the Clerk and RFO.'  
**RESOLVED: Unanimously.**

**C169/09/25** Members returned to the substantive motion.  
It was proposed by Councillor S Hardstaff and seconded by Councillor A Horsnell and **RESOLVED: Unanimously**, that the Full Council Terms of Reference with the amendment, be approved.

## MEETING DATES

**C170/09/25** Members considered an [amended meeting dates schedule](#), which included additional dates to accommodate budget setting. In addition to this, Members considered a change of the scheduled meeting date for Policy and Resources Committee from Wednesday, 5 November 2025 to Thursday, 6 November 2025.

**C171/09/25** It was proposed by Councillor K Bird and seconded by Councillor K Hughes and **RESOLVED: Unanimously**, that the amended meeting dates schedule and the change of meeting date for the Policy and Resources Committee, be approved.

## MAYORAL CHARITY

**C172/09/25** Members received and considered a [Mayoral Charity Report](#).

**C173/09/25** It was proposed by Councillor M Farren and seconded by Councillor A Horsnell that the practice of the Mayor selecting a charity to support during their term, to start at the beginning of the next Civic year, be approved.

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**C174/09/25** Members went into a debate. Councillor R Hughes commented that the report was not clear on how the Council would support the Mayor on something obligatory and there was no detail regarding potential staff time costings or any budget head set up for it. Councillor R Hughes proposed that the item be referred to another meeting, to enable further information to be sought. It was There was no seconder. Concerns regarding how the finance would be handled were also raised.

**C175/09/25** It was proposed by Councillor G Walters and seconded by Councillor R Kidd and **RESOLVED: FOR – 14, AGAINST – 0, ABSTENTIONS – 1**, that the item be referred back to the Policy and Resources Committee for further clarification and that a detailed proposal be prepared.

**C176/09/25** Members voted on the substantive motion.  
**RESOLVED: Unanimously**, that the item be referred back to the Policy and Resources Committee for further clarification and that a detailed proposal be prepared. That the practice of the Mayor selecting a charity to support during their term, to start at the beginning of the next Civic year, be approved.

### UNITY GRANT

**C177/09/25** Members received and reviewed a Community and Events recommendation to consider a [Unity Grant application](#).

**C178/09/25** (Councillor A Horsnell left at 7.21pm)  
It was proposed by Councillor M Farren and seconded by Councillor J Goodwin that the Unity grant application be approved.

Members went into a discussion.

A recorded vote was requested by Councillor M Farren, which was as follows:

**FOR:** Councillor H Neate.

**AGAINST:** Councillors J Cockaday, M Farren, J Goodwin, R Kidd, G Walters, R Hughes, K Hughes, L Gregori, E Reynolds and S Hardstaff.

**ABSTENTIONS:** Councillors J Hughes, K Bird and R Meyer.

**Motion not passed.**

(Councillor A Horsnell returned at 7.23pm)

### GRANT POLICY & PROCEDURE

**C179/09/25** Members noted and reviewed revisions to the draft Grant Funding Policy and Procedure (CE089/09/25), (a), (b), (c).

It was proposed by Councillor H Neate and seconded by Councillor L Gregori that the revised Grant Funding Policy and Procedure be approved. During debate, Members drew attention to the Policy section, under the paragraph entitled “*What does this policy include?*”. It was agreed that the words “*raffle prize*” should be removed.

**C180/09/25** An amendment was proposed by Councillor R Hughes and seconded by Councillor M Farren and **RESOLVED: Unanimously**, that the draft Grant Funding Policy and Procedure be referred back to Community and Events Committee, to review and approve all the changes and be brought back to Full Council for final approval.

### POLICE UPDATES

Signed as a true and accurate record of the meeting

Mayor / Chairman: .....

Date: .....

**C181/09/25** Members noted that the Police had been invited to attend Full Council meetings to provide updates on policing in Andover. Following a review of availability, it was confirmed that the Police would be attending on 18 February 2026.

**WORKING GROUPS**

**C182/09/25** Members received updates from the following:  
Pride Working Group  
Grants Working Group  
[Policy Working Group](#)  
Website Working Group  
LGR/Devolution Working Group  
(Councillor R Kidd left at 7.51pm)

**COUNCILLOR REPORTS**

- C183/09/25 Councillor M Farren**  
I am looking to speak to relevant Town Councillors to placate concerns regarding bus services to Newbury.  
I will be speaking with Councillor Z Brooks about a resident regarding issues with anti-social behaviour in the building in which her home is situated.
- C184/09/25 Councillor A Horsnell**  
I attended Sappers Day in July at Perham Down, following my attendance at the Armed Forces Day in June.  
At present, I am in discussions with HCC regarding the hole at the bottom of the High Street.
- C185/09/25 Councillor G Walters**  
Concerns have been raised regarding the standard of ongoing work at the bottom of the High Street, specifically the cracking cement and presence of loose cobbles.  
Also the general cleanliness of the High Street was noted as a dirt issue, particularly oil stains left by market traders' vehicles.
- C186/09/25 Councillor R Hughes**  
I identified an empty house on King Arthurs Way estate, which appears to have slipped through TVBC's empty house policy.  
There are ongoing issues with parking on estates and vehicles that are without statutory off-road notifications, taxed or MOT'd.
- C187/09/25 Councillor E Reynolds**  
I attended the Andover Carnival in July with the Town Mayor, as well as the VJ Day commemoration in August.  
I will be attending Finance & Budgeting for Councillors training.
- C188/09/25 Councillor J Hughes**  
The Yellowbrick Road Project music festival is up and ready to go. We have endorsements from a personality of a legendary band also.
- C189/09/25 Councillor S Hardstaff**  
I have also attended some councillor training recently.  
I have been dealing with HCC regarding the flooding on one of the estates. The drainage has now been cleared.

**FUTURE ITEMS**

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Date: .....

**C190/09/25** It was asked that an extension to the response deadline date, for the TVBC Playing Pitch Strategy (PPS) and Sports Facility Strategy (SFS) survey, be requested. The Deputy Town Clerk would action this.

**NEXT MEETING**

**C191/09/25** Members noted that the date of the next Full Council meeting would be **Wednesday 22 October 2025, at The Upper Guildhall, Andover, at 6.30pm.**

**MEETING CLOSURE**

**C192/09/25** The Town Mayor closed the meeting at **8.03pm.**  
(Councillor R Kidd returned at 8.03pm)

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Mayor / Chairman: .....

Date: .....