



ANDOVER TOWN COUNCIL

A

Minutes of Amenities & Town Development Committee

Time and date

Thursday 17 July 2014

Place

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

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 (A)

Cllr C Lynn (A)

Cllr M Kerley (A)

Cllr P North (A)

Cllr B Page (A)

Cllr V Pond (P)

Taking the Minutes: Wendy Coulter (Town Clerk)

Members of the Public: 1

Members of the Press: 1

Prior to the start of the meeting, the Town Centre Manager updated Members on the current situation regarding the Projects for the Town Centre and the initiatives that he is working on with local businesses.

Minute No.	Item Title	RESOLUTION/ACTION
ATD 01/14	Election of Chairman	Action
	It was proposed by Councillor Long and seconded by Councillor Cotter that Cllr Zilliah Brooks be elected Chairman of the Amenities and Town Development Committee for the municipal year 2014/2015.	That Councillor Zilliah Brooks be Chairman of the Amenities and Town Development Committee for the municipal year 2014/2015.
ATD 02/14	Election of Vice Chairman	Action
	It was proposed by Councillor Zilliah Brooks and seconded by Councillor Veronika Pond that Cllr Barbara Long be elected Vice Chairman of the Amenities and Town Development Committee for the municipal year	That Councillor Barbara Long be Vice Chairman of the Amenities and Town Development Committee for the municipal year

	2014/2015.	2014/2015.
ATD 03/14	Apologies for Absence	Action
	Apologies for absence were received and accepted from Councillors Hardstaff, Lynn, Kerley, North and Page.	
ATD 04/14	Declarations of Interest	
	There were no declarations of interest.	
ATD 05/14	Minutes	Action
	The minutes of the previous meeting held on 22 May 2014 were signed by the Chairman as a correct record.	
ATD 06/14	Public Participation	Action
	There were no members of public who wished to make a statement.	
ATD 07/14	2014 Commemoration Events	Action
	<p>Members received the following update on Commemoration Events in 2014:</p> <ul style="list-style-type: none"> • The Library Window with the WW1 display for 1914 has been completed • Members requested that if possible the display be moved to somewhere permanently or for longer than one week display. • Posters have been created for the Christmas football matches – members suggested that all the information for the matches be included in one poster • Medals need to be ordered for presentation on the day of the football match – Members agreed that the medals should be given on the day • A vigil has been organised for Monday 4 August 2014 from 10pm to 11pm to commemorate the start of the 1st World War. Members noted that publicity would be rolled out over the next few days. 	If possible locate area to display the WW1 information for longer than one week.
ATD 08/14	Assets Working Group	Action
	Cllr Bird reported that she would be meeting with Mr Will Fulbrook the head of Finance at Test Valley Borough Council to discuss the Andover Levy.	Cllr Bird to report her findings at the next meeting.
ATD 09/14	Tourist Information Kiosks	Action
	<p>Cllr Bird reported that she had spoken with one of the shop keepers in the Town who would be interested in providing an area for Tourist Information in their shop. The Town Centre Manager confirmed that he would assist the Town Council.</p> <p>It was also suggested that the local hotels may be interested in providing areas where local information leaflets could be displayed.</p>	Town Clerk to contact Town Centre Manager to consider options for a Tourist Information Point in the Town Centre.
ATD 10/14	Christmas Lights	Action
	<p>Members received the following information update:</p> <ul style="list-style-type: none"> • Christmas Lights damaged in the 2013 storms have been repaired 	Town Clerk to follow up with HCC contractors to install electrical connection on lamp post by

	<ul style="list-style-type: none"> The Blachere website is monitored for possible replacements to enhance current display Liaising with Blachere representative to book date and time for installation of lights in November Hampshire County Council have given permission for a new electrical connection on the lamp post by the Guildhall – the Town Clerk will chase the contractors to install the connection. All lamp posts where Christmas Lights will be affixed will be checked for their electrical connection – Town Clerk to book inspection Meetings are being booked with potential suppliers for Christmas Lights in 2015 as the contract end with the current supplier in January 2015. 	Guildhall. Town Clerk to book inspection of all Lamp Posts
ATD 11/14	Website	Action
	<p>Members received the following information update with regard to the website:</p> <ul style="list-style-type: none"> A decision would be required as to whether the website should be coloured. Monies have been placed in earmarked reserves to spend on the website in 2014/2015. Monies in reserves total £2,600. <p>Cllr Bird suggested that the Website Working Group should carry out an overall review of the current website. It was also suggested that consideration should be given to moving the website to a supplier that could provide the Town Council with the freedom to add pages and sections.</p> <p>It is suggested that the Website Working Group be reformed at the next meeting of the Amenities and Town Development Committee.</p>	<p>Website Working Group to review whole of website.</p> <p>To consider moving to supplier who can provide a programme where pages and sections can be added.</p> <p>To reform the Website Working Group at the next meeting.</p>
ATC 12/14	Markets	Action
	<p>There was no update on the Markets.</p> <p>This would be reviewed at the next meeting of the Committee.</p>	<p>The Markets item would be reviewed at the next meeting of the Committee.</p>
ATD 13/14	Work Programme	Action
	<p>It was agreed that the following items would be included on the Work Programme for inclusion on the next agenda:</p> <p>Tourist Information Kiosks Assets Working Group report Website Markets Flood Plan and pack</p>	<p>Town Clerk to include the items on the next agenda.</p>

The Chairman closed the meeting at 7.55pm.

Chairman

Date