



ANDOVER TOWN COUNCIL

Council Minutes

Time and date

5.30pm on Wednesday 22 March 2023

Place

Upper Guildhall, High Street, Andover

Cllr D Coole - Town Mayor (P)		
Cllr R Meyer - Deputy Town Mayor (P)		
Cllr J Coole (P)	Cllr C Ecclestone (P)	Cllr L Gregori (P)
Cllr K Hughes (P)	Cllr R Hughes (P)	Cllr N Long (P)
Cllr M Mumford (P)	Cllr E Reynolds (P)	Cllr R Rowles (A)
Cllr J Sangster (P)	Cllr D Treadwell (A)	Cllr S Waue (P)

Officers Present:

Gail Foster (Town Clerk)

Tor Warburton (Deputy Clerk) (Taking the Minutes)

County/Borough Councillors:

Councillor I Anderson

Councillor T Burley

Members of the Public: 7

Members of the Press: 0

APOLOGIES FOR ABSENCE	
C150/03/23	There were no apologies received at the meeting.
DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS AND NON-PECUNIARY INTERESTS	
C151/03/23	Declarations were received from Councillor E Reynolds for Item 7 of the agenda, as he is a member of the Drove Association and plot holder, Councillor L Gregori in Item 8c of the agenda and Councillor S Waue in Item 8d of the agenda.
MINUTES	
C152/03/23	It was proposed by Councillor N Long and seconded by Councillor R Meyer and RESOLVED: FOR - 10, AGAINST - 0, ABSTENTIONS - 2 that the Minutes of the Town Council Meeting, with the amendments, held on 8 February 2023, be signed by the Chairman as a correct record. Action: Committee Officer
PUBLIC PARTICIPATION <i>The discussion below is a short summary and is not recorded word for word.</i>	

Signed as a true and accurate record of the meeting:

Town Mayor / Deputy Mayor:Date:Page **1** of **6**

C153/03/23	A member of the public asked if the £4,700 worth of grant requests to be considered under item 8, would be paid prior to year end if approved. Town Mayor's response: We will make sure that happens.
C154/03/23	A member of the public commented that the meeting time had changed to 5.30pm, and why this was not more widely advertised. Town Mayor's response: The Town Clerk will ensure all our noticeboards are updated. Action: Town Clerk Town Clerk: We only have 2 noticeboards.
C155/03/23	A member of the public stated his name was incorrect in the Minutes. Please correct this or co-opt me. Town Clerk: The spelling correction has already been made.
C156/03/23	A member of the public commented on the AFest Grant. He stated that he felt that the sessional times quoted were actually consultancy fees and asked if the Town Council should contribute to a charity event, where £500.00 in grant monies could well be paid almost directly to a contractor, who specialises in grant applications? Town Mayor's response: Thank you very much. I would like to take this opportunity to invite the organisations present, who are applying for grants, if they wish to speak and promote their grant applications. Representatives from A-Fest, Andover Trees United, Andover Mens Shed Association, and Andover Community Engage gave short summaries of their applications. The Mayor invited the Members to ask the representatives any questions relating to their grant applications. A short question and answer session followed until Councillors were satisfied that queries had been answered.
TOWN MAYORS ANNOUNCEMENTS	
C/157/03/23	We had the Town Electors meeting which was not as well attended as this meeting. The next administration will need to work harder to promote the Town Electors meeting, to get more attendance and engagement from the public. We have the Elections coming up on 4 May 2023. From today until 4 April 2023, any resident of Andover Parish or in a certain radius can apply to stand as a Councillor. I would encourage people to consider standing. It is rewarding and challenging. If you want any help to get your paperwork done, please contact Test Valley Elector Services.
EXTERNAL REPORTS	
C158/03/23	Councillor I Anderson advised that she worked hard to encourage private business to remove any graffiti that appears on their walls. Some do not respond. She also reports graffiti and potholes to Hampshire County Council for their action. All the barriers that were surrounding the town have now been removed.
C159/03/23	Councillor J Sangster reported that he had been working with Aster, Hampshire County Council and Test Valley Borough Council about parking issues in Romans ward. Also spoke to a lot of residents about disability parking spots. He advised a jurisdiction map of land ownership is being worked on. Discussions had been had with the Superintendent of Test Valley, to hopefully increase police presence and decrease anti-social behaviour.
ALLOTMENTS COMMITTEE	

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Town Mayor / Deputy Mayor:Date:Page 2 of 6

C160/03/23	Members received and considered recommendations from the Allotments Committee. It was proposed by Councillor L Gregori and seconded by Councillor S Waue and RESOLVED: FOR – 7, AGAINST – 5, ABSTENTIONS – 0 that The Allotment Rules and Regulations Introduction be amended to include the wording “Allotment holders from outside the Parish will retain their legacy plots.” Action: Town Clerk
C161/03/23	Members returned to the substantive motions. It was proposed by Councillor L Gregori and seconded by Councillor R Hughes and RESOLVED: FOR – 8, AGAINST – 2, ABSTENTIONS – 2 that the Allotment Rules and Regulations, with the amendment, be approved and adopted. Action: Town Clerk
C162/03/23	Members reviewed quotations on the cost of track repairs for Old Winton Road Allotment site. It was proposed by Councillor N Long and seconded by Councillor L Gregori and RESOLVED: FOR- 10, AGAINST – 1, ABSTENTIONS - 0 that quote number 1 at the amount of £1,348.78 excluding VAT, be approved. Action: Town Clerk
C163/03/23	It was proposed by Councillor S Waue and seconded by Councillor R Meyer and RESOLVED: FOR – 10, AGAINST – 1, ABSTENTIONS – 1 that the monies for the track repairs would be coming from Earmarked Reserves. Action: RFO
C164/03/23	It was proposed by Councillor R Hughes and seconded by Councillor N Long and RESOLVED: Unanimously , that Allotments Committee recommendations regarding the Warden’s Terms of Reference be approved. Action: Town Clerk.
COMMUNITY AND EVENTS COMMITTEE	
C165/03/23	Members received and considered recommendations from the Community and Events Committee in relation to the following grant applications; <ul style="list-style-type: none"> • Andover Mens Shed Association • A-Fest Andover CIC • Andover Trees United • Andover Community Engage Andover Mens Shed Association It was proposed by Councillor L Gregori and seconded by Councillor M Mumford and RESOLVED: Unanimously , that the Andover Mens Shed Association grant application be approved and the sum of £369.88 be awarded. Action: Town Clerk
C166/03/23	A-Fest Andover CIC: It was proposed by Councillor L Gregori and seconded by Councillor N Long and RESOLVED: Unanimously , that A-Fest Andover CIC grant application be approved and the sum of £1,000.00 be awarded. Action: Town Clerk
C167/03/23	Andover Trees United: It was proposed by Councillor M Mumford and seconded by Councillor C Ecclestone and RESOLVED: FOR – 11, AGAINST – 0, ABSTENTIONS – 1 that Andover Trees United grant application be approved and the sum of £1,000.00 be awarded. Action: Town Clerk
C168/03/23	Andover Community Engage: It was proposed by Councillor L Gregori and seconded by Councillor M Mumford and RESOLVED: FOR – 11, AGAINST – 0, ABSTENTIONS – 1

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	<p>that the Town Council go against its Grant Policy, in order to award the full amount of £2,350.00.</p> <p>It was proposed by Councillor N Long and seconded by Councillor C Ecclestone and RESOLVED: FOR - 11, AGAINST - 0, ABSTENTIONS - 1 that Andover Community Engage grant application be approved and the sum of £2,350.00 be awarded. Action: Town Clerk</p>
C169/03/23	<p>Members noted the King's Coronation report, the agreed events to honour the coronation and considered the Community and Events recommendations to mark the occasion. Councillor J Sangster gave thanks to the Deputy Clerk for the hard work in the organisation of the King's Coronation.</p> <p>An amendment to the recommendations was proposed by Councillor J Sangster. This was seconded by Councillor N Long and RESOLVED: Unanimously, that: The Coronation Light design for installation on the Guildhall be approved. Action: Deputy Clerk</p> <p>The costs of 2 lights at £1,718.40 each, be approved. Action: Deputy Clerk</p>
POLICY AND RESOURCES COMMITTEE	
C170/03/23	<p>Members received and considered recommendations from the Policy and Resources Committee. Councillor L Gregori gave thanks to the Town Clerk for the hard work in provision of documentation.</p> <p>It was proposed by Councillor L Gregori and seconded by Councillor E Reynolds and RESOLVED: Unanimously, that the Risk Management Scheme (with amendments), Financial Risk Assessment and Financial Regulations, be approved. Action: Town Clerk</p>
C171/03/23	<p>It was proposed by Councillor K Hughes and seconded by Councillor R Hughes and RESOLVED: FOR - 11, AGAINST - 0, ABSTENTIONS - 1 that the draft version of Privacy Statement be approved. Action: Town Clerk</p>
ADVERT FOR NEW COUNCILLORS	
C172/03/23	<p>Members received and considered a report on elections for in May 2023. Actions for publicising the elections would include placing a colour advert on multimedia platforms, paper publications and Town Centre noticeboards. The advert would direct interested parties to Andover Town Council website to be informed in more detail about becoming a Councillor. Should they wish to apply, the information for Test Valley Borough Electoral Services will be signposted within the document.</p> <p>It was proposed by Councillor R Meyer and seconded by Councillor K Hughes and RESOLVED: Unanimously, that the proposed advertisement be approved and that the proposed actions for publicising the elections be approved. Action: Deputy Clerk</p>
ANDOVER TOWN COUNCILLORS REPORTS. <i>The summaries below are not recorded word for word.</i>	
C173/03/23	<p>Councillor C Ecclestone: In Millway ward there has been concerns about issues of rats. I urge anyone with any concerns about rats coming from neighbouring properties, whether they be commercial or residential, to raise the issue with Test Valley Borough Council. At least to begin the process of remediation.</p>

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C174/03/23	<p>Councillor S Waue: Reported that after liaising with Nick Adams-King over Shepherds Spring Lane footpath. Hampshire County Council has the funds and it's getting done. Worked with Cllr Iris Andersen on resolving issues with delivery drivers using the disabled parking area in front of McDonalds and generally parking (and manoeuvring) dangerously at the pedestrian crossing., there is now very clear signage on the disabled spaces, no more cones and the delivery drivers have been told not to use them.</p> <p>The Walworth Roundabout resurfacing that was planned to take 15 nights is now scheduled to finish tomorrow.</p> <p>Regarding resurfacing and Operation Resilience, Hampshire County Council are currently working on their list for the next financial year, including the priority for working and will share any local work with us.</p> <p>Finally, to say thank you to those who have supported, worked with and helped in my last 2 years as a town councillor.</p>
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QUESTIONS FROM TOWN COUNCILLORS

C175/03/23	There were no questions received from the Town Councillors.
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CONTRACTUAL AND DELEGATED PAYMENTS

C176/03/23	Members received and noted the contractual and delegated payments that had already been made in the report, detailed in appendix H on the agenda.
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PAYMENTS FOR APPROVAL

C177/03/23	Members noted that there were no payments that required approval for the period of 20 th January 2023 to 15 th March 2023. The Town Clerk advised Members that payments were now being made every Friday and as at the time of this Council meeting, there were no outstanding payments. The Town Clerk gave her thanks to the two Councillors for their support in promptly approving the online payments.
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FINANCIAL PAPERS FOR APPROVAL

C178/03/23	The issue of the Town Council having multi bank accounts was raised. The Town Clerk advised Members that approval was given at the last Policy and Resources meeting to open 2 new bank accounts, which was currently in progress.
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C179/03/23	It was proposed by Councillor D Coole and seconded by Councillor L Gregori and RESOLVED: Unanimously , that the virement of £99,099.83 from General Reserves to CIL monies be approved. Action: RFO
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C180/03/23	<p>It was proposed by Councillor L Gregori and seconded by Councillor R Hughes and RESOLVED: Unanimously, that the following financial papers be approved:</p> <ul style="list-style-type: none"> a. Bank Statements and Bank Reconciliation showing balances: <ul style="list-style-type: none"> i. UTB 1 = £ 510,087.58 ii. UTB 2 = £ 85,753.96 iii. Total = £ 595,841.54 b. Cashbook <ul style="list-style-type: none"> i. Gross receipts to date = £ 417,195.23 ii. Gross payments to date = £ 356,428.89 c. Budget <ul style="list-style-type: none"> i. Net Budget remaining = £ 65,965.50 d. Earmarked Reserves
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	<ul style="list-style-type: none"> i. Elections £ 79,036.28 ii. Allotments £ 88,011.04 iii. Christmas Lights £ 12,591.74 iv. Property purchase £ 102,000.00 v. CIL separated funds £ 99,099.83
SIDS	
C181/03/23	Members received and noted a SIDs report which contained data for the period of 9 February 2023 to 1 March 2023, on London Road and Weyhill Road.
DATE OF NEXT MEETING	
C182/03/23	Members noted that there would be an extraordinary Council meeting in April 2023, the date of which would be advised at the earliest opportunity.
EXCLUSION OF THE PRESS AND PUBLIC	
C183/03/23	It was proposed by Councillor N Long and seconded by Councillor L Gregori and RESOLVED: Unanimously , that the Members of the Press and Public be excluded from the Meeting at Agenda Item 19 due to the confidential nature of the item and to comply with GDPR.
ALLOTMENT COMMITTEE RECOMMENDATIONS	
C184/03/23	The Drove It was proposed by Councillor D Coole and seconded by Councillor R Hughes and RESOLVED: FOR – 11, AGAINST – 0, ABSTENTIONS – 1 that the Allotments Committee recommendation of not granting access permission be approved. Action: Town Clerk
C185/03/23	Vigo Road It was proposed by Councillor D Coole and seconded by Councillor R Hughes and RESOLVED: Unanimously , that: <ul style="list-style-type: none"> a. Advice be requested from the Town Council’s solicitors regarding the cost of completing a Legal Agreement. Action: Town Clerk b. A condition to void the agreement be added if certain circumstances were to apply. Action: Town Clerk
The Town Mayor closed the meeting at 7.22pm.	

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