



ANDOVER TOWN COUNCIL

Minutes Council

Time and date

6.00pm on Wednesday 22 January 2020

Place

The Town Council Offices, 68B, High Street, Andover. Hampshire

Cllr R Rowles - Town Mayor (P) (Arrived at 6.17pm)

Cllr L Banville - Deputy Town Mayor (P) (Left at 6.53pm)

Cllr S Blackmore (A) Cllr A Buckenham (P)

Cllr J Coole (P) Cllr G Davis (A)

Cllr K Farrer (A) Cllr M James (P) (Left at 6.53pm)

Cllr D Treadwell (P) Cllr A Watts (P)

Cllr D Coole (P)

Cllr C Ecclestone (P)

Cllr R Meyer (P)

Officers Present:

Wendy Coulter (Town Clerk)

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

Borough/County Councillors Present:

Cllr I Anderson, Cllr Matthews, Cllr D Drew

Members of the Public: 7

Members of the Press: 0

As the Town Mayor was absent at the start of the meeting, Cllr L Banville the Deputy Town Mayor Chaired the meeting for the first 4 items.

C 161/19 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr G Davis.

C 162/19 DECLARATIONS OF INTEREST

There were no declarations of interest.

C 163/19 MINUTES

It was noted that the venue was incorrect on the record minutes. The Deputy Town Mayor corrected the venue.

It was proposed by Cllr M James and seconded by Cllr A Buckenham that the minutes of the Council meeting held on 13 December 2019 be signed by the Deputy Town Mayor as a correct record.

RESOLVED: That the minutes of the Council meeting held on 13 December 2019 with the amendment to the venue be signed by the Deputy Town Mayor as a correct record.

C 164/19 PUBLIC PARTICIPATION

The notes below are a precis of statements/questions. They are not recorded word for word.

Member of Public 1:

An event was held by the B.I.D. to present the proposals for the Town Centre regeneration. Interesting to note that the proposal was to move The Lights into the Town Centre.

The Special Expenses Levy transfer work needs to have a plan from the Town Council. Test Valley Borough Council has to carry out due diligence, ensure continuity of service and resilience.

Member of Public 2:

C 165/19 REPORTS FROM BOROUGH AND COUNTY COUNCILLORS FROM THE ANDOVER WARDS:

The notes below are a precis of statements/questions. They are not recorded word for word.

Cllr N Matthews – Romans Ward

The defibrillator that had been vandalised had not been replaced without the use of public funds.

Damage control regarding the mud on roads is in place, Chariots and Saxon Heights. They continue to be monitored.

Rejuvenation of Cricketers and Romans Way with respect to lighting. HCC have agreed to the parts of the estate that belong to them and are taking responsibility.

Memorial Garden in Augusta Park, a meeting on 3 February to discuss what it will look like and how monies will be spent.

Anti-social behaviour at skate park. The Protection Order allows police to remove alcohol. ITV Meridian came to interview residents in Augusta Park regarding buying new-builds and the experiences of the households. It will be aired on Meridian in the next 2 weeks.

C 166/19 QUESTIONS FROM TOWN COUNCILLORS TO BOROUGH AND COUNTY COUNCILLORS

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

The Town Mayor, Councillor R Rowles arrived at 6.19pm and took the Chair for the meeting.

C 167/19 TOWN MAYORS ANNOUNCEMENTS

The Town Mayor announced that he would be hosting, at no cost to the Town Council 3 Charity events:

A Gurkha Curry Night to raise money for Veterans

A fund raiser for the Makaton Friendly Andover

An event for raising money for training Youth Workers in Andover.

C 168/19 COMMITTEE MINUTES

The following Committee Minutes were received and noted:

11 October 2019 – Allotments Committee

11 November 2019 – Planning Committee

18 December 2019 – Planning Committee

C 169/19 FINANCE

It was proposed By Councillor M James and seconded by Councillor L Banville that the list of Payments for approval up to 21 January 2020, the Reconciled Bank Statement up to 31 December 2019, and the Cashbook up to 31 December 2019 be approved. A vote was taken which was unanimous.

RESOLVED: That the list of Payments for approval up to 21 January 2020, the Reconciled Bank Statement up to 31 December 2019, and the Cashbook up to 31 December 2019 be approved.

Bacs/Cheque No	Supplier	Budget Head	Goods/Supplies	Cost (£)
949540435	AB Computers and Planet PC	4000/5	Clover machine, mobile laptop connection, assessment of IT	£120.00
528518493	AquAid South Coast	4210/15	Supply of 3 water bottles December 2019	£23.40
DDBESDEC2019	BES Commercial Electricity Ltd	4210/6	Electricity Charges for 66C High Street December 2019	£96.07
869195399	Blachere Illuminations	4700/2	Removal of Christmas Lights Jan 2020	£2,289.36
DDBGJan20201	British Gas	4210/6	Electricity Charges for 68B High Street Jan 20201	£6.88
DDBGJan20202	British Gas	4210/6	Electricity use 68B High Street Jan 2	£676.69
463018730	Business Stream	4500/1/2/3	Water supply Barlows Lane Allotments Aug 19 – Jan 20	£427.62
63821527	Convenient Hire Limited	4500/1	Provision of Toilets on Allotment Sites x 7 December 2019	£587.65
959730134	W R Coulter		Reimbursements Dec. Jan.	£140.74
851885886	Grass and Grounds	4500/1/1/2	Rotovate & cover of plots at AW Allotment Site	£384.00
877558620	Heavers Heating Services	4500/1/1/2	Job No 1850 Turn off water AW Allots	£300.00
877558620	Heavers Heating Services	4500/1/2/2	Job No 1851 Turn off water BL Allots	£300.00
877558620	Heavers Heating Services	4500/1/3/2	Job No 1852 Turn off water CW Allots	£300.00
877558620	Heavers Heating Services	4500/1/4/2	Job No 1853 Water turn off MR Allots	£300.00

877558620	Heavers Heating Services	4500/1/5/2	Job No 1853 Turn off water OWR Allots	£300.00
877558620	Heavers Heating Services	4500/1/7/2	Job No 1855 Turn off water at VR Allots	£300.00
DDICO2020	Information Commissioner	4000/3	Data Protection Fee Renewal 2020	£40.00
51204897	Lightatouch Internal Audit Services	4000/4	Internal Audit Part 2 Oct-Nov 2019	£191.66
DDMainDec20191	Mainstream Digital	4210/7	Superfast Broadband 27.12.2019-26.03.2020	£122.39
DDMainDec20192	Mainstream Digital	4210/7	Maintenance care for digital phone line 19.12.2019-18.03.2020	£75.59
DDMAINDEC20193	Mainstream Digital	4210/7	Quarterly line rental analogue line 21.12.2019-19.03.2020	£46.11
DDMAINDEC20194	Mainstream Digital	4210/7	Quarterly line rental, business level care, fraud protection & call charges 02.12.2019-31.12.2019	£222.14
276544975	M B Pest Services	4500/1	Pest control December 2019 x 7 Allotment sites	£400.00
712377927	Moore's Cleaning Services Ltd	4210/15	Cleaning Services for December 2019	£282.47
DD PEAC Feb 2020	Pan European Asset Company	4210/8	Rental of photocopier 01.02.20-30.04.20	£767.18
532716074	Restore Datashred	4210/17	Removal of confidential waste 23.12.2019	£29.16
DDSageJan2020	Sage UK Limited	4000/1	Sage Payrol software Jan 2020	£13.20
531866579	Surry Hills Solicitors	4000/3	Services for transfer of allotments Picket Piece Part 2	£600.00
176944575	Surry Hills Solicitors	4000/3	General Advice December 2019	£300.00
240489354	Test Valley Borough Council	4100/4	Hire of Rendezvous 13.12.2019	£126.00
240459354	Michelle Young	4210/2	Reimbursements Jan 2020	£16.99
979590056	Viking Supplies	4100/6	Office sundries, id card holders and lanyards	£130.04
940107320	Grass and Grounds	4500/1/4/2	Hedge cut at Mylen Road Winter 2019/2020	£840.00
	Confidential			£15,941.45
TOTAL up to 21 January 2020				£19,369.86

C 170/19 BANK AUTHORISATION

Members received a report on the current situation regarding the authorisation of payments via the Town Council nominated Bank, Unity Trust.

Members noted that there were requirements requested from the Bank in order to remove no longer serving Members as signatories and to add the approved current signatories. It was proposed by Cllr C Ecclestone and seconded by Cllr A Buckenham that the following be approved:

The current approved Signatories/Authorisers of payments for the Town Council be confirmed as; Councillor Lauren Banville, Councillor David Coole, Councillor Christopher Ecclestone, Councillor Richard Rowles, Councillor Alison Watts.

To reduce the number of signatories/authorisers for changes to the Banking Arrangements from 6 to 2.

To add 2 named Officers as contingency signatories/authorisers in case of emergency.

To confirm that the 2 named Officers are the signatories/authorisers for any changes to the banking arrangements which have been approved by Council.

A vote was taken which was unanimous.

RESOLVED: That the following be approved:

The current approved Signatories/Authorisers of payments for the Town Council be confirmed as; Councillor Lauren Banville, Councillor David Coole, Councillor Christopher Ecclestone, Councillor Richard Rowles, Councillor Alison Watts.

To reduce the number of signatories/authorisers for changes to the Banking Arrangements from 6 to 2.

To add 2 named Officers as contingency signatories/authorisers in case of emergency.

To confirm that the 2 named Officers are the signatories/authorisers for any changes to the banking arrangements which have been approved by Council.

C 171/19 BANKING ARRANGEMENTS

Members considered approving the recommendation of the Budgets & Staffing Committee to have 5 bank accounts as follows:

Current Account 1: Holding Operational Reserves

Current Account 2: Holding Operational Reserves (to move monies to)

CIL Account: Holding Monies from CIL Contributions

Earmarked Reserves 1: Holding ½ of Earmarked Reserves

Earmarked Reserves 2: Holding ½ of Earmarked Reserves

It was proposed by Cllr L Banville and seconded by Cllr D Coole that the Banking Arrangements be approved. A vote was taken, 7 for, 1 against and 2 abstentions.

RESOLVED: That the Town Council have 5 bank accounts as follows:

Current Account 1: Holding Operational Reserves

Current Account 2: Holding Operational Reserves (to move monies to)

CIL Account: Holding Monies from CIL Contributions

Earmarked Reserves 1: Holding ½ of Earmarked Reserves

Earmarked Reserves 2: Holding ½ of Earmarked Reserves

C 172/19 STAFFING SUB-COMMITTEE MEMBERSHIP

It was proposed by Cllr C Ecclestone and seconded by Cllr A Buckenham that Cllr L Banville be the 5th Member of the Staffing Sub-Committee. A vote was taken which was unanimous.

RESOLVED: That Cllr L Banville be the 5th Member of the Staffing Sub-Committee.

C 173/19 STAFFING STRUCTURE

Members were requested to endorse a proposed Staffing Structure, subject to consultation with current staff. The final staffing structure would be brought to a future Council Meeting for approval.

It was proposed by Cllr D Coole and seconded by Cllr R Meyer that the proposed Staffing Structure be endorsed subject to consultation with current staff and that the final Staffing Structure would be brought back to a future Council meeting. A vote was taken 5 for, 1 against and 2 abstentions.

RESOLVED: That the proposed Staffing Structure be endorsed subject to consultation with current staff and that the final Staffing Structure would be brought back to a future Council meeting.

Councillors L Banville and M James left the meeting at 6.53pm.

C 174/19 BUDGET 2020/2021

Members considered the Budget for 2020/2021.

Members expressed concern that the increase in the Budget for 2020/2021 would significantly increase the Precept for 2020/2021. To offset the possible increase to the Precept, Councillor D Coole proposed that the Earmarked Reserves for the Communities Officer Project (£35,420.00) be removed from Earmarked Reserves and be used to offset the deficit for the Budget 2020/2021, this was seconded by Councillor C Ecclestone. A vote was taken, 7 for, 0 against, 1 abstention.

RESOLVED: That to offset the possible increase to the Precept, Councillor D Coole proposed that the Earmarked Reserves for the Communities Officer Project (£35,420.00) be removed from Earmarked Reserves and be used to offset the deficit for the Budget 2020/2021.

It was proposed by Cllr D Coole and seconded by Cllr C Ecclestone that the Draft Budget 2020/2021 of £379,666.00 be approved.

A vote was taken 7 for, 0 against, 1 abstention.

RESOLVED: That the Budget 2020/2021 of £379,666 (three hundred and seventy nine thousand, six hundred and sixty six pounds) be agreed.

C 175/19 PRECEPT 2020/2021

Members considered the Precept report for 2020/2021.

It was proposed by Cllr D Coole and seconded by Cllr A Buckenham that the proposed Precept level for 2020/2021 be £344,204.00, based on a tax base of 16,313 @ £21.10 per Band D Equivalent Dwellings, be accepted and approved.

A vote was taken 6 for, 2 against, 0 abstentions.

RESOLVED: That the Precept level for 2020/2021 be £344,204.00 (three hundred and forty four thousand, two hundred and four pounds) based on a tax base of 16,313 @ £21.10 per Band D Equivalent Dwellings, be accepted and approved.

C 176/19 CORPORATE RISK ASSESSMENT

Members received a Corporate risk Assessment for 2019/2020.

It was noted that the Risk Assessment was split into functions of the Town Council and each of the risks for the functions would be reported to the Committees responsible.

As the risks were identified and managed the Risk Assessment would be amended and reported back to relevant committees.

It was proposed by Cllr D Coole and seconded by Cllr J Coole to approve the recommendation of the Budgets & Staffing Committee to accept the Corporate Risk Assessment and the Risk Assessment Action Plan be implemented for the year 2019/2020.

A vote was taken which was unanimous.

RESOLVED: That the Corporate Risk Assessment and the Risk Assessment Action Plan for the year 2019/2020 be implemented.

The Town Mayor thanked the Officers for the work that had gone into the Corporate Risk Assessment.

C 177/19 RESERVES POLICY

Members considered the recommendation from the Budgets & Staffing Committee to reduce the amount of Operational Reserves held by the Town Council from 6 months to 3 months.

It was proposed by Cllr C Ecclestone and seconded by Cllr D Treadwell that the Operational Reserves held by the Town Council be reduced from 6 months to 3 months. A vote was taken which was 7 for, 1 against, 0 abstentions.

RESOLVED: That the Operational Reserves held by the Town Council be reduced from 6 months to 3 months.

C 178/19 RECOMMENDATION FROM PLANNING COMMITTEE

Members were asked to approve the following recommendation from the Planning Committee: Original Motion proposed by Cllr C Ecclestone and seconded by Cllr R Meyer (carried at Planning Committee 6 January 2020)

To approve the following recommendation from the Planning Committee:

Original Motion proposed by Cllr C Ecclestone and seconded by Cllr R Meyer (carried at Planning Committee 6 January 2020)

“The decision made decades ago, to close London Street to through traffic has taken one of the historic roads of the town and turned it into an untransited *cul de sac* with limited foot traffic and economic activity. This mistake should be remedied rather than condoned any longer. London Street at Eastern Avenue be reopened to vehicular traffic in an Eastbound direction and that the Chairman of the Planning Committee write to Hampshire Council Highways and advise them of this decision”. It was proposed by Cllr D Coole and seconded by Cllr R Meyer that the item move straight to a vote. A vote was taken which was unanimous.

RESOLVED: To move straight to a vote.

It was proposed by Cllr C Ecclestone and seconded by Cllr J Coole that the Original Motion carried at Planning Committee be approved. A vote was taken 4 for, 3 against and 1 abstention.

RESOLVED: To approve the following recommendation from the Planning Committee:

Original Motion proposed by Cllr C Ecclestone and seconded by Cllr R Meyer (carried at Planning Committee 6 January 2020)

“The decision made decades ago, to close London Street to through traffic has taken one of the historic roads of the town and turned it into an untransited *cul de sac* with limited foot traffic and economic activity. This mistake should be remedied rather than condoned any longer. London Street at Eastern Avenue be reopened to vehicular traffic in an Eastbound direction and that the Chairman of the Planning Committee write to Hampshire Council Highways and advise them of this decision”.

C 179/19 MOTIONS FROM COUNCILLORS

Proposed by Cllr D Coole and seconded by Cllr C Ecclestone

“That Full Council authorises the Events Committee to recommence negotiations with Test Valley Borough Council, to effect the transfer of the remaining Andover parish-level responsibilities, assets and services from Test Valley Borough Council to Andover Town Council”.

A vote was taken, 7 for, 1 against, 0 abstentions.

RESOLVED: That Full Council authorises the Events Committee to recommence negotiations with Test Valley Borough Council, to effect the transfer of the remaining Andover parish-level

responsibilities, assets and services from Test Valley Borough Council to Andover Town Council.

Proposed by Cllr C Ecclestone and seconded by Cllr D Coole

“That Full Council authorises the Events Committee to investigate/recommend property purchase(s)”.

Cllr C Ecclestone proposed an amendment to the original motion, “That Full Council authorises the Events Committee to investigate/recommend property purchases and the establishment of and Andover Development Corporation”, Cllr R Meyer seconded the amendment.

The amendment was voted on which was unanimous.

RESOLVED: That Full Council authorises the Events Committee to investigate/recommend property purchases and the establishment of an Andover Development Corporation.

C 180/19 QUESTIONS FROM COUNCILLORS

There were no questions from Councillors.

C 181/19 REPORTS FROM TOWN COUNCILLORS

Cllr R Meyer – received a request to consider the stile at Ladies Walk as users were having accessibility issues.

Cllr A Watts – continuing to resolve pot hole issues in Millway.

Cllr D Treadwell – raised an issue regarding children being excluded from state schools and not getting re-schooled in the local area. He asked if any other Members were experiencing this in their wards.

Cllr C Ecclestone – reported that Switch were moving from the Rail Yard which would allow further development potential for Andover.

Raised the issue of lack of Secondary Schools on the East Side of Andover. Representations would be made to Hampshire County Council.

Raised the issue of illegal parking in the Burghclere Down area. He had contacted Hampshire County Council about and was awaiting a response.

Cllr J Coole – had been contacted by residents regarding the B 3400. Looking into the possibility of reducing the speed limit.

Cllr D Coole – Anti-social behaviour on Augusta Park, in discussions with Test Valley Borough Council about how to monitor and deal with the problems.

Attended with Cllr L Banville the Hants 2050 on Climate Change and how parishes could encourage residents to reduce their Carbon Footprint.

Attended with Cllr R Meyer the roundtable at OffCom looking at Youth Services.

Cllr R Rowles – raised the issue to schoolchildren crossing Winchester Road. Had contacted Hampshire County Council regarding School capacity in Andover.

Raised concern from residents to HCC regarding the increase in cost of parking permits. Asked Members to note anyone with similar problems.

C 182/19 ATTENDANCE AT COUNCIL MEETINGS

The attendance at Council meetings was noted.

C 183/19 DATE OF NEXT MEETING

The date of the next Council meeting was noted, Wednesday 26 February 2020, in the Town Council Offices, High Street, Andover, starting at 6.00pm.

The Town Mayor closed the meeting at 8.02pm

Town Mayor

Date