



ANDOVER TOWN COUNCIL

A

Minutes of Policy & Resources Committee

Time and date

7.00pm on Wednesday 25 September 2013

Place

Town Council Offices, High Street, Andover

Details of Attendance:

Cllr P North (Chairman) (A)

Cllr K Bird (Vice-Chairman) (P)

Cllr Z Brooks (P)

Cllr D Drew (P)

Cllr K Hamilton (P)

Cllr S Hardstaff (P)

Cllr K Hughes (P)

Cllr M Kerley (A)

Cllr G McBride (P)

Cllr V Pond (P)

Cllr R Shukri (A)

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

PR30/13 APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllrs P North, M Kerley and R Shukri.

In the absence of the Chairman of the Policy and Resources Committee, the Vice Chairman, Cllr K Bird Chaired the meeting.

PR31/13 DECLARATIONS OF INTEREST

There were no declarations of interest.

PR32/13 MINUTES

It was proposed by Councillor Brooks and seconded by Councillor Drew and

RESOLVED: That the Minutes of the Policy and Resources Meeting held on 31 July 2013 were agreed and signed by the Chairman as a correct record.

PR33/13 PUBLIC PARTICIPATION

Cllr Hawke asked whether there were any statistics for a Speedwatch Scheme in Andover and who would manage the Town Centre Manager.

The Chairman confirmed that the questions would be answered during the meeting.

PR34/13 CORPORATE RISK ASSESSMENT

Members noted that the Council has a duty under its responsibilities for Corporate Governance to undertake an annual Corporate Risk Assessment.

Members considered the Risk Assessment Action Plan.

RESOLVED: That the Risk Assessment Action Plan be recommended to Full Council for approval.

PR35/13 TOWN CENTRE MANAGER

Members considered a proposal from Test Valley Borough Council with regard to the provision of a Town Centre Manager (TCM) for Andover.

Members received a report outlining the proposal, which included matched funding from Hampshire County Council, Test Valley Borough Council and Andover Town Council to fund the TCM for the first

three years.

There was a lengthy debate between Members. Cllr Bird reminded Members that there would be funding in the 2013/2014 Budget to fund the TCM, however funding would need to be considered for 2014/2015 onwards.

Members agreed that further work was required to negotiate with HCC and TVBC regarding roles and responsibilities of the TCM, the business plan, agreement of targets, management and monitoring. It was agreed that the Chairman of the Town Council, the Chairman of the Policy and Resources Committee, the Vice Chairman of the Policy and Resources Committee and the Town Clerk would meet with representatives from HCC and TVBC to confirm the Town Councils involvement and how the project would work in terms of the issues raised.

It was proposed by Cllr McBride and seconded by Cllr Drew that the Town Council would support in principle the establishment of a Town Centre Manager for Andover subject to further negotiation and discussion with HCC and TVBC, managed jointly by Andover Town Council, Test Valley Borough Council and Hampshire County Council as equal contributors to the scheme, with the costs for the Town Council, likely to be:

1. In 2013/2014 for £2332.50 to be taken from the Budget Head – Development of Town Centre.
2. In 2014/2015 & 2015/2016 for £9330 to be taken from Budget Heads – Development of Town Centre and Community Development/Engagement (TOTAL of £6,000pa) with £3,330pa to be determined at the Policy & Resources Budget setting meeting to be met from savings and or raising the Precept.
3. In 2016/2017 for £6997.50 to be met from Town Council budget.

To bring to the Policy and Resources Committee meeting on 30 October 2013 a progress report with a view to forming a recommendation to Full Council.

A vote was taken, 5 for, 2 against and 1 abstention. The motion was carried and it was

RESOLVED:

a. To support, in principle the establishment of a Town Centre Manager for Andover subject to further negotiation and discussion with HCC and TVBC, managed jointly by Andover Town Council, Test Valley Borough Council and Hampshire County Council as equal contributors to the scheme, with the costs for the Town Council, likely to be:

- 4. In 2013/2014 for £2332.50 to be taken from the Budget Head – Development of Town Centre.**
- 5. In 2014/2015 & 2015/2016 for £9330 to be taken from Budget Heads – Development of Town Centre and Community Development/Engagement (TOTAL of £6,000pa) with £3,330pa to be determined at the Policy & Resources Budget setting meeting to be met from savings and or raising the Precept.**
- 6. In 2016/2017 for £6997.50 to be met from Town Council budget.**

b. To bring to the Policy and Resources Committee meeting on 30 October 2013 a progress report with a view to forming a recommendation to Full Council.

PR36/13 COMMUNITY SPEEDWATCH

Members considered a report on a Community Speedwatch project. Cllr Brooks explained that she had been approached by the local police asking whether the Town Council would assist with a local community Speedwatch initiative and the purchase of a Speedwatch camera.

Members debated whether such a scheme was required in Andover. It was considered that further information was required and it was therefore agreed that the Police would be invited to a full Council Meeting to make a presentation about the scheme.

RESOLVED: That the Police be invited to a Full Council Meeting to make a presentation about the Speedwatch Scheme, and on traffic control in Andover more widely.

PR37/13 TOWN COUNCIL FORUM

Cllr Hardstaff updated Members on a recent visit to the Romsey Town Council Forum. Members discussed the idea of having a similar event in Andover. It was agreed that further information was required and requested the group of Members that attended the Romsey Forum to write a proposal for a 'Forum in Andover' to be presented at the next meeting of the Policy and Resources Committee.

RESOLVED: That a proposal for a 'Forum in Andover' be written by Members that attended the Romsey Town Council Forum, to be presented at the next meeting of the Policy and Resources Committee.

PR38/13 COMMUNITY RIGHT TO BID

Members received a short report on the Community Right to Bid, part of the Localism Act 2011.

Members noted the list of possible assets that had been given to the Town Clerk and suggested that the following also be included:

Rooksbury Mill

Rookwood School

Beech Hurst and grounds.

It was proposed by Cllr Brooks and seconded by Cllr Drew that Members provide the Town Clerk with any further suggestions and also reasons as to why the assets should be included.

RESOLVED: That Members provide the Town Clerk with any further suggestions and also reasons as to why the assets should be included.

PR39/13 FINANCE

Payment of Accounts at 24 September 2013

Members noted and approved the payment of accounts up to 24 September 2013 – recorded below:

Date	Supplier	Description of goods/services	Total Paid (£)
27.08.13	Hedleys Solicitors	Continued general legal advice	331.20
13.09.13	Kevin Justice	Remove and refit tap – Vigo Road Allt	30.00
19.09.13	Southern Water	AW Water supply	57.76
19.09.13	Southern Water	CW Water Supply	46.98
19.09.13	Southern Water	VR Water Supply	200.30
21.09.13	DMJ Butler Country Services	Job No's: 567,550,556,510,559,491,568,560,569	1,013.81
24.09.13	Town Clerk	Reimbursements (September 2013)	90.98
Total			1,771.03

Accounts up to 31 August 2013

Members received the Bank Statement and Accounts System Reconciled Statement up to 31 August 2013. The Chairman signed the documents as a correct record.

PR40/13 COMMITTEE WORK PROGRAMME

Members discussed items on the current work programme and made the following changes:

To add to the Work Programme for 30 October 2013 the following items:

Community Speed Watch

Town Centre Manager

Town Council Forum

The Chairman closed the meeting at 8.40pm.

Chairman

Date