

ANDOVER TOWN COUNCIL



Minutes of Community and Events Committee

Time and date

6.30pm, Wednesday, 20 July 2022

Place

Upper Guildhall, Andover

Details of Attendance:

Members of the Committee:

Cllr J Sangster (Chairman) (P)

Cllr R Meyer (Vice Chairman) (P)

Cllr N Asamoah (A) Cllr L Banville (A) Cllr C Ecclestone (P) Cllr N Long (A) Cllr D Treadwell (P)

Officers Present:

Tor Warburton (Deputy Clerk)

Michelle Young (Committee Officer) (Taking the notes)

Other Councillors:

Cllr D Coole

Members of the Public: 6

Members of the Press: 1

PR 001/07/22 APPOINTMENT OF CHAIRMAN OF COMMITTEE

It was proposed by Councillor R Meyer and seconded by Councillor C Ecclestone that Councillor J Sangster be appointed to position of Chairman for the Municipal Year 2022/2023.

There were no further nominations.

RESOLVED: That Councillor J Sangster be appointed as Chairman of the Community and Events Committee for the Municipal Year 2022/2023.

PR 002/07/22 APPOINTMENT OF VICE CHAIRMAN OF COMMITTEE

It was proposed by Councillor D Treadwell and seconded by Councillor J Sangster that Councillor R Meyer be appointed to position of Vice Chairman for the Municipal Year 2022/2023.

There were no further nominations.

RESOLVED: That Councillor R Meyer be appointed as Vice Chairman of the Community and Events Committee for the Municipal Year 2022/2023.

PR 003/07/22 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Councillor N Long.

PR 004/07/22 DECLARATIONS OF INTEREST

Councillor R Meyer declared a non-pecuniary interest in Agenda item 8.

PR 005/07/22 PUBLIC PARTICIPATION

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

Councillor D Coole:

In 2018, Our Andover CIC was formed to try and help improve Andover and surrounding villages. We sought improvement ideas from the residents and visitors to the area and have since organised the Andover Chatty Café Scheme, Andover Fun Day, Andover Festival of Motoring and supported the Grateley Covid-19 Community Group.

I would like to point out that Our Andover has never applied for a Town Council grant until now and the Directors have never taken a financial remuneration payment for the Festival of Motoring.

The Festival of Motoring has existed since 2015 and originally run by a small group of car enthusiasts. Because the festival was at risk of ceasing to exist and no one else prepared to run it, Our Andover agreed run the event in 2019, along with some of the festival's founding organisers. The festival did not take place in 2020 or 2021 due to Covid-19.

This year will be the 6th Festival of Motoring and will be held in the Andover High Street. Each festival raises funds for a local community organisation chosen by residents and this year, the residents' chosen organisation is Koala Community Hub.

Large free-to-public events are expensive to put on. The Town Council acknowledged this in 2020, when they created and approved within their annual budget/precept setting process, event funding lines for the Shilling Fair, AFest, Andover Cycling Festival Andover Carnival, Gardening Fair, Armed Forces Day, Pancake Day and the Festival of Motoring.

This year we have applied for grants from Hampshire County Council for £1000, Test Valley Borough Council for £1000, both of which have been approved.

The 25 January 2022 Council meeting approved a Festival of Motoring Budget of £735, which is what we are applying for tonight. The 2019 festival made a small profit of £1240 after expenses, HMRC Corporation Tax and Companies House Charges, which was earmarked for future festivals. £1000 has been included in this year's festival budget income and appears as "other income" in your Report.

Member of Public 1:

£735 budget line not included in the Budget plans. This proposal should be refused.

Member of Public 2:

I have massive concerns regarding repeated grant applications being applied for under different names by the same person. The grant application being considered today for £8,000.00 is being applied for by the same member again. I also believe there is a personal interest concern, a financial concern and Councillors whom have an interest in this application too. I ask you to review this as it could be considered as fraud.

Chairman's response:

We have taken the concerns on board. We will review and come back to you.

PR 006/07/22

MOTIONS

Motion for the provision of careers' fairs:

Proposed by Councillor J Sangster and seconded by Councillor D Treadwell

To promote and support the wide range of employment and career opportunities that exist amongst Andover's businesses, the Community and Events Committee resolves to recommend to Full Council to:

- Approve a virement from Operational Reserves of up to £2000 excluding VAT, towards the provision of employment and careers fairs for Science, Engineering and Technology (SET), and Logistics, in March/April 2023.
- Appoint an Employment and Careers Working Group that reports to the Community and Events Committee, comprising of up to five Members, appoints the Chairman, with three Members required for a meeting to be quorate. The Group is to provide updates a future Council meeting, on the proposed employment and careers fairs.
- The Group is authorised to liaise with external organisations and individuals, to identify help to finance, run and participate in the fairs. All financial and contractual matters are to be carried out by the Town Clerk

Instructs the town Clerk to:

- Action all financial and contractual matters required for the fairs.
- Nominate an Officer to liaise and advise the Working Group as required.

Members discussed the motion.

A vote was taken which was unanimous.

RESOLVED: That Andover Town Council to:

To promote and support the wide range of employment and career opportunities that exist amongst Andover's businesses, the Community and Events Committee resolves to recommend to Full Council to:

- **Approve a virement from Operational Reserves of up to £2000 excluding VAT, towards the provision of employment and careers fairs for Science, Engineering and Technology (SET), and Logistics, in March/April 2023.**
- **Appoint an Employment and Careers Working Group that reports to the Community and Events Committee, comprising of up to five Members, appoints the Chairman, with three Members required for a meeting to be quorate. The Group is to provide updates a future Council meeting, on the proposed employment and careers fairs.**
- **The Group is authorised to liaise with external organisations and individuals, to identify help to finance, run and participate in the fairs. All financial and contractual matters are to be carried out by the Town Clerk.**

Instructs the town Clerk to:

- **Action all financial and contractual matters required for the fairs.**
- **Nominate an Officer to liaise and advise the Working Group as required.**

PR 007/07/22

CHRISTMAS LIGHTS 2022

Members received and noted an updated report on the Christmas Light provision for 2022. Members also noted and debated the next steps required for Christmas Lights provision for 2023-2026.

It was proposed by Councillor R Meyer and seconded by Councillor D Treadwell that:

- The report be noted.
- Officers be instructed to engage with Everveo to confirm which columns are suitable for commando sockets.
- Officers be instructed to add suitable columns to the scheme and to bring back accurate costings to the next Committee meeting. Costings to include installation of commando sockets and structural survey.
- Once extended scheme is agreed, to instruct the Officers to action the installation of commando sockets to agreed columns.
- Once extended scheme is agreed, to instruct the Officers to action the process to source a Contract for the Christmas Lights provision 2023-2026.

A vote was taken which was unanimous.

RESOLVED: That:

- **The report be noted.**
- **Officers be instructed to engage with Everveo to confirm which columns are suitable for commando sockets.**
- **Officers be instructed to add suitable columns to the scheme and to bring back accurate costings to the next Committee meeting. Costings to include installation of commando sockets and structural survey.**
- **Once extended scheme is agreed, to instruct the Officers to action the installation of commando sockets to agreed columns.**
- **Once extended scheme is agreed, to instruct the Officers to action the process to source a Contract for the Christmas Lights provision 2023-2026.**

PR 008/07/22

GRANTS

Members received and considered the following grant applications:

Andover Festival of Motoring

Members noted that this was not an application for grant funding to come out of the Andover Town Council's Grant budget and that it was an application to release the funds that were held in the Andover Festival of Motoring budget.

It was proposed by Councillor J Sangster and seconded by Councillor C Ecclestone that the release of the £735.00 from the Andover Festival of Motoring Budget, be recommended to Full Council for approval.

A vote was taken which was unanimous.

RESOLVED: That the release of the £735.00 from the Andover Festival of Motoring Budget, be recommended to Full Council for approval.

Spotlight UK

Members agreed that more information would be required in order to make a formal decision, relating to the amount of funding that was being requested and what other sources of funding had been sought. Officers were instructed to contact Spotlight UK for clarification.

Youth in Test Valley Awards

It was proposed by Councillor C Ecclestone and seconded by Councillor R Meyer that a grant of £650.00 be awarded to Youth in Test Valley Awards.

A vote was taken which was unanimous.

RESOLVED: That a grant of £650.00 be awarded to Youth in Test Valley Awards.

Youth Services for Andover Town

Members felt that the amount of £7,500.00 that was being applied for, was too large for the Town Council to award, when applications that had been made to other sources were for considerably smaller amounts.

It was proposed by Councillor R Meyer and seconded by Councillor J Sangster that the Youth Services for Andover Town grant application for £7,500.00, be recommended to Full Council for consideration and approval.

A vote was taken:

FOR – 3, AGAINST – 1, ABSTENTIONS – 0

RESOLVED: That the Youth Services for Andover Town grant application for £7,500.00, be recommended to Full Council for consideration and approval.

PR 009/07/22

WORKING GROUPS

Members received and considered the Members-led Working Groups and associated Terms of References for the following:

- Youth Support
- Website
- Library Support
- Independent Access
- Christmas Lights/Event Provision
- Community Transport
- Careers Fairs

It was reiterated to the Members to be mindful that the Andover Town Council was currently going through a Back-to-Basics process and to be considerate of Officer involvement time.

It was noted that all the Members of the Town Council would be invited to join the Working Groups. It was also felt that there needed to be a minimum number of members to each group in order to be quorate.

It was proposed by Councillor J Sangster and seconded by Councillor C Ecclestone that an amendment to the Terms of References be made to state that each Working Group had a minimum number of three Members.

A vote was taken which was unanimous.

RESOLVED: That an amendment to the Terms of References be made to state that each Working Group had a minimum number of three Members.

Members proceeded to vote on the set up of the Working Groups.

Youth Support

It was proposed by Councillor R Meyer and seconded by Councillor D Treadwell that the Youth Support Working Group be set up.

A vote was taken:

FOR – 3, AGAINST – 1, ABSTENTIONS – 0

RESOLVED: That the Youth Support Working Group be set up.

Website

It was proposed by Councillor J Sangster and seconded by Councillor C Ecclestone that the Website Working Group be set up.

A vote was taken:

FOR – 3, AGAINST – 1, ABSTENTIONS – 0

RESOLVED: That the Website Working Group be set up.

Library Support

It was proposed by Councillor R Meyer and seconded by Councillor C Ecclestone that the Library Support Working Group be set up.

A vote was taken:

FOR – 2, AGAINST – 1, ABSTENTIONS – 1

RESOLVED: That the Library Support Working Group be set up.

Independent Access

It was proposed by Councillor R Meyer and seconded by Councillor J Sangster that the Independent Access Working Group be set up.

A vote was taken:

FOR – 2, AGAINST – 2, ABSTENTIONS – 0

The Chairman used his casting vote and voted for.

RESOLVED: That the Independent Access Working Group be set up.

Christmas Lights/Event Provision

It was proposed by Councillor C Ecclestone and seconded by Councillor J Sangster that the Christmas Lights/Event Provision Working Group be set up.

A vote was taken:

FOR – 3, AGAINST – 1, ABSTENTIONS – 0

RESOLVED: That the Christmas Lights/Event Provision Working Group be set up.

Community Transport

It was proposed by Councillor R Meyer and seconded by Councillor J Sangster that the Community Transport Working Group be set up.

A vote was taken:

FOR – 1, AGAINST – 2, ABSTENTIONS – 1

Motion not passed.

Career Fairs

It was proposed by Councillor J Sangster and seconded by Councillor R Meyer that the Career Fairs Working Group be set up.

A vote was taken which was unanimous.

RESOLVED: That the Career Fairs Working Group be set up.

PR 010/07/22 COMMITTEE WORK PROGRAMME

Members noted the Committee Work Programme.

The following items were requested to be added:

- Community and Events Committee Terms of Reference

PR 011/07/22 DATE OF THE NEXT MEETING

Members noted that the date of the next meeting would be **Wednesday 19 October 2022**, at **The Lights, Andover, starting at 6.30pm.**

The Chairman closed the meeting at 7.52pm.

Chairman

Date