

NEW MILTON TOWN COUNCIL

Minutes of the meeting of the Finance & General Purposes Committee of the New Milton Town Council held on Monday 18 December 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
		S Short		

In Attendance: Cllr D Hawkins

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

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

Mr Keith Bloodworth, spoke for ten minutes with reference to the Bashley SLR's subject as detailed at Amenities minute 88. A copy of his speech is attached to these minutes.

Mr Bloodworth congratulated the Council for putting on a fantastic festive light display in the town.

68. APOLOGIES

Cllr S Short

69. DECLARATIONS OF INTEREST

Cllr N Tungate - pertaining to Agenda Item 11 Grant Aid and being a trustee of HOPE.

70. PUBLIC PARTICIPATION

The Chairman changed the running order of the Agenda to allow the SLR subject to be discussed earlier in the meeting.

71. MINUTES

RESOLVED:

That the Minutes of the meeting held on 30 October 2017, having been circulated, be signed by the Chairman as a correct record.

The minutes were duly signed.

72. MATTERS ARISING

The Town Clerk confirmed that all points have been or are currently being addressed. The Bashley SLR is an agenda item at this meeting under Amenities referred items.

	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 (draft)	18 December 2017	Town Clerk
66	Coordinate funding for Bashley SID/SLR	18 December 2017	Town Clerk

73. AMENITIES COMMITTEE REFERRED MATTERS - SLR

The Chairman referred to Mr Bloodworth's comments in Public Participation and Cllr S Clarke responded that mobile and fixed SLR units have the same technology and Cllr G Blunden confirmed that Bashley will have "Think 30" signs installed as well.

The Chairman confirmed that flexibility is a key factor in respect of the deployment of SLR's.

It was

RESOLVED:

That the Amenities recommendation be endorsed for full Town Council approval.

74. CORRESPONDENCE

The Town Clerk received a thank you letter from Cruse Bereavement Care following receipt of Grand Aid support.

75. SCHEDULE OF PAYMENTS

The Chairman referred to Appendix 1, Schedule of Payments for October and November 2017 in the sum of £168,369.76, previously distributed.

The Town Clerk highlighted payments made including £2,469.12 to Kompan for H&S repairs at Ashley Play area, being two items of equipment replaced.

The Town Clerk highlighted the payment of £2,535 to rCOH for Neighbourhood Plan meetings with Natural England regarding SANGs.

Two Counties Cleaning undertook deep cleans at Ashley (pre-season) and Fernhill (post season).

Reference was made to the payment made to Vaughtons which was for Past Mayor brooches for future use.

The Schedule of Payments No. 06/17/18 totalling £168,369.76 covering the period 1 October – 30 November 2017 was ENDORSED for Council approval.

76. MONTHLY ACCOUNTS

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

There followed a discussion amongst members regarding the reporting of CIL income and it was suggested that CIL monies have a separate line to allow for monitoring.

77. BUDGET PROPOSALS 2018/19

The Chairman referred to the yellow Budget Papers version 3 and the Fees & Charges version 2.

F&GP Version 3

The Town Clerk highlighted salaries being 50% of the overall budget noting superannuation for all employees and overtime payments and a 2% cost living rise is included next year.

A budget to retain the services of the Apprentice Administrator to become an Admin Assistant is also included.

Nothing is budgeted for the Neighbourhood Plan as it will soon end but there may be a requirement for an Implementation Officer and this is budgeted.

The Youth Coordinator asked for a budget of £10k which members agreed, complimenting the Youth Coordinator on the level of detail provided which enabled a smoother decision-making process.

The Town Clerk referred to insurance providers and we should be receiving a third quote in the New Year. A figure of £16k is budgeted, being £2k less than this year.

No budget allocation has been made for Cango and Cllr A Reid asked how will it be funded if there is no budget and the Town Clerk responded that the Executives agreed that based on general concerns and cost-cutting by HCC it is unlikely to continue to be supported.

The Youth Grant Aid budget will be used in conjunction with the Youth Coordinator budget and discussed at the Youth and Play Forum meetings before recommendations are made to F&GP.

The Town Clerk referred to the council offices annual rent of £7.5k pa plus utilities making a total up to £20k per annum payable to NFDC.

It was then

RECOMMENDED:

That the F&GP Budget in the sum of £388,684 and Planning Budget of £500 for 2018/2019 be adopted by the Town Council.

Amenities Budget and Fees & Charges

Cllr G Blunden outlined the main changes particularly the two capital projects, one involving refurbishment of the changing rooms and ventilation at Ashley Rugby Club which is as a result of health and safety issues. Cost £35k.

The second project is the installation of a new heating system at Fawcetts Field as the current one is 25 years old and needs regular repairs so has become financially unviable to maintain. Cost £30k.

Both projects to be funded from earmarked reserves.

It is also noted that a small percentage of precepts each year will go back into Reserves, with £20k budgeted under Investing for Future.

Members supported the recommendations with Cllr A O'Sullivan abstaining.

It was

RECOMMENDED:

That the Amenities Budget in the sum of £436,050 for 2018/2019 be adopted by the Town Council.

The overall budget of £825,234 in total was then endorsed for Council approval.

78. GRANT AID

The Chairman referred to Appendix 3, previously circulated.

a) **New Milton Music Festival – Grant Aid Budget**

This is a significant event in New Milton and Councillors fully supported this application, and noted there was only £600 remaining in the Grant Aid/Events budgets.

It was then

RESOLVED:

That New Milton Music Festival be granted £600, with £400 from Grant Aid and £200 from Events budgets, under the General Power of Competence.

b) **HOPe**

Councillors agreed to defer this Grant Aid application to the April 2018 meeting.

79. **COMMUNITY INFRASTRUCTURE LEVY**

The Chairman referred to Appendix 4, Community Infrastructure Levy Report, previously circulated.

The Town Clerk advised that an annual report at the end of December is required for the preceding financial year. Members agreed we must note all CIL receipts and consider all forthcoming financial projects.

With this in mind, it was agreed CIL income and projects will be the responsibility of the Executive Committee in future.

80. **RISK ASSESSMENTS 2017/18**

The Chairman referred to Appendix 5, previously circulated.

The Town Clerk highlighted the lack of Youth Facilities as a high risk and integrity of investments another, before short-term investments were made more accessible.

It was

RECOMMENDED:

That Risk Assessments for 2017 be presented to Town Council for endorsement and signing off at its meeting on 8 January, 2018.

81. **YOUTH WORK**

Cllr S Clarke provided a summary of Youth Work and particularly the positive meeting with the Youth Council members receiving good feedback so far. It was also noted with concern that there appears to be a drug problem particularly the use of ketamine and there is an ongoing police operation and intelligence gathering.

Cllr Blunden confirmed that having listened to the Youth Council we responded positively with the installation of additional benches and bins around the skate park and a soon to be installed cupboard to keep a broom in.

Cllr J Ward mentioned that there was a lot of noise from the skate park during the 2 minute silence at the War Memorial on Remembrance Sunday and suggested that the Youth Coordinator ask them to be quieter in future. (Post Meeting Note: Polite notices will be put up on the Skate Park on the day).

82. ANY ITEMS WHICH THE CHAIRMAN CONSIDERS URGENT

With the Chairman's permission, Cllr Clarke asked that the matter of GDPR be included on the agenda for the Town Council Meeting on 8 January 2018.

83. NEXT MEETING

The next meeting will be held on **Monday 5 February 2018 at 6.30 pm** in the Town Hall, Ashley Road, New Milton.

The Chairman thanked the public for attending and closed the public session of the meeting at 7.35 pm.

The Chairman asked that the matter of the Football Club Lease be discussed in private session and members agreed.

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.

84. FOOTBALL CLUB LEASE

The Chairman referred to the proposed new lease, with the old one expiring after 25 years.

The Town Clerk referred to the proposed new lease and overall rental will go up to circa £14k pa. Anthony Harris solicitor had reviewed the various clauses and noted that clause 9, inserted by the Football Club, should not be included as it is a grounds maintenance matter and not lease related.

Members agreed that the Town Clerk and Chairman of Amenities, in conjunction with the Town Council solicitor, negotiate final terms with the Chairman of the Football Club.

85. NEIGHBOURHOOD PLANNING

The Town Clerk asked councillors to note that due to a change in project direction with the Neighbourhood Plan nearing completion, the fixed-term contract of the Town Project Officer was recently terminated.

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
72	Bashley SLR Purchase	8 January 2018	Town Council
75	Schedule of Payments	8 January 2018	Town Council
77	Town Council Budget	8 January 2018	Town Council
84	Football Club Lease	5 February 2018	Town Clerk/Solicitor
85	Town Project Officer	8 January 2018	Town Council