



ANDOVER TOWN COUNCIL

Minutes Annual Council

Time and date

7.00pm on Thursday 23 May 2013

Place

Upper Guildhall, Andover

Details of Attendance:

Cllr G McBride (Chairman) (P)

Cllr A Fitchet (Vice-Chairman) (P)

Cllr K Bird (P)

Cllr Z Brooks (P)

Cllr B Carpenter (P)

Cllr A Cotter (P)

Cllr D Drew (P)

Cllr K Hamilton (P)

Cllr S Hardstaff (P)

Cllr S Hawke (P)

Cllr K Hughes (P)

Cllr M Kerley (A)

Cllr B Long (P)

Cllr C Lynn (A)

Cllr P North (P)

Cllr B Page (P)

Cllr V Pond (P)

Cllr R Shukri (P).

Officers Present: Wendy Coulter (Town Clerk) (taking the minutes)

Members of the Public: 21

Prior to the start of the Meeting, the Town Council held a minutes silence in reflection for the murder of Drummer Rigby that took place in Woolwich Barracks, London on 22 May 2013.

C 01/13 Election of Chairman

Councillor David Drew proposed and Councillor Sandra Hawke seconded that Councillor Geoff McBride be elected Chairman for the ensuing Municipal Year 2013/2014.

There were no further proposals.

RESOLVED: That Councillor Geoff McBride be elected Chairman of Andover Town Council for the ensuing Municipal Year 2013/2014.

C 02/13 Vote of Thanks to the Retiring Chairman

Cllr Geoff McBride thanked Cllr David Drew for his time as Chairman of the Town Council and expressed the Town Council's thanks.

C 03/13 The Chairman to make the Declaration of Acceptance of Office

Councillor Geoff McBride made his Declaration of Acceptance of Office and continued with the duties of Chairman.

The Chairman thanked Cllr Drew and Cllr Hawke for proposing and seconding his nomination

as Chairman and thanked the Members of the Town Council for electing him as Chairman for the Municipal Year 2013/2014.

C 04/13 Chairman's Review

The retiring Chairman, Cllr David Drew made a short speech on his review for the past Municipal Year and thanked the Members of Andover Town Council for their support.

C 05/13 Election of Vice-Chairman

Councillor Brian Page proposed and Councillor Katherine Bird seconded that Councillor Andy Fitchet be elected Vice-Chairman for the ensuing Municipal Year 2013/2014.

There were no further nominations.

RESOLVED: That Councillor Andy Fitchet be elected Vice-Chairman for the Municipal Year 2013/2014.

C 06/13 Declaration of Acceptance of Office of Vice-Chairman

Councillor Andy Fitchet made his Declaration of Acceptance of Office and thanked the Council for his appointment.

C 07/13 Minutes

The Minutes of the Council meeting held on 11 April 2013 were signed by the Chairman as a correct record.

C 08/13 Apologies

Apologies for absence were received and accepted from Councillors M Kerley and C Lynn.

C 09/13 Public Participation

Steve McKellar – Andover Resident

Asked the Town Council to provide information for the value of its expenditure since its formation in 2010.

The Chairman responded that the Town Council would send information on its expenditure in writing to Mr McKellar.

Peter Sumner – Andover Resident

Asked what savings had been provided to the community by the Town Council since its formation in 2010.

Cllr North responded that the Allotment Service had been transferred to the Town Council and this cost had been reduced from the Andover Levy. He confirmed that the former Chairman Cllr David Drew had sent out answers to the questions asked at the meeting.

Brian Caldene – Andover Resident

Asked how the number of Councillors that sit on the Town Council had been calculated.

Cllr North explained that the formation of the Town Council was voted for by referendum and the calculation for the number of Councillors was arrived at by Test Valley Borough Council.

County Councillor Tony Hooke

Asked whether there was a better way for the money being spent on the Town Council to be used. He suggested that the Town Council should have running costs equivalent to the local Parish Councils of between £6,000 and £9,000.

The Chairman asked Mr Hooke to provide the Town Council with figures and the proposed projections and he would then correspond with County Councillor Hooke further.

C 10/13 Disclosable Pecuniary Interests and Non-Pecuniary Interests

Cllr S Hawke declared an Interest in Item 13 as her husband rents an allotment.

Cllr S Hardstaff declared an Interest in Item 13 as he rents an allotment.

Cllr B Long declared an Interest in Item 13 as she rents an allotment and is a Warden.

C 11/13 Authorisation of the Clerk

It was proposed by Cllr S Hardstaff and seconded by Cllr Brooks that the Town Clerk be authorised to sign any orders, deeds, or documents necessary to give effect to any of the matters contained in the Reports received at the meeting or in any Resolutions passed by the Council.

RESOLVED: That the Town Clerk be authorised to sign any orders, deeds, or documents necessary to give effect to any of the matters contained in the Reports received at the meeting or in any Resolutions passed by the Council.

C 12/13 Motions with Written Notice

The Chairman read a written Motion received in accordance with Standing Order 4a as follows: "The Amenities and Town Development Committee is disbanded and Working Groups are discussed, set up and reported on, at full Council Meetings".

The Chairman confirmed that this had been seconded by Cllr V Pond.

Cllr Long said that only a few Working Groups had completed work since the formation of the Amenities and Town Development Committee. There were Working Groups in existence before the formation of the Amenities and Town Development Committee which worked well and completed a lot of work. The Amenities Committee had not provided value for money and if the Committee was disbanded the Town Clerk would spend less time on Agendas and Minutes.

Cllr Pond questioned the viability of the Amenities and Town Development Committee. As a new Council, the Town Council should look more closely at its own business and concentrate on its own development.

Cllr Drew proposed an amendment to the Motion:

"The Amenities and Town Development Committee be reviewed, following a full report on its cost and effectiveness, to be presented to Council prior to next year's annual meeting, with a view to take a decision as to its on-going viability at that time".

Cllr North read a statement from the Chairman of the Amenities and Town Development Committee listing the items completed and achieved by the Committee.

Cllr North stated that there would be extra work if the Working Groups were to report directly to full Council. He suggested that the Town Clerk would have to attend all the Working Groups.

Cllr Hawke stated that the Amenities and Town Development Committee was doing a good job and that the Working Groups were conducting the research to allow the Committee to make decisions.

Cllr Bird questioned whether the Town Clerk would be required to attend all Working Groups.

The Town Clerk confirmed that she would not be required to attend every meeting of the Working Groups, however, once the Working Group wanted to make a recommendation to full Council, she would be required to attend that meeting in order to advise on the legality of the recommendation.

Cllr Brooks endorsed the Chairman of the Amenities and Town Development Committees comments and approved of the amendment to the Motion.

Cllr Long returned that the Town Council needed to work more efficiently and be more cost effective and Working Groups were the best way to do that.

Cllr Drew restated the amendment to the Motion: - "The Amenities and Town Development Committee be reviewed, following a full report on its cost and effectiveness, to be presented to Council prior to next year's annual meeting, with a view to take a decision as to its on-going viability at that time".

Cllr P North seconded the amendment.

Cllr Drew said that the Amenities and Town Development Committee had been the only committee at the Annual Electors Meeting to receive praise for the work it had completed. The evidence for the arguments had not been produced. He suggested more time be given to see if the Committee could be more effective.

Cllr North said that the Council should not make massive changes without evidence.

Cllr Hawke asked whether the review would have to wait for a year. The Chairman confirmed that the amendment stated, prior to the end of the year.

Cllr Bird asked whether a Committee could only be removed at the Annual Council meeting. The Town Clerk confirmed that a Committee could be removed at any Council meeting. Cllr Bird agreed that more time for evidence to collated on the effectiveness of the committee.

Cllr Hamilton suggested that the evidence needed should include, time management, cost, task start and finish times.

Cllr Pond asked who would prepare the evidence and report.

The Chairman confirmed that the Officers would prepare the evidence and report.

A vote by show of hands was taken on the Amendment to the Motion, proposed by Cllr Drew and seconded by Cllr North.

13 For, 3 Against, 1 Abstention.

The Amendment to the Motion was carried.

RESOLVED: That the Amenities and Town Development Committee be reviewed, following a full report on its cost and effectiveness, to be presented to Council prior to next year's annual meeting, with a view to take a decision as to its on-going viability at that time.

C 13/13 Appointment to Committees

Members considered the appointment of Members to Committees.

It was proposed by Cllr North and seconded by Cllr Bird that the Membership for the Policy and Resources, Amenities and Town Development and Planning Committees for 2013/2014 as set out be agreed.

RESOLVED: That the Membership for the Policy and Resources, Amenities and Town Development and Planning Committees for 2013/2014 as set out below be agreed.

Policy and Resources Committee

Katherine Bird, Zilliah Brooks, David Drew, Karen Hamilton, Steven Hardstaff, Kevin Hughes, Marion Kerley, Geoff McBride, Phil North, Veronika Pond, Roy Shukri

Amenities and Town Development Committee

Katherine Bird, Zilliah Brooks, Alan Cotter, Andy Fitchet, Steven Hardstaff, Marion Kerley, Barbara Long, Chris Lynn, Phil North, Brian Page

Planning Committee

Barbara Carpenter, Alan Cotter, Steven Hardstaff, Sandra Hawke, Barbara Long, Brian Page, Veronika Pond

The Chairman asked for two further Members to sit on the Allotment Sub-Committee. Cllrs Bird and Hughes agreed to join the Committee.

RESOLVED: That the Membership for the Allotment Sub-Committee for 2013/2014 as set out below be agreed.

Allotments Sub-Committee

Katherine Bird, Zilliah Brooks, David Drew, Kevin Hughes, Phil North

The Chairman explained that there was a vacancy on the Staffing Sub-Committee following the resignation of Janet Evans, however, 4 Members had volunteered to sit on the Sub-Committee.

Cllr Hamilton confirmed that she would stand down from the selection for the Sub-Committee. The Chairman then proposed that a vote be taken by Ballot for the remaining position on the Staffing Sub-Committee. He proposed that Standing Orders be suspended in order for a vote via ballot be taken. This was seconded by Cllr Cotter.

RESOLVED: That Standing Orders be suspended to allow a vote to be taken via Ballot for the election of a Member to the Staffing Sub-Committee.

The Chairman asked each of the remaining candidates to state their 'qualifications' for being elected to the Staffing Sub-Committee.

Cllr Long stated that she had experience of people management through working in schools and had recently attended a people management training session.

Cllr Hardstaff stated that he was a Member of CIPD, he had recently completed training with the Hampshire Association of Local Council on 'Council's as an Employer' and had 12 years' experience of people management.

Cllr Shukri stated that he had 47 years of experience of people management and may be able to assist with ideas.

A vote was taken via ballot and Cllr Steven Hardstaff was elected.

RESOLVED: That Steven Hardstaff be elected to the Staffing Sub-Committee until the Local Elections of the Town Council in 2015.

C 14/13 Representation on Outside Bodies

Members considered the Appointment of Members to Outside Bodies:

It was proposed by Cllr A Fitchet and seconded by Cllr Brian Page and

RESOLVED: That the following members be appointed to the Test Valley Association of Town and Parish Councils: Cllrs Katherine Bird and David Drew.

RESOLVED: That the Chairman of the Town Council would be authorised to sit on the Board of Andover Vision if the Town Council received an invitation.

C 15/13 Election of Councillor

Members were informed that there would be a Bye-Election in the Winton Ward for the Town Council, following the resignation of Cllr Janet Evans. Members were informed that the Town Council would have to fund the Bye-Election.

Members noted that the cost of the Bye-Election would be £8,200.

Members considered whether the Town Council should use Polling Cards for the 2013 Bye-Election at a cost of £1844.

Cllr Long asked for confirmation that the cost of the Bye-Election, without Polling Cards would be £8,200.

Cllr North reminded Members that if letters had to be sent to constituents in the Winton Ward, the Town Council would be liable for those costs. He further confirmed that the Bye-election would be 8% of the Town Council's budget.

Cllr Hawke asked what the Town Council's financial situation would be if another Bye-Election was called in 2014.

Cllr Fitchet agreed that polling Cards were the most efficient way of informing members of the public that there was a Bye-Election, however the cost would be £1844 and that could be better spent elsewhere.

Cllr Bird raised the concern that if Polling Cards were not used there would be a danger that few people would turn out to vote and that would be a waste of money, equally Polling Cards were expensive.

Cllr Long suggested that the Town Council could inform members of the public in the Winton Ward that a Bye-Election was taking place.

Cllr Hamilton expressed her disappointment in the cost for the election of one Councillor.

Cllr Long asked for confirmation of when the Election Notice would be issued. The Town Clerk confirmed that the Election Notice would be issued by Test Valley Borough Council on 6 June 2013.

It was proposed by Cllr Bird and seconded by Cllr Long that Polling Cards should not be used by the Town Council for the 2013 Bye-Election.

A vote was taken:

10 For, 1 Against, 2 Abstentions

RESOLVED: that Polling Cards should not be used by the Town Council for the 2013 Bye-Election.

C 16/13 Date of Next Meeting

Members noted that the date of the next Full Council meeting was scheduled to be held on Thursday 13 June 2013 at 7pm in the Upper Guildhall.

The Chairman closed the meeting at 8.25pm.

Chairman

Date