



# ANDOVER TOWN COUNCIL

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*Constantia Basis Virtutum*

## Minutes Council

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### Time and date

7.00pm on Thursday 23 March 2017

### Place

Upper Guildhall, High Street, Andover

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Details of Attendance:

#### Town Councillors

Cllr K Bird (Chairman) (P)

Cllr L Gates (Vice-Chairman) (P)

Cllr C Bartholomew (P)

Revd. Cllr A Fitchet (P)

Cllr R Hughes (P)

Cllr G McBride (P)

Cllr B Carpenter (P)

Cllr L Gregori (P)

Cllr R Kidd (P)

Cllr M Mumford (P)

Cllr A Cotter (P)

Cllr S Hardstaff (P)

Cllr B Long (P)

Cllr V Pond (P)

Cllr C Ecclestone (P)

Cllr K Hughes (A)

Cllr R Rowles (P) (left at 8.35pm)

#### County Councillors

Cllr Z Brooks (A)

Cllr Rolt (P)

#### Borough Councillors

Cllr I Andersen (P)

Cllr J Lovell (A)

Officers Present:

Wendy Coulter (Town Clerk) (Taking the minutes)

Vitoria Warburton (Committee Officer) (Training)

Members of the Public: 3

#### **C142/16 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Town Councillor K Hughes, Borough Councillor J Lovell and County Councillor Z Brooks.

#### **C143/16 DECLARATIONS OF INTEREST**

There were no declarations of interest.

#### **C144/16 MINUTES**

The Minutes of the Council meeting held on 26 January 2017 were agreed as an accurate record and signed by the Chairman.

**RESOLVED: That the Minutes of the Council meeting of 26 January 2017 were signed by the Chairman as a correct record.**

**C145/16 PUBLIC PARTICIPATION**

Mr N Long – Andover Resident

Requested that his questions, asked at the Community Engagement Committee on 16 February 2017 be answered in writing.

The Town Clerk confirmed that they would be answered the following day as a matter of urgency and copied to the Chairman of the Committee.

The Chairman informed Members that as the Agenda was lengthy, the report from the Youth Council would be taken as the next item.

**C146/16 YOUTH COUNCIL UPDATE**

The Youth Council update report was presented by the Youth Council Chief Executive Officer Callum McGuire and Deputy Chief Executive Officer Caleb Dance.

The Youth Council Bus Project was still in its early stages but making progress. Several new Youth Councillors had been recruited and at the meetings the Youth Councillors have a lot to say. The Youth Council would be providing a stall at the upcoming A-Fest and were taking a 'part-time' role in the A-Fest.

**C147/16 CO-OPTION OF COUNCIL MEMBERS**

Members were requested to consider and agree the co-option of two Members to Andover Town Council for Winton Ward, following the resignation of Mr Dean Marriner and Millway Ward, following the resignation of Mrs Josie Msonthi.

Applications were received from:

Mrs Iris Andersen, Mr Ross Fifield, Mr P Crossman, Mrs L Bird

The Chairman informed Members that Mr Crossman was unable to attend the meeting but had requested that he still be considered for co-option.

It was proposed by Revd. Cllr A Fitchet and seconded by Cllr M Mumford that Mr Crossman be included in the list of candidates. A Vote was taken, 13 for and 2 abstentions. The vote was carried.

**RESOLVED: The Mr P Crossman be included in the list of candidates to be considered for co-option.**

Members questioned one of the applications submitted, noting that it had not been completed correctly. Members discussed whether the application should be accepted

It was proposed by Cllr C Ecclestone and seconded by Cllr R Hughes that the application from Mr R Fifield be accepted. A vote was taken, 6 for, 8 against and 2 abstentions. The proposal was lost.

**RESOLVED: That the application from Mr R Fifield would not be accepted as it had not be completed correctly.**

It was proposed by Cllr S Hardstaff and seconded by Cllr M Mumford that the remainder of the nominations be accepted to be considered for co-option onto the Town Council. A vote was taken, 12 for, 3 against and 2 abstentions. The vote was carried.

**RESOLVED: That the remainder of the nominations, namely, Mrs I Andersen, Mr P Crossman and Mrs L Bird be accepted for consideration for Co-option onto the Town Council.**

It was then proposed by Cllr G McBride and seconded by Cllr B Long that Standing Orders be suspended to allow Members to have a blind ballot vote for the co-option of Members onto the Town Council.

A vote was taken 14 for, 2 abstentions. The Vote was carried.

**RESOLVED: That Standing Orders be suspended to allow a blind ballot vote for co-option onto the Town Council.**

The candidates for co-option was asked to each make a short presentation to the Town Council on why they would like to be a Member of the Town Council.

At the conclusion of the presentations the Members took a blind ballot vote and Mrs Lynn Bird and Mr Paul Crossman received a majority vote of councillors present and were therefore co-opted on to the Town Council.

It was proposed by Revd. Cllr A Fitchet and seconded by Cllr B Long that the Standing Orders be reinstated to Co-opt Councillor Lynn Bird onto the Town Council.

**RESOLVED: That Standing Orders be reinstated to allow for the Co-option of Cllr Lynn Bird onto the Town Council.**

Mrs Lynn Bird signed the Declaration of Acceptance of Office before taking her place at the Council table.

**RESOLVED: That Mrs Lynn Bird, having received the majority vote, be co-opted on to Andover Town Council, having signed the Declaration of Acceptance of Office.**

It was noted that as Mr Crossman was not present at the meeting, he would Co-opted onto the Town Council and make his Declaration of Acceptance of Office at the next Council Meeting.

**C148/16 REPORTS FROM BOROUGH AND COUNTY COUNCILLORS FROM THE ANDOVER WARDS**

Cllr T Rolt – Hampshire County Councillor gave a verbal report covering the following topics:

Roman Way – Bus now going to ASDA.

The gritting route would now go through Picket Twenty.

Thanks to everyone who had campaigned against the closure of the Leisure Centre.

The Junction – had requested Cabinet to re-think the grant for the Junction.

Picket Twenty – the works to produce drawings of the drainage system to be accepted by Hampshire County Council were underway.

Ludgershall/Andover Railway – had been involved with meetings to consider the project, a further meeting would be taking place in May.

Cllr I Andersen – Test Valley Borough Councillor gave a verbal report covering the following topics:

Funding – had supported grant funding for the Memorial Benches and A-Fest.

Highways – had reported the large hole outside the Town Council Offices, Scottish and Southern Energy had taken responsibility for it and it would be repaired in the next few weeks.

Simply Health were decorating the new base for The Junction.

**C149/16 QUESTIONS FROM TOWN COUNCILLORS TO BOROUGH AND COUNTY COUNCILLORS**

Cllr R Kidd asked Cllr T Rolt whether he was aware of a recent court case where it was ruled that a Council should respond immediately to potholes.

Cllr T Rolt responded that Hampshire County Council would need to amend their policy as at the moment the response time was 2 months.

Cllr L Gates asked Members for a vote of thanks to Councillors Tim Rolt and Iris Andersen for all their help and support given to the Town Council, the proposal was seconded by Cllr A Fitchet. It was agreed unanimously.

**RESOLVED: That Andover Town Council pass a vote of thanks to Councillors Tim Rolt and Iris Andersen for their help and support of the Town Council.**

**C150/16 COMMITTEE MINUTES**

The following Minutes were noted.

12 January 2017 - Policy & Resources Committee

30 January 2017 - Planning Committee

13 February 2017 - Planning Committee

19 January 2017 – Allotments Committee

The following minutes were withdrawn, to be considered by respective committees:

2 February 2017 – Assets & Amenities Committee

16 February 2017 – Community Engagement Committee

**C151/16 MOTIONS FROM TOWN COUNCILLORS**

**Proposed by Cllr K Bird and Seconded by Cllr L Gates:**

*ATC notes the controversy over the new Leisure Centre plans, and concerns voiced at the lack of consultation with ATC, local residents, and other interested groups prior to publishing the current plans.*

*ATC urges TVBC to undertake a wider public consultation on the real needs and views of Andover Leisure Centre users and local residents before proceeding with the proposed redevelopment of the site.*

Members discussed the motion noting that the Town Council's Planning Committee had strongly objected to the proposed plans and development. It was agreed that the Town Council should approach the Borough Council to slow down the development and give time for consultations before any action was taken.

A vote was taken on the motion, 16 for and 1 abstention.

**RESOLVED: That Andover Town Council urges Test Valley Borough Council to undertake a wider public consultation on the real needs and views of Andover Leisure Centre users and local residents before proceeding with the proposed redevelopment of the site.**

**C152/16 NEIGHBOURHOOD PLAN FOR ANDOVER**

Members noted a progress report on action taken regarding the Neighbourhood Plan for Andover.

Members discussed the report and agreed that all options for Town Planning needed to be considered and Members needed to know what could and could not be done.

It was proposed by Revd. Cllr A Fitchet and seconded by Cllr G McBride that the recommendation from the report, "To task the Town Clerk with sourcing a suitable trainer to provide training on options for town planning to the Members of the Town Council, prior to the next full meeting of Council", be approved. A vote was taken, 15 for, 1 against, 1 abstention.

**RESOLVED: That the Town Clerk be tasked with sourcing a suitable trainer to provide training on options for town planning to the Members of the Town Council, prior to the next full meeting of Council.**

**C153/16 TOWN CENTRE MANAGER POSITION**

Members received a verbal report from Cllr L Gates on the progress of the Town Centre Manager Position. He reported that it was intended that a written report would be submitted to the Chairman making meeting in May 2017. It had been agreed by the interested parties that the good work of the current Town Centre Manager should continue until an alternative scheme could be set up.

Members discussed the Town Centre Manager Position and the Town Centre Partnership. It was agreed that the Town Council should be informed of the progress of the scheme as it was an equal funding partner in the scheme. The Town Council needed to be clear on any spending for the scheme.

Cllr L Gates went on to report that the current scheme was due to end in May 2017 and it had been suggested by the Town Centre Management Board that the work should be continued until the end of 2017. The Town Council had already set aside £4,000 in its budget to fund the scheme in 2017. It was confined that Hampshire County Council would not be funding the scheme beyond May 2017 as they had only committed for 3 years.

Cllr R Rowles left the meeting at 8.35pm.

**C154/16 BOUNDARY REVIEW**

Members received a report from the Boundary Review Working Group on the proposed submission in response to the Test Valley Borough Boundary Review.

Members thanked the Working Group for their work on the submission.

It was proposed by Cllr R Hughes and seconded by Cllr L Gregori that the Town Clerk be instructed to send the submission on behalf of the Town Council. A vote was taken which was unanimous.

**RESOLVED: That the Town Clerk send the submission on the Test Valley Boundary Review on behalf of the Town Council.**

**C155/16 ANDOVER TOWN COUNCIL STRATEGY 2017 – 2020**

Members were asked to approve the adoption of a Strategy for Andover Town Council.

Members considered the Strategy Document and noted that several meetings had taken place to consider the document.

It was proposed by Cllr R Kidd and seconded by Cllr Revd. Cllr A Fitchet that the Andover Town Council Strategy 2017 – 2020 be adopted by full Council. A vote was taken, 14 for, 1 against and 1 abstention.

**RESOLVED: That the Andover Town Council Strategy 2017 – 2020 be adopted.**

**C156/16 FINANCE**

Members were asked to approve the list of payments up to 21 March 2017.

Members were also asked to approve the Bank Reconciliation up to 28 February 2017.

It was proposed by Cllr R Kidd and seconded by Cllr S Hardstaff.

A vote was taken which was UNANIMOUS.

**RESOLVED: That the payments up to 21 March 2017 be approved (Listed below).**

BACS/Cheque No	Supplier	Item	Amount (£)
998113114	Ace liftaway	Skip Hire – Vigo Road Allotments	240.00
DDBESFeb/Mar17	BES Commercial	Electricity for office 15.02.2017-15.03.2017	151.80
300358	Mr D Bolland	Grass cutting – Admirals Way allotments	6.00
397345462	Convenient Hire Ltd	Provision of toilets on all 7 allotment sites	534.24
83949061	Town Clerk	Reimbursements – March 2017	25.99
28752446	Custom Studio	Hosting website & emails March 2017	35.94
139819454	Edge IT Systems	Finance Band D & Allotments software	967.58
308287118	HALC	Training for transparency code 27.02.2017	54.00
736875338	Lightatouch Internal Audit	Internal Audit covering Jan0Feb 2017	165.83
DDMainFeb17	Mainstream Digital	Telephone call charges 01.02.2017-27.02.2017	6.94
DDMAINBBFeb17	Mainstream Digital	Superfast Broadband service 02.02.17-25.05.17	93.59
150967709	Pitney Bowes	Postage & hire of franking machine Feb 2017	329.35
SSDAGEMar17	Sage UK Limited	Sage One Payroll software March 2017	6.00
300360	Southern Water	Water chrg Old Winton Rd allts Aug16-Mar17	4.89
300361	Southern Water	Water Chrg The Drove allts Oct16-Mar17	296.55
300362	Southern Water	Water Chrg Mylen Road allts Aug16-Mar17	359.94
45233485	Viking Supplies	Photocopier paper	43.02
578362695	Committee Officer	Reimbursements March 2017	42.88
304036794	WPS Insurance Brokers	Insurance Premium for 2017/2018	3195.69
BACS	Committee Officer	Salary April 2017	994.35
DDNestApr17	NEST Pensions	Pension contributions April 2017	103.58
BACS	Allotments Officer	Salary April 2017	1242.43
BACS	Town Clerk	Salary April 2017	2448.81
BACS	Hampshire Pension Fund	Exit & Recharge Actuary Fees-Payment 5 Apr17	383.50
300359	HM Revenue & Customs	Tax Contributions April 2017	1537.05
<b>TOTAL</b>			<b>13,269.95</b>

**RESOLVED: That the Bank Reconciliations up to 28 February 2017 be approved.**

**C157/16 QUESTIONS FROM COUNCILLORS**

The following question was received from Councillor V Pond:

Can you please confirm who attended the bespoke training session for Councillors in March/April 2016 provided by HALC?

The following answer was given:

In attendance were: Cllr J Msonthi, Cllr K Bird, Cllr M Mumford, Cllr B Carpenter, Cllr M James, Cllr S Hardstaff, Cllr L Gates, Cllr B Long, Cllr C Bartholomew, Cllr D Marriner, Cllr V Pond, Cllr Richard Rowles.

**C158/16 Reports from Town Councillors**

**Cllr K Bird**

Attended the Hampshire Association of Local Councils (HALC) Annual Conference – she confirmed she would circulate a report.

Attended the Test Valley Association of Parish Councils meeting which included Community Planning and a Community Development toolkit.

Working on a Memorandum of Understanding with Test Valley Community Services which would be submitted to the Policy and Resources Committee prior to approval by full Council.

**Cllr L Gates**

Also attended the HALC Annual Conference, the Hampshire Chamber of Commerce and Town Centre Partnership meetings.

**Cllr B Long**

Attended Social Media and Marketing Training in association with the Town Centre Partnership.

**Cllr V Pond**

Attended the Safeguarding Training held for all Town Councillors.

**Cllr G McBride**

Attended the Safeguarding Training held for all Town Councillors.

**Cllr R Kidd**

Reported that he had met with a number of constituents about their problems with Aster.

**Cllr C Bartholomew**

Attended the Safeguarding Training held for all Town Councillors and would be attending a fundraising event for The Junction 'Andover Rocks' on 1 April 2017.

**Cllr A Cotter**

Attended the Safeguarding Training held for all Town Councillors, a Proms in the Park meeting and a Festive Lights Seminar held by Hampshire County Council.

**Cllr M Mumford**

Attended a Proms in the Park meeting.

**Cllr S Hardstaff**

Attended the Safeguarding Training held for all Town Councillors and attended a meeting with Test Valley Borough Council regarding Bus Shelters.

Councillor K Bird reminded Members that the last Auditions for the A – Fest were taking place at the Rockhouse that evening and all Members were welcome to attend.

**C159/16 Date of Next Meeting**

It was noted that the date of the next Council meeting was the Annual Chairman Making Meeting to be held on, **Thursday 11 May 2017**, in the Upper Guildhall, starting at **7pm**.

The Chairman closed the meeting at 8.45pm

Chairman

Date