

# ANDOVER TOWN COUNCIL



## Minutes of Events Committee

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### Time and date

6.06pm on Tuesday, 14 July 2020

### Place

Virtual On-Line Meeting via Zoom

### Details of Attendance:

Cllr J Coole (Chairman) (P) Cllr R Meyer (Vice Chairman) (P) Cllr D Coole (P) Cllr L Banville (A)  
Cllr C Ecclestone (P) Cllr L Gregori (P) Cllr R Hughes (P) Cllr B Long (P)

### Officers Present:

Wendy Coulter (Town Clerk)  
Tor Warburton (Deputy Town Clerk)  
Michelle Young (Committee & GDPR Officer) (Taking the Minutes)

### Other Councillors:

Cllr R Rowles (Ex officio)

### Other Borough/County Councillors:

Cllr I Anderson  
Cllr T Burley  
Cllr Z Brooks  
Cllr D Drew  
Cllr K Hamilton  
Cllr N Matthews

**Members of the Public:** 5

**Members of the Press:** 0

Due to the Covid-19 Pandemic and Government legislation regarding Social Distancing, it was not possible to hold this meeting at a normal public venue. Therefore, the Town Council made arrangements under the Coronavirus Act 2020 and subsequent Regulations permitting remote meetings, to hold the meetings virtually. A voting procedure was actioned via role call method with each Member's name and response recorded in the Minutes.

## **EC 033/19 Election of Chairman**

Members noted the resignation of Councillor J Coole as Chairman of the Events Committee.

It was proposed by Councillor J Coole and seconded by Councillor R Meyer that Councillor D Coole be elected as Chairman of the Events Committee for the remainder of the Municipal Year 2020/2021.

A vote was taken, 4 for, 3 against.

A recorded vote was as follows:

For: Councillors J Coole, D Coole, C Ecclestone and R Meyer.

Against: Councillors L Gregori, R Hughes and B Long.

**RESOLVED: That Councillor D Coole be elected as Chairman of the Events Committee for the remainder of the Municipal Year 2020/2021.**

## **EC 034/19 Apologies for Absence**

There were no apologies received.

## **EC 035/19 Declarations of Interest**

Councillor R Hughes declared a Pecuniary Interest on Agenda Item 8, King Arthurs Way Community Association Grant Application.

## **EC 036/19 Minutes**

It was proposed by Councillor C Ecclestone and seconded by Councillor R Meyer that the Minutes of the Events Committee meeting held on Tuesday 25 February 2020, be signed by the Chairman as a correct record.

A vote was taken, 4 for, 3 abstentions.

A recorded vote was as follows:

For: Councillors J Coole, D Coole, C Ecclestone and R Meyer.

Abstentions: Councillors L Gregori, R Hughes and B Long.

**RESOLVED: That the Minutes of the Events Committee meeting held on Tuesday 25 February 2020 be signed by the Chairman as a correct record.**

## **EC 037/19 Public Participation**

*The notes below are a precis of statements/questions. They are not recorded word for word.*

### **Member of Public 1:**

A-Fest update –We have been working with Test Valley Borough Council (TVBC) as there has been a clear indication that it is not currently legal to hold a public event outdoors, Therefore, this year’s event will be held online. There will be live interviews and pre-recorded interviews.

Budget will remain the same and any surplus will go towards future A-Fest events. We would like to know what is happening with the transfer of the grant monies.

### **Chairman Response:**

Yes, the A-Fest grant was approved. The money has yet to be allocated. Can you provide a date for the event?

### **Member of Public 1:**

The A-Fest event will be on 6 September 2020.

## **EC 038/19 Events Committee – Terms of Reference**

Members noted the Terms of Reference of the Events Committee.

## **EC 039/19 Events**

### **Christmas Lights:**

Members noted the update report on the Christmas Lights, Installation, Structural testing of the lamp columns and implications of the Town Mills Development – ***attached to record Minutes.***

### **Current Events:**

There were no updates received regarding Andover Town Council's involvement and funding of events.

Members discussed the Shilling Fair and it was established that there were funds received from the rides of the previous year's Shilling Fair, that had not been returned to the organisers.

It was proposed by Councillor D Coole and seconded by Councillor R Meyer that the funds be returned to the Shilling Fair organisers.

A vote was taken which was unanimous.

A recorded vote was as follows:

For: Councillors D Coole, J Coole, C Ecclestone, L Gregori, R Hughes, B Long and R Meyer.

**RESOLVED: That the funds be returned to the Shilling Fair organisers.**

### **New Events:**

The Chairman welcomed any idea for future events.

A Member asked whether the Events Committee would be overseeing the Tree Plaques for the Queen's Jubilee and World War 2. It was confirmed that it would be, however, due to the lockdown situation, the purchasing of the plaques had to temporarily be put on hold.

### **Event Funding Requests:**

Members were advised that the Town Council had received a request for funding relating to the cycling event, however, nothing had been heard since. The Chairman confirmed he will contact the organisers.

### **Andover Town Council/Public Engagement:**

Members were reminded that the idea of a pop-up gazebo stall at Town Centre Events was raised at a previous Events Committee Meeting. The possibility was discussed of running the stall from September 2020 and Councillors were invited to volunteer to man the gazebo.

## **EC 040/19 Grants**

The Deputy Clerk undertook to review the grants and how the money was spent and the acknowledgement of the fact that Andover Town Council provided the money.

Members noted that the Grant application from Unity had been withdrawn due to the Coronavirus situation. It was hoped that this could be revisited in 2021.

Consideration was given to the King Arthurs Way Community Hall grant. It was suggested that further information was required and that the application be deferred until the next meeting.

Members asked about the progress with the Abel Foundation Grant application and were advised that the Town

Council was still awaiting a response to the questions raised at the last meeting.

It was proposed by Councillor J Coole and seconded by Councillor D Coole that the King Arthurs Way Community Hall Grant be deferred until the next Events Committee Meeting.

A vote was taken, 5 for, 1 against, 1 abstention.

A recorded vote was as follows:

For: Councillors J Coole, D Coole, C Ecclestone, B Long and R Meyer.

Against: Councillor L Gregori.

Abstention: Councillor R Hughes.

**RESOLVED: That the King Arthurs Way Community Hall Grant be deferred until the next Events Committee Meeting.**

## **EC 041/19 Andover Special Expenses Levy Services**

Members received an update on the progress of the transfer of non-Levy Parish level services by Councillor D Coole, of the Negotiating Team, as follows:

*“Since our last update to the Events Committee on 25<sup>th</sup> February 2020 concerning the transfer of the Parish-level assets, responsibilities and services of the Andover Special Expenses Levy, progress has been slow. Despite their public statement that TVBC is prepared to transfer them, the TVBC Negotiator (Cllr Nick Adams-King) has refused to progress our information requests in a timely manner and has, in our opinion, been unnecessarily obstructive. He has refused to hold meetings, has denied access to Officers and has insisted on negotiations being conducted by correspondence. He did acknowledge our preferred priority list of services to be transferred and the timeline, although the latter will need updating due to these unnecessary delays.*

*Throughout the negotiations, we have given TVBC numerous opportunities to state whether they would like to retain one or more of the Parish-level Levy services and to declare them as Borough assets and responsibilities. The TVBC Negotiator has not taken up any of these opportunities.*

*On 11 March, the TVBC Negotiator finally agreed to provide specifications for the service standards undertaken by TVBC and charged to the Levy, and details of the revenue and capital contributions made annually to maintain adequate reserves to cover the maintenance of buildings and plants. Regrettably this information is still outstanding and the TVBC Negotiator has refused to provide a date when it will be forwarded. Given that this is basic information used on a daily basis by Officers, there is no justification for him taking four months to provide it. The TVBC Negotiator has also refused to provide job descriptions for the Levy Services, the locations of the playgrounds, urban parks and open spaces, and the conditions and valuations of all Levy assets.*

*On 9<sup>th</sup> June after another request for an update, the TVBC Negotiator attempted to cause further delays by questioning the ATC Negotiating Team’s authority. He had to be reminded of the resolution passed by ATC Council on 22<sup>nd</sup> January 2020, authorising this Committee to effect the transfer of the assets, responsibilities and services.*

*On 10<sup>th</sup> June, the TVBC Negotiator announced at the TVBC Council meeting that TVBC had no intention of transferring or selling its Andover assets. However, the reality is that neither TVBC Cabinet nor TVBC Council has voted on whether to transfer or sell the Levy assets.*

*When we questioned the TVBC Negotiator’s statement, in relation to the transfer of Levy assets, responsibilities and services, he responded by denying we had ever discussed assets, despite documentary evidence to confirm we have.*

*He again attempted to undermine the authority of the ATC Negotiating Team and this Committee by copying in all ATC Councillors, which is a serious breach of negotiating protocol. This “foghorn diplomacy” behaviour is unacceptable and an apology has been sought for his indiscretion and assurances that he will not do it again.”*

Members discussed the update and suggested the next step would be to consider a legal approach. A question was raised to the Town Council Negotiating Team, regarding their report on the failures of the Community Halls. The Negotiating Team confirmed that the report would not be published until after the first meeting in person between the TVBC and Town Council Negotiating Teams.

A full report would be submitted to Full Council.

## **EC 042/19 Non-Levy Parish Level Services**

Members discussed the Andover Town Markets that are managed by Test Valley Borough Council on land owned by Hampshire County Council. It was felt that the markets were restricted, poorly managed and would benefit from rethought. Consideration needed to be given to what an attractive market should look like.

A full report would be submitted to Full Council.

## **EC 043/19 Property Purchase(s)**

The Property Purchase Team updated the Members and advised that no response had yet been received from Royal Mail, with regards to the lease on the building. A suggestion of approaching Test Valley Borough Council was made.

A full report would be submitted to Full Council.

## **EC 044/19 Projects**

### **Vigo park:**

Members received an update on Vigo Park Improvements and were advised that the Head of Planning and Building at Test Valley Borough Council (TVBC) had been approached to ascertain what plans TVBC had and whether they would be happy for Andover Town Council to be involved. A suggestion of putting toilets in the High Street and Vigo Park as well as a splash park for 2021 was made.

## **EC 045/19 Business Plan**

Members considered the Business Plan. It was agreed that the Chairman of the Committee would email all Councillors requesting them to review the Business Plan and to ask if they wish to be involved with the process.

## **EC 046/19 Budget and Earmarked Reserves**

(Cllr R Rowles left the meeting at 7.49pm)

It was proposed by Councillor D Coole and seconded by Councillor B Long that the meeting be extended by thirty minutes, as the two-hour meeting period would be exceeded.

A vote was taken which was unanimous.

A recorded vote was as follows:

For: Councillors J Coole, D Coole, C Ecclestone, L Gregori, R Hughes, B Long and R Meyer.

**RESOLVED: That the meeting be extended by thirty minutes, as the two-hour meeting period would be exceeded.**

Members discussed the Events Budgets and Earmarked Reserves. It was established that the Events Budget 2020/2021 would be looked at from September 2020 onwards, therefore attention focused on the current

underspend.

The Chairman asked that Recommendation of Underspend be added as an item to the next Events Committee agenda for discussion. Concerns were raised regarding the grants that had been awarded and no reports of expenditure had been received. Officers have contacted the relevant organisations for update reports.

### **EC 047/19 Website and Social Media**

Members were advised that Officers were in contact with the current website provider regarding updates.

### **EC 048/19 Andover Town Council Offices**

Members received an update on the programme of works to improve the Andover Town Council Offices. This included the recent decorating of the main office, stairwell and hallway. Plants had been purchased and placed in the main office. Officers had been visiting the Town Council Offices once a week during the lockdown and checked for post and the security of the premises.

### **EC 049/19 Committee Work Programme**

Members noted the Committee Work Programme.

Additional Items were requested to be included:

- Christmas Lights December 2021
- Business Plan
- Grants

### **EC 050/19 Items for Consideration at the next meeting**

The following items were added for consideration at the next meeting:

- Closed Markets
- Update of Terms and Reference
- Events Budget - Recommendation of Underspend

### **EC 051/19 Date of Next Meeting**

Members noted the date of the next meeting: **Tuesday 22 September 2020 via Zoom starting at 6.00pm.**

**The Chairman closed the meeting at 8.05pm.**

CHAIRMAN .....

DATE .....