



ANDOVER TOWN COUNCIL

A

Minutes Council

Time and date

7.00pm on Thursday 11 June 2015

Place

The Upper Guildhall, High Street, Andover

Details of Attendance:

Cllr V Pond (Chairman) (P)

Cllr B Long (Vice-Chairman) (P)

Cllr K Bird (P)

Cllr B Carpenter (P)

Cllr A Cotter (P)

Cllr C Ecclestone (P)

Cllr L Gates (P)

Cllr S Hardstaff (P)

Cllr K Hughes (A)

Cllr R Hughes (P)

Cllr G McBride (P)

Cllr M James (P)

Cllr R Pond (P)

Officer: Wendy Coulter (Town Clerk) (P) (Taking the minutes)

Members of the Public: 8

C 22/15 Apologies for Absence

Apologies for absence were received and accepted from Cllr K Hughes.

Apologies for absence were also received from Borough Councillor J Lovell and County Councillor T Rolt.

C 23/15 Declarations of Interest

There were no declarations of interest.

C 24/15 Minutes

Cllr Len Gates questioned the accuracy of the minute C 17/15. He stated that he had been included as a representative on the Town Centre Partnership but this had not been recorded.

It was confirmed that this was an item on the agenda and would be resolved.

It was proposed by Cllr McBride and seconded by Cllr Bird that the Minutes of the Council meeting held on 14 May 2015 be agreed and signed as a correct record. A Vote was taken, 9 for, 2 against and 1 abstention.

RESOLVED: That the Minutes of the Council Meeting held on 14 May 2015 were signed by the Chairman as a correct record.

C 25/15 Public Participation

Mr Nigel Long – Andover Resident

Congratulated the Youth Council on a superb event (the A-Fest) and wished to congratulate and thank all those involved.

Asked the Council whether it would be purchasing a sound system as the one used in the Guildhall was not adequate for public meetings.

The Chairman confirmed that the item was being considered and would be brought back to a future meeting of the Council.

C 26/15 Chairman's Announcements

The Chairman Cllr V Pond, announced that she had attended a recent meeting of the Town Centre Partnership Board. They were pleased to confirm that they now had 100 members.

C 27/15 Youth Council Update

Cllr G McBride updated the Council on the latest activities of the Andover Youth Council.

He reported that despite the negative letters that had appeared in the local press about the A-Fest, there were many more positive and encouraging comments. Over £250 had been raised for the events' sponsored charity POPYRUS. A report would be published about the lessons learnt from the A-Fest 2015, indeed the Youth Councillors themselves had been very critical of the event. The Youth Councillors had reviewed the event and had decided to do A-Fest 2016, further details would be published in due course. Andover College have included the A-Fest in their qualifications for their Music Courses.

The Youth Advisory Panel was busy recruiting new members and would be meeting in the next couple of weeks. Once new members had been officially recruited the Youth Council would be able to meet to continue its work. Qualified people, over the age of 18 were required to be in the room with the Young People.

A meeting for the Youth Council would be organised for July 2015.

C 28/15 Committee Minutes

The following Minutes were received and noted:

3 June 2015 – Policy and Resources Committee

5 May 2015 – Planning Committee

18 May 2015 – Planning Committee

1 June 2015 – Planning Committee

C 29/15 Accounts and Annual Return Year Ending 31 March 2015

The Annual Return and Accounts for the Year Ended 31 March 2015 were presented to full Council.

It was proposed by Councillor S Hardstaff and seconded by Councillor G McBride and unanimously

RESOLVED: That the Accounts for the year ended 31 March 2015 be approved.

It was proposed by Councillor S Hardstaff and seconded by Councillor K Bird and unanimously

RESOLVED: That the Annual Return and Accounts for the Year Ended 31 March 2015 be received and approved for signature by the Chairman of Andover Town Council.

The Chairman, Cllr V Pond signed the Annual Return.

C 30/15 Internal Audit for Year Ending 31 March 2015

Members noted the report from the Internal Auditor and the Action Plan to address the issues raised in the report.

Members noted that the Action Plan included actions completed from the previous year. It was further noted that all the issues raised by the Internal Auditor had been dealt with and completed, including the VAT Control Account, Staffing Contracts and Budget Reports.

It was proposed by Councillor S Hardstaff and seconded by Councillor K Bird and unanimously

RESOLVED: That the Internal Auditors Report and Completed Action Plan for the year ending 31 March 2015 be received and approved.

C 31/15 Formation of Working Groups

It was proposed by Cllr S Hardstaff and seconded by Cllr C Ecclestone and unanimously

RESOLVED: That Standing Orders be suspended to allow for discussion of the Formation of Working Groups.

Members were asked to approve the formation of the following new Working Groups:

Arts and Leisure

Boundary Review, Bus Shelters, Business Development, Market Management, Heritage Railway and E11R Plaque – Longest Reigning Monarch.

Cllr James also requested that a Working Group be formed for the Floral Clock.

Members were also asked to confirm the Membership of the following existing Working Groups: Assets, Grants, World War 1 Commemorations

Members were further asked to confirm the Membership of the Working Groups recently set up by the Policy and Resources Committee: Ombudsman Consultation (time limited end 30 June 2015), Quality Council and Defibrillator.

It was proposed by Cllr B Long and seconded by Cllr B Carpenter and unanimously

RESOLVED: That Standing Orders be reinstated to allow for a decision on the formation of Working Groups item.

It was proposed by Cllr R Hughes and seconded by Cllr C Ecclestone and unanimously

RESOLVED:

- **That the formation of the following Working Groups be approved:**
Arts and Leisure
Boundary Review
Bus Shelters
Business Development
Market Management
Heritage Railway
E11R Plaque – Longest Reigning Monarch
Floral Clock
- **That the membership of the Policy and Resources Working Groups be approved as follows:**

Ombudsman Consultation	Quality Council	Defibrillator
R Pond	K Bird	K Bird
G McBride	S Hardstaff	C Ecclestone
S Hardstaff	M James	R Hughes
B Long		B Long
M James		

- **That the membership of existing Working Groups be approved as follows:**

Tourist Information	Website	Grants	Assets & Acquisitions	Hospitality	Christmas Lights	WW1 Commemorations
S Hardstaff	B Long	B Long	V Pond	K Bird	B Long	K Bird
L Gates	K Bird	A Cotter	K Bird	C Ecclestone	A Cotter	B Long
B Long	R Hughes	R Hughes	A Cotter		V Pond	S Hardstaff
M James			B Long		K Bird	V Pond

			C Ecclestone			C Ecclestone
			S Hardstaff			M James

- **That the membership of new Working Groups as follows be approved:**

Arts & Leisure	Boundary Review	Bus Shelters	Business Development	Market Management	Heritage Railway	E11R Plaque	Floral Clock
C Ecclestone	V Pond	C Ecclestone	C Ecclestone	C Ecclestone	G McBride	V Pond	B Long
A Cotter	B Long	S Hardstaff	K Bird	B Long	C Ecclestone	B Long	M James
	C Ecclestone	L Gates			M James	M James	K Bird
	M James	B Carpenter				R Pond	
	K Bird						
	R Hughes						
	L Gates						

Cllr R Hughes suggested that as Cllr K Hughes was not present at the Council meeting he be asked if he wished to join any of the Working Groups.

C 32/15 Longest Reigning Monarch

It was proposed by Cllr Long and seconded by Cllr G McBride that as a Working Group had been set up to investigate the E11 Plaque and Longest Reigning Monarch, the item be deferred to a future meeting of the Town Council.

RESOLVED: That the Longest Reigning Monarch item be deferred to a future meeting of the Town Council.

C 33/15 Town Council Representatives on the Town Centre Partnership Group

It was proposed by Cllr G McBride and seconded by Cllr C Ecclestone and unanimously

RESOLVED: That Standing Orders be suspended to allow for discussion of the Town Council Representatives on the Town Centre Partnership Group.

It was explained that Cllr Hardstaff had resigned from the Town Centre Partnership Group (TCPG) and that there had been some confusion over who had been nominated at the previous Council meeting to represent the Town Council on the TCPG.

Councillor Hardstaff explained that there were 2 places available on the TCPG and one place available on the Steering Committee.

The Town Clerk confirmed that the Town Council would be allowed to nominate a substitute if either of the representatives were unable to attend.

It was proposed by Cllr G McBride and seconded by Cllr A Cotter and unanimously

RESOLVED: That Standing Orders be reinstated to allow for a decision on the Town Council representatives on the Town Centre Partnership Group.

Councillors V Pond, B Long and L Gates put their names forward to represent the Town Council.

A vote was taken, Cllr K Bird abstained and Cllrs B Long and L Gates were elected to represent the Town Council on the Town Centre Partnership Group, with Cllr V Pond as the substitute member.

RESOLVED: That Cllrs Long and Gates represent the Town Council on the Town Centre Partnership Group with Cllr V Pond as substitute.

C 34/15 Vigo Road School Crossing

It was proposed by Cllr R Hughes and seconded by Cllr K Bird and unanimously

RESOLVED: That Standing Orders be suspended to allow for discussion of the Vigo Road School Crossing.

Cllr M James explained that he had been approached by parents from Vigo Road School who were concerned about the safety of pupils crossing Vigo Road. He explained that he would like to the Town Council to work more closely with Hampshire County Council to try and solve the problems.

Cllr James explained that he had already spoken with Hampshire County Councillor Tim Rolt about possible solutions including locking the wooden gate.

Representatives from Vigo School confirmed that the gate had been requested by a resident of Vigo Road. They confirmed that they would be happy to come out at the end of the school day to monitor the situation.

Cllr K Bird explained that this item had come about because people approach Councillors for help. She explained that the item was on the Agenda to show that the Town Council supports the actions of residents and how the Town Council might be able to assist. She explained that there was nowhere on Vigo Road to install a suitable crossing, however the Town Council could help the school liaise with Hampshire County Council to improve the situation.

Cllr Long asked whether the school had a travel plan.

The School representatives confirmed that they did have a school travel plan which had been updated in 2014.

Cllr James explained that the Patrol Officer was on site in the mornings however, some drivers simply drove around the Patrol Officer.

Cllr Long asked whether the school had reported these incidents to the Police. The School confirmed that they had however they could not be on the road all the time to note down every incident. They confirmed that Hampshire County Council employed the Patrol Officer.

Cllr G McBride commended Cllr James and Borough Councillor Andersen for their work in trying to resolve the problems at the school crossing. However he reminded Members that the Town Council could not go and intervene. He did point out that a similar problem existed at Junction Road in Andover.

Members asked whether speed cameras had been located at the school.

The Town Clerk read an email that she had received from County Councillor Tim Rolt, which included confirmation that a speed camera would be sent to the school crossing site and that Hampshire County Council was working with the school to rectify the problems as soon as possible.

Cllr M James requested that the Town Clerk read to the Council a letter received by him from one of the parents of Vigo Road School.

He then explained that he was willing to be trained as a Patrol Officer, by Hampshire County Council and requested the Town Council's endorsement to do so.

The School representatives confirmed that it would be Hampshire County Council employing Cllr James.

It was proposed by Cllr G McBride and seconded by Cllr A Cotter and unanimously

RESOLVED: That Standing Orders be reinstated to allow for a decision from the Town Council regarding action to assist with the Vigo Road School Crossing.

It was proposed by Cllr McBride and seconded by Cllr A Cotter and unanimously
RESOLVED: That Cllr M James have the support of the Town Council to train with and be employed by Hampshire County Council as a School Patrol Officer.

C 35/15 Street Lighting

Members were asked to consider whether the Council would endorse the Chairman writing a letter to Hampshire County Council requesting them to take action with repairing faulty street lights in the Town Centre.

It was proposed by Cllr Long to endorse the action and seconded by Cllr Gates and an unanimously

RESOLVED: That the Chairman on behalf of Andover Town Council, write to Hampshire County Council to request the lighting columns in the Town Centre be repaired, with immediate effect.

C 36/15 Finance

BACS/Cheque No	Date of Inv	Description	Supplier	Amount (£)
955313718	31.05.2015	Supply of Toilets to Allotment Sites	Convenient Hire Ltd	£560.98
585893300	22.04.2015	Job No 975	DMJ Butler Country Services	£100.00
585893300	22.04.2015	Job No 974	DMJ Butler Country Services	£80.00
585893300	22.04.2015	Job No 976	DMJ Butler Country Services	£200.00
585893300	22.04.2015	Job No 973	DMJ Butler Country Services	£40.00
585893300	22.04.2015	Job No 977	DMJ Butler Country Services	£80.00
585893300	22.04.2015	Job No 991	DMJ Butler Country Services	£10.00
585893300	22.04.2015	Job No 985	DMJ Butler Country Services	£26.00
585893300	22.04.2015	Job No 990	DMJ Butler Country Services	£10.00
585893300	22.04.2015	Job No 986	DMJ Butler Country Services	£26.00
585893300	22.04.2015	Job No 987	DMJ Butler Country Services	£26.00
585893300	22.04.2015	Job No 989	DMJ Butler Country Services	£26.00
585893300	22.04.2015	Job No 988	DMJ Butler Country Services	£26.00
585893300	23.04.2015	Job No 981	DMJ Butler Country Services	£126.66
585893300	23.04.2015	Job No 979	DMJ Butler Country Services	£126.66
585893300	23.04.2015	Job No 972	DMJ Butler Country Services	£103.20
585893300	23.04.2015	Job No 955	DMJ Butler Country Services	£120.00
585893300	23.04.2015	Job No 930	DMJ Butler Country Services	£80.00
585893300	28.04.2015	Job No 983	DMJ Butler Country Services	£280.00
585893300	29.04.2015	Job No 996	DMJ Butler Country Services	£30.00

585893300	29.04.2015	Job No 997	DMJ Butler Country Services	£30.00
585893300	29.04.2015	Job No 994	DMJ Butler Country Services	£30.00
585893300	29.04.2015	Job No 1019	DMJ Butler Country Services	£126.66
585893300	29.04.2015	Job No 1020	DMJ Butler Country Services	£126.66
60605637	09.05.2015	Job No 1022	DMJ Butler Country Services	£60.00
60605637	09.05.2015	Job No 1021	DMJ Butler Country Services	£126.66
60605637	09.05.2015	Job No 889	DMJ Butler Country Services	£80.00
737972952	23.05.2015	Internal Audit YE 31.03.2015	IAC Internal Audit and Compliance	£414.00
133276542	25.05.2015	Replacement of faulty tap Churchill Way	Kevin Justice	£30.00
300140	17.04.2015	Food for A-Fest	Cllr G McBride	£5.75
634031798	01.06.2015	Monthly hosting of website & emails	Custom Studio	£35.94
498320825	02.06.2015	Franking machine rental	Purchase Power/Pitney Bowes	£33.45
110891039	12.05.2015	Return of unused grant (Neighbourhood Plan)	Community Development Foundation	£4,149.20
879024882	29.05.2015	Office Cleaning 2.05.2015-31.05.2015	Moore's Cleaning	129.6
TOTAL				£7455.42

C 37/15 Questions from Councillors

There were no questions received from Councillors under Standing Order No 8.

C 38/15 Questions from Councillors to Borough and County Councillors

There were no questions from Town Councillors to Borough and County Councillors.

C 39/15 Reports from Councillors

Cllr Long reported that she had attended the Community Infrastructure Levy (CIL) hearing at Test Valley Borough Council. There were amendments to the agreements but they were very small. She also attended a Highways presentation in Winchester and had met the Officer managing the repairs to the wall in Eastern Avenue. She reported that it had been caused by a concrete wall not being attached to a brick wall. The problem had been solved and the wall had now been repaired.

Cllr McBride reported that the Health and Wellbeing Group had moved outside the remit of the Town Council and was now in communication with National Health England to progress an Orthodontist in Andover.

Cllr Ecclestone reported that he had investigated the Haydon Cars site. There had not been an environmental services inspection since 2013. He asked if the Town Clerk could make an enquiry to Hampshire County Council with regard to the inspection of the tanks.

Cllr Carpenter reported that there would be an older persons forum taking place on 23 July 2015 from 2.15pm to 4.15pm.

C 40/15 Reports from Borough and County Councillors

Cllr I Andersen thanked all the Town Councillors for their assistance with regard to the Vigo Road School Crossing. She reported that the patrol lights were now working again.

She suggested that the organisers of the markets in the town would be willing to work with the Town Council.

The Chairman closed the meeting at 9.07pm.

Chairman

Date