



ANDOVER TOWN COUNCIL

Council Minutes

Time and date

5.30pm on Thursday 27 April 2023

Place

The Lights, Andover

Cllr D Coole - Town Mayor (P)		
Cllr R Meyer - Deputy Town Mayor (A)		
Cllr J Coole (P)	Cllr C Ecclestone (P)	Cllr L Gregori (P)
Cllr K Hughes (P) (arrived at 5.33pm)	Cllr R Hughes (P)	Cllr N Long (A)
Cllr M Mumford (A)	Cllr E Reynolds (P)	Cllr R Rowles (A)
Cllr J Sangster (A)	Cllr D Treadwell (A)	Cllr S Waue (P)

Officers Present:

Gail Foster (Town Clerk)

Tor Warburton (Deputy Clerk) (Recording the Minutes)

County/Borough Councillors:

Councillor I Anderson

Councillor T Burley

Members of the Public: 5

Members of the Press: 1

APOLOGIES FOR ABSENCE	
C186/04/23	Apologies for absence were received and accepted from Councillors N Long and R Meyer.
DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS AND NON-PECUNIARY INTERESTS	
C187/04/23	Declarations were received from Councillor E Reynolds, who is on the Allotment Committee and a member of the Drove Association.
MINUTES	
C188/04/23	It was proposed by Councillor S Waue and seconded by Councillor C Ecclestone and

	RESOLVED: Unanimously that the Minutes of the Town Council Meeting, with the amendment, held on 22 March 2023, be signed by the Chairman as a correct record. Action: Committee Officer
PUBLIC PARTICIPATION <i>The discussion below is a short summary and is not recorded word for word.</i>	
C189/04/23	How many of the Councillors can look back and say honestly, I think I have done a good job? The splits in the Council have been too obvious for the general public to see. I ask that during the next 4 years, the new council becomes much more collaborative and much less confrontational and work together as a team. Town Mayor's Response Thank you very much. I note your reviews.
TOWN MAYORS ANNOUNCEMENTS	
C/190/04/23	There were no announcements made. (Councillor K Hughes arrived at 5.33pm)
EXTERNAL REPORTS	
C191/04/23	Councillor I Anderson reported the railway railings at Tesco have been reported again. Planning Enforcement have been notified of a brick wall in Barcelona Close, that has fallen. Potholes are continuing to be reported. The bushes by Threadneedle House, which are overgrown onto the footpath, will be cut by Hampshire County Council. The boarding around the old Magistrates Court has been repainted due to graffiti.
ALLOTMENTS COMMITTEE	
C192/04/23	Members noted that an Officers and Wardens' meeting had been scheduled for Wednesday 3 May 2023.
COMMUNITY AND EVENTS COMMITTEE	
C193/04/23	Members noted the update report on the Coronation Celebration and remaining budget to spend of £1,435.20. The Deputy Clerk confirmed that the Coronation lights were being installed and would be ready for viewing from Friday 28 April 2023.
C194/04/23	Members noted that Officers were investigating the possibilities of firework displays at nominated events.
POLICY AND RESOURCES COMMITTEE	
C195/04/23	Members noted the findings and recommendations from Mulberry & Co.
C196/04/23	Members noted the response from the RFO to the Internal Auditors' written report.
C197/04/23	It was proposed by Councillor L Gregori and seconded by Councillor R Hughes and RESOLVED: FOR - 7, AGAINST - 0, ABSTENTIONS - 1 , that the following Year End 2022-2023 reports be approved:

	<ul style="list-style-type: none"> i. Bank Statements and Bank Reconciliation showing year-end balance of £559,097.77. ii. Final Budget Summary showing net surplus of £18,635.96. iii. Cashbook and Income & Expenditure iv. List of Debtors and Creditors v. VAT Return information vi. Earmarked Reserves comprising: Elections = £79,036.28, Allotments = £88,011.04, Christmas Lights = £12,591.74, Property Purchase = £102,000.00 and CIL funds set aside of £99,099.83. Total = £380,738.89. vii. Trial Balance and Balance Sheet viii. Asset Register totalling £31,742.82. ix. Draft Annual Return Printout x. Virements for Year End where RFO recommended that no movements were made. <p>It was noted that the General Reserve was higher than the minimum 3 months that Council had recently resolved. So extra spending should take place to reduce the General Reserve.</p>
C198/04/23	<p>The Town Clerk requested that it be Minuted that all Councillors had read the papers. It was proposed by Councillor L Gregori and seconded by Councillor R Hughes and RESOLVED: FOR – 7, AGAINST – 0, ABSTENTIONS – 1, that the following Annual Governance and Accountability Return (AGAR) papers be approved:</p> <ul style="list-style-type: none"> i. Internal Audit report which had been signed by the auditor on 4th April 2023.
C199/04/23	<ul style="list-style-type: none"> ii. Annual Governance Statement – (AGAR section 1) Councillors agreed that the suggested responses be approved and the form would be signed by the Mayor. Action: RFO
C200/04/23	<ul style="list-style-type: none"> iii. Draft Accounting Statement – (AGAR section 2) The figures were approved for signature by the Mayor. Action: RFO
C201/04/23	<ul style="list-style-type: none"> iv. Draft Notice of Public Rights and dates for inspection were approved for publication. Action: Committee Officer
C202/04/23	<p>It was proposed by Councillor L Gregori and seconded by Councillor E Reynolds and RESOLVED: Unanimously, that Mulberry & Co and the current auditor of Mulberry & Co, be re-appointed for the 2023-2024 Internal Audit. Action: Town Clerk</p>
C203/04/23	<p>It was proposed by Councillor L Gregori and seconded by Councillor R Hughes and RESOLVED: Unanimously, that no conflict of interests for External Auditor BDO, were being declared and the Mayor would sign the declaration. Action: RFO</p>
C204/04/23	<p>It was proposed by Councillor S Waue and seconded by Councillor E Reynolds and RESOLVED: FOR – 6, AGAINST – 0, ABSTENTIONS – 2, that the Scheme of Delegation Policy be approved. Action: Town Clerk</p>

C205/04/23	Members received and noted the following updates on prior year (2021-2022) External Audit, which had been received on 30 th March 2023. a. Certificate and Cost of £2,130.00 = VAT. b. Action Plan. Action: Town Clerk
MAINTENANCE ISSUE FOR URGENT DELEGATION	
C206/04/23	It was proposed by Councillor L Gregori and seconded by Councillor K Hughes and RESOLVED: FOR - 7, AGAINST -1, ABSTENTIONS -0 , that all decisions, relating to this issue be delegated jointly to Councillor K Hughes, Councillor S Waue and the Town Clerk, subject to a maximum cost of £5,000.00, be approved. Action: Councillors and Town Clerk
CONTRACTUAL AND DELEGATED PAYMENTS	
C207/04/23	Members received and noted the contractual and delegated payments that had already been made per report detailed in appendix X on the agenda.
PAYMENTS FOR APPROVAL	
C208/04/23	Members noted that there were no payments that required approval for the period of 1 st April 2023 to 21 st April 2023.
FINANCIAL PAPERS FOR APPROVAL	
C209/04/23	Members noted that until the 2022-2023 Year is closed, no financial reports could be provided from the Accounting Package.
C210/04/23	It was proposed by Councillor L Gregori and seconded by Councillor K Hughes and RESOLVED: Unanimously , that the following financial paper be approved: a. Bank Statements showing balances: i. UTB 1 = £574,800.95 ii. UTB 2 = £86,156.42 iii. Redwood Bank = £85,000.00 iv. Total = £745,957.37
SIDS	
C211/04/23	Members received and noted a SIDs report which contained data for the period of 1 March 2023 to 28 March 2023, on Walworth Road and Winchester Road. The Town Clerk has had discussions with Terry Norton, Deputy Police and Crime Commissioner, regarding the potential purchase and use of AutoSpeedWatch cameras in Andover. It was hoped that the Town Council could work in partnership with the Police and data produced by the cameras, could be used by the Police to follow up on speeding events. A response from the Police is expected in Mid-May.
ANDOVER TOWN COUNCILLORS REPORTS	
C212/04/23	There were no reports received from Town Council Members.
QUESTIONS FROM TOWN COUNCILLORS	

C213/04/23	Councillor L Gregori asked that a Facebook post be corrected. The post had incorrectly stated that the meeting for the Community and Events Committee had been cancelled due to being inquorate. This was a mistake, however, which had been corrected as soon as the Officers were made aware and the Town Clerk apologised on behalf of all staff.
DATE OF NEXT MEETING	
C214/04/23	Members noted that the date of the next meeting would be Wednesday 17 May 2023 , to be held in the Upper Guildhall, Andover, at 6.30pm.
The Town Mayor closed the meeting at 5.55pm.	