



# ANDOVER TOWN COUNCIL

## Minutes Council

---

### **Time and date**

6.00 pm on Monday 7 December 2020

### **Place**

Virtual On-Line Meeting via "Zoom"

---

Cllr R Rowles - Town Mayor (P)

Cllr L Banville - Deputy Town Mayor (A)

Cllr N Asamoah (P)

Cllr D Coole (P)

Cllr J Coole (P)

Cllr C Ecclestone (P)

Cllr L Gregori (P)

Cllr R Hughes (P)

Cllr B Long (P)

Cllr R Meyer (P)

Cllr J Sangster (P)

Cllr D Treadwell (P)

### **Officers Present:**

Tracy Predeth (Locum Clerk)

**Members of the Public:** 1

**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 meeting virtually. A voting procedure was actioned via role call method with each Member's name and response recorded in the Minutes.**

**C 291/19 APOLOGIES FOR ABSENCE**

There were no apologies for absence.

**C 292/19 DECLARATIONS OF INTEREST**

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

**C 293/19 MINUTES OF LAST MEETING**

It was proposed by Councillor B Long and seconded by Councillor R Rowles that item 3 be deferred to the Extraordinary Council meeting on 15 December 2020.

A recorded vote was as follows:

| <b>COUNCILLOR</b> | <b>FOR</b> | <b>AGAINST</b> | <b>ABSTENTION</b> |
|-------------------|------------|----------------|-------------------|
| R Rowles          | X          |                |                   |
| N Asamoah         | X          |                |                   |
| D Coole           | X          |                |                   |
| J Coole           | X          |                |                   |
| C Ecclestone      | X          |                |                   |
| L Gregori         | X          |                |                   |
| R Hughes          | X          |                |                   |
| B Long            | X          |                |                   |
| R Meyer           | X          |                |                   |
| J Sangster        | x          |                |                   |
| D Treadwell       | X          |                |                   |
| <b>TOTAL</b>      | <b>11</b>  | <b>0</b>       | <b>0</b>          |

**RESOLVED: That item 3 be deferred to the Extraordinary Council meeting on 15 December 2020.**

**C 294/19 TOWN MAYORS ANNOUNCEMENTS**

The Christmas lights have been very well received in the town. I was there until late, about 11 or 12 o'clock, when they were being put up. The guys that did the putting up of lights were extremely efficient and overcame a number of issues, which cropped up when they were doing it, very well. I would also say there are a couple that are not working. I have responded to Spotted in Andover, to say they will be fixed this week. We are arranging for the cherry picker and team to come back in and work out what is wrong and fix them.

**C 295/19 PUBLIC PARTICIPATION**

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

**Member of Public 1:**

Can you give me the cost of printing agendas and posting them to all councillors per year? It would be interesting to see how much you're spending on this item.

**Chairman's Response:**

Yes, we can provide a written answer to you.

**Member of Public 1:**

At a Policy & Resources meeting, there was talk of an allowance and iPads as being paid, given to the Councillors. Can you tell me when this will be coming to full Council to be voted on?

**Chairman's Response:**

We are now in December; we're obviously having an Extraordinary Council meeting next week. But that leaves the meeting on the 26 January 2021, before we have to agree our budget and precept for the next financial year. I would imagine it would have to come forward with all the other budget proposals on 26 January 2021.

**Member of Public 1:**

I would like to make a statement.

"What tangible benefits has the Andover Town Council made to Andover since the last elections, except the Christmas Lights and run the allotments at a loss?

The Andover Town Council was formed in 2010. No other Councillors felt the need for expenses in that time, except the Andover Independent Party Councillors. Shame on them all. The motion for allowances and iPads is an embarrassment and disgraceful. You all knew what you were getting into by standing for election. A quote on social media backed by Councillor Coole saying that, "if you pay an allowance, you'd get a better standard of Councillors." All I can say is that I'm looking forward to the next elections to get rid of some of the Councillors. There is no support from Andover residents, that either tax money or the precept should be spent on this way. You'd better not increase the precept to pay for this."

**C 296/19 REPORTS FROM TVBC AND HCC COUNCILLORS**

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

**Councillor Z Brooks:**

The Lengthmans Scheme is going ahead for 2020/2021.

Hampshire County Council (HCC) is going to support children through the Christmas holidays and up to Easter, with food vouchers. This is so they can get the vouchers and take them to any shops they like to buy their food. There is a list of criteria but I will send it to the Parish Clerk, if the Clerk can send it to all the Councillors for me.

**Councillor I Anderson:**

The side footpath by Lidl was a sinking drain, which has now been mended.

The marking on the New Street roundabout by Sainsburys and Tesco, has now been done. Pilgrims Way, two trees have been removed by properties which was causing a lot of flooding. It has been a long time going issue, about four or five years.

A sunken drain in Vigo Road has been mended.

Vigo School marking white lines leading into London Road, also by the junctions in the area and markings by the school for parking have now been done.

Vigo School notice has been moved from the side of the school gate, up to the top. It is now visible.

Leaf clearing, I've been doing as much as I can in different areas. So, we've been busy doing that.

Chantry Centre, I've been working with Councillor N Matthews to do with Remembrance Sunday and supporting small businesses.

**Councillor C Donnelly:**

Road resurfacing at Picket Twenty Way has restarted. Hopefully that will be done by mid-January and that will then trigger the Co-Op opening in Picket Twenty as well.

We've got an agreement from Persimmons Homes to install a disabled accessible swing in one of the parks up at Picket Twenty. We're going to try and involve the community, to see what kind of design and location would be appropriate.

**Councillor N Matthews:**

We had a Christmas Tree switch-on on Saturday evening for the residents of **Revenda** Lodge, which was a lovely and poignant event. Delighted to say that a ten-foot Norwegian Spruce tree was dedicated by Vigo Nurseries. It was planted, decorated with lights on and well received by the residents.

Damage control around the developments, I'm conscious at this time of year, it does annoy residents, the accumulating mud, work traffic and lorries and so on. We have damage control driving around constantly all day now, whilst there are working vehicles moving around. It's a great improvement from last year.

Lighting and pathways around Cricketers and Roman Way has been a bone of contention. The first week of January, we have a meeting on those estates to finally get that cracked. The new post box installed at Augusta Park Community Centre should be active before Christmas.

Our sincere thanks to Co-Op South. Conscious we are losing one of our Co-op stores on Charlton Road. But the food that the Co-Op South have donated has been absolutely extraordinary in Andover this year. So much so that the foodbanks have been extraordinary. We are talking about thousands and thousands of pounds worth, which needs to be recognised and commended.

**C 297/19 QUESTIONS FROM TOWN COUNCILLORS TO TVBC AND HCC COUNCILLORS**

Councillor L Gregori to Councillor Z Brooks:

What is the HCC policy on maintaining trees and verges on their property? I'm getting quite a lot of case work along this area. From what I can gather is that the standard of maintenance is non-existent and the HCC seem to have set the bar very high before they actually do anything at all. Are the HCC actively encouraging a policy of do it yourself amongst the tax payers of Andover?

Councillor Z Brooks to Councillor L Gregori:

I've had a few of these. I've had one on Newbury Road leading from the roundabout to Enham Arch. I've managed to get all that area cut back. HCC has this policy where they won't cut branches that hang over peoples' gardens as the residents have the right to trim the branches themselves. The problem is that it costs a lot of money and I've tried hard to

get the Officers to look into the situation. That's the same at the Upper Drove, where a tree has now entwined with a neighbour's tree and created an archway across the pavement. I've been looking into that. I've also worked hard at Gallaghers Mead, trying to get the bushes cut back and the branches cut away from the street lights. If you send me the concerns that you have, I will do my best to keep you informed of what the outcomes are.

Councillor D Coole to Councillor Z Brooks:

The town library is having a reduce service. If it is correct would the HCC consider approaching the Andover Town Council to assist in restoring its services to the full amount?

Councillor Z Brooks to Councillor D Coole:

They would like all support to keep the libraries open longer, but Andover hasn't lost that many hours compare to other boroughs and counties. They have cut out Sunday times and it's open from its normal times on Mondays to Fridays and Saturdays have different times anyway. I'm sure if Andover Town Council can help in any way, HCC would like to hear their ideas. Councillor Woodward has the portfolio for libraries if you want to involve him.

Councillor B Long to Councillor I Anderson:

Can you confirm about the New Street roundabout? You said HCC have done the markings. Have they just redone the markings or added markings to make it absolutely clear which lane to be in to get into New Street, without being cut up?

Councillor I Anderson to Councillor B Long:

They have marked the roundabout so people didn't get cut up when going into Sainsburys and around that area. I was very lucky because I was told that the don't do the marking again until next April. It was the same with Vigo Road. I don't know why they have a limited budget, but nothing was going to be done until April.

## **C 298/19 MOTIONS FROM COUNCILLORS**

Special Motion proposed by Councillor J Coole, seconded by Councillor N Asamoah. In accordance with Standing Orders Section 31.b. Councillor D Coole is the third proposer.

"That individual Member votes on Resolutions and Motions be recorded for all Council and Committee Meetings and be made publicly available on the Council's website and that Standing Orders be amended accordingly."

Members debated the Motion.

A recorded vote was as follows:

| <b>COUNCILLOR</b> | <b>FOR</b> | <b>AGAINST</b> | <b>ABSTENTION</b> |
|-------------------|------------|----------------|-------------------|
| R Rowles          |            | <b>X</b>       |                   |
| N Asamoah         | <b>X</b>   |                |                   |
| D Coole           | <b>X</b>   |                |                   |
| J Coole           | <b>X</b>   |                |                   |
| C Ecclestone      | <b>X</b>   |                |                   |
| L Gregori         |            |                | <b>X</b>          |
| R Hughes          |            |                | <b>X</b>          |

|              |          |          |          |
|--------------|----------|----------|----------|
| B Long       |          | X        |          |
| R Meyer      | X        |          |          |
| J Sangster   | x        |          |          |
| D Treadwell  |          |          | X        |
| <b>TOTAL</b> | <b>6</b> | <b>2</b> | <b>3</b> |

**RESOLVED: That individual Member votes on Resolutions and Motions be recorded for all Council and Committee Meetings and be made publicly available on the Council's website and that Standing Orders be amended accordingly.**

**C 299/19 ACTION POINTS FROM LAST MEETING**

Members noted the action points from the last meeting.

**C 300/19 HR CONSULTANT**

Members noted the paragraph which ratified the appointment of the HR Consultant in accordance with the Local Government Act 1972 schedule 101, as follows:

"Arrangements for discharge of functions by local authorities: Subject to any express provision contained in this Act or any Act passed after this Act, a local authority may arrange for the discharge of any of their functions: by a committee, sub-committee or an officer of the authority."

A Member commented that it was not sufficiently clear. The Locum Clerk provided clarification. The same Member requested an amendment to the paragraph as follows: "To ratify the retrospective appointment of the HR Consultant, whose work has now been completed, to ensure the Council was acting lawfully and to support and advise the Council on HR and Employment Law matters."

The Locum Clerk advised Members that people that have raised grievances do have the right of appeal. The Council was still in an appeal time frame and further issues may still arise.

The Member amended his original amended paragraph as follows:

"To ratify the retrospective appointment of the HR Consultant, to ensure the Council is acting lawfully and to support and advise the Council on HR and Employment Law matters."

It was proposed by Councillor D Coole and seconded by Councillor J Coole that the paragraph to ratify the appointment of the HR Consultant be amended to:

"To ratify the retrospective appointment of the HR Consultant, to ensure the Council is acting lawfully and to support and advise the Council on HR and Employment Law matters."

A recorded vote was as follows:

| <b>COUNCILLOR</b> | <b>FOR</b> | <b>AGAINST</b> | <b>ABSTENTION</b> |
|-------------------|------------|----------------|-------------------|
| R Rowles          | X          |                |                   |
| N Asamoah         |            | X              |                   |
| D Coole           | X          |                |                   |
| J Coole           | X          |                |                   |
| C Ecclestone      |            | X              |                   |
| L Gregori         | X          |                |                   |

|              |          |          |          |
|--------------|----------|----------|----------|
| R Hughes     | X        |          |          |
| B Long       | X        |          |          |
| R Meyer      | X        |          |          |
| J Sangster   | X        |          |          |
| D Treadwell  | X        |          |          |
| <b>TOTAL</b> | <b>9</b> | <b>2</b> | <b>0</b> |

**RESOLVED: That the paragraph to ratify the appointment of the HR Consultant be amended to:**

**“To ratify the retrospective appointment of the HR Consultant, to ensure the Council is acting lawfully and to support and advise the Council on HR and Employment Law matters.”**

### **C 301/19 COMMITTEE MINUTES**

The following Committee Minutes were received and noted:

29 September 2020 - Planning Committee

14 October 2020 - Policy & Resources

19 October 2020 – Planning Committee

### **C 302/19 FINANCE**

Members noted the List of Payments up to 26 November 2020.

Members received the Reconciled Bank Statements up to 30 September 2020.

It was questioned whether the Reconciled Bank Statements, pages 61 and 62, were in breach of the General Data Protection Regulations (GDPR).

The Locum Clerk advised that the Information Commissioners Office (ICO) had been contacted with reference to the GDPR concern, which confirmed that the statements do not give the allotment holders’ personal details as such, just name and plot number. Therefore, in business needs, the ICO did not see that as being against GDPR. The information does not trace that person back to where they are living or their personal banking details.

Members received the Cashbook up to 30 September 2020.

It was proposed by Councillor R Rowles and seconded by Councillor C Ecclestone that the Cashbook up to 30 September 2020 be approved.

A recorded vote was as follows:

| <b>COUNCILLOR</b> | <b>FOR</b> | <b>AGAINST</b> | <b>ABSTENTION</b> |
|-------------------|------------|----------------|-------------------|
| R Rowles          | X          |                |                   |
| N Asamoah         |            | X              |                   |
| D Coole           |            | X              |                   |
| J Coole           |            | X              |                   |
| C Ecclestone      |            | X              |                   |
| L Gregori         | X          |                |                   |
| R Hughes          | X          |                |                   |
| B Long            |            |                | X                 |
| R Meyer           |            | X              |                   |
| J Sangster        | x          |                |                   |
| D Treadwell       |            | X              |                   |

|              |          |          |          |
|--------------|----------|----------|----------|
| <b>TOTAL</b> | <b>4</b> | <b>6</b> | <b>1</b> |
|--------------|----------|----------|----------|

**Motion not carried.**

The Locum Clerk advised she would provide an explanation of the Cashbook to Members in order to assist them with understanding where the Council was with payments, in the interest of transparency.

| Bacs/Cheque No | Supplier                   | Budget Head | Goods/Supplies  | Cost (£)  |
|----------------|----------------------------|-------------|---|-----------|
| DDALTOOct2020  | Alto Digital Networks Ltd  | 4210/8      | Photocopying charges 29.07.2020 – 30.10.2020  | £144.00   |
| 189262127      | AB Computers and Planet PC | 4000/5      | Slim External Hardrive for meeting recordings   | £89.99    |
| 159743827      | AB Computers and Planet PC | 4000/5      | Clone laptop hardrive, data transfer, change password for server & general issues with 2 office laptops | £250.00   |
| 946865097      | Blachere Illuminations     | 4700/2      | Storage of Xmas Lights 2019-2020  | £3,435.36 |
| DDBG1Oct2020   | British Gas                | 4210/6      | Electricity supply 10.09.2020 – 09.10.2020  | £6.66     |
| DDBG2Oct2020   | British Gas                | 4210/6      | Electricity supply 10.09.2020 – 09.10.2020 2  | £23.05    |
| DDBG3Nov2020   | British Gas                | 4210/6      | Electricity supply 02.10.2020 – 01.11.2020  | £11.25    |
| DDBG4Nov2020   | British Gas                | 4210/6      | Electricity supply 10.10.2020 – 09.11.2020  | £22.47    |
| DDBG5Nov2020   | British Gas                | 4210/6      | Electricity supply  | £6.88     |
| 969398059      | Business Stream            | 4500/1/7/3  | Water Charges VR 06.07.2020 – 09.10.2020  | £208.48   |
| 117087658      | Business Stream            | 4500/1/4/3  | Water Charges MR 12.08.2020 – 04.11.2020  | £132.64   |
| 125221802      | Business Stream            | 4500/1/1/3  | Water Charges AW 02.07.2020 – 12.10.2020  | £68.78    |
| 455962381      | Mr G Black                 | 4500/1/7/4  | Reimbursement for replacement tap at Vigo Rd Allotment  | £10.00    |
| 302305318      | Business Stream            | 4500/1/3/3  | Water Supply CW 02.07.2020 – 12.10.2020   | £110.03   |
| 108475335      | Business Stream            | 4500/1/2/3  | Water Supply BL 26.08.2020 – 06.07.2020   | £271.13   |
| 441493610      | Convenient Hire Limited    | 4500/1/1/1  | Toilet Provision at allotment sites x 7   | £646.80   |
| 191757306      | W R Coulter                | 4000/5      | Reimbursements November 2020  | £89.20    |
| 259542030      | Custom Studio Ltd          | 4000/6/1    | For addition of 2 pecuniary interest forms to website for co-opted members                              | £25.50    |



|                 |   |            |  |            |
|-----------------|---|------------|--|------------|
| 501830977       | Custom Studio Ltd                           | 4000/6/2   | Website Hosting November 2020  | £35.94     |
| 652599442       | Grass and Grounds                           | 4500/1/1/2 | Removal of Tyres from all allotment sites x 7                          | £2,322.48  |
| 554159672       | Grass and Grounds                           | 4500/1/2/2 | Grass Cutting October 2020 Allotments                                  | £240.00    |
| 735566517       | Grass and Grounds                           | 4500/1/15  | Covering for Allotment Plots - all sites                               | £482.04    |
| 418200394       | Grass and Grounds                           | 4500/1/5/2 | OWR - Plot clearance 47 removal of fruit cages and plastic waste       | £156.00    |
| 161110607       | Grass and Grounds                           | 4500/1/7/2 | Plot clearance VR 33A removal of rubbish and cover                     | £114.00    |
| 253862939       | Grass and Grounds                           | 4500/1/3/2 | Plot clearance CW no 14 clear rubbish and cover                        | £102.00    |
| 409617719       | Grass and Grounds                           | 4500/1/5/2 | Plot clearance OWR 34/35 clear rubbish and prepare plot and cover      | £294.00    |
| 936164818       | Hampshire Cultural Trust Trading Limited    | 4700/4     | Hire of costumes for Shilling Fair 2018                                | £343.00    |
| DDMAIN1OCT 2020 | Mainstream Digital                          | 4210/7     | Fraud Protection - telephone lines October 2020                        | £4.78      |
| DDMAIN2OCT 2020 | Mainstream Digital                          | 4210/7     | 4 SIP Trunk Quarterly Rental 22.10.2020 - 21.01.2021                   | £111.45    |
| 430019006       | M B Pest Services                           | 4500/1/1/8 | Pest Control for 7 Allotment Sites October 2020`                       | £400.00    |
| 67606250        | Merryhill Asbestos Testing & Consulting Ltd | 4500/1/7/2 | Remove and dispose of asbestos compost bin VR Allotments               | £162.00    |
| 777924132       | Moores Cleaning Services Ltd                | 4210/5     | Office Cleaning Services - September 2020                              | £282.47    |
| 451470491       | Moores Cleaning Services Ltd                | 4210/5     | Office Cleaning Services - October 2020                                | £282.47    |
| 703622144       | Moores Cleaning Services Ltd                | 4210/5     | Office Cleaning Services - November 2020                               | £282.47    |
| 707984379       | Hampshire Hospitals NHSFT                   | 4000/3     | Occupational Health Services for 1 Member of Staff                     | £263.00    |
| DDPEACJan20 21  | Pan European Asset Company                  | 4210/8     | Photocopier Lease 01.11.2020 - 31.01.2021                              | £797.18    |
| 690961644       | Pitney Bowes                                | 4210/10    | Postage Charges and franking machine rental October 2020               | £132.80    |
| 462921752       | PKF Littlejohn LLP                          | 4000/47    | External Audit Fees for AGAR YE 31.03.2020                             | £1,200.00  |
| 727385490       | Portus & Whitton                            | 4300/2     | Landscape architect services for Andover Town Council Townscape report | £12,075.73 |
| 36080842        | Restore Datashred                           | 4210/17    | Annual Duty of Care 16.10.2020 - 15.10.2021                            | £83.94     |

|                                     |                         |        |   |                    |
|-------------------------------------|-------------------------|--------|---|--------------------|
| 318263518                           | Restore Datashred       | 4210/7 | Removal of confidential waste November 2020   | £12.00             |
| DDSAGENOV2020                       | Sage UK Limited         | 4000/1 | Payroll software hire November 2020   | £14.40             |
| 13995622                            | Southern Electric       | 4210/6 | Electricity Charges 68B High Street October 2020  | £88.56             |
| 129003657                           | Surrey Hills Solicitors | 4000/3 | All services in connection with Employment Advice 1   | £1,740.00          |
| 983592361                           | Surrey Hills Solicitors | 4000/3 | All services in connection with Employment Advice 2   | £2,700.00          |
| 590240652                           | Surrey Hills Solicitors | 4000/3 | General Advice Retainer November 2020   | £300.00            |
| 241083515                           | Mrs V Warburton         | 4000/5 | Reimbursements November   | £32.48             |
| 969380192                           | Mrs A Loxton            | 4000/3 | HR Advice and assistance to carry out Grievance Procedure from November 2020                              | £1,332.94          |
| 695549177                           | T J P Consultancy       | 4000/3 | All services in connection with Governance for Andover Town Council acting in the capacity of Locum Clerk | £3,600.00          |
|                                     | Confidential            |        |   | £14,608.51         |
| <b>TOTAL up to 26 November 2020</b> |                         |        |   | <b>£ 50,448.86</b> |

**C 303/19 DRAFT BUDGET 2021/2022**

Members noted the draft budget for 2021/2022.

It was proposed by Councillor R Rowles and seconded by Councillor C Ecclestone that the meeting be extended beyond the 2-hour time limit, by thirty minutes.

A recorded vote was as follows:

| <b>COUNCILLOR</b> | <b>FOR</b> | <b>AGAINST</b> | <b>ABSTENTION</b> |
|-------------------|------------|----------------|-------------------|
| R Rowles          | X          |                |                   |
| N Asamoah         |            | X              |                   |
| D Coole           | X          |                |                   |
| J Coole           | X          |                |                   |
| C Ecclestone      | X          |                |                   |
| L Gregori         | X          |                |                   |
| R Hughes          |            | X              |                   |
| B Long            |            | X              |                   |
| R Meyer           |            | X              |                   |
| J Sangster        | x          |                |                   |
| D Treadwell       |            |                | X                 |
| <b>TOTAL</b>      | <b>6</b>   | <b>4</b>       | <b>1</b>          |

**RESOLVED:** That the meeting be extended beyond the 2-hour time limit, by thirty minutes.

**C 304/19 AGAR 2019/2020**

Members received and noted the AGAR for the year Ended 31 March 2020.

**C 305/19 OFFICE STAFF AVAILABILITY TIMES OVER THE FESTIVE PERIOD**

Members noted that whilst the Council Offices remained closed, the Office Staff would be working until 23 December 2020 and then from 4 January 2021.

**C 306/19 COMMITTEE AND COUNCIL DATES**

It was proposed by Councillor R Rowles and seconded by Councillor D Coole that the following Council and Committee dates up to the end of December 2020 be approved:  
Tuesday 8 December 2020 – 6pm – Assets and Communities Committee meeting  
Monday 14 December 2020 – 6pm – Allotments Committee meeting  
Monday 21 December 2020 – 6pm – Planning Committee meeting

A recorded vote was as follows:

| <b>COUNCILLOR</b> | <b>FOR</b> | <b>AGAINST</b> | <b>ABSTENTION</b> |
|-------------------|------------|----------------|-------------------|
| R Rowles          | X          |                |                   |
| N Asamoah         | X          |                |                   |
| D Coole           | X          |                |                   |
| J Coole           | X          |                |                   |
| C Ecclestone      | X          |                |                   |
| L Gregori         | X          |                |                   |
| R Hughes          | X          |                |                   |
| B Long            | X          |                |                   |
| R Meyer           | X          |                |                   |
| J Sangster        | X          |                |                   |
| D Treadwell       | X          |                |                   |
| <b>TOTAL</b>      | <b>11</b>  | <b>0</b>       | <b>0</b>          |

**RESOLVED: That the following Council and Committee dates up to the end of December 2020 be approved:**

**Tuesday 8 December 2020 – 6pm – Assets and Communities Committee meeting**

**Monday 14 December 2020 – 6pm – Allotments Committee meeting**

**Monday 21 December 2020 – 6pm – Planning Committee meeting**

**C 307/19 EMERGENCY GRANT APPLICATION**

Members considered the Grant application from Unity to assist the roll out of the Covid 19 vaccinations for Andover.

A member requested an amendment to the existing motion as follows:

“To consider the Grant application from Unity to assist the roll out of the Covid 19 vaccinations for Andover and the monies to be taken from the Grants Projects Earmarked Reserves.”

It was proposed by Councillor R Rowles and seconded by Councillor C Ecclestone that the Grant Application from Unity, to assist the roll out of the Covid 19 vaccinations for Andover and the monies to be taken from the Grants Projects Earmarked Reserves, be approved.

A recorded vote was as follows:

| <b>COUNCILLOR</b> | <b>FOR</b> | <b>AGAINST</b> | <b>ABSTENTION</b> |
|-------------------|------------|----------------|-------------------|
| R Rowles          | X          |                |                   |
| N Asamoah         | X          |                |                   |
| D Coole           | X          |                |                   |
| J Coole           | X          |                |                   |
| C Ecclestone      | X          |                |                   |
| L Gregori         | X          |                |                   |
| R Hughes          | X          |                |                   |
| B Long            | X          |                |                   |
| R Meyer           | X          |                |                   |
| J Sangster        | X          |                |                   |
| D Treadwell       | X          |                |                   |
| <b>TOTAL</b>      | <b>11</b>  | <b>0</b>       | <b>0</b>          |

**RESOLVED: That the Grant Application from Unity, to assist the roll out of the Covid 19 vaccinations for Andover and the monies to be taken from the Grants Projects Earmarked Reserves, be approved.**

**C 308/19 MEETING RECORDINGS TO BE AVAILABLE ON WEBSITE**

Members considered whether the Recordings of Council and Committee meetings should be available to access on the Town Council's website.

A question was asked about how large the recordings were and whether there would be any additional costings. The Chairman clarified that there would be no extra burden on the webserver who ran the Town Council website. A link would be added to the website, which would lead to a separate platform, such as YouTube. It was established that some other Councils already do this.

It was proposed by Councillor R Rowles and seconded by Councillor D Coole that the Recordings of Council and Committee meetings should be available to access on the Town Council's website.

A recorded vote was as follows:

| <b>COUNCILLOR</b> | <b>FOR</b> | <b>AGAINST</b> | <b>ABSTENTION</b> |
|-------------------|------------|----------------|-------------------|
| R Rowles          | X          |                |                   |
| N Asamoah         | X          |                |                   |
| D Coole           | X          |                |                   |
| J Coole           | X          |                |                   |
| C Ecclestone      | X          |                |                   |
| L Gregori         |            |                | X                 |
| R Hughes          | X          |                |                   |
| B Long            |            | X              |                   |
| R Meyer           | X          |                |                   |
| J Sangster        | X          |                |                   |
| D Treadwell       | X          |                |                   |
| <b>TOTAL</b>      | <b>9</b>   | <b>1</b>       | <b>1</b>          |

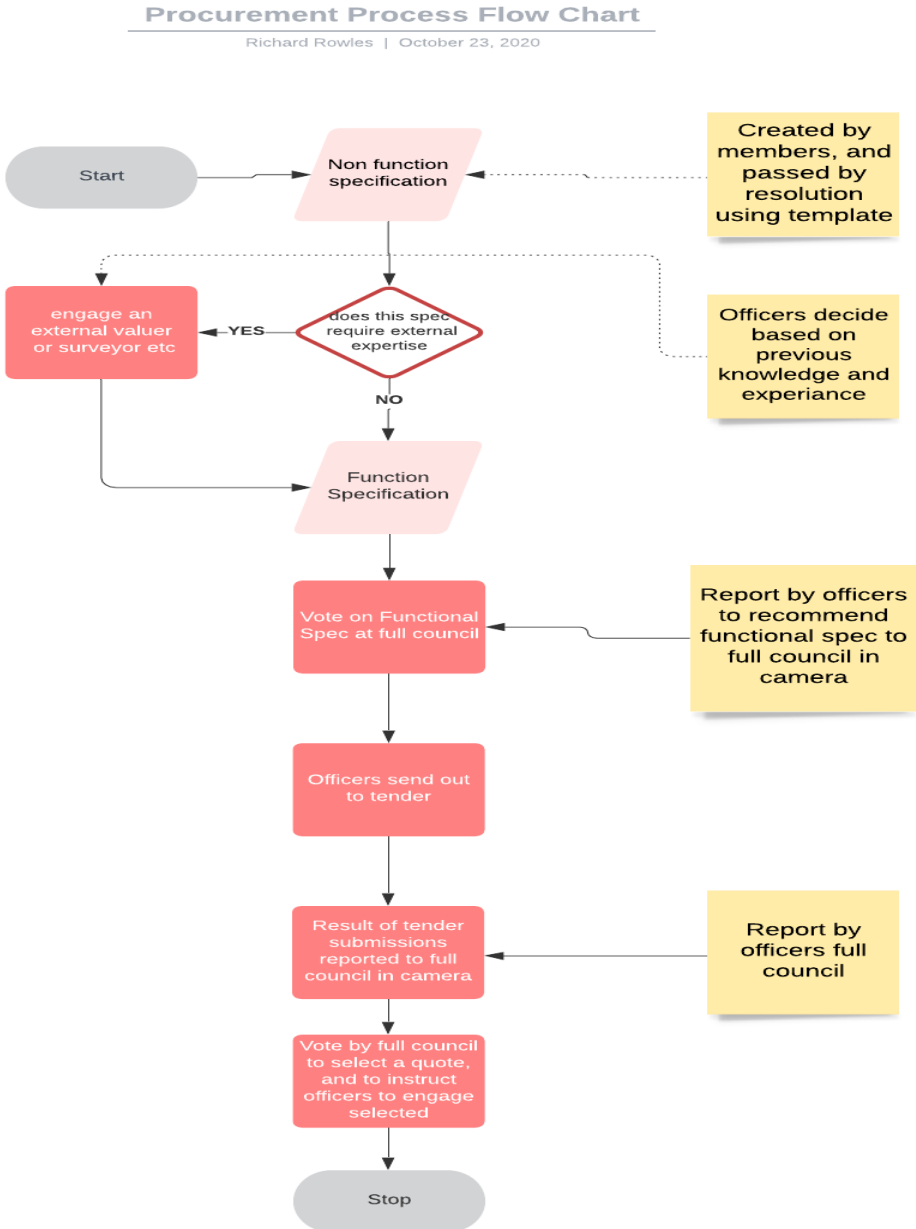
**RESOLVED: That the Recordings of Council and Committee meetings should be available to access on the Town Council's website.**

**C 309/19 ANDOVER LEVY NEGOTIATING TEAM**

This item was deferred to the next meeting.

**C 310/19 PROCUREMENT PROCESS**

Members noted the suggestion below, for a new Procurement Process for the Town Council as recommended by the Internal Auditor.



**C 311/19 MEMBERS TRAINING - UPDATE**

Members noted an update on Members Training.

**C 312/19 SPEED INDICATOR SIGNS**

Members noted that Grant Applications had been made to the Test Valley Borough Council and Hampshire County Council for the purchase of Speed Indicator Signs (SIDs). Once the outcome of the Grant Applications had been received, the five SIDs would be purchased. It was also noted that the locations for all five SIDs had been agreed.

**C 313/19 QUESTIONS FROM COUNCILLORS**

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

**C 314/19 REPORTS FROM COUNCILLORS**

**Councillor D Coole:**

I have received a number of disturbing confidential report from a number of my residents, which I have forwarded to the relevant authorities for further action.

**Councillor B Long:**

I have attended various meetings with Test Valley Associations of Local Parish Councils.

**Councillor R Meyer:**

I have also attended meetings with Test Valley Associations of Local Parish Councils.

It was proposed by Councillor R Rowles and seconded by Councillor J Sangster that the meeting be further extended.

A recorded vote was as follows:

| <b>COUNCILLOR</b> | <b>FOR</b> | <b>AGAINST</b> | <b>ABSTENTION</b> |
|-------------------|------------|----------------|-------------------|
| R Rowles          | X          |                |                   |
| N Asamoah         | X          |                |                   |
| D Coole           | X          |                |                   |
| J Coole           | X          |                |                   |
| C Ecclestone      | X          |                |                   |
| L Gregori         | X          |                |                   |
| R Hughes          | X          |                |                   |
| B Long            | X          |                |                   |
| R Meyer           | X          |                |                   |
| J Sangster        | X          |                |                   |
| D Treadwell       | X          |                |                   |
| <b>TOTAL</b>      | <b>11</b>  | <b>0</b>       | <b>0</b>          |

**RESOLVED: That the meeting be further extended.**

**C 315/19 ATTENDANCE AT COUNCIL MEETINGS**

Members noted the Attendance record of Councillors at Council meetings.

**C 316/19 DATE OF NEXT MEETING**

Members noted that the date of the next Council meeting was noted, **Tuesday 26 January 2021 at 6.00pm via Zoom.**

The Town Mayor closed the meeting at 8.33pm.

Town Mayor

Date