



ANDOVER TOWN COUNCIL

Minutes Council

Time and date

6.00pm on Friday 13 March 2020

Place

The Upper Guildhall, High Street, Andover. Hampshire

Cllr R Rowles - Town Mayor (A)

Cllr L Banville - Deputy Town Mayor (A)

Cllr D Coole (P)

Cllr G Davis (A)

Cllr R Hughes (P)

Cllr D Treadwell (A)

Cllr J Coole (P)

Cllr K Farrer (A)

Cllr M James (P)

Cllr A Watts (P)

Cllr C Ecclestone (P)

Cllr L Gregori (P)

Cllr R Meyer (P)

Officers Present:

Wendy Coulter (Town Clerk)

Michelle Young (Committee & GDPR Officer) (Taking the Minutes)

Borough/County Councillors Present:

Cllr I Anderson

Cllr D Drew

Cllr T Burley

Cllr Z Brooks

Members of the Public: 3

Members of the Press: 0

Prior to the commencement of the full Council Meeting, in the absence of the Town Mayor and Vice Chairman, Members elected a Chairman for the Council Meeting.

It was proposed by Councillor C Ecclestone and seconded by Councillor R Hughes that Councillor D Coole be nominated as the Chairman for the duration of the full Council Meeting. A vote was taken, 6 for, 2 against and 0 abstentions.

RESOLVED: That Councillor D Coole be elected Chairman for the duration of the Town Council Meeting of 13 March 2020.

C 202/19 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs L Banville, G Davis, R Rowles and D Treadwell.

C 203/19 DECLARATIONS OF INTEREST

There were no Declarations of Interest in relation to any item on the agenda.

C 204/19 MINUTES OF THE LAST MEETING

It was proposed by Councillor C Ecclestone and seconded by Councillor R Hughes that the minutes of the Council meeting held on 26 February 2020 be signed by the Chairman as a correct record.

RESOLVED: That the minutes of the Council meeting held on 26 February 2020 be signed by the Chairman as a correct record.

C 205/19 PUBLIC PARTICIPATION

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

Councillor B Long:

Can you clarify that I will be Sworn in tonight?

Chairman's Response:

We will not be making any amendments to the Agenda tonight.

Councillor D Drew:

My congratulations to Councillor B Long.

Item 10 Earmarked Reserves – funds towards Tourism. Is there a report available? I have the Test Valley guide on Tourism.

Chairman's Response:

Tourism has been on the Events and Budgets and Staffing Agendas previously. The agenda item in front of you is to add a budget line.

Member of Public 1:

Why is the microphone not being used in the Public Participation?

Why is Councillor B Long not being sworn in this evening, this is incompetence of Town Clerk. You were fully aware of Elections coming up and it should have been on the agenda.

Chairman's Response:

I can only apologise that the microphone has not been passed to Members of Public to use.

As and when we are made fully aware of all the necessary details and confirmation of the Elections going ahead, it will be added to the Agenda.

Councillor B Long:

Item 11, Design Statement – could we have clarification exactly what it will cover.

Chairman's Response:

I confirm it will be on the conservation area. It will be discussed during the meeting.

C 206/19 REPORTS FROM TVBC AND HCC COUNCILLORS:

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

Councillor I Anderson:

The Brick wall in George Yard carpark has now been filled in.

Lines have been painted out along there also.

Hampshire Highways have been working with me and noted loose slabs and areas that require tarmacking.

Bus No.2 route going to be gone, however, it will be worked in with No.13 bus route.

The pot holes on Walled Grove have been done.

Western Avenue – Mud, plastic, badly churned up by lorries.

The cobbles will be cleaned of moss in front of the Guildhall.

(The following from the Councillor Z Brooks, are taken from hand written notes given to officers)

Councillor Z Brooks:

Facts and Figures

Hampshire's population is 1,376,300 (2018) the third most populous county in England (85% is rural and 15% urban). Hampshire county Council maintains 5400 miles of roads, 4300 miles of pavements, 133,000 streetlights, 481 schools, 45 libraries, 3 Discovery Centres and 1 e-library, 16 care homes with 960 beds for older people, 9 residential homes for children and young people, 24 Household Waste Centres and 5 Country Parks. Every year 94% of all household waste is diverted from landfill (40% recycled) is burnt for energy and powers 50,000 homes. Every day 454,000 people travel to work by car or van, 86,000 bus journeys are made and 4% journeys are by train. More than half of Hampshire's EU citizens have signed up to the Government's EU settlement scheme.

Budget

(2020-21) includes spending £2.1 billion on delivering important public services to 1.3 million residents during the next financial year. One-off investment is pledged for tackling climate change (up to £2 million) and an extra £2 million each year for fixing potholes, with an additional £3 million for 2020/21. This is on top of the £10 million spent annually on Operation Resilience – the long-term strategy to ensure Hampshire's road network is more resilient to the impact of heavy traffic and worsening winters. Social care pressures top the list of priorities with number of people aged 75+ in Hampshire increasing by almost a third over the next few years. The County Council agreed a 3.99% increase in the council tax precept from 1 April 2020 – of which 2% is specifically for adult social care. Hampshire is still the 2nd lowest council tax of all counties in England.

HCC will also propose major investment in Hampshire's economy, jobs and the quality of the environment – with projects totalling £386.5 million over the next three years.

Councillor C Ecclestone:

I note from a Member of Public comment that there is no construction going on in the Town Centre but there will be a lot of construction in the future.

There is a planning application for the demolition of a non-descript building at 7-9 London Street with a non-descript replacement. Two Borough Councillors who are also Town Councillors have contacted the Head of Test Valley Borough Council Planning and requested the application goes to the Northern Area Planning Committee on design grounds. This has implications as the Town currently lacks a Design Statement, which would have precedence of design of the replacement building.

At the last full Council meeting at Test Valley Borough Council (TVBC), I raised the subject of the Burghclere Community Hall which was transferred from Abbots Ann to Andover Town last May. It was established that TVBC does not seem to have a grasp on what is going on and do not monitor the financial state of, nor the financial filings of the Community Associations. I will be asking further

questions regarding all the Community Associations controlling the Community Halls in Andover, which as we know should be handed over to the Town Council because they are Parish duties.

C 207/19 QUESTIONS FROM TOWN COUNCILLORS TO TVBC AND HCC COUNCILLORS

Councillor C Ecclestone to Councillor Z Brooks:

Thank you for the report on libraries. Is there a written report to be given out?

Councillor Z Brooks Response:

No, it was just a straight forward questionnaire on the Hampshire County Council website.

C 208/19 TOWN MAYORS ANNOUNCEMENTS

There were no Town Mayor's announcements presented at the meeting.

C 209/19 COMMITTEE MINUTES

The following Committee Minutes were received and noted:

13 December 2019 – Allotments Committee

10 February 2020 – Planning Committee

C 210/19 FINANCE

It was proposed by Councillor M James and seconded by Councillor R Meyer that the list of Payments up to 10 March 2020 be approved. A vote was taken, 6 for, 0 against, 1 abstention.

RESOLVED: That the list of Payments up to 10 March 2020 be approved.

It was proposed by Councillor R Meyer and seconded by Councillor A Watts that the Reconciled Bank Statement up to 29 February 2020 be approved. A vote was taken, 6 for, 0 against, 1 abstention.

RESOLVED: That the Reconciled Bank Statement up to 29 February 2020 be approved.

It was proposed by Councillor C Ecclestone and seconded by Councillor J Coole that the Cashbook up to 29 February 2020 be approved. A vote was taken which was unanimous.

RESOLVED: That the Cashbook up to 29 February 2020 be approved.

Bacs/Cheque No	Supplier	Budget Head	Goods/Supplies	Cost (£)
376109994	AB Computers and Planet PC	4000/5	Testing for remote access & set up for contingency re Business continuity	£108.00
956293365	AquAid South Coast	4210/15	Supply of 2 water bottles + sanitisation Feb 2020	£39.59
693618910	James Ayres	4500/1/6/4	Repairs and maintenance to gates + locks across 7 allotment sites	£830.00
233080352	James Ayres	4500/1/1/4	Change of lock code to all 7 allotments sites	£117.00
DDBGFeb201	British Gas	4210/6	Supply of Electricity 68B 02.02.2020-01.03.2020 1	£13.29
138944978	Business Stream	4500/1/4/3	Water Supply MR 27.08.19-29.02.20	£59.10
753961345	Chat Together CIC	4700/3	Event Funding for A-Fest 2020	£2,400.00
415887412	Convenient Hire Limited	4500/1/1/1	Hire of toilets across 7 allotment sites February 2020	£534.24
860792857	W R Coulter	4000/6/1	Reimbursements March 2020	£45.52
181224295	Direct365 Online Ltd	4210/17	General Waste Sacks x 50	£156.00
909720460	Custom Studio Ltd	4000/6/2	Website hosting March 2020	£35.94

388020251	J&A Motor	4210/3	Office rent from March 2020 – June 2020	£2,901.00
660488779	Mrs Fern Long	4210/15	Reimbursements for March 2020	£23.46
569025577	M B Pest Services	4500/1/1/8	Pest control across 7 allotment sites February 2020	£400.00
588015118	MB Pest Services	4500/1/1/8	Pest control across 7 allotment sites Feb 2020	£400.00
391782708	Moore's Cleaning Services Ltd	4210/15	Cleaning Services for Feb 2020	£282.47
8501181	Pitney Bowes	4210/10	Franking machine rent + postage costs Feb 2020	£158.62
12758782	Restore Datashred	4210/17	Confidential waste removal Feb 2020	£58.31
DDSAGEMar2020	Sage UK Limited	4000/1	Payroll software hire March 2020	£14.40
463527338	SSE Southern Electric	4210/6	Electricity Charges 68B High Street up to Jan 2020	£48.86
410442561	Surrey Hills Solicitors	4000/3	Standing Charge for monthly advice Feb 2020	£300.00
594809716	South West Hygiene	4210/15	Provision of sanitary rental service March – April	£155.76
728824212	Viking Supplies	4210/9	Stationery supplies including paper	£130.76
	Confidential			£14,532.69
TOTAL up to 10 March 2020				£23,745.01

C 211/19 EARMARKED RESERVES

Members considered recommendations from the Events Committee for changes to the Earmarked Reserves.

It was proposed by Councillor C Ecclestone and seconded by Councillor J Coole that the following recommendations from the Events Committee be accepted and approved:

- To remove the Earmarked Reserve for Community Notice Boards
- To add funding lines for Vigo Park, Public Conveniences and Contribution towards Tourism Provision.
- To change the New Building Fund to Property Purchases Fund.

A vote was taken, 5 for, 2 against, 0 abstentions.

RESOLVED: That the following recommendations from the Events Committee be accepted and approved:

- **To remove the Earmarked Reserve for Community Notice Boards**
- **To add funding lines for Vigo Park, Public Conveniences and Contribution towards Tourism Provision.**
- **To change the New Building Fund to Property Purchases Fund.**

C 212/19 ANDOVER DESIGN STATEMENT

A Member raised a Point of Order and commented that the proposal was contrary to the Financial Regulations Section 11 and Standing Order 23.e. It was stated there should be a specific specification, a formal tender process, a concern that the Proper Officer did not seem to have been involved in the process and called for a recorded vote. The same Member asked the Proper Officer to advise she was

100% happy that Due Diligence had been followed as per Standing Orders as they are written, that Andover Town Council would not be surcharged and that everything was ok. The Chairman consulted with the Proper Officer who confirmed she was satisfied this was the only way we could have achieved this, given the circumstances we found ourselves in. The Member then asked if this could be passed onto the Internal Auditor on their next visit. The Chairman confirmed that Due Diligence practices had been followed, the budget was published in advance of consultants being approached and the proposal would be passed to the Internal Auditor for verification. All Design Statement specification could be found on the Test Valley Borough Council website and advice can be provided by the Borough Council Community Engagement Officer.

Members noted the report by Councillor C Ecclestone (**attached to record Minutes**).

Members considered a proposal from the Planning Committee for the Town Council to accept a quotation made for the production of a Design Statement for the Conservation Area within the Andover Town Council Area.

It was proposed by Councillor C Ecclestone and seconded by Councillor M James that in the absence of other interested parties, the awarding of the contract of £9,920 (plus VAT) to Portus & Whitton, for the production of the Design and Access Statement for Conservation Area of Andover Town, be agreed and approved.

A recorded vote was taken, 5 for (Councillors D Coole, J Coole, C Ecclestone, M James and R Meyer), 2 against (Councillors L Gregori and R Hughes), 1 abstention (Councillor A Watts).

RESOLVED: That in the absence of other interested parties, the awarding of the contract of £9,920 (plus VAT) to Portus & Whitton, for the production of the Design and Access Statement for Conservation Area of Andover Town, be agreed and approved.

C 213/19 QUESTIONS FROM COUNCILLORS

There were no questions received from the Members of the Town Council.

C 214/19 REPORTS FROM TOWN COUNCILLORS

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

Councillor A Watts:

I have been working with a Millway resident who had concerns on Coronavirus and what would happen if we go into a lockdown. I have advised him.

Councillor L Gregori:

There are Coronavirus isolation groups on social media, I would recommend people engage with them.

Councillor R Meyer:

I attended the Test Valley Association of Parish and Town Councils, as did Cllrs D Coole and L Gregori. We discussed Housing, Climate Change and Speed Signs. I have met with Agents of Babbage House for planning application proposals. I attended the Commonwealth Flag Raising ceremony in front of the Guildhall.

Councillor C Ecclestone:

I have complained to Test Valley Borough Council regarding rats at the Town Mills Park area. However, it has since been bulldozed with the work going on there. I will be asking questions about the planting to go in there.

I have contacted British Telecoms regarding the phone booth at the Railway Station, to ascertain whether it is redundant and can be removed.

Councillor J Coole:

The resident who initially complained about the B3400 had asked me to meet regarding other issues, but I have yet to hear back as to her availability.

C 215/19 COUNCILLOR TRAINING ATTENDANCE

Members noted the Councillor Training Attendance Record.

A Member commented that the assumption was made that the Safeguarding Training had been cancelled.

Officers clarified that it was not cancelled and only the Officers had attended the Training.

C 216/19 ATTENDANCE AT COUNCIL MEETINGS

The attendance at Council meetings was noted.

C 217/19 DATE OF NEXT MEETING

The date of the next Council meeting was noted, Friday 17 April 2020, in the Upper Guildhall, High Street, Andover, starting at 6.00pm.

The Chairman closed the meeting at 6.47pm.

Town Mayor

Date