



ANDOVER TOWN COUNCIL

Minutes of Events Committee

Time and date

5.44 pm on Wednesday, 4 December 2019

Place

Andover Town Council Office, 68B High Street, Andover

Details of Attendance:

Cllr J Coole (Chairman) (P) Cllr R Meyer (Vice Chairman) (P) (arrived at 5.41pm) Cllr D Coole (P)
Cllr L Banville (A) Cllr C Ecclestone (A)

Officers Present:

Wendy Coulter (Town Clerk)
Michelle Young (Committee & GDPR Officer) (Taking the Minutes)

Members of the Public: 2

EC 001/19 Election of Chairman

It was proposed by Cllr D Coole and seconded by Cllr R Meyer that Cllr J Coole be elected Chairman until the end of the Municipal Year (May 2020).

A vote was taken which was unanimous.

There were no other volunteers or nominations.

RESOLVED: That Cllr J Coole be elected as Chairman of the Events Committee until the end of the Municipal Year (May 2020).

EC 002/19 Election of Vice Chairman

It was proposed by Cllr D Coole and seconded by Cllr J Coole that Cllr R Meyer be elected Vice Chairman

until the end of the Municipal Year (May 2020)

A vote was taken which was unanimous.

There were no other volunteers or nominations.

RESOLVED: That Cllr R Meyer be elected as Vice Chairman of the Events Committee until the end of the Municipal Year (May 2020).

EC 003/19 Apologies for Absence

Apologies were received and accepted from Cllrs L Banville and C Ecclestone.

EC 004/19 Declarations of Interest

Cllr D Coole and Cllr J Coole declared a Pecuniary Interest on Agenda Item 7, Festival of Motoring.

EC 005/19 Public Participation

Member of Public 1:

The Town Council is currently short on resources. Where is the money going to come from? Going to put the precept up, won't be popular with the public, especially the funding of the group who want to see the Town Council shut down.

Chairman Response:

We will adjust the Budget according to the precept.

Member of Public 2:

An update on the Shilling Fair – It was running under the Town Council who offered the Public Liability Insurance and Town Council Officers had to be there in order to validate the insurance. We do not intend to use the Town Council for Public Liability next year; we will get our own. The Shilling Fair will be on 9 August 2020.

Could this Committee consider taking on the responsibility of the Queen's Diamond Jubilee plaque and putting it up? It needs chasing up.

The Tree Plant on the Vigo Road roundabout needs its plaque putting up too. The wording for it has already been approved.

I was disappointed that no wreath was put on it this year on Remembrance Day.

EC 006/19 Events Policy

Members considered the Events Policy for the Town Council to assist with funding events for the Town which are not organised by the Town Council.

It was suggested that an amendment to the policy, Section 6: Process of Approval, be made as follows: "Applications must be submitted to the Events Committee at least three months prior to the event taking place."

It was proposed by Cllr R Meyer and seconded by Cllr D Coole that the amended Events Policy be recommended to full Council for approval.

A vote was taken which was unanimous.

RESOLVED: That the amended Events Policy be recommended to full Council for approval.

EC 007/19 Events for 2020

Members considered a list of possible Events for 2020 and Town Council resources to deliver the events. Each of the events were considered carefully as to whether the Town Council had the resources to provide them direct or whether the Town Council should instead assist with funding to enable the events.

The list was revised following discussions and it was proposed by Cllr D Coole and seconded by Cllr R Meyer that the revised Events list be approved.

A vote was taken which was unanimous.

RESOLVED: That the revised Events list be approved (attached to record minutes).

EC 008/19 Draft Budget for Events Committee

Members considered a Draft Events Committee budget for 2020/2021. Following the agreement of the list of Events for 2020, the Draft Budget was amended to reflect the financial support to be offered to event organisers.

Members noted that there were some monies set aside in Earmarked Reserves for A-Fest, therefore the funding in the Budget 2020/2021 was reduced accordingly.

It was noted that in the interests of transparency all events being supported should be named within the Budget, therefore the Budget Head for Miscellaneous Events was removed.

It was proposed by Cllr R Meyer and seconded by Cllr D Coole that the Draft Events Committee budget be amended and recommended to full Council for approval.

A vote was taken which was unanimous.

RESOLVED: That the Draft Events Committee Budget as amended be recommended to full Council for approval.

EC 009/19 Committee Work Programme

Members noted the Work Programme for the Committee.

It was noted that Applications for Event Funding would be received at the next Committee meeting.

It was further noted that additions would be made to the Work Programme as the Committee's work increased over the year.

EC 015/19 Date of Next Meeting

Members noted the date of the next meeting: **Tuesday 25 February 2020 at 6pm, Town Council Offices.**

The Chairman closed the meeting at 6.57pm.

CHAIRMAN

DATE