



ANDOVER TOWN COUNCIL

A

Minutes of Amenities & Town Development Committee

Time and date

Thursday 16 January 2014

Place

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

Details of Attendance:

Cllr Z Brooks (Chairman) (P)
 Cllr C Lynn (Vice-Chairman) (A)
 Cllr K Bird (P) Cllr A Cotter (P) Cllr S Hardstaff (P) Cllr B Long (P)
 Cllr M Kerley (A) Cllr P North (P) Cllr B Page (P)

Also in attendance: Cllr V Pond (reporting for the Assets Working Group)
 Rachael Greenwood (Locum Clerk) (taking the minutes)

Minute No.	Item Title	RESOLUTION/ACTION
ATD 55/13	Apologies for Absence	Action
	Apologies for absence were received and accepted from Cllrs C Lynn and M Kerley.	
ATD 56/13	Declarations of Interest	Action
	There were no declarations of interest.	
ATD 57/13	Minutes	Action
	The minutes of the previous meeting held on 27 November 2013 were signed by the Chairman as a correct record.	
ATD 58/13	Public Participation	Action
	There were no members of public who wished to make a statement or ask a question.	
ATD59/13	2014 Commemoration Events	Action
	1. Mr Peter Phillips, Landscape Architect for Test Valley Borough Council, gave a presentation on a proposal to apply for planning permission for "non-commercial" banners and flags to be affixed to lamp posts, partly to commemorate WWI. A planning application to renew permission for banners and flags on seven lamp posts and on additional lamp posts in London Street, High Street, etc, would be submitted in February. The artwork would be prepared in house at TVBC. The Town Council could specify a	

	<p>particular logo. Each banner could cost £200-£300. Tom Mortimer had applied for a grant for the artwork. It was hoped to obtain sponsorship for hanging baskets on separate lamp posts. The banners would be displayed from March until the end of the season. There would be bunting for the Commonwealth Games. The Chairman thanked Mr Phillips for a most informative presentation.</p> <p>Members received an update from the World War I Working Group. The British Legion was holding an event to commemorate WWI at the Andover War Memorial Hospital on 2 August and also hoped to march through the town on Armed Forces Day in March. No date had been set for the Freedom March.</p> <p>There was little support for a commemorative bench. A piece of public art was suggested in memory of those who had died. Cllr Long hoped to source photographs of Andover in 1914.</p> <p>Cllr Long would consult TVBC regarding landowners' permission to sow Flanders poppy seed (already ordered). A list of possible sites would be circulated for comment: gateways into Andover, allotment site entrances, etc. The grass was being prepared for seeding.</p> <p>Cllr Long would re-contact local organisations who had already indicated that they were likely to be involved with the commemorative events.</p> <p>2. Progress report on the proposed Commemoration WWI Football Match. A grant application had been submitted for the cost of re-enacting the match played in the trenches at Christmas 1914. The match would be played at Clatford: date to be confirmed but Boxing Day was not favoured.</p>	<p>To recommend that funding for banners and flags be an agenda item at the next meeting of the Policy & Resources Committee.</p> <p>Cllr Long to source photographs of Andover in 1914.</p> <p>Cllr Long to consult TVBC regarding landowners' permission to sow Flanders poppy seed and to circulate a list of possible sites for comment.</p> <p>Cllr Long to re-contact Friends of Andover War Memorial Hospital, Army Chaplaincy Museum, Andover History Society, British Legion, Museum of Army Flying and Fovant Badges.</p>
ATD60/13	Assets Working Group	
	<p>The Assets Working Group had contacted all surrounding Parish Councils to establish what services they provided and how those services were funded. Cllr Pond was thanked for arranging the survey.</p> <p>Cllr Bird reported that most Village Halls and open spaces were provided by local Parish Councils. Four responses were outstanding. The Group wished to ask Romsey Town Council some specific questions.</p> <p>The Andover Levy was currently £30,000. Andover and Charlton cemeteries were on the levy but not all outdoor spaces and public halls in Andover were included.</p> <p>The Town Council should decide whether it wished to take over Urban Parks from TVBC. The matter should be considered by Policy & Resources and referred to Full Council for the right to challenge the levy.</p>	<p>Outstanding responses on the survey of Parish Councils to be considered.</p> <p>Romsey Town Council to be requested to provide further information.</p> <p>Cllr Bird to contact Will Furbrook.</p> <p>To recommend that the option for the Town Council to take over Urban Parks be considered at the next meeting of the Policy & Resources Committee.</p>
ATD 61/13	Tourist Information Kiosks	Action
	<p>The TIK Working Group had not met since the last meeting of Amenities and Town Development Committee.</p>	<p>Cllr Hardstaff to await an update report from TIK WG to investigate further possible locations and funding sources for Tourist Information Points.</p>
ATD 62/13	Surveys	Action
	<p>Cllr Hardstaff reported that the survey for the lighting along the Micheldever Road had been written but needed a final check before distribution. It was thought very likely that the survey would be featured in the Advertiser.</p>	<p>Survey to be delivered to residents along the Micheldever Road.</p>

ATD 63/13	Working Groups	Action
	The Committee considered the draft Terms of Reference of the Working Groups (Appendix B). It was agreed to include a statement the Chairman of the Town Council should be an ex officio member of all committees. Further amendments and deletions were made by hand. The Town Clerk would be asked to prepare a revised draft for consideration at the next meeting.	Town Clerk to prepare a revised draft of Terms of Reference for next meeting.
ATD 64/13	Annual Report	Action
	Members considered the annual report on the work of the Amenities & Town Development Committee (Appendix C). Cllr Brooks agreed to expand the report for further discussion at the next meeting when the final version would be agreed for presentation at the Annual Town Electors Meeting on 20th March.	Cllr Brooks to expand Annual Report for discussion at next meeting of the Amenities & Town Development Committee.
ATD 65/13	Christmas Lights 2013	Action
	<p>Cllr Long presented the report on the Christmas Lights 2013. Thanks were due to Councillors, especially Cllr Nigel Long, staff and helpers for their hard work to set up and maintain the Christmas Tree and Lights.</p> <p>The tree began to lean in the high winds and was felled on safety grounds on 27th December, possibly due to not being guyed as securely as usual. Comments were awaited from the supplier, Elveden.</p> <p>A meeting was arranged with Steve Cotney to discuss an electrical supply to enable the lights to be used on the tree outside the Chantry Centre.</p> <p>A meeting with Mark Lambert was suggested to resolve problems for 2015.</p> <p>TVBC had offered to be an emergency contact for problems on a recharge basis, the level of which would need to be investigated.</p> <p>Planning permission had been granted for the lights to be installed on the Guildhall for the next five years.</p>	<p>Report comments from Elveden why the tree became unstable in high winds.</p> <p>Report outcome of meeting with Steve Cotney on electrical supply for Chantry Centre tree.</p> <p>Arrange meeting with Mark Lambert to resolve problems for 2015.</p> <p>Request details of likely recharge costs if TVBC was the emergency contact for problems with tree or lights.</p>
ATD 66/13	Work Programme	Action
	The Annual Report for 2013/14 and Membership of the Grant Working Group would be considered at the next meeting of the Amenities & Town Development Committee.	Cllr Long to email members to verify which Cllrs wished to serve on the Grant Working Group.

The Chairman closed the meeting at 8.15pm.

Chairman

Date