



# ANDOVER TOWN COUNCIL

## Minutes Council

---

### Time and date

7.00pm on Friday 16 August 2019

### Place

The Town Council Offices, High Street, Andover, Hampshire

---

Cllr R Rowles - Town Mayor (P)

Cllr L Banville - Deputy Town Mayor (P) (Arrived at 7.12pm)

Cllr S Blackmore (P)

Cllr G Davis (P)

Cllr K Farrer (P)

Cllr R Meyer (A)

Cllr D Treadwell (P)

Cllr D Coole (P)

Cllr D Day (A)

Cllr Revd. A Fitchet (P)

Cllr P Scott (A)

Cllr A Watts (P)

Cllr J Coole (P)

Cllr C Ecclestone (P)

Cllr M James (A)

Cllr V Harber (A)

### Officers Present:

Wendy Coulter (Town Clerk)

Michelle Young (Committee & GDPR Officer) (Taking the Minutes)

### Borough/County Councillors Present:

Cllr I Anderson

Cllr Z Brooks

Cllr T Burly

### Members of the Public: 4

### Members of the Press: 1

Prior to the start of the Council meeting, representatives from Scottish and Southern Electric gave a presentation on extra support during Power Cuts.

The full Council meeting commenced at 7.10pm

**C 070/19 APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr D Day, Cllr M James, Cllr R Meyer and Cllr P Scott.

**C 071/19 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**C 072/19 MINUTES**

It was proposed by Cllr S Blackmore and seconded by Cllr Revd. A Fitchet that the Minutes of the Town Council Meeting held on 19 July 2019 be signed by the Town Mayor as a correct record.

A vote was taken, 7 for with 3 abstentions.

**RESOLVED: That the Minutes of the Town Council Meeting held on 19 July 2019 be signed by the Town Mayor as a correct record.**

(Cllr L Banville arrived at 7.12pm)

**C 073/19 PUBLIC PARTICIPATION**

**Member of Public 1:**

- Under the terms of the Freedom of Information Act 2000, I would like clarification of numbers of members of the public who have attended meetings prior to 2019.
- About the proposed adoption of the full Andover Town Crest as the Town Council's new logo, I noticed that the original shield which had a lion with a blue tongue and yellow acorns on the oak tree has disappeared. The logo showing the lion with a yellow tongue was adopted in 2010.
- Regarding agenda item 13 on Public Participation and asking people who wish to speak prior to the meeting is detrimental.
- Regarding Downlands, I would like to thank Cllr Revd. A Fitchet for his hard work and being proactive. Please bring an update.

**Cllr Revd. A Fitchet response:**

Augusta land is still privately owned. The Hampshire Council County is still drawing up a scheme for school crossings, which hopefully will be completed by the New Year. An email regarding Traffic along Picket Twenty, has been sent to the Highways Authority for speed restrictions measures such as speed bumps.

**C 074/19 REPORT FROM HAMPSHIRE POLICE**

There were no representatives from the Hampshire Police present at the full Council Meeting.

**C 075/19 REPORTS FROM BOROUGH AND COUNTY COUNCILLORS FROM THE ANDOVER WARDS:**

**Cllr I Anderson:**

The taxi share service is working between the town and Pilgrims Way.

Work on the trees at St Marys will commence on 23 September 2019 and be completed by 23 December 2019.

Refurbishment of the public toilets is due to commence. Temporary toilets will be in place for the duration.

Reports have been received regarding the pigeons and dirt in Union Street. I am trying to get this cleaned up.

Question for Cllr Coole, regarding the Festival of Motoring. Are you working with the BID?

**Cllr D Coole response:**

As a councillor, no. As a director of our company, I have been asked to find sponsorship and will work with and get funding from Test Valley Borough Council.

As a councillor, I have had discussions with the BID manager to find a way forward.

**C 076/19 QUESTIONS FROM TOWN COUNCILLORS TO BOROUGH AND COUNTY COUNCILLORS**

There were no questions asked by the Town Councillors to the Borough and County Councillors.

**C 077/19 TOWN MAYORS ANNOUNCEMENTS**

Since the previous Council meeting on July 19<sup>th</sup>, the Town Mayor has attended the following:

Andover VIP's tea and met Cllr Pam Malton, who is a supporter of Andover VIP's. I will be meeting with Cllr Malton to discuss parking permit uses.

**C 078/19 COMMITTEE MINUTES**

The following Committee Minutes were received and noted:

8 July 2019 – Planning Committee

14 June 2019 – Allotment Committee

**C 079/19 CARBON NEUTRAL COUNCIL**

Members noted the Andover Town Council Self Assessed Carbon Footprint report.

Members discussed the initial results. It was felt that the allotments should be added to the survey as they give off oxygen to the environment. It was suggested that members of the public be asked to contribute ideas.

It was suggested more research was required and a further report should be brought back to full Council.

**C 080/19 WORKING GROUPS**

**Lottery Working Group:**

Research has been carried out and other Councils have been found that have a lottery system in place. A company has been found which provides the service. A meeting with the company will be arranged and a report will follow.

**Environmental Working Group:**

An invitation has been sent out to local parish councils to ask if they would be interested in working in partnership to create wildlife corridors across the Test Valley Borough.

**C 081/19 COUNCIL AND COMMITTEE DATES 2020/2021**

Members noted the proposed Council and Committee dates for 2020/2021.

It was suggested that Council meetings be reduced to nine per year and utilise the Andover Town Council premises more. Committee meetings to remain on a Friday and move Council meetings to an alternative day.

It was agreed that this item would be referred to the Budgets and Staffing Committee for further consideration.

**C 082/19 PUBLIC PARTICIPATION**

It had been noted that the number of members of the public attending meetings have increased.

Members considered providing public participation prior to the commencement of Committee and Council meetings and requesting members of the public to indicate prior to a meeting, if they wish to speak.

It was debated on the basis that any comments made prior to the commencement of meetings, would not be minuted and speaking time for each person would need to be reduced.

It was agreed to continue with Public Participation as an agenda item, in the interests of transparency and ensuring the member of the public would be able to get their point across.

**C 083/19 TOWN COUNCIL LOGO**

Members noted the proposed change of Corporate Logo for the Town Council to the full Andover Crest.

Cllr R Rowles gave his thanks to Mrs K Bird who did an incredible amount of work which enabled the Town Council to receive permission to use the full Andover Crest.

Cllr D Coole gave his thanks to the anonymous donor who funded the new logo.

It was proposed by Cllr Revd. A Fitchet and seconded by Cllr C Ecclestone that the Town Council adopt the full Andover Crest and that it be used in place of the current Town Council logo with immediate effect.

A vote was taken, 10 for with 1 abstention.

**RESOLVED: That the Town Council adopts the full Andover Crest and that it be used in place of the current Town Council logo with immediate effect.**

**C 084/19 COUNCILLOR DISPENSATION**

It was proposed by Cllr r Rowles and seconded by Cllr C Ecclestone that approval be given for the Dispensation for the Councillors of Andover Town Council that reside in the parish of Andover, allowing them to vote on the setting of the Town Council Precept, whilst they continue to be a Councillor or until the next election, whichever is sooner (Localism Act 2011, section 33 (3)).

A vote was taken which was unanimous.

**RESOLVED: That approval be given for the Dispensation for the Councillors of Andover Town Council that reside in the parish of Andover, allowing them to vote on the setting of the Town Council Precept, whilst they continue to be a Councillor or until the next election, whichever is sooner (Localism Act 2011, section 33 (3)).**

**C 085/19 MAKATON FRIENDLY ANDOVER**

Members noted that this item had been withdrawn, awaiting information from MENCAP and a full report to be submitted to the next Council meeting.

**C 086/19 HIRE OF OFFICES**

Members noted the report on the uptake and cost of hire of 66C High Street.

The recent observations were discussed regarding the modifications and decorating needs of the old offices prior to promoting the availability of its use.

It was suggested to use Andover Radio and Unity to advertise the space to a larger area.

Members debated further on the hourly charge of £5 and a suggestion was made to request donations.

(Cllr L Banville left the meeting at 8.27pm)

An amendment to the previous resolution was made.

It was proposed by Cllr D Coole and seconded by Cllr C Ecclestone that Officers be allowed to use their discretion to vary the payment scheme of costs of the hire of 66C for those who

cannot afford the £5 charge and a further report to be brought to full Council in November 2019.

A vote was taken, 9 for with 2 abstentions.

**RESOLVED: That Officers be allowed to use their discretion to vary the payment scheme of costs of the hire of 66C for those who cannot afford the £5 charge and a further report to be brought to full Council in November 2019.**

(Cllr L Banville returned at 8.31pm)

(Cllr Revd. A Fitchet left the meeting at 8.35pm)

## C 087/19 FINANCE

It was proposed by Cllr S Blackmore and seconded by Cllr C Ecclestone that the List of payments up to 30 July 2019 be approved.

A vote was taken, 9 for with 1 abstention.

**RESOLVED: That the List of payments up to 30 July 2019 be approved.**

It was proposed by Cllr C Ecclestone and seconded by Cllr S Blackmore that the List of payments up to 15 August 2019 be approved.

A vote was taken which was unanimous.

**RESOLVED: that the List of payments up to 15 August 2019 be approved.**

Bacs/Cheque No	Supplier	Budget Head	Goods/Supplies	Cost (£)
512433139	Alto Digital Networks Ltd	4210/8	Photocopier copies (Meter readings 30.04.19-30.07.19)	£842.50
744563009	AquAid South Coast	4210/16	Supply of water bottles x 3 22.07.2019	£23.40
52854355	Mr T Beavis	4500/1/3/2	Allotment Warden payment 2018.2019	£50.00
83979355	Mr J Hanson	4500/1/4/2	Allotment Warden payment 2018.2019	£50.00
311386170	Mr D Bollard	4500/1/1/2	Warden Payment AW 2018.2019	£50.00
4178649	Mrs B Bradley	4500/1/6/7	Returned Deposit for TD 65B	£50.00
DDBGJul12019	British Gas	4210/6	Electricity charges 68B 02.07.2019-01.08.2019	£11.68
146073639	Business Stream	4500/1/7/3	Water supply for Vigo road Allotments 09.4.2019-26.07.2019	£326.33
378106007	Convenient Hire Limited		Supply of toilets at Allotment x 7 sites July 2019	£614.39
964907939	W R Coulter	4210/16	Reimbursement for 2 keys cut for internal office doors	£10.00
15052930	Custom Studio Ltd	4000/6/2	Website hosting August 2019	£35.94
39533790	Custom Studio Ltd	4000/6/1	Cllr photos editing on website	£67.50
154655251	Grass and Grounds		Allotment maintenance July 2019	£504.00
821013257	Grass and Grounds		Grass cutting for 7 allotment sites July 2019	£612.00
490100537	Heavers Heating Services	4500/1/3/4	Job no 1791 CW Plot 5 – tap change and labour	£47.00
663786919	Heavers Heating Services	4500/1/2/4	Job no 1811 – BL Plot 31 replacement tap, piping & labour	£100.58
591113859	Mr G Lewis	4700/4	Medical cover for Shilling Fair 2019	£182.00
561514242	Mrs Fern Long	4700/7	Reimbursements for Gardening Fair 2019	£12.97

74619250	Mrs B Long	4700/4	Reimbursements for Shilling Fair, Cash return for musicians, refreshments + cards and sundries	£359.07
DDMAINAUG12019	Mainstream Digital	4210/7	Fraud protection + line rental 01.07.2019-19.09.2019	£6.27
DDMAINAUG22019	Mainstream Digital	4210/7	Line rental, care package, fraud protection, call charges	£24.98
982570712	M B Pest Services		Pest control across 7 allotment sites July 2019	£400.00
266094304	Pitney Bowes	4210/10	Franking machine ink + franking machine rental July 2019	£263.76
228518121	AB Computers and Planet PC	4000/5	Relocation of server, franking machine + Wi-Fi Range extender for additional security	£229.99
747396253	Mr R Rowles	4210/18	Reimbursement for purchase of Knowles on Local Meetings	£99.95
DDSAGEAUG2019	Sage UK Limited	4000/1	Online Payroll Package August 2019	£13.20
631866370	Mrs Marie Simonds	4500/1/2/2	Warden payment 2018/2019	£50.00
6528305	Southern Electric	4210/6	Electricity charges 68B High Street 18.04.2019-24.07.2019	£99.76
6528305	Southern Electric	4210/6	Electricity charges 68B High Street 18.04.2019-24.07.2019	£99.76
273766181	Surrey Hills Solicitors	4000/3	Fees for acquisition of allotments from DWH 23.07.2019-13.08.2019	£300.00
870414144	Test Valley Borough Council	4100/4	Hire of Guildhall 16 August 2019	£142.00
111472208	The Drove Allotment Association	4500/1/6/2	Provision of Contracted Services inc Grass Cutting, Water Maintenance, Weed Clearance August 2019	£580.00
134328626	Viking Supplies	4210/9	Stationery Order – paper, files & folders, minute storage books, note books, accountancy book	£348.07
33696626	Michelle Young	4100/6	Reimbursement for purchase of biscuit jar for meetings	£8.00
331347586	Mr G Black	4500/1/7/2	Warden payment 2018/2019	£50.00
<b>TOTAL up to 15 August 2019</b>				<b>£17,093.37</b>

It was proposed by Cllr C Ecclestone and seconded by Cllr S Blackmore that the Bank Reconciliation and Cash Book up to 30 May 2019 be approved.

A vote was taken which was unanimous.

**RESOLVED: That the Bank Reconciliation and Cash Book up to 30 May 2019 be approved.**

It was proposed by Cllr S Blackmore and seconded by Cllr C Ecclestone that the Bank Reconciliation and Cash Book up to 30 June 2019 be approved.

A vote was taken which was unanimous.

**RESOLVED: That the Bank Reconciliation and Cash Book up to 30 June 2019 be approved.**

**C 088/19 QUESTIONS FROM COUNCILLORS**

No questions were received from the Councillors.

**C 089/19 REPORTS FROM TOWN COUNCILLORS**

**Cllr C Ecclestone:**

The Ludgershall/Andover Railway Group now has a website.  
A request has been made to Clare Perry to become a patron.

**Cllr L Banville:**

I have a report on Atol Court which is run by Aster, providing temporary housing for families. Investigations into concerns relating to the housing of drug addicts are being looked into and I will liaise with Test Valley Borough Council regarding this situation.

**C 090/19 DATE OF THE NEXT MEETING**

Members noted that the next Council meeting would take place on **Friday 13 September 2019**, in the Upper Guildhall, High Street, Andover, starting at **7.00pm**.

**C 091/19 EXCLUSION OF THE PRESS AND PUBLIC**

It was proposed by Cllr S Blackmore and seconded by Cllr C Ecclestone that the Press and Public be excluded from the meeting at item 22 due to selection for Honorary Freedom of Andover – Local Democracy, Economic Development and Construction Act 2009 (c. 20) 28-29. A vote was taken, 9 for, 1 against.

**RESOLVED: That the Press and Public be excluded from the meeting at item 22 due to selection for Honorary Freedom of Andover – Local Democracy, Economic Development and Construction Act 2009 (c. 20) 28-29.**

**C 092/19 HONORARY FREEDOM OF ANDOVER**

Members considered a selection for Honorary Freedom of Andover.

The Town Mayor closed the meeting at 8.00pm.

Town Mayor

Date