



# ANDOVER TOWN COUNCIL

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*Constantia Basis Virtutum*

## Minutes of Community Engagement Committee

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### Time and date

Thursday 14 December 2017 at 7.00pm.

### Place

Upper Guildhall, High Street, Andover

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#### Councillors Present:

Revd. Andy Fitchet (Chairman) (P)	Barbara Long (Vice Chairman) (P)		
Katherine Bird (P) arrived 7.05pm	Richard Rowles (A)	Luigi Gregori (P)	Robin Hughes (A)
Geoff McBride (A)	Richard Kidd (P)	Michael Mumford (P)	Paul Crossman (P)
Lynn Bird (P)			

Borough/County Councillors in attendance: 0

Other Town Councillors in attendance: Cllr V Pond

Officers in attendance: Wendy Coulter (Town Clerk)  
Tor Warburton (training) (taking the minutes)

Members of the Public 1

#### CE 038/17 APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllr G McBride and Cllr R Rowles.

#### CE 039/17 DECLARATIONS OF INTEREST

There were no declarations of interest.

#### CE 040/17 MINUTES

The minutes of the Community Engagement Committee meeting held on 2 November 2017 were agreed and signed by the Chairman as a correct record following written amendment.

This was proposed by Cllr M Mumford and seconded by Cllr B Long. A vote was taken which was unanimous.

**RESOLVED: That the minutes of the Community Engagement Committee meeting held on 2 November 2017 were agreed and signed by the Chairman as a correct record following written amendment.**

#### CE 041/17 PUBLIC PARTICIPATION

Mr Nigel Long asked what the Andover Challenges Programme was. He asked if it was just another way of giving a grant. It was pointed out that it is not a grant but a project sponsored by a Councillor to kick start Community Group projects. It was agreed to get Cllr McBride to email a response to Mr Nigel Long.

#### CE 042/17 BUDGET

The Budget was reviewed line by line.

Noticeboards, A-Fest and the Shilling Fair were agreed. The committee gave the Shilling Fair organisers a chance to increase the budget but they decided not to.

The Youth Council were considered. The Committee felt that more information needed to be shared with Full Council on the Youth Councils activities and reducing the current budget allowance of £2,000 to £1,000 was discussed.

It was proposed by Cllr B Long and seconded by Cllr L Bird that the Youth Council's budget be reduced to £1,000. A vote was taken:

2 For, 5 Against, 1 Abstention.

Not passed.

**RESOLVED: That the Youth Council budget remains at £2,000.**

It was agreed that the £4,000 budgeted for the Town Centre Partnership remain.

The Projects budget line was discussed. The Committee were unable to determine what projects the budget line was for.

It was proposed by Cllr L Gregori and seconded by Cllr P Crossman that the budget line for projects be removed. A vote was taken that was unanimous.

**RESOLVED: that the budget line for projects be removed.**

It was agreed that the Health and Wellbeing budget line be removed as the heading never really materialised.

It was agreed to decrease the Andover Challenges Programme budget from £4,000 to £3,000 as was originally proposed.

It was agreed to leave in the Proms in the Park budget head at £0.

Festival of Motoring. The Town Clerk explained that the £400 in the budget is to pay for the public liability for this event that Andover Town Council are no longer able to add on to their current insurance.

215. It was agreed to reduce the 215 budget line from £10,000 to £5,000 as it was discussed that the event should match fund the money given. Cllr K Bird pointed out that this will be an Andover Town Council event run by John Ritchie of the Art Room.

Larger grants: It was agreed to remove the £10,000 budgeted for larger grants but leave the budget head so if monies are spent it will show on the budget line and can be addressed the following year.

Website. It was agreed to leave the budget at £2,000 for the website.

It was proposed by Cllr K Bird and seconded by Cllr B Long that the committee accept the revised budget of £24,150 for recommendation to Policy and Resources Committee.

A vote was taken which was unanimous.

**RESOLVED: that the committee accept the revised budget of £24,150 for recommendation to Policy and Resources Committee.**

**CE 046/17 215**

Cllr K Bird explained to the Committee what the 215 project was. Cllr Bird informed the committee that they had been asked, at short notice, to present to the Heads of the Andover schools. It was considered that, in order to get the schools to 'sign up' for the project, a website was required for this to be done. Therefore, the invoice that the committee were asked release funds for was for the creation of a website at short notice and in order to help this project proceed in a timely fashion.

It was proposed by Cllr K Bird and seconded by Cllr L Bird that the committee recommend to Full Council that the sum of £93.45 be released to pay this invoice.

Cllr L Gregori asked where the web company was based as the invoice was in dollars and this could have an impact on GDPR as all data needs to be stored within the European Union. Cllr K Bird confirmed that this will be found out.

A vote was taken.

For 6, Abstentions, 2.

**RESOLVED: that the committee recommend to Full Council that the sum of £93.45 be released to pay this invoice.**

**CE 047/17 CHANGES TO DESIGNATED PUBLIC PLACES ORDERS**

It was agreed that the officers find list of the current Designated Public Places to bring back to the next Committee meeting.

**CE 048/17 WEBSITE**

It was proposed by Cllr B Long and seconded by Cllr K Bird that the monies needed to bring the website in line with modern technology as per the attached quote be released.

A vote was taken which was unanimous.

**RESOLVED: that the monies needed to bring the website in line with modern technology as per the attached quote be released.**

**CE 049/17 A-FEST 2017**

The documents were reviewed and noted.

The Town Clerk suggested that a report is brought back to the next committee on A-Fest 2018, this report can then be used as a project list.

**CE 050/17**

Cllr K Bird welcomed the idea that the Committee be more hands on with suggestions and help.

**REPORTS FROM WORKING GROUPS**

Cllr A Fitchett proposed and Cllr P Crossman seconded that if Working Groups have not produced a written report for two consecutive meetings, unless there are mitigating circumstances, then the Working Group will be disbanded.

A vote was taken.

7 For, 1 Abstention.

**RESOLVED: that if Working Groups have not produced a written report for two consecutive meetings, unless there are mitigating circumstances, then the Working Group will be disbanded.**

The Town Clerk suggested that the Committee review the membership of it's Working Groups.

**Grants Working Group:** Noted.

**Website Working Group:** Noted.

**WW1 Commemoration Working Group:** Noted.

**Emergency Plan Working Group** – no update.

**Business Plan Working Group** – no update.

**Media Plan** – Added to Work Programme.

**Christmas Lights:** No update.

**CE 051/17**

**COMMITTEE WORK PROGRAMME**

The Committee work programme was discussed and noted.

**CE 052/17**

**DATE OF NEXT MEETING**

Members noted the date and time of the next Community Engagement Committee meeting, **Thursday 15 February 2018 in the Guildhall.**

Meeting closed at 8.16pm.

Chairman .....

Date .....