



Minutes of the meeting of the Finance & General Purposes Committee of the New Milton Town Council held on Monday 19 March 2018 at 6.30 pm in the Town Hall, Ashley Road, New Milton, BH25 6AS.

Chairman p S P Davies
Vice-Chairman D N Tungate

Councillors:

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

In Attendance: Cllr D Rice-Mundy
Cllr D Hawkins

Officers: Mr G P Flexman – Town Clerk
Joanna Hayward – Administrator
Silma Ramsaywack – Youth Coordinator

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

101. APOLOGIES

Cllrs D N Tungate, J G Ward, S Short and S Clarke

102. DECLARATIONS OF INTEREST

None

103. PUBLIC PARTICIPATION

None

104. MINUTES

RESOLVED:

That the Minutes of the meeting held on 5 February 2018, having been circulated, be signed by the Chairman as a correct record.

The minutes were duly signed.



105. MATTERS ARISING

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

	Action Points	Date	Action by
94	Amenities Referred Matters	19 February 2018	Town Council
95	Neighbourhood Plan	19 February 2018	Town Council
96	Internal Audit Report	19 February 2018	Town Council
97	Standing Orders review	19 March 2018	Working Party
98	Film at Memorial Hall	22 February 2018	Councillors

106. CORRESPONDENCE

a) The Town Clerk referred to a letter dated 1 March from South West Railway Managing Director Andy Millers providing information about their customer engagement and interaction, and responding to our enquiry about the reduction in night services from New Milton which are currently being reviewed with outcome to be announced in December 2018.

b) The Town Clerk read a letter from Bashley Village Hall setting out their conditions for donating £2k towards an SLR. Cllr Blunden suggested we meet with the Village Hall representatives to discuss.

Councillors voiced their concerns about the caveats and agreed that a meeting be arranged to discuss this matter further.

c) An email from NFDC outlining their new arrangement from 1 April 2018 for public notices and advertising having appointed Hampshire Media Services resulting in annual savings of £11k.

Cllr Reid was concerned about the reduction in availability of advertising to the public and if their free paper was readily accessible.

d) A letter from Simon Crutch of New Milton Music Festival, thanking the council for their generous donation towards the annual Music Festival. The Chairman supported our contribution as it is a great event for the town.

107. SCHEDULE OF PAYMENTS

The Chairman referred to Appendix 1, Schedule of Payments for 1-31 January 2018 in the sum of £68,822.00, previously distributed.



Cllr Hawkins queried the amount of £21.56 paid for Staff Occupational Health Screening which forms part of our recruitment and appointment process for new employees.

Cllr Hawkins referred to the Npower payment of £2,295.39 for electricity charges including the festive lights which will form part of the discussion with the working party at their next meeting.

Cllr Hawkins asked about the replacement batteries for the defibrillators that need replacing every 3-4 years.

Cllr A Reid asked about the payment to Viking for key tags/archiving boxes with the main amount being for the archive boxes.

Cllr Reid asked about the payment to Cango and the Town Clerk said the service will run for another year subject to contributions as before, including HCC Councillors.

The Schedule of Payments No. 08/17/18 totalling £68,822.00 covering the period 1 – 31 January 2018 was ENDORSED for Council approval.

108. MONTHLY ACCOUNTS

The Chairman referred to Appendix 2, Management Accounts for January 2018, previously circulated.

Following invoicing of pitch fees and charges in January, Amenities is now closer to budget YTD, with an adverse variance of £10k due mainly to £5k less interest received, and more skip hire / tree work costs than budgeted.

At the year end, we may like to earmark some monies towards next year's elections, perhaps as much as £15k. There will be other year-end adjustments in respect of Be Involved as £10k funding for that was received last year.

109. AMENITIES COMMITTEE REFERRED MATTER

Arrangements were proceeding for the commemoration of the Indian War Memorial at Barton on Sea on 10 July 2018 and costs of up to £2k are being monitored.

The above matter was then ENDORSED for Town Council approval.

Cllr Blunden updated the committee on the new layout on the pavement for the street traders in Station Road and was pleased with the positive feedback received so far.



110. INVESTMENTS

The Chairman referred to Appendix 3, Investments Report previously circulated, which the committee noted and supported the proposal to review again in June.

111. SAFEGUARDING POLICY

The Chairman referred to Appendix 4, previously circulated.

The Youth Coordinator presented the proposed policy which applies to members, officers, employees, and contractors across all services and will ensure that all safeguarding concerns relating to young people, vulnerable people and all residents are dealt with appropriately.

Training will be available to members and staff and a copy of the policy will be made available to all members.

The Youth Coordinator received comments regarding the Prevent link to be included and to clarify the associated council policies.

112. STANDING ORDERS

The Chairman referred to Appendix 5, Standing Orders Annual Review Summary, previously circulated.

It was

RECOMMENDED:

That the Annual Review Summary be ENDORSED for Town Council approval.

113. YOUTH FOUNDATION

The Chairman asked Cllr Blunden to introduce the concept of a Youth Foundation Charity in order to support youth services and facilities in the town.

Members supported the appointment of a working party and interested members should volunteer and this will be reviewed at the next Town Council meeting on 3 April 2018.

It was

RECOMMENDED:

That the appointment of a Working Party be reviewed at Town Council.



114. YOUTH WORK

The Youth Coordinator provided an update on the **Energise Me** funded indoor skateboard lessons taking place at the Memorial Centre and the **Clubbercise** classes starting in April. It is hoped that a yoga and meditation instructor will work with young people to help combat exam stresses.

Other events this year include Skate-jams on 12 May and 12 August at the Skate-park and a musical youth concert on 20 May 2018 including a teenage market.

Cllr Blunden informed members that he had received positive feedback from the skate-park users who appreciated all our efforts and that credit was due to Silma Ramsaywack for her positive communication and coordination.

115. ANY ITEMS WHICH THE CHAIRMAN CONSIDERS URGENT

In regard to Street Trading, the Town Clerk said that we have an opportunity to appeal against business rates imposed from April 2014, at a hearing in Winchester in June.

Councillors discussed the possible outcomes and the fee to progress the appeal.

Cllr Blunden proposed that we should make representation and provide our evidence within a fee of £1,000 which was supported by 2 other members, with 1 abstention and 1 against. Business Rates of circa £5k per annum currently apply.

The Town Clerk will check the situation with NABMA and our Rating Expert, noting that NABMA contributed 50% (£2,250) towards the cost of the last appeal that confirmed operator liability. We only took over as operator from April 2014.

116. NEXT MEETING

The next meeting will be held on **Monday 30 April 2018 at 6.30 pm** in the Town Hall, Ashley Road, New Milton.

The Chairman closed the public part of the meeting at 7.24 pm and proposed going into private session to discuss Insurance Quotations and Local Authorities Property Fund which members agreed to.

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.



117. INSURANCE QUOTATIONS

The Town Clerk presented three 3-year quotations received which were for £15,859, £15,196 and £15,076.

Members recommended the Zurich quotation, being the lowest quotation received.

The quotation from Zurich was then ENDORSED for Town Council approval.

118. LOCAL AUTHORITIES PROPERTY FUND

The Town Clerk referred to the CCLA offer and other investment opportunities which may be worth considering. It was suggested that this topic be discussed again on a regular basis, in private session and should be a fixed agenda item, which members supported. Investment Strategy is usually reviewed in July each year.

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
106 b	Bashley Village Hall meeting	ASAP	Town Clerk
106 c	Check NFDC advert circulation	ASAP	Town Clerk
107	CANGO contributions	ASAP	Town Clerk
112	Standing Orders Annual Review	3 April 2018	Town Council
113	Youth Foundation Working Party	3 April 2018	Town Council
117	Insurance Quotations	3 April 2018	Town Council