Andover Town Council

C&E Committee Minutes

Time and date 6.30pm on Wednesday 11 November 2026

Place The Lights, Andover

Councillors Present:			Arrival time noted if after meeting start					
Cllr K Bird (Chairman)	P		Cllr E Reynolds (Vice Chairman)	P		Cllr J Cockaday	A	
Cllr L Gregori	A		Cllr A Horsnell	A		Cllr J Hughes	P	
Cllr R Hughes	P		Cllr M Farren	P		Cllr T James	P	

Officers Present:	Tor Warburton (Town Clerk and RFO) Nikki Barber (Community and Events Officer) *Started at 6.30pm*
Members of the Public:	0
County/Borough Councillors:	0
Members of the Press:	0

PUBLIC SESSION	
CE 069/11/26	There were no members of the public present.
APOLOGIES	
CE 070/11/26	Apologies were received from Councillors J Cockaday and L Gregori.
INTERESTS	
CE 071/11/26	A non-pecuniary declaration was received from Councillor E Reynolds, as a member of The Drove Allotment Association and a plot holder at The Drove allotment site.
MINUTES	
CE 072/11/26	It was proposed by Councillor and seconded by Councillor T James and **RESOLVED: Unanimously**, that the Minutes of the Community and Events Committee meeting held on 30 September 2026 be signed as a correct record.
FINANCIAL COMPARISON	
CE 073/11/26	Members received and noted the Financial Comparison to date for this Committee.
ADDITIONAL COMMUNITY AND EVENTS COMMITTEE MEETING	
CE 074/11/26	It was proposed by Councillor K Bird and seconded by Councillor R Hughes and **RESOLVED: Unanimously**, that an additional meeting of the Committee be held on Tuesday 15 December 2026 at 6.30pm to review the 2027/28 budget a second time, in line with budget-setting practice.
BUDGET 2027/2028	
CE 075/11/26	Members reviewed the draft Community and Events budget for 2027/28 as the first pass. The Town Clerk advised that the draft is based on actual expenditure to 30 September 2026,

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	with a 5% uplift applied to each line as a placeholder, and that Members could feed in changes ahead of the second review on 15 December 2026. The Town Clerk advised that, on the draft budget as presented, the Council's operational reserves were projected at approximately three and a half months which is inline with the current Reserves Policy but low for a Council of this size.
CE 076/11/26	**Defibrillator provision** Councillor M Farren questioned the proposed uplift, noting that there had been no expenditure on this line in the first six months of the year. Members noted that the Council contributes £500 towards each community defibrillator, so the current budget provides for two, and that the Council's policy is to support the installation of this lifesaving equipment across the parish, not only in the town centre. It was proposed by Councillor Ted Reynolds and seconded by Councillor Robin Hughes and **RESOLVED: Unanimously**, that the defibrillator budget line remain at £1,000 for 2027/28, without the 5% uplift.
CE 077/11/26	**Community Engagement (4700/13)** Members noted that £360 had been spent against the £1,000 budget in the first six months of the year. It was proposed by Councillor M Farren and seconded by Councillor T James and **RESOLVED:** By a majority 2 for, 0 against, 4 abstentions, that the Community Engagement budget line remain at £1,000 for 2027/28, without the 5% uplift.
CE 078/11/26	**Andover Pride** Members noted that the Andover Pride expenditure line appears overspent because sponsorship received is recorded separately as income. The 2026 budget of £7,875, together with sponsorship of £3,250, against expenditure of £9,506, leaves a balance of approximately £1,619. Councillor R Hughes raised concern that using the remaining 2026/27 budget to make bookings for Andover Pride 2027 before the new financial year would not be visible in the accounts. Members noted that Pride bookings need to be made before the new budget year begins, and that the Pride Working Group can only make recommendations to officers. Any expenditure is within the Town Clerk's delegated authority, with anything above that brought to this Committee or to Full Council as appropriate. It was proposed by Councillor R Hughes, seconded by Councillor K Bird and **RESOLVED** unanimously to recommend to Full Council that an Andover Pride 2027 Earmarked Reserve of £1,619 be created, funded from the unspent 2026/27 Andover Pride budget as at 1 September 2026. The reserve is to be used only for bookings and deposits for Andover Pride 2027 that are committed before 1 April 2027. All expenditure is to be authorised in accordance with Financial Regulations 5.15 to 5.18, and any uncommitted balance remaining after 31 March 2027 is to be returned to the General Reserve.
CE 079/11/26	Councillor M Farren noted that the Pride Working Group has the option to scale back the event to remain within budget. Members agreed that the 2027/28 Andover Pride budget line remain as presented in the draft, on the basis that Pride 2026 cost approximately £9,500 to deliver.
CE 080/11/26	**Other budget lines** Members noted that: • the Jerk Jam budget line must remain on the budget for a set period and can be removed next year; • the World War II budget line will be removed; and • the Poppy Trail budget line will remain as presented in the draft £1,197 pending a further report on a proposed event for 2027, noting that around 20

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	replacement poppies are likely to be needed each year at a cost of approximately £160.
CE 081/11/26	**MacMillan Coffee Morning** Members noted that £58 had been spent against the £200 budget as at 30 September 2026, with further costs incurred since, and that the 2026 event raised approximately £300 (final figure awaited). Members also noted that use of the Guildhall had been provided free of charge in 2025 and 2026, which cannot be guaranteed in future. The Town Clerk will provide an updated expenditure figure. Councillor M Farren questioned whether the cost of the event should exceed the funds it raises. Other Members spoke to the value of the event in bringing the community together and raising the profile of the Council, in addition to raising funds for charity. Councillor M Farren proposed that the Macmillan Coffee Morning budget line remain at £200, without the uplift, for 2027/28. The proposal was not seconded and therefore **fell.** The budget line remains as set out in the recommended budget (£210).
CE 082/11/26	**Carols Around the Christmas Tree** Members noted that the 2026/27 budget had been increased by £180 to £1,180 at the last Full Council meeting. Councillor M Farren raised the absence of a working group or councillor oversight for the event and asked how many officer hours are spent delivering it. Members noted that the Committee receives regular update reports on the event, that staff time is met within salary costs and is a matter for the Policy and Resources Committee, and that the Council employs a Community and Events Officer to deliver its events. It was proposed by Councillor K Bird and seconded by Councillor R Hughes and **RESOLVED: By a majority (4 for, 0 against, 2 abstentions)**, that the Carols Around the Christmas Tree budget line be set at £1,200 for 2027/28, in place of the £1,050 shown in the draft.
CE 083/11/26	**Andover War Memorial Hospital Centenary** It was reported that approaches to the hospital had received no response, and that the hospital had since marked its centenary without involving the Council. It was proposed by Councillor K Bird and seconded by Councillor M Farren and **RESOLVED: Unanimously**, that the Andover War Memorial Hospital Centenary budget of £4,000 be reduced to nil for 2027/28 and all following years. Members noted that the budget line itself must remain for a set period but will carry a nil budget.
CE 084/11/26	**Andover Charter Celebrations** Members noted that the purchase and installation costs for the 2027 Charter celebrations are being met from the 2026/27 budget. It was proposed by Councillor M Farren and seconded by Councillor T James that the Andover Charter Celebrations budget line be reduced to nil for 2027/28, 2028/29 and 2029/30. On being put to the vote there were 2 in favour, 2 against and 2 abstentions. The Chairman, having already voted against, used her casting vote against the motion and the **MOTION FELL**.
CE 085/11/26	It was proposed by Councillor K Bird and seconded by Councillor R Hughes and **RESOLVED: Unanimously**, that £1,000 be retained in the Andover Charter Celebrations budget line for 2027/28 as a contingency to allow the celebration to continue, and that the line be reduced to nil for 2028/29 and 2029/30.
CE 086/11/26	**U-Choose and Community Chef** Members noted that, from 2027/28, the Youth Services and Pensioner Services budget lines will move to the Grants Committee and will fund service provider grants only, as previously agreed by Full Council. Separate provision is therefore needed for U-Choose and Community Chef, which will no longer fit within the service provider grant arrangements.

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	It was proposed by Councillor R Hughes, seconded by Councillor M Farren and **RESOLVED** unanimously to recommend to Full Council that two new budget lines be included in the Community and Events budget for 2027/28: U-Choose at £25,000 and Community Chef at £15,000.
CE 087/11/26	**Income and grant funding** Councillor M Farren asked whether each committee should be responsible for identifying grant funding for its own areas of work. Members noted that grant and sponsorship income cannot be budgeted in advance and is therefore set at nil, and that identifying and applying for grants is an officer function, supported by the recently appointed post whose job description includes grant funding. Councillors and members of the public may draw grant opportunities to the attention of officers. The Chairman drew the discussion to a close.
CE 088/11/26	It was proposed by Councillor K Bird and seconded by Councillor E Reynolds and **RESOLVED: By a majority (5 for, 0 against, 1 abstention)**, as the first recommendation to the Policy and Resources Committee and Full Council: • that the changes set out under "What this means for budget setting" in the report, as amended by minutes CE 076/11/26 to CE 086/11/26, be approved, including how U-Choose and Community Chef will be funded; and • to confirm that the 2026/27 Poppy Trail budget is £1,140, following £160 paid by the Council credit card for new poppies for the lamp columns, so that the ledger can be updated. Members noted that this is the first pass and that the budget will be reviewed again on 15 December 2026.
CAROLS AROUND THE CHRISTMAS TREE	
CE 089/11/26	Members received the update report on the arrangements for Carols Around the Christmas Tree, taking place on Friday 11 December 2026. The programme has been extended because of the number of performers wishing to take part, with the event starting at 3.45pm. It was proposed by Councillor K Bird and seconded by Councillor E Reynolds and **RESOLVED: Unanimously**, that the Committee notes the update and the expenditure, and that Members who are able to volunteer on the day inform officers.
ANDOVER PRIDE 2027	
CE 090/11/26	Members received the update report and noted: • the progress towards delivery of Andover Pride 2027; • that sponsorship and funding activity is underway; • the accessibility and inclusion improvements being explored; and • the ongoing recruitment of sponsors, volunteers and performers, which Members supported. Councillor M Farren asked whether the Andover Pride budget line should be separated by event year. Members noted that a budget can only be set for one financial year, and that the resolution below provides an audit trail where the line appears overspent because sponsorship has been added to it.
CE 091/11/26	It was proposed by Councillor K Bird and seconded by Councillor M Farren and **RESOLVED: Unanimously**, that any sponsorship secured for Pride 2027 be allocated to the Pride 2027 budget to enhance and expand the event, enabling the Council to improve the event offering year on year, subject to the Council's Financial Regulations.
CE 092/11/26	It was proposed by Councillor E Reynolds and seconded by Councillor J Hughes and **RESOLVED: By a majority (5 for, 0 against, 1 abstention)**, that the Andover Pride 2027 Working Group Terms of Reference be approved.

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These minutes are published in draft pending approval at the next Committee meeting.

	Members noted that, as the Working Group reports to this Committee, the Terms of Reference do not need to go to Full Council.
CE 093/11/26	Members noted that a quote has been received for the Pride 2027 infrastructure, with further quotes to be presented at a future meeting for comparison, and noted the financial information from Pride 2026.
U-CHOOSE CARD	
CE 094/11/26	Members received and noted the outcomes of the Summer 2026 U-Choose programme set out in Section 3 and Appendix A of the report. Thanks were expressed to officers for the report, which shows strong uptake and the Council's positive investment in young people. Councillor M Farren asked whether the Committee could make this recommendation, given that the Youth Services budget line is moving to the Grants Committee. It was confirmed that the proposal uses funds remaining in the 2026/27 Youth Services budget line, which remains within this Committee's remit, and that Full Council approval is needed because of the amount.
CE 095/11/26	It was proposed by Councillor K Bird, seconded by Councillor M Farren and **RESOLVED** unanimously to recommend to Full Council: a) that £18,843.60 of the 2026/27 Youth Services budget be committed to the Easter 2027 and summer 2027 U-Choose and U-Choose+ programmes, delivered in schools across Andover parish for children and young people living in the parish; b) that any part of this sum not spent by 31 March 2027 be placed in a U-Choose Earmarked Reserve, to be used only for these programmes, and that any uncommitted balance remaining after 30 September 2027 be returned to the General Reserve; c) that all expenditure be authorised in accordance with Financial Regulations 5.15 to 5.18, and that any contract be let in accordance with Standing Orders and Financial Regulations; and d) that, subject to Full Council approval, the Town Clerk be authorised to proceed straight away so that the programmes can be delivered on time.
CHRISTMAS LIGHTS	
CE 096/11/26	The update report was noted and the Town Clerk gave a verbal update. All Christmas lights are now installed, including the new tree in the Pocket Park, and lights have been installed in Waterloo Court for the first time since the sockets were fitted. New, heavier picket fencing has been installed around the Christmas tree. Councillor M Farren reported that members of the public had asked for a way to remember loved ones lost during the year at the Christmas tree, and suggested a weighted container for memorial baubles, which may be brought to a future meeting. The Town Clerk suggested that the picket fencing could be used to hang items, on the basis that the Council accepts no responsibility for them. Members were concerned that this may detract from the happy nature of the season. Members noted that if this were to be agreed it would not be possible this year and that any proposal would come to a future meeting for discussion. Members noted the verbal update.
WORKING GROUPS REPORT	
CE 097/11/26	**Andover Charter** Officers have been obtaining quotations and speaking to potential partners. A further Working Group meeting will be arranged so that updates can be brought to the Committee.
CE 098/11/26	**Right to Bid** A response has been received from TVBC raising questions not asked on previous nominations, including current site occupancy and boundary maps, and commenting on the number of nominations submitted. The Town Clerk will circulate TVBC's responses and the

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	previous nominations to all Members, and the Right to Bid Working Group will meet to review them and agree what further information is needed.
CE 099/11/26	**Youth Engagement** Members noted that there was no further update.
NEXT MEETING	
CE 100/11/26	Members noted that the next meeting will be held on Tuesday 15 December 2026 at 6.30pm at The Lights, Andover.
MEETING CLOSURE	
CE 101/11/26	The Chairman closed the meeting at 7:47pm.

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