



Time and date

6.30pm on Wednesday **22 October 2025**

Place

Upper Guildhall, Andover

Councillors Present:		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	x		Cllr R Meyer	x	
Cllr E Reynolds	✓		Cllr G Walters	✓				

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

PUBLIC SESSION

C200/10/25 There were no comments received from the Member of Public present.

APOLOGIES

C201/10/25 Apologies were received from Councillor T Burley and Councillor R Kidd.

MAYOR'S ANNOUNCEMENTS

C202/10/25 On 23 September, I attended, along with many members of the public, the Northern Area Planning meeting about industrial units on Plot 90 Walworth Road, where we again outlined objections to the design of 4 warehouses. Planning permission was nevertheless approved.
On 26 September, I attended our MacMillan Coffee morning, which raised £195.34. Thanks go to Officers and Councillors for their support and making sure there was plenty to eat.

Signed as a true and accurate record of the meeting

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On Local Government reorganisation (LGR), Councillors Reynolds, Hardstaff, Goodwin, Horsnell and I attended the Test Valley Association of Parish and Town Councils joint conference with Test Valley Borough Council (TBVC), which included the Local Plan, LGR and parish elections in 2027. Then in October, along with many town councillors, I attended a briefing from TVBC on LGR.

Coming up, our next Councillors' Tea and Biscuits session will be at Picket Piece Village Hall on Saturday 8 November from 1:30pm, please make sure to promote this opportunity for residents to join us.

Further to my report at the last Full Council meeting on our wish to have more of a presence at this year's Remembrance Day events, I have circulated invitations to all councillors about services on both Sunday 9 November and Tuesday 11 November. Please let TVBC know if you plan to attend.

EXTERNAL REPORTS

C203/10/25 **Councillor D. Drew** thanked the Mayor and greeted Councillors. He noted that his [written report](#) had been circulated to all Members and therefore he would not go through it in full but would highlight key points.

Shaping a stronger future – transforming local government across Hampshire and the Solent.

https://www.hants.gov.uk/News/20250926LGR_submission_to_Government

Test Valley Borough Council backs historic proposal to join New Forest, Winchester and East Hampshire.

<https://testvalley.gov.uk/news/2025/sep/test-valley-borough-council-backs-historic-proposal-to-join-new-forest-winchester-and-east-hampshire>

On your marks, get set!... – just a few weeks to go until weekly food waste collections begin in Test Valley.

<https://testvalley.gov.uk/news/2025/sep/get-ready-get-set-just-one-month-to-go-until-weekly-food-waste-collections-begin-in-test-valley>

A link for residents to find out their bin collection days. This is:-

<https://testvalley.gov.uk/wasteandrecycling/when-are-my-bins-collected>

Help to support residents facing barriers to employment.

<https://www.hants.gov.uk/News/20250919GetHampshireWorking>

Don't get spooked by the deadline – apply for your child's secondary school place by 31 October.

<https://www.hants.gov.uk/News/20251008secondaryapplications>

HCC Members Grants to be reintroduced from 1st October.

<https://www.hants.gov.uk/aboutthecouncil/contact/communications/corporatebranding>
<https://www.hants.gov.uk/community/grants/grants-list/county-councillor>

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INTERESTS

- C204/10/25** Non-pecuniary declarations were received from:
1. Councillor E Reynolds, as a member of the Drove Association, and as an allotment plot holder.

MINUTES

- C205/10/25** It was proposed by Councillor K Bird and seconded by Councillor G Walters and **RESOLVED: Unanimously**, that the Minutes of the [Full Council](#) Meeting and [Extraordinary Council](#) meeting, held on 17 September 2025, be accepted and signed by the Chairman as a correct record.
- C206/10/25** The following Council/Committee Minutes were received and noted:
- Planning Committee: [8 September 2025](#) and [22 September 2025](#)
 - Community and Events: [3 September 2025](#)

CONTRACTUAL & DELEGATED PAYMENTS

- C207/10/25** Members received and noted the contractual and delegated payments that had been made in the period of from: [1 August 2025 to 30 September 2025](#).

PAYMENTS FOR APPROVAL

- C208/10/25** It was noted that there were no payments made above the RFO's delegated authority.

CREDIT CARD

- C209/10/25** It was noted that there had been no spending on the Credit Card.

FINANCE

- C210/10/25** It was proposed by Councillor H Neate and seconded by Councillor K Bird and **RESOLVED: Unanimously**, that the following reports, be approved:
- [Bank Statements & Bank Reconciliation](#)
 - [Cashbook](#)
 - [Earmarked Reserves](#)
 - [Financial Comparison to date](#)

INTERIM AUDIT REPORT

- Members received the Interim Audit Report.
- C211/10/25** Councillor S Hardstaff spoke to the report and highlighted that the Council had once again been given a clean bill of health by the auditors. He expressed how pleased he was with everything that had been presented and noted that this result demonstrated the strength of the team responsible for managing the process. He placed on record his thanks to the team for their outstanding work in securing another clean audit.
- C212/10/25** Councillor K Bird requested that her thanks to the Officers be formally recorded in the Minutes.
- Councillor L Gregori expressed his full support for Councillor K Bird's comments. He asked Councillors to note a comment made by the External Auditor which related to the Council's precept; "Band B is set at £34.00, whereas the average for the towns across England is £93.00." Councillor L Gregori commented that this was worth bearing in mind.
- C213/10/25**

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C214/10/25 It was proposed by Councillor S Hardstaff and seconded by Councillor L Gregori and **RESOLVED: Unanimously**, that the [Interim Audit report](#), recommended by the Policy and Resources Committee, be approved.

AGAR

C215/10/25 It was proposed by Councillor S Hardstaff and seconded by Councillor K Bird and **RESOLVED: Unanimously**, that the following reports as recommended by the Policy and Resources Committee, be approved:

- [Notice of Conclusion of External Audit Report 2024-2025](#)
- [External Audit Report and Certificate 2024-2025](#)

C216/10/25 Councillor K Bird requested that thanks to the Officers be formally minuted once again.

GRANT POLICY AND PROCEDURE

C217/10/25 Members received and reviewed the [Grant report](#) and [Grant Funding Policy](#) and Procedure as per the recommendation from the Policy and Resources Committee. Councillor R Hughes asked for clarification on the figures for the small, medium large grants and whether this document was the one Councillors were being asked to approve.

Councillor H. Neate explained the grant figures and confirmed that this was the document Councillors were being asked to approve.

An explanation was also given as to why the tracked changes had been left in the document:

- It had been requested at a previous Council meeting that the Grants Policy document be returned with tracked changes.
- This was to show which changes had been made.
- When the policy is approved with those tracked changes, the new figures will replace those shown in the current Grants Policy.

C218/10/25 An amendment was proposed by Councillor S Hardstaff and seconded by Councillor K Bird and **RESOLVED: FOR – 12, AGAINST – 0, ABSTENTIONS – 1**, that the quoted grant amounts be changed in order to safeguard the Council from a £1.00 discrepancy, as follows:

Small grants: Up to £150.00

Medium grants: £150.01 up to £1,500.00

Large grants: £1,500.01 up to £3,000.00

C219/10/25 Members returned to the substantive motion.

It was proposed by Councillor H Neate and seconded by Councillor K Bird and **RESOLVED: FOR: 12, AGAINST: 0, ABSTENTIONS: 1**, That the Grants Policy, with the tracked changes and the agreed amendment, be approved with immediate effect for all future grant applications.

FINANCIAL RISK ASSESSMENT

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C220/10/25 It was proposed by Councillor S Hardstaff and seconded by Councillor E Reynolds and
RESOLVED: Unanimously, that the updated [Financial Risk Assessment](#) recommended by the Policy and Resources Committee, be approved.

BUSINESS PLAN PERFORMANCE REVIEW

C221/10/25 Members received and noted the [Quarter 2 report](#) and [Business Plan Performance Matrix](#).
It was proposed by Councillor H Neate and seconded by Councillor K Bird and
RESOLVED: FOR - 12, AGAINST - 1, ABSTENTIONS - 0, that the Officers be instructed to put the performance matrix on the website.

ELECTORS MEETING

C222/10/25 Members were asked to approve that the Full Council meeting scheduled for 15 April 2026, serve as the Annual Electors meeting.

C223/10/25 An amendment was proposed by Councillor K Bird and seconded by Councillor M Farren and **RESOLVED: Unanimously**, that the Annual Electors meeting would occur on the same day as the Full Council meeting, scheduled for the 15 April 2026.

C224/10/25 Members returned to the substantive motion.
It was proposed by Councillor K Bird and seconded by Councillor M Farren and
RESOLVED: Unanimously, that the Annual Electors meeting be held on the 15 April 2026.

WORKING GROUPS

C225/10/25 **Pride Working Group:**
Councillor M Farren gave an update stating that he had met with the British Army on Saturday. He noted that one of the main criticisms from residents regarding Pride, was that funds should be spent on services rather than on Pride. He was also trying to speak with the Pride group within Army Careers, about inviting them to next year's Pride event.

C226/10/25 **Grants Working Group:**
Councillor H Neate noted this was dealt with at item 13.

C227/10/25 **Policy Working Group:**
Councillor H Neate reported that following last month's discussions, work had continued on the data protection policy and associated procedures.

C228/10/25 **Website Working Group:**
Councillor S Hardstaff apologised for not submitting a written report but explained that there was little to update. He advised that he had been working with the supplier to obtain confirmed dates for when the work for the Council would be completed and to arrange the transfer of the domains.

C229/10/25 **LGR/Devolution Working Group:**
Councillor S Hardstaff stated that there was nothing further to report, as they were still waiting for a response from TVBC.

C230/10/25 **Youth Services Working Group:**
Councillor J Goodwin confirmed that the working group would be meeting on Friday and that a report would be submitted following the meeting.

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CRTB Working Group:

C231/10/25

Councillor K Bird reported that confirmation had been received from TVBC regarding the required wording on the updated form. The approved list from Community Engagement had been provided and work could now proceed. A spreadsheet had been set up and Councillor S Hardstaff had agreed to assist with compiling the required information to carry out a mail merge to the new form. They would work as quickly as possible to complete this.

Regarding assets coming up for auction, it was noted that if something was already being sold, it was too late to request that it be protected under the Community Right to Bid (CRTB).

Councillors were also asked to submit any suggestions for additions, along with a one-line explanation of why they believed an asset should be included, as this would be helpful.

C232/10/25

Charter Working Group:

Councillor K Bird reported that contact had been made with Erica, who had attended a Community and Events Committee meeting some time ago. Ongoing discussions had taken place, and she had suggested giving a presentation to Councillors first rather than beginning with a public talk. This had been arranged for January. Erica would deliver a presentation to Town Councillors about the history of the charters, allowing for an open dialogue and discussion on their significance, what should be commemorated and how this should be done.

COUNCILLOR REPORTS

C233/10/25

Councillor M. Farren reported that over the last 18 months to two years, he had been working with residents of Floral Way regarding issues related to the school run, car parking and road surfaces. He was pleased to announce that during the week commencing 3 November, he and the residents will be joined by Councillor Z Brooks and Councillor P North in Floral Way, to begin addressing these longstanding problems. He added that once solutions were implemented, this could potentially serve as a roadmap for other areas in the town to request similar support from their County Councillors.

C234/10/25

Councillor L. Gregori reported that he, along with Councillors Burley and Horsnell, attended a meeting regarding Chantry and Western Avenue. He commented that it was interesting to see how well TVBC had been communicating with local residents about the proposals. However, despite assurances he received from TVBC's legal department, it was clear that the message was not fully getting through to residents. He expressed concern that the proposed changes (with no protective costings and the introduction of two-way traffic to replace the current one-way system) would lead to future problems. He thanked Councillors Burley and Horsnell for their work on the matter and confirmed that they would continue to address this issue as individual Councillors rather than as a County Council matter.

C235/10/25

Councillor K. Bird reported that she, along with several others, attended a briefing on the Test Valley Local Government Reorganisation (LGR) held at Beech Hurst. She also noted that, in a personal capacity rather than as a Councillor, she attended an event for Koala on the High Street, which she was pleased to support. It was a valuable opportunity to meet many of their guests/service users. Councillor Bird further reported that last weekend she was delighted to take part in the Heritage and Hope event held in the Pocket Park. The event was run in collaboration with various organisations, including the Cultural Sharing Forum. She commented that

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it was wonderful to see so many people attending, despite the cold and grey weather and that it was a fantastic example of community spirit and connection being built.

C236/10/25 **Councillor E Reynolds** advised that he had attended some training on 'Finance and Budgeting', which he reported was very good.

C237/10/25 **Councillor A Horsnell** reported that he was invited to attend the Andover Over-50s Forum, held at the Andover Community Church. It was a very positive initiative aimed at encouraging residents to come out of their homes, be active and engage socially with others.

He attended a presentation by Southern Water at Picket Piece regarding the future water supply coming into Andover.

Councillor A Horsnell further reported that the main issue he had been working on recently was the situation with the Ladbroke's building. He had been in communication with the company's CEO and following the article in the Andover Advertiser, as well as a potential escalation to TV press, workmen had now arrived on site to begin strengthening and repairing the building. He was informed that the works were estimated to be completed by February 2026.

FUTURE ITEMS

C238/10/25 No future items were requested.

NEXT MEETING

C239/10/25 Members noted that the date of the next Full Council meeting would be **Wednesday 19 November 2025**, at the **Upper Guildhall, Andover, at 6.30pm**.

MEETING CLOSURE

C240/10/25 The Town Mayor closed the meeting at **7.23pm**.

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