



# ANDOVER TOWN COUNCIL

# A

## Minutes of Amenities & Town Development

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### Time and date

Thursday 15 January 2015

### Place

Town Council Offices, 66C High Street, Andover, Hampshire

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Details of Attendance:

Cllr Z Brooks (Chairman) (P) Cllr B Long (Vice-Chairman) (P)

Cllr K Bird (P) Cllr A Cotter (P) Cllr S Hardstaff (P) Cllr C Lynn (P)

Cllr M Kerley (A) Cllr P North (P) Cllr B Page (A) Cllr V Pond (P)

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

Minute No.	Item Title	RESOLUTION/ACTION
ATD 40/14	<b>APOLOGIES FOR ABSENCE</b>	
	Apologies for absence were received from Councillor M Kerley and B Page.	
ATD 41/14	<b>DECLARATIONS OF INTEREST</b>	
	There were no declarations of interest.	
ATD 42/14	<b>MINUTES</b>	
	The Minutes of the Meeting held on 27 November 2014 were agreed and signed by the Chairman as a correct record. The Chairman requested an update on the Jubilee Tree, Councillor Long reported the following: Test Valley Borough Council had confirmed that the	

	<p>Jubilee Tree would stay where it had been planted and that a plaque could be installed and no planning permission was required.</p> <p>The Chairman requested an update on the Dementia Champion. The Town Clerk reported that she had been in contact and that she and the Administration Assistant would attend a course in the near future.</p> <p>The Chairman requested an update on the Flood Plan, Councillor Long confirmed that she would forward the information she had received at the last forum.</p>	
<b>ATD 43/14</b>	<b>PUBLIC PARTICIPATION</b>	
	<p>Mr M James reported that he had a meeting with Councillors Drew and Bird regarding the Floral Clock. He confirmed that Planning Permission needed to be obtained.</p> <p>He had contact the Army headquarters and was waiting to hear back, as they may be able to make the new casing for the clock.</p> <p>The Chairman confirmed that she had spoken to Mr Tasker at Test Valley Borough Council and the Clock was being sought.</p> <p>Mr James suggested that another use for the clock may be to link it with the time that the titanic sank in 1912.</p> <p>Cllr Lynn reported that the Floral Clock belonged the Rotary and they would want the clock back. They had already obtained a grant of £1000 to reinstate the Clock somewhere in Andover.</p> <p>The Chairman requested the Councillor Lynn work with Mr James on the project and congratulated Mr James for all his hard work so far.</p> <p>Cllr Bird confirmed that she would write up the notes of the meeting held between herself and Councillor Drew and Mr James.</p> <p>The Mayor of Test Valley, Councillor Jan Lovell congratulated the Town Council on the Football Match that was held to Commemorate the Football Match that was held on Christmas Day in 1914. She presented the Town Council with a signed declaration and suggested that a Christmas Tree</p>	

	<p>could be planted in Vigo Road Recreation Ground to mark the event as Christmas Trees had been planted in the trenches in December 1914.</p> <p>She further explained that Test Valley Borough Council would be celebrating the Commonwealth Day and thanked the Town Council for bringing it to her attention. The event would take place on 9 March 2015.</p>	
<b>ATD 44/14</b>	<b>2014 COMMEMORATION EVENTS</b>	
	<p>Members received a report on the WW1 Commemoration Football Match held on Christmas Day 2014 at Vigo Road Recreation Ground.</p> <p>The Mayor of Test Valley presented the Town Council with a signed declaration.</p> <p>Cllr Long proposed that the medals given to commemorate the day be engraved. It was agreed that the medals be engraved at a maximum cost of £5 per medal for 18 medals.</p> <p>It was agreed that the Working Group would continue to work on ideas for commemorations in 2015.</p>	<p><b>That 18 medals to commemorate the WW1 Football Match be engraved at a maximum cost of £5 per medal.</b></p>
<b>ATD 45/14</b>	<b>CHRISTMAS LIGHTS</b>	
	<p>Members received a report on the Christmas Lights for 2014.</p> <p>Cllr Long also reported that 2 of the timers along Bridge Street kept malfunctioning. The faults had been reported to SEE and officers continued to progress the matter.</p> <p>Cllr Long reminded Members that Eye Bolts and Lamp Columns would require re-testing in 2015.</p> <p>Members received a copy of an Easement Letter to be sent to properties where Eyebolts were located to enable the Town Council to attach festoons across the streets.</p> <p>Cllr Lynn suggested that the following words be added to the letter:</p> <p><i>"The Town Council has taken over the Christmas Lights provision and display from Test Valley Borough Council and wishes to resurrect the agreement for the display of Christmas Lights..."</i></p> <p>It was agreed that the Working Group would continue to work on the Christmas Lights display for</p>	<p><b>Easement letters to be sent to Landlords of properties with Eyebolts for the connection and display of Christmas Lights.</b></p> <p><b>Christmas Lights Working Group to continue to work on the Christmas Lights Display for 2015.</b></p>

	2015 as the contract with the current supplier had ended.	
<b>ATD 46/14</b>	<b>GRANTS WORKING GROUP</b>	
	It was agreed to reinstate the Grants Working Group in order to evaluate and make recommendations for Grants for 2015. Members noted that the deadline for receipt of Grant Applications was 20 February 2015.	<b>Grants Working Group to meet and make recommendations for Grant Awards for 2015. Closing date for receipt of Grant Applications 20 February 2015.</b>
<b>ATD 47/14</b>	<b>ASSETS WORKING GROUP</b>	
	Cllr Bird reported that 5 Members of the Assets Working Group had met to discuss the Andover Levy. A report would be submitted to the next meeting of the Amenities and Town Development to report on progress of research that the Working Group was carrying out.	<b>A&amp;TD to receive a report from the Assets Working Group at the next committee meeting.</b>
<b>ATD 48/14</b>	<b>TOURIST INFORMATION IN ANDOVER</b>	
	Cllr Bird confirmed that she and the Town Clerk had some costing comparisons to consider on leaflet displays and that they would produce a joint report to the next meeting of the Amenities and Town Development Committee. Members considered that Cllr Lynn had previously mentioned that TVBC would be installing digital Tourist Information displays. It was agreed that Cllr Bird would speak to Mr D Gleave of Test Valley Borough Council to find out where they would be installed.	<b>Cllr Bird and Town Clerk to submit a report on costings for leaflet displays at the next meeting of the A&amp;TD Committee.</b>  <b>Cllr Bird to speak to Mr D Gleave at TVBC to find out where electronic Tourist Information Displays would be located.</b>
<b>ATD 49/14</b>	<b>FLORAL CLOCK</b>	
	The Chairman confirmed that this item had been covered in the Public Participation section.	
<b>ATD 50/14</b>	<b>ANNUAL ELECTORS REPORT</b>	
	Members noted the Annual Electors report for 2014 and the Chairman confirmed that she would write a report for the Committee for 2015. It was agreed that the report would take the same format.	<b>The Chairman to write a report for the Amenities and Town Development Committee for 2015.</b>
<b>ATD 51/14</b>	<b>MARKETS</b>	
	Cllr North reported that the Health and Safety Forms and administrations forms for the Market had been completed. He reminded Members that he had requested that the Town Clerk speak with the Town Centre	<b>Town Clerk to find out whether the Town Centre Manager wished to take on Saturday Markets.</b>  <b>Town Clerk to invite Town</b>

	<p>Manager to investigate whether he could assist with the Saturday Markets.</p> <p>The Town Clerk confirmed that she would be speaking with the Town Centre Manager over the next week and would report her findings to the next Committee meeting.</p> <p>The Chairman requested that the Town Centre Manager be invited to attend the next meeting of the Amenities and Town Development Committee.</p>	<p><b>Centre Manager to attend the next meeting of the Amenities and Town Development Committee.</b></p>
<b>ATD 52/14</b>	<b>WORK PROGRAMME</b>	
	<p>It was agreed that the following be added to the Work Programme for the next meeting to be held on 4 March 2015:</p> <p>Floods – update report, including relevant information</p> <p>Markets</p> <p>Christmas Lights – potential new providers</p> <p>WW1 Commemoration Events – possible events for 2015</p> <p>Assets – report</p> <p>Tourist Information – costs of leaflet stands</p> <p>Notice Boards – TVBC electronic boards &amp; HCC boards</p>	

The Chairman closed the meeting at 8.10pm.