



ANDOVER TOWN COUNCIL

A

Constantia Basis Virtutum

Minutes of Assets and Communities Committee

Time and date

7.00pm on Thursday 6 December 2018

Place

Andover Town Council Offices, 68B High Street, Andover

Details of Attendance:

Town Councillors

Cllr V Pond (Chairman) – (P)

Cllr Revd A Fitchet (Vice Chairman) – (P)

Cllr C Bartholomew (A)

Cllr L Gregori (P)

Cllr R Hughes (A)

Cllr L Bird (P)

Cllr K Bird (P) arrived at 7.04pm

Cllr R Kidd (P) arrived at 7.24pm

Cllr M Mumford (A)

Cllr B Long (P)

Officers Present:

Tor Warburton (Deputy Town Clerk) (Taking the minutes)

Michelle Young (Committee & GDPR Officer) (Training)

Members of the Public: None

AC 044/18 APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllr M Mumford.

AC 045/18 DECLARATIONS OF INTEREST

There were no declarations of interests.

AC 046/18 MINUTES

It was proposed by Revd Cllr B Long and seconded by Cllr Revd A Fitchet that the Minutes of the Assets and Communities Committee meeting held on Thursday 25 October 2018 be agreed and signed by the Chairman as a correct record.

A vote was taken: Unanimous.

RESOLVED: That the Minutes of the Assets and Communities Committee meeting held on Thursday 25 October 2018 be agreed and signed by the Chairman as a correct record.

AC 047/18 PUBLIC PARTICIPATION

There were no Members of the Public who wished to make a statement.

AC 048/18 THE PARISH AND TOWN COUNCIL FUND

Members noted that funding for the Parish and Town Councils is now available from Hampshire County Council, in partnership with Hampshire Association of Local Councils (HALC). More information about the fund and how to apply will be available on the County Council's website.

AC 049/18 AREA TEAMS AND THE RIGHTS OF WAY VEGETATION PRIORITY CUTTING LISTS FOR YOUR PARISH - 2019

(Cllr K Bird left at 7.05pm)

Members received copies of maps relevant to their Parishes with an action to walk their areas and note all pathways. Any concerns would be discussed at the next Assets & Communities Committee meeting. Members noted that a final list of areas requiring attention must be received by the Area Teams by end of February 2019.

(Cllr K Bird returned at 7.07pm)

AC 050/18 EVENTS

Members discussed the budget for pending events in 2019.

It was proposed by Cllr K Bird and seconded by Cllr Revd A Fitchet that the sum of £5,000 be assigned to the Budget line for future events.

A vote was taken which was unanimous.

RESOLVED: That the sum of £5,000 be assigned to the Budget line for future events.

(Cllr R Kidd arrives at 7.24pm)

(Cllr A Fitchet left at 7.27pm)

AC 051/18 CHRISTMAS LIGHTS

Members received and noted an updated report on the Christmas Lights.

AC 052/18 215 – WW1 COMMEMORATION EVENT

Members received and noted the updated report on the 215 – WW1 Commemoration Event.

Members discussed the need to express Thanks to all involved leading up to and on the day for their support.

It was proposed by Cllr K Bird and seconded by Cllr L Gregori that Cllr K Bird investigates memento gifts to be given to named helpers on the day by way of thanks and to advertise the Town Council.

A vote was taken which was unanimous.

RESOLVED: That Cllr K Bird investigates memento gifts to be given to named helpers on the day by way of thanks and to advertise the Town Council.

Members were concerned that the event took place in November 2018 and the 'Thank You' gifts would not be issued until January 2019.

It was proposed by Cllr B Long and seconded by Cllr V Pond that the following recommendations be agreed:

To formally thank the volunteers from the day, and the companies who supported the project:

- John Ritchie from The Art room for substantive management of participants
- Andover Scouts for installation, and unremitting dedication throughout the day
- Commercial Lighting Ltd for their time in the manufacturing of the lighting and installation and support on the day
- Andover Radio for the soundscape for the evening event and ongoing support
- Tracy Mepham for photographing and documenting the event
- Oakwood for cutting the figures and advice
- Test Valley Borough Council for financial support
- Hampshire County Councillors covering Andover for financial support
- Tesco Groundworks for financial support
- Andover Town Council officers for all of the logistical, legal and practical support, both in the run up to the event as well as on the day
- Andover Town Councillors for all of the support on the day
- The working group from Andover Town Council who worked together over the last two years to make this event happen.

A vote was taken which was unanimous.

RESOLVED: To formally thank the volunteers from the day, and the companies who supported the project:

- **John Ritchie from The Art room for substantive management of participants**
- **Andover Scouts for installation, and unremitting dedication throughout the day**
- **Commercial Lighting Ltd for their time in the manufacturing of the lighting and installation and support on the day**
- **Andover Radio for the soundscape for the evening event and ongoing support**
- **Tracy Mepham for photographing and documenting the event**
- **Oakwood for cutting the figures and advice**
- **Test Valley Borough Council for financial support**

- Hampshire County Councillors covering Andover for financial support
- Tesco Groundworks for financial support
- Andover Town Council officers for all of the logistical, legal and practical support, both in the run up to the event as well as on the day
- Andover Town Councillors for all of the support on the day
- The working group from Andover Town Council who worked together over the last two years to make this event happen.

AC 053/18 RED BOX PROJECT

Members considered the 'Red Box' Project and how the Town Council could support it.

It was proposed by Cllr K Bird and seconded by Cllr L Gregori that the following recommendations be made:

- Andover Town Council supports the work of The Red Box Project and its aims to prevent young women from missing out on their education because they cannot afford the products, they need during their period
- A donation box to be put in the Andover Town Council offices.
- Cllr K Bird will work with The Red Box Project to submit a small grant application.

A vote was taken which was 5 for and 1 against.

RESOLVED: That the following recommendations be made:

- Andover Town Council supports the work of The Red Box Project and its aims to prevent young women from missing out on their education because they cannot afford the products, they need during their period
- A donation box to be put in the Andover Town Council offices.
- Cllr K Bird will work with The Red Box Project to submit a small grant application.

AC 054/18 BUDGET

Members considered Budget 2019/2020 for Assets and Communities Committee for the final time prior to recommending to the Policy and Resources Committee.

It was proposed by Cllr B Long and seconded by Cllr L Bird that the Budget for Assets and Communities be recommended to the Policy and Resources Committee for inclusion into the Town Council Budget 2019/2020.

A vote was taken which was unanimous.

RESOLVED: That the Budget for Assets and Communities be recommended to the Policy and Resources Committee for inclusion into the Town Council Budget 2019/2020.

AC 055/18 LENGHMAN SCHEME

Members noted that it had been requested that the Lengthman Scheme be included as an agenda item at the next meeting of the Test Valley Association of Parish & Town Councils. Cllr V Pond asked Cllr B Long to provide a report to be brought to the next Assets and Communities Committee meeting following this.

AC 056/18 VICTORIAN FOUNTAIN

Members suggested forming a Working Group to carryout research as to whether the Victorian Drinking Fountain could be brought back into use. Officers were asked to send out a volunteer request to all Councillors, to join the Working Group and request a response from the email to Test Valley Borough Council regarding the fountain.

AC 057/18 COMMITTEE WORK PROGRAMME

Members noted the items on the current Committee Work Programme and requested the following additional items to be added:

31 January 2019 – Wording for Christmas Tree Plaque

31 January 2019 – Update to the 16 Name Plaque

31 January 2019 – Thanking people memento gifts, 215 Report

31 January 2019 – Update on the separate electric supply for the Christmas Tree lights

Members requested the following Item amendments be made to the Committee Work Programme: AFEST 2019 to read – To receive and note a written report on AFEST to include footfall if available from 2018.

Project Plan/Scheme of Delegation to read – Project Plan/Business Plan

AC 056/18 DATE OF NEXT MEETING

It was noted that the date of the next meeting was Thursday 31 January 2019 at 7pm in the Town Council Offices, 68b High Street, Andover.

The Chairman closed the meeting at 8.15pm

Chairman

Date