

# ANDOVER TOWN COUNCIL

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*Constantia Basis Virtutum*

## Minutes of Assets and Amenities Committee

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### Time and date

7.00pm on Thursday 19 October 2017

### Place

Upper Guildhall, High Street, Andover

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### Details of Attendance:

#### Town Councillors

Cllr V Pond (P) – Chairman

Cllr R Kidd (P) – Vice Chairman

Cllr S Hardstaff (A)

Cllr A Cotter (P)

Cllr R Hughes (P) – arrived 7.03pm

Cllr G McBride (P)

Cllr L Gregori (P)

Cllr L Bird (A)

Cllr K Bird (P) - arrived 7.06pm

Cllr B Long (A)

Cllr C Ecclestone (A)

Cllr M Mumford (P)

Officer: Tor Warburton (Committee Officer – Taking the minutes (Training))

Other Cllrs present: Cllr J Cockaday (TVBC)

Members of the Public: 0

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The Chairperson started the meeting at 7.00pm and then asked all present if there were any objections to continuing without the microphones. All present agreed to this.

#### AA 017/17 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr L Bird, Cllr B Long and Cllr C Ecclestone.

#### AA018/17 DECLARATIONS OF INTEREST

There were no declarations of interest

#### AA019/17 MINUTES

The minutes of the Assets and Amenities Committee meeting held on 13 July 2017 were received and accepted as a correct record.

Proposed by Cllr G McBride and seconded by Cllr L Gregori. Members voted unanimously to accept the minutes as a correct record.

**RESOLVED: The minutes of the Assets and Amenities Committee meeting held on 13 July 2017 were signed by the Chairman as a correct record of the meeting.**



**AA020/17 PUBLIC PARTICIPATION**

There were no members of the public present and no questions asked.

**AA021/17 BUDGET**

It was proposed by Cllr L Gregori and seconded by Cllr G McBride that the operational expenses for the Bus Shelters should be £12,500 per annum as per the report.

A vote was taken which was unanimous.

**RESOLVED: that the operational expenses for the Bus Shelters should be £12,500 per annum as per the report.**

It was proposed by Cllr R Hughes and seconded by Cllr A Cotter that it be recommended that the building fund remain at £56,000 per annum.

A vote was taken which was unanimous.

**RESOLVED: that it be recommended that the building fund remain at £56,000 per annum.**

It was proposed by Cllr L Gregori and seconded by Cllr V Pond that the Committee accept the recommendation to send the proposed budget to the Policy and Resources Committee with the amendments as stated.

A vote was taken which was unanimous.

**RESOLVED: that the Committee accept the recommendation to send the proposed budget to the Policy and Resources Committee with the amendments as stated.**

**AA022/17 VIGO PARK TREE**

Cllr V Pond commended Cllr B Long for the comprehensive and clear report.

It was agreed that a new guard was needed.

Cllr L Gregori proposed and Cllr R Kidd seconded that Andover Town Council work with Test Valley Borough Council to install an appropriate tree guard to support and protect the tree planted to commemorate the Queen's Diamond Jubilee and to provide a plaque to state;

Quecus Robus planted by Andover Town Council to mark The Queen's Diamond Jubilee 2012.

To delegate to the officers to seek expert advice on what size is necessary.

A vote was taken which was unanimous.

**RESOLVED: that Andover Town Council work with Test Valley Borough Council to install an appropriate tree guard to support and protect the tree planted to commemorate the Queen's Diamond Jubilee and to provide a plaque to state;**

**Quecus Robus planted by Andover Town Council to mark The Queen's Diamond Jubilee 2012.**

**To delegate to the officers to seek expert advice on what size is necessary.**

**AA023/17 ASSET AND AMENITIES COMMITTEE/COMMUNITY ENGAGEMENT COMMITTEE**

It was agreed that many agenda points were duplicated within the two Committee's, and that it was more constructive to join the two Committees. It was pointed out that nothing could be done until May 2018 but that a discussion was needed to see if there was any interest in combining the two committees.

It was proposed by Cllr L Gregori and seconded by Cllr K Bird that the Committee investigate combining the Assets and Amenities Committee with the Community Engagement Committee.

A vote was taken which was unanimous.

**RESOLVED: that the Committee investigate combining the Assets and Amenities Committee with the Community Engagement Committee.**

**AA024/17 CURRENT PROJECTS**

It was noted that reports had not been received from:

- Community Right to Bid
- HCC Markets
- Fountain

- Ludgershall Railway

**AA025/17 BUS SHELTERS**

It was discussed that a proper Cost and Risk Analysis should be done before transfer is agreed. All hidden costs should be found and highlighted. It was agreed that any transfer of responsibility should be cost neutral or lead to an increase of Social Capital for the people of Andover.

It was proposed by Cllr L Gregori and seconded by Cllr A Cotter that the Town Clerk be thanked for her work in this area and to notify her that the Committee believes that any transfer needs to be cost neutral or lead to an increase in social capital for the people of Andover.

A vote was taken which was unanimous.

**RESOLVED: that the Town Clerk be thanked for her work in this area and to notify her that the Committee believes that any transfer needs to be cost neutral or lead to an increase in social capital for the people of Andover.**

**AA026/17 CHRISTMAS LIGHTS**

Thanks were given to the people who had done all the hard work on making the Christmas Lights happen. The report was noted.

**AA027/17 OFFICE ACCOMMODATION**

Cllr L Bird was added to the Office Establishment Management Working Group. It was discussed that all costs should be fully understood before committing to them. The report was noted.

**AA028/17 REPORTS FROM WORKING GROUPS**

No reports were received.

**AA029/17 COMMITTEE WORK PROGRAMME**

It was agreed that a reminder should be sent to all heads of Working Groups before the next meeting to ask for a written update report. It was also agreed that any written report agreed in a Committee meeting should have reminder sent before the next meeting.

It was discussed that if written reports were not received then consequences needed to be instigated and these were that if written reports were not received on two consecutive meetings then the Working Group would be disbanded.

It was proposed by Cllr K Bird and seconded by Cllr M Mumford that if a Working Group failed to produce a written report at two consecutive meetings, where a report is expected, then that Working Group be disbanded unless there were mitigating circumstances.

A vote was taken which was unanimous.

**RESOLVED: that if a Working Group fails to produce a written report at two consecutive meetings, where a report is expected, then that Working Group be disbanded unless there are mitigating circumstances.**

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**AA030/17 DATE OF NEXT MEETING**

Members noted the date of the next Assets and Amenities Committee meeting, Thursday 7 December 2017 in the Upper Guildhall, High Street, Andover.

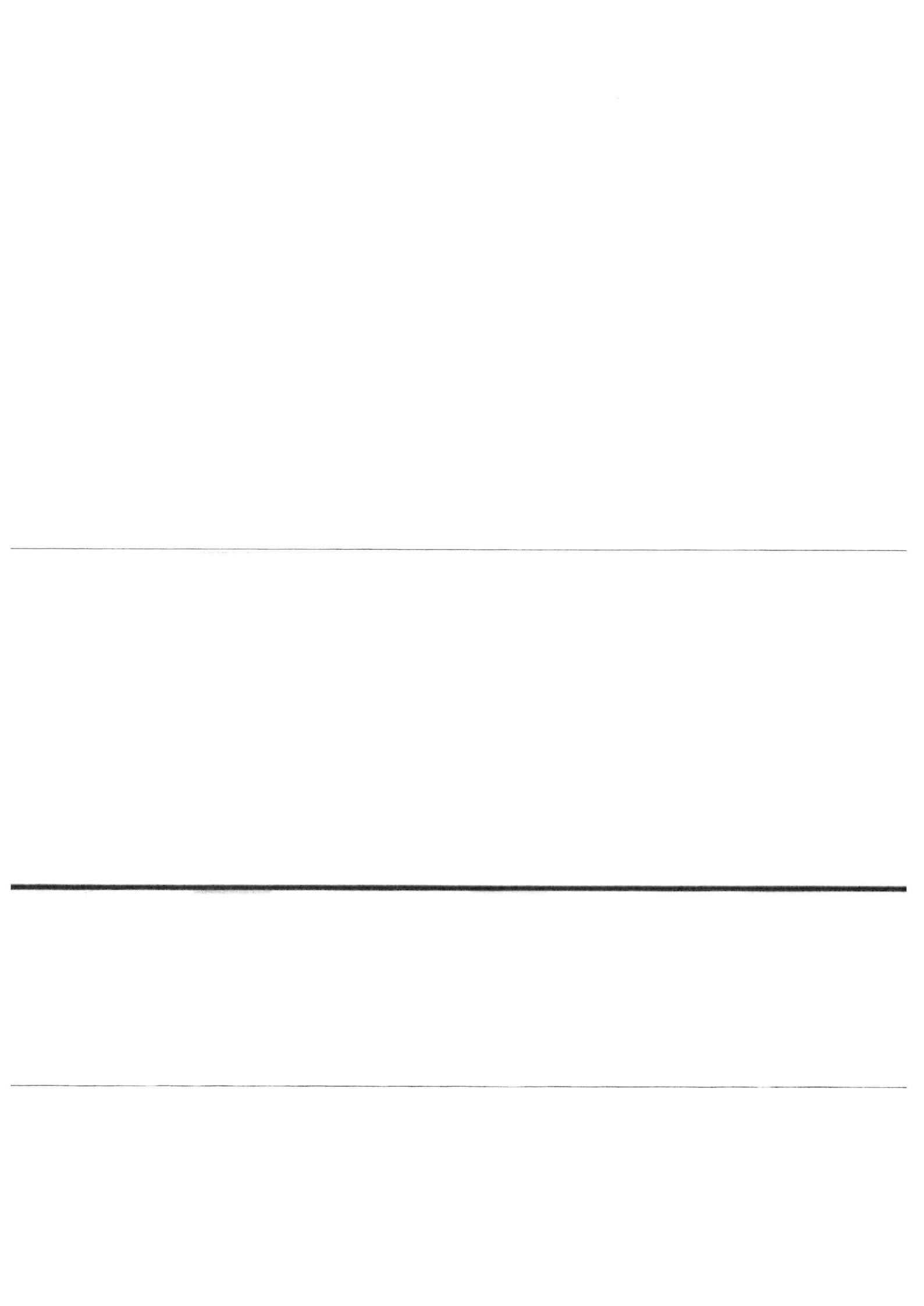
The Chairman closed the meeting at 8.15pm.

Chairman

[Redacted Signature]

Date

[Redacted Date]



ANDOVER TOWN COUNCIL  
PLANNING COMMITTEE MINUTES  
13 NOVEMBER 2017

17/02622/FULLN 18.10.2017 ANDOVER TOWN (HARROWAY)	Change of use to car wash (retrospective)	Land Adjacent , 30 Hanson Road, Andover, SP10 3HL	Mr J Ferati	Mrs Samantha Owen 13.11.2017	
<b>Reviewed at last meeting</b>					
17/02717/TPON 20.10.2017 ANDOVER TOWN (HARROWAY)	Works to trim back conifers by upto 1 metre (Rolling consent requested for six month internals)	Roe Garage , 94 Charlton Road, Andover, SP10 3JZ	Ms Susan Johnson, MRH (GB) Limited Group	Mr Rory Gogan 13.11.2017	YES
<b>No Objection</b>					
17/02712/CLPN 20.10.2017 ANDOVER TOWN (MILLWAY)	Certificate of proposed lawful development - Rear extension to create larger kitchen and dining space	10 Bishops Way, Andover, Hampshire, SP10 3EH	Mr Nick Barwick	Mrs Donna Dodd 14.11.2017	
<b>No Objection</b>					
17/02348/FULLN 16.10.2017 ANDOVER TOWN (ST MARYS)	Siting of a temporary portakabin for use as a meet and greet facility	Ocado CFC, Flinders Close, Walworth Business Park, Andover Hampshire SP10 5AF	Mr Paul Osullivan	Mr Oliver Woolf 09.11.2017	YES
<b>Reviewed at last meeting</b>					
17/02653/PDCN 17.10.2017 ANDOVER TOWN (ST MARYS)	Notification for Prior Approval under Class C - Change of use from shop to Cafe	Ground Floor, 97 High Street, Andover, Hampshire	Mr Irenuesz Grabowski	Mr Luke Benjamin 10.11.2017	
<b>No paperwork – Cllr B Long to call officer</b>					
17/02683/FULLN 18.10.2017 ANDOVER TOWN (WINTON)	Erection of two detached houses and construction of vehicular access	8 Mead Hedges, Andover, SP10 2LS,	Mr Peter Pearce	Mrs Samantha Owen 17.11.2017	
<b>Reviewed at last meeting</b>					

17/02748/FULLN 25.10.2017 ANDOVER TOWN (MILLWAY)	Single storey rear extension to form enlarged kitchen and dining room	109 Millway Road, Andover, SP10 3AY,	Mr And Mrs T O'Brien	Miss Katherine Dowle 16.11.2017	
<b>No Objection</b>					
17/02771/TPON 27.10.2017 ANDOVER TOWN (MILLWAY)	T1 - Lime tree - crown raise by 5.5 metres over the road and 2.5 metres over the footpath, reduce away from house by 1.3 metres T2 & T3 - Sycamore and Hornbeam: Crown raise by 5.5 metres over the road and 2.5 metres over the footpath	2 Lynwood Drive, Andover, Hampshire, SP10 3AZ	Karl Baines, Remus	Mr Rory Gogan 17.11.2017	YES
<b>Refer to arboriculturist</b>					
17/02767/ADVN 26.10.2017 ANDOVER TOWN (ST MARYS)	2 x internally illuminated logo and letters, 1 x non illuminated logo and letters, 1 x non illuminated monolith entrance sign	Andover Baptist Church , Charlton Road, Andover, SP10 3JH	Rev Chris Porter	Mr Luke Benjamin 22.11.2017	YES
<b>No Objection: should not be illuminated all night because of potential impact to residents.</b>					
17/02034/FULLN 24.10.2017 ANDOVER TOWN (WINTON)	Single storey extension to rear of property, and replacement roof to garages	24B Anton Road, Andover, Hampshire, SP10 2EN	Miss Elaine Bibby	Mr Craig Morrison 16.11.2017	
<b>No Objection</b>					
17/02735/FULLN 25.10.2017 ANDOVER TOWN (WINTON)	Demolition of existing conservatory and single storey rear extension and erection of single storey flat roof rear extension with glazed lantern to new roof and two storey side/front extension	64 Old Winton Road, Andover, SP10 2DB,	Mr And Mrs S Coleman	Mrs Donna Dodd 17.11.2017	YES
<b>No Objection</b>					
17/02749/TPON 25.10.2017 ANDOVER TOWN (WINTON)	T1 Beech - Reduce height by 25%, crown reduce by 3m on each side and crown lift to 1.8m from ground level	29 Winton Chase, Andover, Hampshire, SP10 2SE	Mr Anthony Northwood	Mr Rory Gogan 06.11.2017	YES
<b>Refer to arboriculturist</b>					
Cllr C Ecclestone left at 7:31pm					

Week Ending: 20th October 2017

17/02589/TPON 31.10.2017 ANDOVER TOWN (MILLWAY)	Fell 1 x Chestnut tree, and remove dead wood. Remove lower limb from 1 x Lime	Garden House, 2 Croye Close, Andover, Hampshire SP10 3AF	Ms Alexandra Waters	Mr Rory Gogan 22.11.2017	YES
<b>Refer to arboriculturist</b>					
17/02728/FULLN 30.10.2017 ANDOVER TOWN (MILLWAY)	Replacement of conservatory roof with replica tiled roof	21 Beaumaris Close, Andover, SP10 2UB,	Mr Davies	Miss Katherine Dowle 24.11.2017	
<b>No Objection</b>					
17/02418/FULLN 02.11.2017 ANDOVER TOWN (WINTON)	Retrospective application - Two storey extension to provide study with en-suite and dressing room over, single storey rear extension, two storey front extension to provide open porch with bathroom over, replacement windows to west, gate and fence to eastern boundary - Amendments to planning permission 15/00128/FULLN	82 Winchester Road, Andover, Hampshire, SP10 2ER	Mr And Mrs Jonathan Noyes	Mr Luke Benjamin 29.11.2017	
<b>No Objection</b>					

**NOTIFICATION OF A LARGER HOME EXTENSION – (FOR INFORMATION ONLY)**

17/02855/PDHN 03.11.2017 ANDOVER TOWN (HARROWAY)	Notification of proposed works to a dwelling - Rear conservatory (Length 4m, Height 3.5m, Height to eaves 2.6m)	15 Milton Avenue, Andover, Hampshire, SP10 3DP	Mr Royston Williams	Miss Katherine Dowle 29.11.2017	
<b>Noted</b>					



ANDOVER TOWN (ST MARYS)							
<b>No objection – refer to the Arboricultural Officer</b>							
17/02348/FULLN ANDOVER TOWN (ST MARYS)	Siting of temporary portakabin for use as a meet and greet facility.	Ocado CFC, Flinders Close, Walworth Business Park, Andover				Miss Emma Jones	
<b>No objection.</b>							
17/02653/PDCN ANDOVER TOWN (ST MARYS)	Notification for Prior Approval under Class C – Change of use from shop to café.	Ground floor, 97 High Street, Andover				Mr Luke Benjamin	
<b>No objection</b>							
17/02622/FULLN ANDOVER TOWN (HARROWAY)	Change of use to car wash (retrospective)	Land adjacent, 30 Hanson Road, Andover				Mrs Samantha Owen	
<b>No objection</b>							
17/02683/FULLN ANDOVER TOWN (WINTON)	Erection of 2 detached houses and construction of vehicular access	8 Mead Hedges, Andover				Mrs Samantha Owen	
<b>Objection.</b>							
<b>Insufficient parking for the proposed development.</b>							
16/03120/FULLN ANDOVER TOWN (ST MARYS)	The erection of 520 homes (including 208 affordable homes), public open spaces (including play areas and an extension to the Harewood Common buffer zone), allotments and associated infrastructure. Access from Picket Twenty Way from Phase 4 of the approved Picket Twenty new community.	Picket Twenty Extension Site, London Road, Andover				Mrs Laura McKay	
<b>Objection.</b>							
Same as previous comments.							

	parking stands, car park and landscaping					
<b>No objection</b>						
17/02580/ADVN 12.10.2017 ANDOVER TOWN (MILLWAY)	4 x Internally illuminated building mounted fascia signs	Plot G, Hawker Siddeley Way, Andover Business Park, Andover Hampshire SP11 8BF	Chase Commercial Limited	Mr Craig Morrison 08.11.2017		YES
<b>No objection</b>						
17/02581/OUTN 10.10.2017 ANDOVER TOWN (MILLWAY)	Outline - Part demolition and change of use to medical surgery and pharmacy and erection of block of 10 flats facing Osborne Road plus access, amenity space and parking	Andover Conservative Club/former Wykeham Club, 6 Western Road, Andover, SP10 2JG	Osborne Road Development Ltd	Mrs Samantha Owen 10.11.2017		
<b>Objection</b>						
<b>Insufficient parking provided. Against Policy T2 which requires 3 parking spaces per Consultation Room. Insufficient parking for flats, 20 spaces should be provided + 2 visitor spaces.</b>						
<b>No parking on surrounding roads and the closest public parking is Borden Gate. Patients with medical problems cannot be expected to walk this distance, uphill.</b>						
17/02596/TPON 09.10.2017 ANDOVER TOWN (MILLWAY)	T1 Whitebeam - Fell	32 Bishops Way, Andover, Hampshire, SP10 3EH	Mr Timms	Mr Rory Gogan 01.11.2017		YES
<b>No objection – refer to the Arboricultural Officer</b>						
17/02598/CLPN 09.10.2017 ANDOVER TOWN (MILLWAY)	Certificate of proposed lawful development for the conversion of loft space to form habitable room incorporating dormer window to the rear elevation & 2no roof lights to the front elevation	40 Barnfield Rise, Andover, SP10 2UQ,	Ms Thatcher	Miss Katherine Dowle 06.11.2017		YES
<b>No objection</b>						
17/02239/FULLN 12.10.2017 ANDOVER TOWN (ST MARYS)	Installation of timber framed double glazed window to rear elevation	17 - 21 London Street, Andover, Hampshire, SP10 2NU	Elisabeth Eaton	Mrs Donna Dodd 10.11.2017		
<b>No objection</b>						
17/02655/TPON 11.10.2017	T1, T2, T3 - Beech trees - thin by 30% and crown lift	Applecross, 5A Walworth Road, Picket Piece, Andover Hampshire SP11 6LU	Mr Curtis Meek	Mr Rory Gogan 03.11.2017		YES

Week Ending: 29th September 2017

<b>No objection.</b> 17/02541/ADVN 03.10.2017 ANDOVER TOWN (MILLWAY)	1 x Halo illuminated totem	Co-op , 82 Salisbury Road, Andover, Hampshire SP10 2LH	Co Op Food, Food Programme Delivery Orchid Group	Miss Katherine Dowle 31.10.2017	YES
<b>Objection.</b> A totem pole is not appropriate in a residential area where it is potentially lit 24/7. <b>This would be inappropriate impact on neighbouring local residents bringing harm to wellbeing.</b>					
17/02585/FULLN 06.10.2017 ANDOVER TOWN (MILLWAY)	Installation of jumbrella on front patio and addition of ramp	Anton Arms , Salisbury Road, Andover, SP10 2JN	Mr Paolo Gilardoni	Mr Oliver Woolf 01.11.2017	YES
<b>No objection.</b> 17/02524/FULLN 03.10.2017 ANDOVER TOWN (WINTON)	Conservatory to rear elevation	20 Ashlawn Gardens, Andover, SP10 2EU,	Mr And Mrs Sanders	Miss Katherine Dowle 31.10.2017	
<b>No objection.</b>					

WEEKLY LIST OF PLANNING APPLICATIONS AND NOTIFICATIONS: NO. 41

17/02612/FULLN 10.10.2017 ANDOVER TOWN (HARROWAY)	Change of use to enlarge domestic curtilage from land formerly (landscaped) amenity land; erection of two storey side extension to form enlarged kitchen & dining room to ground floor, relocated bathroom and additional bedroom with en-suite bathroom to first floor	50 Brackenbury, Andover, SP10 3PU,	Mr And Mrs Paul Warmington	Mr Luke Benjamin 06.11.2017	
<b>No objection</b>					
17/02579/FULLN 12.10.2017 ANDOVER TOWN (MILLWAY)	Single storey drive through unit, fenced area to contain bin store, air conditioning plant compound and secure container, cycle	Plot G, Hawker Siddoley Way, Andover Business Park, Andover Hampshire SP11 8BF	Chase Commercial Limited	Mr Craig Morrison 08.11.2017	YES

Week Ending: 29th September 2017

**ANDOVER TOWN COUNCIL  
PLANNING COMMITTEE MINUTES – 23 OCTOBER 2017**

**WEEKLY LIST OF PLANNING APPLICATIONS AND NOTIFICATIONS: NO. 39**

17/02464/TPON 27.09.2017 ANDOVER TOWN (MILLWAY)	Tree works as per schedule received	Land At Rear Of , 21 Denning Mead, Andover, Hampshire SP10 3LG	Miss Amelia Williams	Mr Rory Gogan 18.10.2017
<b>Considered at previous meeting.</b>				
17/02488/TPON 27.09.2017 ANDOVER TOWN (MILLWAY)	Beech Tree (T1) - Reduce tree by 2metres and remove deadwood	Ambleside , 5 Eversfield Close, Andover, SP10 3EN	Mr Michael Urry	Mr Rory Gogan 20.10.2017
<b>Considered at previous meeting.</b>				
17/02480/FULLN 28.09.2017 ANDOVER TOWN (ST MARYS)	Change of use from cycles sales and repair (Class A1) to marketing consultancy (Class B1)	22A Marlborough Street, Andover, SP10 1DQ,	Mr Marc Mc Intyre	Mr Oliver Woolf 25.10.2017
<b>No objection.</b>				

**WEEKLY LIST OF PLANNING APPLICATIONS AND NOTIFICATIONS: NO. 40**

17/02520/CLPN 03.10.2017 ANDOVER TOWN (HARROWAY)	Application for a lawful development certificate for single storey rear extension	17 Amber Gardens, Andover, Hampshire, SP10 3EB	Mr Mark Ingram	Mrs Donna Dodd 31.10.2017
<b>No objection</b>				
17/02556/FULLN 04.10.2017 ANDOVER TOWN (HARROWAY)	Erection of conservatory at rear	3 Cole Close, Andover, SP10 4NL,	Mr And Mrs Robson	Mrs Donna Dodd 01.11.2017