

NEW MILTON TOWN COUNCIL

Minutes of the meeting of the Finance & General Purposes Committee of the New Milton Town Council held on Monday 30 October 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		J G Ward
p	S Short		

In Attendance: Cllr D Rice-Mundy
Cllr G Beck

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

The Chairman welcomed Councillors, a member of public and a press representative.

Mr Jed Hollyoake introduced himself as organiser of the Byron Road Christmas Lights Event and offered to take any questions from councillors about the Grant Aid application.

51. APOLOGIES

Cllr J Ward

52. DECLARATIONS OF INTEREST

None

53. PUBLIC PARTICIPATION

The Chairman acknowledged Mr Hollyoake and noted that the Grant Aid Applications would be reviewed further on during the meeting.

54. MINUTES

RESOLVED:

That the Minutes of the meeting held on 18 September 2017, having been circulated, be signed by the Chairman as a correct record.

The minutes were duly signed.

55. MATTERS ARISING FROM THOSE MINUTES

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

	Action Points	Date	Action by
39	Confirm South Coast Events amount for Be Involved event	30 September 2017	Town Clerk
44	Report on budget % left	30 October 2017	Town Clerk
45	Support grade 1 listing of Indian Memorial at Barton on Sea	30 September 2017	Town Clerk
47 d)	Agree virement and approve grant to NMTP of £2,500	4 October 2017	Town Council

56. CORRESPONDENCE

- a) The Town Clerk had received thank you letters from Royal British Legion, Victim Care, New Forest Basics Bank, NFDIS and Brendoncare, following receipt of Grand Aid support.
- b) Brendoncare had also referred to the A&T article wherein their management structure and level of reserves were discussed. Brendoncare explained that they operate 10 care homes, and 90 social clubs throughout Hampshire which needed head office support.
- c) A letter from Citizens Advice New Forest asking as part of our budgetary process to consider them for ongoing financial support.
- d) An email from Darran Hunt of Virgin Media regarding the proposed road works in the high street that would now take place in the new year with Virgin looking at community engagement beforehand.

57. SCHEDULE OF PAYMENTS

The Chairman referred to Appendix 1, Schedule of Payments for August and September 2017 in the sum of £150,436.36, previously distributed.

The Chairman noted allotment deposit refunds made which is due to annual rental invoices being issued at this time of year with some Allotment holders deciding to cancel their tenancies.

Cllr S Short referred to the payments to Cango made in August and September and asked for clarification and the Town Clerk will investigate this apparent duplication.

(Post Meeting Note: Revised Schedule of Payments in the sum of £149,969.11 is attached).

Cllr K Craze asked about the “Be Involved” payments and if the grant monies of £10k had been received which they had last financial year with the whole amount being spent this financial year

Cllr S Clarke asked about the fuel costs and now much will be saved now we have an electric vehicle. The Town Clerk responded that the vehicle is charged overnight at Fawcetts Field with projected savings overall of up to £300 per month.

Cllr A Reid asked about the £19k CIL and where does it appear and how is it being spent. The Town Clerk confirmed that the £19k was received on 16/10/2017 and would be used as agreed by the Executives Committee at its meeting on 7 July 2017, ie. on the provision, improvement, replacement, operation or maintenance of infrastructure generally.

Cllr G Blunden referred to Hydro-seeding costs and payments to Juice and asked if they were value for money and if we should obtain further quotes for these works in future.

The Schedule of Payments No. 05/17/18 covering the period 1 August – 30 September was ENDORSED for Council approval.

58. MONTHLY ACCOUNTS

The Chairman referred to Appendix 2, Management Accounts for September 2017, previously circulated.

The Town Clerk highlighted the budget for Periodic Electrical Inspections with actual expenditure of £12k coded to individual building maintenance under each of our sites.

The Chairman sought clarification on the HCC SLA which the Town Clerk explained was to do with enhanced maintenance of the town centre only at present.

There was a query regarding the overspend on skip hire with additional tipping costs of £1,800 associated with COSHH disposal and general waste that is not burnt, shredded or compacted at present.

Cllr A O’Sullivan asked about the % columns on the monthly accounts that show budget amounts left to spend.

59. AMENITIES REFERRED ITEMS

- a) Budget implications of the enhanced HCC SLA lengthsmen agreement would be considered at the Executives budget meeting.
- b) Enforcement action was recommended using powers granted under the Environment Protection Act and the Clean Neighbourhoods & Environment Act with Cllr Blunden stating this would cover both litter and dog fouling, subject to suitable signage being erected and staff training.

- c) Cllr Clarke referred to the provision of the Bashley speed signs, acknowledging the offer of contributions from District Councillors for the purchase of a SID or SLR, depending on further advice from Hampshire Highways following their recent traffic analysis.

60. EXTERNAL AUDIT REVIEW

The Chairman referred to Appendix 3, previously circulated.

The Town Clerk referred to the unqualified audit opinion and the Annual Return including their certificate was endorsed for council approval and acceptance.

Reference was made to BDO External Auditor's letter of 28 September 2017 and the comments on pages 3 and 4 of their Issues Arising Report, namely that the Annual Return had to be returned for amendment due to investments that matured at the end of August needing to be restated as long-term as they were originally invested over 2 years, and that creditors at the end of March exceeded cash balances at the end of the financial year, pending receipt of precept in April.

The meeting agreed to endorse the Annual Return for Council approval and noted the issues arising and action taken to remedy them.

The External Audit Report/Annual Return was ENDORSED for Council approval.

61. INTERNAL AUDIT REPORT

The Chairman referred to Appendix 4, previously circulated.

Members noted the Recommendations and Responses at the end of the report.

The Internal Audit Report was then ENDORSED for Council approval.

62. PRECEPT CONSULTATION

The Chairman referred to Appendix 5, previously circulated.

It was noted that the DCLG consultation closed on 26 October 2017.

The Town Clerk explained this was an annual warning from central Government to local councils not to put up precepts where increases are not the direct result of taking on additional responsibilities. The Town Clerk had responded accordingly to DCLG.

(Post Meeting Note: Local Councils will not be capped next financial year, per NALC)

63. CCTV SERVICE LEVEL AGREEMENT

The Chairman referred to Appendix 6, previously circulated.

District Cllrs S Davies and S Clarke did not participate in the discussion as they are members of the NFDC CCTV panel.

The Town Clerk referred to item 7.2 of the proposed Service Level Agreement (SLA) noting that annual payments can be increased by inflation. We currently pay £5k pa.

Cllr D Rice-Mundy asked if we could increase the number of cameras operated in the town. Cllr Blunden suggested that we look into redeployment of CCTV and consider the options and costs of high grade technology.

Cllr O'Sullivan asked if Police would contribute towards the CCTV, but the Chairman pointed out Hampshire Constabulary already have reduced funding.

64. GRANT AID

The Chairman referred to Appendix 7, previously circulated.

a) **Cruse Bereavement Care – Grant Aid Budget**

After some discussion, Councillors fully supported this application.

It was then

RESOLVED:

That Cruse Bereavement Care be granted £200 from the Grant Aid budget, under the General Power of Competence.

b) **Byron Road Christmas Lights – Events Budget**

Cllrs acknowledged that the Byron Road Christmas Lights event is an important part of the annual community Christmas celebrations, and is very well supported, noting that during the past 13 years Jed Hollyoake has been organising this event £42k had been raised for New Milton Charities.

It was then

RESOLVED:

That Byron Road Christmas Lights be granted £500 from the Events Budget, under the General Power of Competence.

65. YOUTH WORK

Cllr S Clarke provided an update including a recent incident involving 2 inebriated adults on the Recreation Ground who verbally abused children on the Skatepark and racially abused the Youth Coordinator. This matter had been reported to the police and highlighted the need for a lone-working policy or working in pairs.

The Town Clerk agreed £1k from the youth budget could be made available to have ASBOC carry out some additional outreach work on the Recreation Ground.

Cllrs Clarke and Blunden had attended a meeting with young people arranged by the Youth Coordinator at the Memorial Centre and were impressed with the questions and feedback received at the meeting. They discussed a wish list which they wanted to respond to as soon as possible. Items needing consideration were floodlights, water fountain, small cupboard for a sweeping up items and a shelter.

66. ANY ITEMS WHICH THE CHAIRMAN CONSIDERS URGENT

Cllr Clarke asked members to consider allowing the Town Clerk to coordinate the funding for the Bashley SID/SLR which was supported by the members, noting that further advice and confirmation was awaited from Mandy Ware of Hampshire Highways.

67. NEXT MEETING

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

The Chairman having no further business to discuss closed the meeting at 7.35pm.

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

NMRA – Alan Watson

	Action Points	Date	Action by
57	Revised Schedule of Payments	13 November 2017	Town Clerk
64 a)	Cruse Bereavement Care	13 November 2017	Town Clerk
64 b)	Byron Road Xmas Lights	13 November 2017	Town Clerk
65	Lone-working policy	18 December 2017	Town Clerk
66	Coordinate funding for Bashley SID/SLR	18 December 2017	Town Clerk