

ANDOVER TOWN COUNCIL



Minutes of Policy & Resources Committee

Time and date

6.30pm, Wednesday, 6 September 2023

Place

The Lights, Andover

Details of Attendance:

Members of the Committee:

Cllr S Hardstaff (Chairman) (P)

Cllr K Bird (Vice Chairman) (P)

Cllr L Gregori (A), Cllr J Hughes (P) (Arrived at 6.35pm), Cllr R Hughes (A), Cllr R Kidd (P), Cllr R Meyer (A),

Cllr H Neate (P), Cllr E Reynolds (P)

Officers Present:

Gail Foster (Town Clerk)

Members of the Public: 1

Members of the Press: 0

PUBLIC SESSION

PR 018/09/23 There were no comments received from Members of the Public present at the meeting.

APOLOGIES

PR 019/09/23 Apologies were received from Councillors L Gregori, R Hughes and R Meyer.

INTERESTS

PR 020/09/23 Councillors were reminded of the Standing Declarations of Interests which had been approved by Council for Councillor E Reynolds as a Member of the Drove Allotment Association and a plot holder and Councillor H Neate as an allotment plot holder.

Signed as a true and accurate record of the meeting:

Chairman/Vice Chairman:..... Date:.....

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MINUTES

PR 021/09/23 It was proposed by Councillor E Reynolds and seconded by Councillor R Kidd and **RESOLVED: Unanimously**, that the Minutes of the Policy and Resources Committee meeting held on 7 June 2023 be signed by the Chairman as a correct record.
Action: Committee Officer

CONTRACTUAL & DELEGATED PAYMENTS

PR 022/09/23 Members received and noted the [contractual and delegated payments](#) that had already been made for the period 13 July 2023 to 30th August 2023, as per the report detailed in appendix 5 on the agenda.

PAYMENTS FOR APPROVAL

PR 023/09/23 Members noted that there were no payments that required approval for the period of 13th July 2023 to 30th August 2023.
(Councillor J Hughes arrived at 6.35pm)

FINANCIAL REPORTS

PR 024/09/23 It was proposed by Councillor K Bird and seconded by Councillor H Neate and **RESOLVED: Unanimously**, that the following financial papers be approved:

- a. Bank Statements and Bank Reconciliation showing balances:
 - i. UTB 1 = £428,290.73
 - ii. UTB 2 = £86,641.61
 - iii. Redwood Bank = £85,594.63
 - iv. Total = £600,526.97
- b. Cashbook
 - i. Gross receipts to date = £190,302.85
 - ii. Gross payments to date = £148,873.65
- c. Budget
 - i. Net Budget remaining = £43,719.29
- d. Earmarked Reserves
 - i. Elections £79,036.28
 - ii. Allotments £86,662.26
 - iii. Christmas Lights £12,591.74
 - iv. Property Purchase £102,000.00
 - v. CIL Funds £99,099.83

P & R - POLICIES

PR 025/09/23 Members moved that the Grant Policy be deferred to a Policy Working Group via Zoom, on Wednesday 13 September 2023 for review. Interested Members would receive an invite to the Working Group.
Action: Town Clerk

P & R - RESOURCES

PR 026/09/23 Members received a verbal update on recent urgent spending.

Signed as a true and accurate record of the meeting:

Chairman/Vice Chairman:..... Date:.....

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The gates at Vigo Road Allotment site had not been installed properly when they were erected and it had become evident that they were unstable. The gateposts wouldn't have come out of the ground but they were loose enough to have damaged nearby vehicles or injured people if they had fallen. It had been agreed to effect repairs as a matter of urgency. During the works, other problems were discovered and the costs exceeded the original estimate. Cllrs were asked to bear in mind it estimates were not the same as quotes.

Members were advised of a recent issue at Churchill Way whereby a window at a neighbouring property had been damaged by a small stone, which had been thrown whilst contractors were on site. The cost for replacement was minimal and was split between the Contractor and the Council as the blame could not be attributed. It had been important to show the Council were a "good neighbour" in having the damage replaced quickly.

QUESTIONS FROM COUNCILLORS

PR 027/09/23 There were no questions raised by Members present at the meeting.

NEXT MEETING

PR 028/09/23 Members noted the next meetings:
Policy & Resources Committee on **Wednesday 4th October 2023**, to be held in **The Lights, Andover, starting at 6.30pm.**
Full Council on **Wednesday 20 September 2023**, to be held in the **Upper Guildhall, Andover, starting at 6.30pm**

The Chairman closed the meeting at 6.51pm.

Signed as a true and accurate record of the meeting:

Chairman/Vice Chairman:..... Date:.....

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