



ANDOVER TOWN COUNCIL

Minutes Council

Time and date

6.02 pm on Wednesday 24 March 2021

Place

Virtual On-Line Meeting via "Zoom"

Cllr R Rowles - Town Mayor (P)

Cllr L Banville - Deputy Town Mayor (A)

Cllr N Asamoah (A)

Cllr D Coole (P)

Cllr J Coole (A)

Cllr C Ecclestone (P)

Cllr L Gregori (P)

Cllr R Hughes (P)

Cllr B Long (P)

Cllr R Meyer (A)

Cllr J Sangster (P)

Cllr D Treadwell (P)

Officers Present:

Wendy Coulter (Town Clerk)

Caroline Godfrey (Locum Clerk)

Tracy Predeth (Locum Clerk)

Michelle Young (Committee Officer) (Taking the notes)

County/Borough Councillors:

Cllr I Anderson

Cllr Z Brooks

Cllr k Hamilton

Cllr N Matthews

Members of the Public: 11

Members of the Press: 1

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 358/19 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Councillors J Coole and N Asamoah.

C 359/19 DECLARATIONS OF INTEREST

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

C 360/19 MINUTES

Members debated the Minutes and three amendments were requested to be made.

It was proposed by Councillor R Rowles and seconded by Councillor D Coole that Councillor D Coole's name be removed from the Town Mayor's section in the Minutes of the Council Meeting on 21 October 2020.

A recorded vote was as follows:

COUNCILLOR	FOR	AGAINST	ABSTENTION
D Coole	X		
C Ecclestone	X		
L Gregori	X		
R Hughes	X		
B Long	X		
R Rowles	X		
J Sangster	X		
D Treadwell	X		
TOTAL	8	0	0

RESOLVED: That Councillor D Coole's name be removed from the Town Mayor's section In the Minutes of the Council Meeting on 21 October 2020.

It was proposed by Councillor R Hughes and seconded by Councillor D Coole that a motion be received to amend the resolution to accept the previous Minutes (at item 3) to propose that the Council hear Councillor B Long's Acceptance of Office, the Chairman did not recognise the motion to amend.

A recorded vote was as follows:

COUNCILLOR	FOR	AGAINST	ABSTENTION
D Coole	X		
C Ecclestone	X		
L Gregori	X		
R Hughes	X		
B Long	X		
R Rowles	X		

J Sangster	X		
D Treadwell	X		
TOTAL	8	0	0

RESOLVED: That a motion be received to amend the resolution to accept the previous Minutes (at item 3) to propose that the Council hear Councillor B Long's Acceptance of Office, the Chairman did not recognise the motion to amend.

It was proposed by Councillor C Ecclestone and seconded by Councillor D Coole that the Extraordinary Council Minutes of 15 December 2020, section C 320/19, be amended to state that Councillor C Ecclestone was excluded from the meeting.

A recorded vote was as follows:

COUNCILLOR	FOR	AGAINST	ABSTENTION
D Coole	X		
C Ecclestone	X		
L Gregori		X	
R Hughes		X	
B Long		X	
R Rowles		X	
J Sangster			X
D Treadwell	X		
TOTAL	3	4	1

Motion not carried

It was proposed by Councillor R Rowles and seconded by Councillor D Coole that the Minutes of the Council Meetings held on 13 March 2020, 5 November 2020, 15 December 2020, 21 January 2021, 26 January 2021 and the amended Minutes of 21 October 2020 be signed by the Chairman as a correct record.

A recorded vote was as follows:

COUNCILLOR	FOR	AGAINST	ABSTENTION
D Coole	X		
C Ecclestone		X	
L Gregori	X		
R Hughes	X		
B Long	X		
R Rowles	X		
J Sangster	X		
D Treadwell		X	
TOTAL	6	2	0

RESOLVED: That the Minutes of the Council Meetings held on 13 March 2020, 5 November 2020, 15 December 2020, 21 January 2021, 26 January 2021 and the amended Minutes of 21 October 2020 be signed by the Chairman as a correct record.

C 361/19 TOWN MAYOR'S ANNOUNCEMENTS

The Town Mayor expressed his thanks to all the volunteers for helping out with the progress of the Covid vaccine.

The Town Mayor also thanked Tesco for his invite to congratulate their longest serving employee of 74 years and the re-opening of the store with its new layout.

C 362/19 PUBLIC PARTICIPATION

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

Member of Public 1:

I have noticed that the recording of all the Councillors' training is not on the website. Is there a list of all the Councillors' training?

Chairman's Response:

Yes, it was included on the agenda of a previous meeting.

Member of Public 1:

I would suggest that all Councillors get involved in training if they want to progress in their role as Councillors.

Councillor D Coole:

Mr A Holloway, whom was awarded the title of Honorary Freeman of the Town of Andover, sadly passed away on 12 February 2021. Mr Holloway was the longest serving shop keeper in Andover.

Member of Public 2:

I would like to thank the Officers for replying to my questions under the Freedom of Information Act and for being more open than Test Valley Borough Council (TVBC) Officers, particularly with regards to Councillor training. I asked the same questions under the Freedom of Information Act to the TVBC and they have not answered.

C 363/19 DESIGN STATEMENT

Members received the Design Statement Report and noted the Public Comments and the Test Valley Borough Council Design Statement Consultation Response Letter.

A question was raised regarding the extra workload that would be created for the Officers. It was clarified that with the added support of the Locum Clerks, the Officers workload would not directly be impacted. A question was raised as to why the Design Statement project was being removed from the Planning Committee. It was confirmed that any item that serves the whole town should come under full Council's responsibility and be seen to be led by full Council.

It was proposed by Councillor R Rowles and seconded by Councillor R Hughes that:

- The Council thanks the Planning Department for its work to date.

- That Council will from this date forward lead on the Andover Design Statement project.
- That the Town Clerk will liaise with the officer support network previously approved by Council to provide a next steps proposal to Council.
- The Internal Auditors report on the matter will be discussed in confidential session at a future Full Council meeting as previously resolved.

A recorded vote was as follows:

COUNCILLOR	FOR	AGAINST	ABSTENTION
D Coole		X	
C Ecclestone		X	
L Gregori	X		
R Hughes	X		
B Long	X		
R Rowles	X		
J Sangster	X		
D Treadwell		X	
TOTAL	5	3	0

RESOLVED: That

- **The Council thanks the Planning Department for its work to date.**
- **That Council will from this date forward lead on the Andover Design Statement project.**
- **That the Town Clerk will liaise with the officer support network previously approved by Council to provide a next steps proposal to Council.**
- **The Internal Auditors report on the matter will be discussed in confidential session at a future Full Council meeting as previously resolved.**

C 364/19 YOUTH AND COMMUNITY DEVELOPMENT SERVICE

Members considered the Youth and Community Development Service Report.

Questions were raised concerning the budget, what powers Andover Town Council had to take on the responsibility and the purpose of the report. It was clarified that the report provided a starting point with the specification of the role. It was not about approval of spending funds. A tender process would be followed to appoint a service provider to develop and deliver a range of youth and community-based initiatives in the Andover Town Council area and to identify where the gaps are.

It was proposed by Councillor R Rowles and seconded by Councillor J Sangster that the Contract Specification be approved for publication.

A recorded vote was as follows:

COUNCILLOR	FOR	AGAINST	ABSTENTION
D Coole		X	
C Ecclestone		X	
L Gregori		X	
R Hughes		X	
B Long		X	

R Rowles	X		
J Sangster	X		
D Treadwell		X	
TOTAL	2	6	0

Motion not carried.

C 365/19 CORPORATE RISK ASSESSMENT 2021-2022

This item was deferred as there was no seconder to the proposal to accept the Corporate Risk Assessment 2021-2022.

C 366/19 FINANCE

Members noted the List of Payments up to 25 February 2021.

It was proposed by Councillor R Rowles and seconded by Councillor D Coole that the Reconciled Bank Statement up to 31 January 2021 be approved.

A recorded vote was as follows:

COUNCILLOR	FOR	AGAINST	ABSTENTION
D Coole	X		
C Ecclestone		X	
L Gregori	X		
R Hughes	X		
B Long	X		
R Rowles	X		
J Sangster	X		
D Treadwell	X		
TOTAL	7	1	0

RESOLVED: That the Reconciled Bank Statement up to 31 January 2021 be approved.

Members noted the Cashbook up to 31 January 2021.

C 367/19 COMMITTEE MINUTES

The following Committee Minutes were received and noted:

Allotment Committee – 14 December 2020

Planning Committee – 11 January 2021

Planning Committee – 1 February 2021

Planning Committee - 15 February 2021

C 368/19 ANDOVER TOWN WEBSITE

Members noted the Andover Town Council Website report.

Further to the recommendations of the Internal Auditor's report, a quote of £785 + VAT, was obtained from the Andover Town Council's contracted web designer, for work involved which ensured the website was compliant with the current Accessibility Regulations.

It was proposed by Councillor R Rowles and seconded by Councillor C Ecclestone that the quote of £785 + VAT, be approved to ensure Andover Town Council is compliant with current legislation as per the Auditor's report.

A recorded vote was as follows:

COUNCILLOR	FOR	AGAINST	ABSTENTION
D Coole		X	
C Ecclestone	X		
L Gregori	X		
R Hughes	X		
B Long	X		
R Rowles	X		
J Sangster		X	
D Treadwell	X		
TOTAL	6	2	0

RESOLVED: That the quote of £785 + VAT, be approved to ensure Andover Town Council is compliant with current legislation as per the Auditor's report.

C 369/19 PLANNING COMMITTEE DATES

Members received the Planning Committee's recommendation to change the meeting dates, which would enable the timely comments to the Planning Authority (Test Valley Borough Council) and coincide more appropriately with the Northern Area Planning Committee dates.

It was proposed by Councillor C Ecclestone and seconded by Councillor L Gregori that the change of Planning Committee Meeting dates be accepted and approved.

A recorded vote was as follows:

COUNCILLOR	FOR	AGAINST	ABSTENTION
D Coole	X		
C Ecclestone	X		
L Gregori	X		
R Hughes	X		
B Long	X		
R Rowles	X		
J Sangster	X		
D Treadwell	X		
TOTAL	8	0	0

RESOLVED: That the change of Planning Committee Meeting dates be accepted and approved.

C 370/19 AMENDMENT TO THE PLANNING COMMITTEE TERMS OF REFERENCE

This item was deferred to a future meeting.

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

A recorded vote was as follows:

COUNCILLOR	FOR	AGAINST	ABSTENTION
D Coole	X		
C Ecclestone	X		
L Gregori	X		
R Hughes	X		
B Long	X		
R Rowles	X		
J Sangster	X		
D Treadwell	X		
TOTAL	8	0	0

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

C 371/19 ATTENDANCE AT TOWN COUNCIL MEETINGS

Members noted the Attendance Record.

C 372/19 DATE OF NEXT MEETING

Members noted the date of the next Council Meeting – **Wednesday 12 May 2021 via Zoom starting at 6.00pm.**

It was noted that the telephone number used for dialling into the zoom meeting, would be provided also.

C 373/19 EXCLUSION OF PRESS AND PUBLIC

It was proposed by Councillor R Rowles and seconded by Councillor B Long that the Press and Public be excluded from the Meeting at Item 17, due to consideration due to consideration of a Judicial Review which contains confidential information.

A recorded vote was as follows:

COUNCILLOR	FOR	AGAINST	ABSTENTION
R Rowles	X		
D Coole	X		
C Ecclestone		X	
L Gregori	X		
R Hughes	X		
B Long	X		
J Sangster	X		
D Treadwell	X		
TOTAL	7	1	0

RESOLVED: That the Press and Public be excluded from the Meeting at item 17, due to consideration due to consideration of a Judicial Review which contains confidential information.

C 374/19 JUDICIAL REVIEW

Members proceeded to discuss the Judicial Review in the Confidential session.
(The Proper Officer and Committee Officer left the meeting at 8.00pm, due to the confidential nature of the Judicial Review)

The Town Mayor closed the meeting at 8.30pm.

Town Mayor

Date