

## NEW MILTON TOWN COUNCIL

Minutes of the meeting of the Finance & General Purposes Committee of the New Milton Town Council held on Monday 24 July 2017 at 6.30 pm in the Town Hall, Ashley Road, New Milton, BH25 6AS.

Chairman	p	S P Davies
Vice-Chairman	p	D N Tungate

Councillors:

p	G R Blunden	p	S J Clarke
p	K Craze	p	A D O'Sullivan
p	R A Reid	p	J G Ward
p	S Short		

In Attendance: Cllr D E Hawkins

Officers: Mr G P Flexman – Town Clerk  
Joanna Hayward – Administrator

The Chairman welcomed Councillors and a member of the press.

21. APOLOGIES

None

22. DECLARATIONS OF INTEREST

None

23. PUBLIC PARTICIPATION

None

24. MINUTES

**RESOLVED:**

***That the Minutes of the meetings held on 12 June 2017, having been circulated, be signed by the Chairman as a correct record.***

The minutes were duly signed.

25. MATTERS ARISING FROM THOSE MINUTES

The Town Clerk confirmed that all points have been or are currently being addressed.

	<b>Action Points</b>	<b>Date</b>	<b>Action by</b>
9 a)	Reply to TDO regarding grant aid	26 June 2017	Town Clerk
9 b)	Circulate email from Quaker House	26 June 2017	Town Clerk
10	Include Rejuvenate analysis	26 June 2017	Town Clerk
12	Review Investment Strategy	24 July 2017	F&GP
13	CIL Accounting & Strategy	7 July 2017	Execs
14	Financial Statements 2016/17	7 July 2017	Execs
16	Skate-park competition 19 August	26 June 2017	Town Council
16	Bashley additional gateway signs	7 July 2017	Execs

Cllr G Blunden referred to 16 (b) Bashley gateway signs and asked if this can be formally agreed. It was mentioned that there is a HCC traffic meeting on 9 August to talk about a SID as well. District councillors will provide £1k to support this project. Hence, upto £3k in total will be needed from CIL.

Councillors agreed to support this proposal with six members in favour and two abstentions.

It was then

**RESOLVED:**

***That upto £3k CIL monies be earmarked for signs at Bashley, including a SID.***

Cllr N Tungate asked if signs could be included for the Bashley Roundabout/Sway Road end and the Chairman responded that they had not been previously discussed.

Cllr D Hawkins questioned the proliferation of signs with the addition of two extra signs in Bashley and the Chairman said this matter will be referred back to Amenities for further consideration.

26. CORRESPONDENCE

None

## 27. SCHEDULE OF PAYMENTS

The Chairman referred to Appendix 1, previously distributed, being Schedule of Payments for June 2017 in the sum of £89,807.07.

Cllr S Short asked for clarification regarding the Congo payments and if the new County Councillors would still support the scheme. (Post Meeting Note: County Councillors England, Rice and Thornber each paid £1,250 up front, being 2.5 years from 1 October 2015 to 31 March 2018, based on £1,500 pa from HCC. New Milton Town Council and Sway Parish Council both contribute £2k pa & Hordle Parish Council £500pa. Operating costs of up to £6k pa are covered).

Cllr S Davies asked what do we get for the CPRE membership fee and queried whether we should be members bearing in mind it is a campaign body.

Cllr K Craze asked about the costs for the new seat and the Town Clerk confirmed that Phyllis Inglis had paid for this upfront (£1,996 including VAT).

Cllr S Short referred to IT and website costs and if our new website will be protected with suitable security so that we are not affected by ransomware.

Cllr S Clarke referred to CSA listed on the payments schedule and suggested this be removed in future.

Cllr A Reid referred to the costs for the dementia allotment and asked what the total expenditure was. (Post Meeting Note: Initial expenditure of £2,308 was covered by grants and sponsorship, with additional costs of £817.21 incurred, plus costs associated with official opening on 29 June 2017 including £155 advertising).

***The Schedule of Payments No. 03/17/18 covering the period 1 – 30 June, 2017 in the sum of £89,807.07 was then ENDORSED for Council approval.***

## 28. MONTHLY ACCOUNTS

The Chairman referred to Appendix 2, management accounts for April 2017.

The Town Clerk confirmed that net expenditure was £500 over budget at the end of May, with Amenities £5,820 over budget due to timing differences associated with summer planting costs upfront, offset by £5,313 'savings' to date in F&GP costs resulting from recent CIL receipts of £5,984 for the first 6 months of this year.

## 29. INTERNAL AUDIT REPORT

The Chairman referred to Appendix 3, previously circulated.

The Town Clerk referred to the review of expenditure on page 4 stating "An official order has been raised for all purchases and service delivery where one would be expected".

**The Internal Audit Report 2016-17 (Final) was ENDORSED for Council approval.**

### 30. REFERRED MATTERS

The Chairman referred to Appendix 4, previously distributed, being referred matters from the Executive Committee held on 7 July 2017, plus 3 further recommendations from 21 July 2017, as follows:

#### From 7 July Execs:

1. Recommended – That Amenities Committee progress Bashley Village signs x 2 and also look in to SID signs with Mandy Ware from HCC at a meeting on 9 August.
2. Recommended – That the Town Council adopt a Strategy where CIL monies are spent on: the provision, improvement, replacement, operation or maintenance of infrastructure generally (including the 2 x Bashley signs mentioned above, and a contribution towards the cost of a Speed Indicator Device).
3. Recommended – That the Town Council apply to the District Council for further CIL monies for larger schemes and projects worthy of consideration, subject to appropriate Business Cases being put forward.
4. Recommended – That our investments held via the Prudential with Close Brothers (£500k) and Investec (£200k) be drawn down and placed in our NatWest Business Reserve Account pending further appraisal / investment.

#### From 21 July Execs:

5. Recommended – That a sum of up to £1,500 from CIL monies be earmarked for Land Registry fees re ownership details of 170 town centre businesses in connection with town centre development.
6. Recommended – That a sum of up to £1,500 be earmarked from savings to date for a one off payment of £100 bonus per employee.
7. Recommended - That the Town Council review Standing Orders, as appropriate.

**Members ENDORSED the above recommendations for Council approval.**

### 31. INVESTMENT STRATEGY

The Chairman referred to Appendix 5, previously circulated.  
Members noted the change to Long Term Investments classification under item 6.

It was then

#### ***RECOMMENDED:***

***That the amended Investment Strategy be adopted by the Town Council.***

32. GRANT AID

The Chairman referred to Appendix 6, previously circulated.

**New Forest Disability Information Service**

The Town Clerk provided background to this application.

It was

**RESOLVED:**

***That New Forest Disability Information Service be granted £1,000 from the Grant Aid budget, under General Power of Competence.***

**New Forest Basics Bank**

The application for £750 was previously considered and we had now heard back from them regarding reserves. Members particularly acknowledged the service they provide to needy families especially during the summer holidays. Members felt that £1,000 should be granted with a show of hands of six in favour and two abstentions.

It was

**RESOLVED:**

***That New Forest Basics Bank be granted £1,000 from the Grant Aid budget, under General Power of Competence.***

**ASBOC**

Members supported the ongoing activities and summer programme being offered and were very impressed by the commitment shown via the Youth and Play Forum.

It was

**RECOMMENDED:**

***That ASBOC be granted £4,394 from the Youth Grant Aid budget, under General Power of Competence.***

**Spud Youth Programme**

Councillors acknowledged this worthwhile organisation offering innovation, project and design skills to young people and hoped that more New Milton youth would be involved and suggested a project be devised to take place in New Milton. However, assurances should be sought that if the project doesn't go ahead they should return the grant.

It was

**RESOLVED:**

***That Spud Youth be granted £500 from the Youth Grant Aid budget, under General Power of Competence, subject to their proposed project proceeding.***

33. YOUTH WORK

Cllr S Clarke referred to the ASBOC summer programme of activities including sports, arts and music on the Recreation Ground during August.

34. ANY ITEMS WHICH THE CHAIRMAN CONSIDERS URGENT

None

35. NEXT MEETING

The next meeting will be held on **Monday 18 September 2017 at 6.30 pm** in the Town Hall, Ashley Road, New Milton.

The Chairman thanked the press for attending and closed the public session of the meeting at 7.25pm.

The Chairman had one matter to discuss regarding investments and members agreed to its inclusion in private session.

**PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960**

**The Chairman moved that the public be excluded from the meeting for the following item of business pursuant to section 1 of the Public Bodies (Admissions to Meetings) Act 1960, on the grounds that publicity would be prejudicial to the public interest by reasons of the confidential nature of the business to be transacted.**

36. INVESTMENTS

The Chairman referred to the two previous Executive Committee Meetings and discussions on the council's proposed investment strategy.

Members discussed funds and investments and the need for evaluation and remaining flexible with our options and the best way forward in the short to long term.

It was agreed to keep funds as fluid as possible following maturity of investments at the end of August.

The Chairman thanked members for attending and closed the meeting at 7.45 pm.

Chairman \_\_\_\_\_

Date \_\_\_\_\_

Distribution:

Town Councillors

District Councillors Mrs C V Ward, Mrs J L Cleary

County Councillors M Kendal, K Mans, F Carpenter

New Milton Library

New Milton Police

Press

	<b>Action Points</b>	<b>Date</b>	<b>Action by</b>
25	HCC Traffic Meeting	9 August 2017	Town Clerk
25	Additional signs at Bashley	4 September 2017	Amenities
27	IT Security – New Website	ASAP	TDM
27	Dementia Allotment Costs	31 July 2017	Town Clerk
27	Cango Payments	31 July 2017	Post Meeting Notes
30	Review of Standing Orders	18 September 2017	Asst Town Clerk
31	Grant Aid Payments	7 August 2017	Town Clerk
36	Investments	25 August 2017	Town Clerk