



# ANDOVER TOWN COUNCIL

## Council Minutes

**Time and date**

6.30pm on Wednesday 24 January 2024

**Place**

Upper Guildhall, Andover

Cllr R Hughes (Town Mayor) (P)		
Cllr J Sangster (Deputy Town Mayor) (P)		
Cllr K Bird (P)	Cllr J Cockaday (P)	Cllr M Farren (P)
Cllr L Gregori (P)	Cllr T Gregory (P)	Cllr S Hardstaff (P)
Cllr J Hughes (P)	Cllr K Hughes (P)	Cllr R Kidd (P)
Cllr M McGarry (A)	Cllr R Meyer (A)	Cllr H Neate (P)
Cllr E Reynolds (P)	Cllr S Waue (P)	

**Officers Present:**

Gail Foster (Town Clerk)  
 Tor Warburton (Deputy Town Clerk)

**Members of the Public: 6**

**County/Borough Councillors apologies:** Councillors I Anderson and Councillor D Drew

**Members of the Press: 1**

<b>APOLOGIES</b>	
<b>C 181/01/24</b>	Apologies were received from Councillor R Meyer.
<b>PUBLIC SESSION <i>The discussion below is a short summary and is not recorded word for word.</i></b>	
<b>C 182/01/24</b>	<p>Q: On 19<sup>th</sup> December, you wrote to all the Council Members, congratulating Councillor J Hughes on the video. You saw no conduct issues with the video being an independent production. You signed it 'proud dad', therefore you admitted to a clear and substantial interest in the item.</p> <p>Q: Is it not the case that the video was produced using public assets, purchased by the precept payers of Andover and for the personal use of Councillor J Hughes? The video was not published with the authority of the Town Council.</p>

Signed as a true and accurate record of the meeting:

Chairman/Vice Chairman:..... Date:.....

	<p>Q: Will you now publicly apologise for the appropriation for public assets for personal use?</p> <p>Q: Was it not the case that the Andover Bid and Surrey Hills raised concerns about the video?</p> <p>Q: Was Test Valley Borough Council consulted and what was their view?</p> <p>A: One of emails you mentioned was only circulated with the Andover Town Councillors email system. So, I am not sure how you managed to get hold of that. That has been shared improperly. As for the interest, I have no pecuniary interest and I have no non-pecuniary interest in the purchase of the microphones at all. The rest of your requests are likely to be dealt with under item 15 of the agenda and I suggest you sit and wait until then, when some more details may come out.</p> <p>Q: With due respect Mr Mayor, that was not the question. The question was 'are you now going to apologise...'</p> <p>A: No. Please sit down.</p> <p>Q: Why not?</p> <p>A: Because I don't need to. Please sit down. It's your opinion. I don't need to apologise unless you can prove the pecuniary interest.</p> <p>The Town Mayor used the gavel, stated that the subject could not be discussed further and asked if there were any more questions.</p>
<p><b>C 183/01/24</b></p>	<p>Q: I understand the concept of a mockumentary, however, I don't understand what you were trying to achieve by this. Although it states in the video that it was not an Andover Town Council video, I was in this room when the concept was approved by this Council and the video was produced, presented and given end credits by one of the Councillors in this room. I don't think the Town Council can distance itself as much as it would like to.</p> <p>I am enraged and flabbergasted by this mockumentary. You took one of the biggest and most successful events in this town and took the piss. I will use the word 'piss' because there were 3 uses of extremities in the video. I would question if you have lost touch with what the public actually want. It was executed badly and supported by the Town Council and belittles the town. What group will want to work with the Town Council, if that is the treatment they are getting?</p> <p>I beg you to stay away from any events that I am involved in and any charities that I hold dear. I am willing to try my own mockumentary about this Council. I'm confident I'll have a wider audience and it will be more positively received. On the scale of ashamed or really ashamed, how did you find this video?</p> <p>Councillor J Hughes responded to the Member of Public's question with profanity and "amazing."</p> <p>The member of the public asked if the outburst would be recorded in the minutes, and the Mayor confirmed it would.</p>

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	The Town Mayor used the gavel again and asked for silence and stated that question time was over.
<b>TOWN MAYOR'S ANNOUNCEMENTS</b>	
<b>C 184/01/24</b>	The Town Mayor announced that the Andover Town Council had been invited to choose a member to join the stakeholder panel for the new theatre. This has been referred to the Planning Committee to nominate a member. <b>Action: Committee Officer</b>
<b>EXTERNAL REPORTS</b>	
<b>C 185/01/24a</b>	<b>Councillor L Gregori:</b> At Test Valley Borough Council (TVBC) I have been working with the Police and Crime Commissioner on setting a precept of £10.00 for Band D, up to a maximum of £13.00, which is to be decided on Friday. We did a review of the polling stations and referred the information back to TVBC. Councillor Gregori gave thanks to the Working Group members for their hard work. I attended 10 confidential briefings on the Local Plan 2040, which will shortly be out for public consultation. Integrated Care Ward for Hampshire and Isle of Wight is open for consultation by the Hampshire Hospital Trust. Winchester Hospital will lose the A&E department and the maternity unit will be downgraded. No information about the future of Andover hospital.
<b>C 185/01/24b</b>	<b>Councillor D Drew:</b> Household DIY waste charges at Hampshire HWRCs to end from 1 January 2024. <a href="https://www.hants.gov.uk/News/20231112HWRCDIYcharges">https://www.hants.gov.uk/News/20231112HWRCDIYcharges</a>  Good progress towards tackling Climate Change. <a href="https://www.hants.gov.uk/News/20231212ClimateChgProgress2023">https://www.hants.gov.uk/News/20231212ClimateChgProgress2023</a>  Hampshire's ongoing commitment to Ukraine. <a href="https://www.hants.gov.uk/News/20231212HomesforUkrainehostpayments">https://www.hants.gov.uk/News/20231212HomesforUkrainehostpayments</a>  Young People decide the new faces of Hampshire Youth Parliament for 2024-2026. <a href="https://www.hants.gov.uk/News/20231215HampshireYouthParliament">https://www.hants.gov.uk/News/20231215HampshireYouthParliament</a>  Ofsted Inspection brings "Good" news for learners with Hampshire County Council. <a href="https://www.hants.gov.uk/News/20231218HampshireAchieves">https://www.hants.gov.uk/News/20231218HampshireAchieves</a>  Clampdown continues on the sale of underage vapes by Hampshire Trading Standards. <a href="https://www.hants.gov.uk/News/21122023VapetestpurchasesPR">https://www.hants.gov.uk/News/21122023VapetestpurchasesPR</a>
<b>INTERESTS</b>	
<b>C 186/01/24</b>	Prior to receiving Declarations of Interests from Members of the Council, the Town Mayor stated; "If any Member of the Public feels that a Councillor has not done that,

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	<p>they have the right to report it to the Monitoring Officer and if they have a real problem, I suggest they do so.”</p> <p>Non-pecuniary declarations were received from:</p> <ol style="list-style-type: none"> <li>1. Councillor E Reynolds, as a member of the Drove Association and an allotment plot holder.</li> <li>2. Councillor H Neate, as a plot holder at Ox Drove.</li> </ol> <p>Further Non-Pecuniary Interests were received from:</p> <ol style="list-style-type: none"> <li>1. Councillor E Reynolds on items 15,21 and 23 on the agenda.</li> <li>2. Councillors, M Farren, T Gregory, S Hardstaff and K Bird on item 15.</li> <li>3. Councillor H Neate declared a Non-Pecuniary Interest in item 15, and Pecuniary interests in items 16, 17 and 18 of the agenda.</li> </ol>
<b>MINUTES</b>	
<b>C 187/01/24</b>	<p>It was proposed by Councillor R Kidd and seconded by Councillor S Hardstaff and <b>RESOLVED: FOR – 13, AGAINST – 0, ABSTENTIONS – 1</b>, that the Minutes of the Town Council Meeting held on 22 November 2023, be signed by the Chairman as a correct record, as soon as possible after the meeting had closed.</p> <p><b>Action: Committee Officer</b></p>
<b>CONTRACTUAL &amp; DELEGATED PAYMENTS</b>	
<b>C 188/01/24</b>	<p>Members received and noted the <a href="#">contractual and delegated payments</a> that had been made in the period of 1<sup>st</sup> January 2024 to 15 January 2024, as per report detailed in appendix 7 on the agenda.</p>
<b>PAYMENTS FOR APPROVAL</b>	
<b>C 189/01/24</b>	<p>It was proposed by Councillor S Hardstaff and seconded by Councillor K Bird and <b>RESOLVED: Unanimously</b>, that the <a href="#">payments</a> for the period of 1<sup>st</sup> January 2024 to 15<sup>th</sup> January 2024, be approved.</p>
<b>FINANCIAL REPORTS</b>	
<b>C 190/01/24</b>	<p>It was proposed by Councillor S Hardstaff and seconded by Councillor L Gregori and <b>RESOLVED: Unanimously</b>, that items A to D as follows, be approved:</p> <ol style="list-style-type: none"> <li>a. <a href="#">Bank statements and Bank Reconciliation</a> showing balances: <ol style="list-style-type: none"> <li>i. UTB 1 = £509,680.35</li> <li>ii. UTB 2 = £87,834.70</li> <li>iii. Redwood Bank = £86,749.88</li> <li>iv. Total = £684,264.93</li> </ol> </li> <li>b. <a href="#">Cashbook</a> <ol style="list-style-type: none"> <li>i. Gross receipts to date = £408,535.73</li> <li>ii. Gross payments to date = £283,329.59</li> </ol> </li> <li>c. <a href="#">Budget</a> <ol style="list-style-type: none"> <li>i. Net Budget remaining = £105,765.65</li> </ol> </li> <li>d. <a href="#">Earmarked Reserves</a> <ol style="list-style-type: none"> <li>i. Elections = £79,036.28</li> </ol> </li> </ol>

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	<ul style="list-style-type: none"> <li>ii. Allotments = £ 86,662.26</li> <li>iii. Christmas Lights = £ 12,591.74</li> <li>iv. Property Purchase = 102,000.00</li> <li>v. CIL Funds = £ 99,099.83</li> </ul>
<b>INTERIM AUDIT</b>	
<b>C 191/01/24</b>	<p>Members noted an interim <a href="#">Internal Audit Report</a> 2023/2024. Councillor L Gregori gave an offer of assistance to the Town Clerk regarding the Publication Scheme. The Town Clerk will forward the draft version once completed. <b>Action: Town Clerk</b></p> <p>Councillor L Gregori proposed that the Internal Auditor’s recommendation to increase the Town Clerk’s delegation from £500.00 to £1,000.00 be approved. Councillor S Hardstaff raised a Point of Order that no Motion can be raised as there was no item on the agenda to do so. It was agreed to refer the Internal Auditor’s recommendation to increase the Town Clerk’s delegation from £500.00 to £1,000.00, to the next Policy and Resources Committee meeting, for approval. <b>Action: Town Clerk</b></p>
<b>POLICY AND RESOURCES RECOMMENDATION</b>	
<b>C 192/01/24</b>	<p>Members considered a <a href="#">recommendation</a> from the Policy and Resources Committee, relating to the Budget and Precept for 2024/2025.</p> <ul style="list-style-type: none"> <li>A – Staff pensions</li> <li>B – Parking costs</li> <li>C – Grants spending</li> <li>D – Calculation of the Precept</li> <li>E – Andover Pride</li> </ul> <p>Clr L Gregori left the meeting at 7.03pm Clr L Gregori returned at 7.03pm</p> <p>It was proposed by Councillor S Hardstaff and seconded by Councillor L Gregori and <b>RESOLVED: Unanimously</b>, that the rate of Employers’ (Andover Town Council) pension contributions be increased from 3% to 15%, for staff whom were currently receiving 3%, with effect from 1 April 2024. <b>Action: Town Clerk</b></p> <p>It was proposed by Councillor S Hardstaff and seconded by Councillor K Bird and <b>RESOLVED: Unanimously</b>, that the budget for Staffing – Employment Costs (cost code 4200/1) be increased to £225,000.00, to meet the pension increase. <b>Action: Town Clerk</b></p> <p>It was proposed by Councillor L Gregori and seconded by Councillor T Gregory and <b>RESOLVED: Unanimously</b>, that a budget line (cost code 4210/5) for Staff Parking, at an annual cost of £4,080.00, be accepted and approved. Officers to investigate costings for daily parking tickets versus season tickets and to implement the lowest costing method. <b>Action: Town Clerk.</b></p>

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	<p>A Parking Policy to be added to the Policies review list for referral to the Policy and Resources Committee.  <b>Action: Deputy Town Clerk</b></p> <p>It was proposed by Councillor S Waue and seconded by Councillor M Farren that the Grants Budget (cost code 4190/1) be set at £5,000.00.  Members went into debate.  Concerns were raised regarding the need to show the Town Council supporting the community more. The Town Clerk advised the Members of a conversation with Unity about promoting the Town Council and that Unity are also very keen to submit more grant applications to the Town Council. It was suggested to set the Grants budget at £20,000.00.  Cllr K Bird declared a non-pecuniary interest.  A vote was taken on the proposal to reduce the Grants Budget (cost code 4190/1) to £5,000.00, which was <b>FOR – 2, AGAINST – 12, ABSTENTIONS – 0.</b>  <b>Motion not carried.</b></p> <p>It was proposed by Councillor S Hardstaff and seconded by Councillor L Gregori and <b>RESOLVED: FOR – 12, AGAINST – 2, ABSTENTIONS – 0</b>, that the Grants Budget (cost code 4190/1) be set at £20,500.00.  <b>Action: Town Clerk</b></p> <p>(Councillor R Kidd left the meeting at 7.17pm)  It was proposed by Councillor L Gregori and seconded by Councillor K Bird and <b>RESOLVED: FOR – 13, AGAINST – 0, ABSTENTIONS – 0</b>, that the creation of a Budget line for Andover Pride with a starting figure of £5,000.00, be approved.</p>
<b>BUDGET</b>	
<b>C 193/01/24</b>	<p>Members considered the <a href="#">Budget</a> with an <a href="#">explanation</a> for 2024/2025.  Members went into debate.  It was proposed by Councillor L Gregori and seconded by Councillor S Hardstaff and <b>RESOLVED: Unanimously</b>, that the Budget for 2024/2025 of £390,530.00 (Three hundred and ninety thousand, five hundred and thirty pounds) be accepted and approved.</p>
<b>PRECEPT</b>	
<b>C 194/01/24</b>	<p>Members considered the <a href="#">Precept</a> for 2024/2025.  It was proposed by Councillor S Hardstaff and seconded by Councillor E Reynolds and <b>RESOLVED: FOR – 8, AGAINST – 5, ABSTENTIONS – 1</b>, that the Policy and Resources recommendation of option B be accepted. That the Precept for 2024/2025 be £390,530.00 (Three hundred and ninety thousand, five hundred and thirty pounds) based on a tax base of 17,310 @ £22.56 per Band D Equivalent Dwellings be accepted and approved.  (The Town Mayor adjourned the meeting without a proposal or vote at 7.36pm for a comfort break)  (The Town Mayor restarted the meeting at 7.46pm and moved straight to item 20 of the agenda)</p>

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<b>CHRISTMAS LIGHTS</b>																												
<b>C 195/01/24</b>	<p>Members reviewed a quote of <a href="#">indicative costs</a> for Christmas Lights provision 2024-2028.</p> <p>Councillor E Reynolds gave his thanks to Officers for their hard work.</p> <p>It was proposed by Councillor L Gregori and seconded by Councillor S Hardstaff and <b>RESOLVED: FOR - 13, AGAINST - 1, ABSTENTIONS - 0</b>, that the quote for Company 3, a national company, be approved.</p> <p><b>Action: Deputy Clerk</b></p> <p>It was proposed by Councillor L Gregori and seconded by Councillor K Bird and <b>RESOLVED: FOR - 13, AGAINST - 1, ABSTENTIONS - 0</b>, that Options A, B and C, be approved.</p> <p><b>Action: Deputy Clerk</b></p>																											
<b>PUBLIC QUESTIONS</b>																												
<b>C 196/01/24</b>	<p>Members reviewed a <a href="#">schedule of questions</a> received from Members of the Public. Councillor L Gregori proposed that this was an operational matter that should be dealt with by the Town Clerk. Members went into debate. There was no seconder.</p> <p>An alternative proposal was made by Councillor E Reynolds that this item be deferred to the Media Working Group for review and brought back to Full Council with their recommendations. There was no seconder.</p> <p>It was proposed by Councillor K Bird and seconded by Councillor J Sangster that the following be approved:</p> <ol style="list-style-type: none"> <li>1. To agree the formal responses to each question.</li> <li>2. To publish the list of questions on Facebook and the Town Council's website.</li> </ol> <p>A further amendment was proposed by Councillor M Farren that the answers are accepted in their original form and the Town Clerk be instructed to publish the list on Facebook and the Town Council's website as a matter of urgency. There was no seconder.</p> <p>A recorded vote was requested.</p> <table border="1"> <thead> <tr> <th><b>FOR</b></th> <th><b>AGAINST</b></th> <th><b>ABSTENTIONS</b></th> </tr> </thead> <tbody> <tr> <td>K Bird</td> <td>M Farren</td> <td>R Hughes</td> </tr> <tr> <td>J Sangster</td> <td></td> <td>E Reynolds</td> </tr> <tr> <td>T Gregory</td> <td></td> <td>L Gregori</td> </tr> <tr> <td>J Hughes</td> <td></td> <td>R Kidd</td> </tr> <tr> <td>S Waue</td> <td></td> <td>H Neate</td> </tr> <tr> <td>K Hughes</td> <td></td> <td>J Cockaday</td> </tr> <tr> <td>S Hardstaff</td> <td></td> <td></td> </tr> <tr> <td><b>7</b></td> <td><b>1</b></td> <td><b>6</b></td> </tr> </tbody> </table> <p><b>Action: Town Clerk</b></p>	<b>FOR</b>	<b>AGAINST</b>	<b>ABSTENTIONS</b>	K Bird	M Farren	R Hughes	J Sangster		E Reynolds	T Gregory		L Gregori	J Hughes		R Kidd	S Waue		H Neate	K Hughes		J Cockaday	S Hardstaff			<b>7</b>	<b>1</b>	<b>6</b>
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<b>QUESTIONS FROM COUNCILLORS</b>																												
<b>C 197/01/24</b>	Members received <a href="#">written questions</a> from Councillors as per Standing Order 9(i) and considered actions to be taken.																											

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It was proposed by Councillor L Gregori and seconded by Councillor J Sangster that this item be deferred to the Policy Working Group.  
Members went into a robust debate.

The Town Mayor used the gavel and asked that Members do not talk over each other.

The Town Mayor told Councillor Farren that if he kept interrupting, he would be asked to leave the meeting.

A Member asked; "Can you get away with swearing in the middle of a meeting?"

The Town Mayor reminded Members that they had been asked to be quiet so that they could get on with the meeting.

Councillor Kidd stated that "This was not doing the Council any good whatsoever."

The Town Mayor replied; "Well said Richard."

Councillor Farren started to make a further comment, to which Councillor Kidd exclaimed with profanity that Councillor Farren be quiet.

The Town Mayor stated he would adjourn the meeting for 5 minutes for everyone to get their heads together. Cllr S Hardstaff raised a point of order and stated that the Town Mayor could not adjourn the meeting without a proposal and a vote.

The Town Mayor said he could. The Clerk stated she was not sure the Town Mayor could do this and reached for her notes.

The Town Mayor stated "I am out the room then." And promptly left the meeting room at 8.16pm without waiting for advice.

In the absence of the Town Mayor, it was proposed by Councillor S Hardstaff and seconded by Councillor T Gregory and **RESOLVED: FOR - 8, AGAINST - 0, ABSTENTIONS - 2**, that the Deputy Mayor take over the chairing of the meeting.

(Cllr H Neate also left the meeting at 8.16)

(The Town Mayor and Cllr H Neate rejoined the meeting at 8.18pm)

It was proposed by Councillor K Bird and seconded by Councillor H Neate and **RESOLVED: FOR - 13, AGAINST - 0, ABSTENTIONS - 1**, that the meeting be extended beyond the 2-hour period by thirty minutes.

Members went into debate.

It was proposed by Councillor S Hardstaff and seconded by Councillor J Hughes and **RESOLVED: Unanimously**, that the meeting be moved forward.

Members voted on Councillor L Gregori's motion to defer the item. It was **RESOLVED: FOR - 8, AGAINST - 6, ABSTENTIONS - 0**, that the item be deferred to Policy & Resources Committee.

**Action: Town Clerk.**

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<b>PICKET PIECE</b>	
<b>C 198/01/24</b>	<p>Members received a verbal update on the Land Purchase Project as was promised in the November 2023 meeting.</p> <p>Councillor Neate informed the room of the latest developments, some of which had happened the night before and hence this was why a paper had not been prepared.</p> <ol style="list-style-type: none"> <li>1. The deadline for the Government COF Grant applications has been extended to March 2025 instead of March 2024.</li> <li>2. In November Cllr Neate and the Town Clerk had attended a government training session in relation to the fund application forms and process.</li> <li>3. In December Councillors Cockaday, Farren and Reynolds had participated in a site visit to aid in understanding the issues relating to the land.</li> <li>4. The Town Clerk, Committee Officer and Admin Assistant had met with TVBC's section 106 officer to discuss whether match funding could be raised from section 106. We are waiting to hear a formal response.</li> <li>5. The format of the Consultation survey had been discussed with Officers.</li> <li>6. A meeting had taken place with Councillors Reynolds and Hardstaff and Kit Malthouse MP to request his support.</li> <li>7. A further meeting had been arranged with TVBC Cllrs P North, N Lodge and C Donnelly, who had all been keen to support the project.</li> <li>8. The Town Clerk had received information from the Landowner regarding a price range they would consider selling the land at. The figure aligned with the COF Grant requirements.</li> </ol>
<b>LAND PURCHASE SURVEY</b>	
<b>C 199/01/24</b>	<p>Members received and considered wording of a <a href="#">survey</a> for the Land Purchase Project for approval.</p> <p>It was proposed by Councillor K Bird and seconded by Councillor M Farren and <b>RESOLVED: Unanimously</b>, that the survey wording be approved with the exception that the Town Clerk should add in a sentence stating that the purchase would not cost Andover residents anything.</p> <p><b>Action: Town Clerk and Councillor H Neate.</b></p>
<b>CONSULTATION ARRANGEMENTS</b>	
<b>C 200/01/24</b>	<p>Members considered <a href="#">costs and arrangements</a> to carry out the Land Purchase Survey.</p> <p>It was proposed by Councillor K Bird and seconded by Councillor M Farren and <b>RESOLVED: Unanimously</b>, that the survey be extended until 14<sup>th</sup> March, and that if there was a cost for using a survey platform, that £1,500 be approved for the spending which would come from General Reserves. Other documented costs and arrangements were also approved. <b>Action: Town Clerk.</b></p> <p>Further investigation into online survey providers would be undertaken, in particular Typeform and Microsoft Forms. <b>Action: Town Clerk.</b></p>

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<b>COMMUNITY AND EVENTS</b>	
<b>C 201/01/24a</b>	Members noted a paper detailing the <a href="#">history of the Crest</a> and its usage by the Town Council.
<b>C 202/01/24b</b>	A discussion was had relating to <a href="#">which Crest</a> should be used. It was proposed by Councillor K Bird and seconded by Councillor M Farren and <b>RESOLVED: FOR – 9, AGAINST – 0, ABSTENTIONS – 5</b> , that the option of lion and the oak be approved. <b>Action: Town Clerk</b>
<b>C 203/01/24c</b>	Members considered the approval of the <a href="#">redrawing and costs</a> of a hi-resolution version of the approved Crest. It was proposed by Councillor K Hughes and seconded by Councillor S Hardstaff and <b>RESOLVED: Unanimously</b> , that this be undertaken on the selected logo if required. <b>Action: Deputy Clerk.</b>  A final check would be made to see if a hi-resolution copy of the lion and oak already existed, to save expenditure. <b>Action: Cllr K Bird.</b>
<b>C 204/01/24d</b>	Members considered the spend for <a href="#">branding materials</a> . It was proposed by Councillor K Hughes and seconded by Councillor K Bird and <b>RESOLVED: Unanimously</b> , that roller banners and a flat banner be purchased. <b>Action: Deputy Clerk.</b>
	The extended meeting time had expired and the remaining agenda items would be added to the next full council agenda. <b>Action: Town Clerk.</b>
<b>DATE OF NEXT MEETING</b>	
<b>C 205/01/24</b>	Members noted that the date of the next meeting would be <b>Wednesday 21 February 2024</b> , to be held in the <b>Upper Guildhall, Andover, at 6.30pm.</b>

The Town Mayor closed the meeting at **9.14pm.**

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