



# ANDOVER TOWN COUNCIL

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## Minutes of Policy & Resources Committee

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### Time and date

7.00pm on Wednesday 27 March 2013

### Place

Town Council Offices, High Street, Andover

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#### Details of Attendance:

Cllr P North (Chairman) (P)

Cllr K Bird (Vice-Chairman) (A)

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 (A)

Cllr R Shukri (A).

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

#### **PR60/12 APOLOGIES FOR ABSENCE**

Apologies for absence were received and accepted from Cllrs Bird, Kerley, McBride and Shukri.

#### **PR61/12 DECLARATIONS OF INTEREST**

There were no declarations of interest.

#### **PR62/12 MINUTES**

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

**RESOLVED: That the Minutes of the Policy and Resources Meeting held on 6 February 2013 were agreed and signed by the Chairman as a correct record.**

#### **PR63/12 PUBLIC PARTICIPATION**

Councillor B Long reported that a resident has requested a Grit Bin to be located in Pickton Road. She also informed the Committee that Mr Reg Presley had lived in Batchelors Barn Road for a number of years and that might also be considered for a location of a memorial plaque.

#### **PR64/12 REVIEW OF STANDING ORDERS**

Members considered and reviewed the Town Council Standing Orders and agreed that no changes and amendments were required.

#### **RESOLVED:**

**That no amendments or changes be made to the Town Council Standing Orders.**

#### **PR65/12 REVIEW OF FINANCIAL REGULATIONS**

Members considered and reviewed the Town Council Financial Regulations and agreed that no changes

and amendments were required.

**RESOLVED:**

**That no amendments or changes be made to the Town Council Financial Regulations.**

**PR66/12**

**MEMORIAL TO REG PRESLEY**

Members considered whether the Town Council should fund a Memorial to Reg Presley of The Troggs. Members recommended that, in principle, subject to the approval of Mr Presley's Family the Town Council should fund a Memorial to Mr Presley and recommended that it should be in the form of a plaque. Members discussed which Budget the monies should be taken from and agreed in principle, subject to the approval of full Council, that the monies should come from the Events Budget up to a maximum spend of £400.

Members considered where the memorial plaque could be located and considered either 12 High Street, where The Troggs used to practice, or outside the Town Mills where a poetry plaque is located for The Troggs.

Members agreed that it would be preferable to locate the plaque at 12 High Street and agreed in principle, that the plaque should be located at 12 High Street subject to the approval of the landowners and planning permission.

Members discussed the design of the plaque and requested the Town Clerk to investigate the possibility of a blue 'heritage' type plaque and to bring a report back to the next meeting for consideration and approval.

**RECOMMENDED:**

- a. **That in principle, the Town Council should fund a memorial plaque for Mr Reg Presley of The Troggs, subject to approval of Mr Presley's family.**
- b. **That in principle the funding for the plaque be taken from the Events Budget, subject to approval of full Council, up to £400.**
- c. **That in principle, the memorial plaque be located at 12 High Street subject to the approval of landowners and planning permission.**

**RESOLVED: That the Town Clerk investigate the design of the memorial plaque and report back to the next meeting of the Committee.**

**PR67/12**

**PRIDE OF ANDOVER AWARDS**

Members considered a request for support and funding for the Pride of Andover Awards in 2013. Members received a report from Cllr B Long, a committee member of the Pride of Andover Awards.

Members raised the concern that the Town Council would need to know that the Awards were going ahead before any funding could be agreed.

Members also requested that the Pride of Andover Awards committee provide the Town Council with its Constitution and financial information.

The Town Clerk informed Members that the funding considered was outside the Town Council's Powers under the Local Government Act 1972, therefore the funding would need to be provided under S137 of the LGA 1972.

Members suggested that it be recommended to full Council that, in principle, subject to confirmation that the Pride of Andover Awards would take place and the relevant information was provided to the Town Clerk, £500 be donated to the Pride of Andover Awards under S137.

**RECOMMENDED: To full Council that in principle, subject to confirmation that the Pride of Andover Awards would take place and the relevant information was provided to the Town Clerk, £500 be donated to the Pride of Andover Awards under S137.**

**PR68/12**

**YOUTH COUNCIL – UPDATE REPORT**

Members received a report from the Chairman of the Youth Council Advisory Group on the progress of setting up a Youth Council for Andover.

*"The Advisory Panel has been meeting regularly since November 2012 and are well on the way to a plan of action.*

*The Panel recommends that the youth council should be made up of school years 9 - 12 (ages 14 - 17) and would be recruited from schools, with the possibility of accessing young people from other organisations.*

*It is hoped that a public meeting will be held, after members of the panel present assemblies to schools, in order to gauge interest.*

*We are currently in the process of discussing possible election processes, and what our next steps would be after the public meeting”.*

Councillor K Hamilton, who sits on the Advisory Group confirmed that, in order to ensure the Youth Council was set up correctly, the Group had decided to move completion dates back. She also reported that the project had received a great deal of support and enthusiasm from local organisations and individuals in Andover.

**PR69/12 FINANCE**

Payment of Accounts at 25 March 2013

Members noted the payment of accounts up to 25 March 2013 – recorded below:

<b>Supplier</b>	<b>Description of goods/services</b>	<b>Total Paid</b>
Ace Liftaway	Toilet provision for Allotments	£425.15
Noticeboard Company	Provision of noticeboard at Old Winton Rd Allotments	£310.80
Southern Electric	Electricity supply for Christmas Lights 2012	£57.58
Custom Studio	Addition of Grants Page to Website	£314.96
Test Valley Borough Council	Hire of Guildhall 21.03.2013	£42.00
WPS Insurance Brokers	Insurance Premium for 2013/2014	£2,016.06
WPS Insurance Brokers	Additional insurance for Notice Board	£26.50
Mr Bolland	Grass cutting – Admirals Way Allotments	£12.00
British telecom	March 2013 – telephone charges & broadband	£78.27
ACE Liftaway	Toilet provision for Allotments	£576.00
Andover Athletics Club	Andover TC Grant award	£318.00
Andover Adult & Family	Andover TC Grant award	£450.00
Action for Children	Andover TC Grant award	£220.00
Mrs M Bayes	March 2013 salary	£850.98
Miss W Coulter	March 2013 Expenses	£97.60
HM Revenue & Customs	Final tax adjustment for March 2013 Year End	£79.89
<b>TOTAL</b>		<b>£5,875.79</b>

Accounts up to 28 February 2013

Members received the Accounts and Reconciled Bank Statements for the Town Council up to 28 February 2013 in preparation for the Year End 31 March 2013. The Chairman signed the Statements and Reconciled Accounts as a correct record.

**PR70/12 WORK PROGRAMME**

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

To add to the Work Programme for 5 June 2013 the following items:

- Grit Bins
- Review of Standing Committees Terms of Reference
- Memorial to Reg Presley

To add to the Work Programme for 31 July 2013 the following items:

- Youth Council Report

The Chairman closed the meeting at 7.50pm.

Chairman

Date