



Minutes of the meeting of the Finance & General Purposes Committee of the New Milton Town Council held on Monday 29 October 2018 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
Cllr R Murrow

Officers: Graham Flexman – Town Clerk
Joanna Hayward – Administrator

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

The Chairman introduced Mark Davies of CCLA who provided information on investments for local councils. He circulated data sheets for members explaining the investment funds available. The Public Sector Fund offers benefits including low-risk, easy access and a simple signing process.

The Local Government Property Fund is aimed at professional investors, with currently 88 parish/town councils participating. Councillors will consider the information further.

The Chairman thanked Mark Davies for his interesting presentation.

53. APOLOGIES

Cllr G Blunden

54. DECLARATIONS OF INTEREST

Cllr A O'Sullivan in respect of Grant Aid item 6, being CEO of the Gryphon Trust.
Cllr K Craze in respect of Grant Aid item 6, being a Governor of Arnewood School.
Cllr A Reid in respect of Grant Aid item 5, being a member of the Lions Club.

55. PUBLIC PARTICIPATION

None

56. MINUTES

RESOLVED:

That the Minutes of the meeting held on 17 September 2018, having been circulated, be signed by the Chairman as a correct record.

The minutes were duly signed.



57. MATTERS ARISING

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

	Action Points	Date	Action by
43 a	Police Liaison Meeting – Sgt Jo Hensley	5 October 2018	Town Clerk
44	Vandalism of plants - Adjacent to Rydal	1 October 2018	Town Clerk
44	CANGO contributions – HCC Councillors	29 October 2018	Town Clerk
46 a	Fernhill Project - S.106 monies for POS	1 October 2018	Town Council
46 b	Commemorative Album – 2018/19 Events	1 October 2018	Town Council
48 a	Youth Grant ASBOC – 14 to 17-year olds	1 October 2018	Town Council
48 b	Youth Work ASBOC – 11 to 14-year olds	1 October 2018	Town Council

58. CORRESPONDENCE

- a) The Town Clerk referred to an email from NFDC offering free car parking in the town for up to 4 days before Christmas.

Members suggested proposed dates of 24 November, 1 December, 15 December & 22 December. *[Post meeting note: NFDC agreed 24 November and 1 December noting all car parks will be free on 22 and 23 December]*

- b) The Town Clerk referred to an email suggesting town council offices be closed on Monday 24 December in line with NFDC who have an extra statutory day off on Christmas Eve.

RESOLVED:

That the Town Council offices be closed on 24 December 2018.

59. REFERRED MATTERS - None

60. SCHEDULE OF PAYMENTS

The Chairman referred to Appendix 1, Schedule of Payments for 1 August – 30 September 2018 in the sum of £165,089.36, previously distributed.

Cllr D Hawkins queried the amount of £1,507.68 paid to Court House Catering and the Town Clerk confirmed this was funded from donations received for the Indian Memorial event.

Cllr A Reid referred to the SLR deployments and the Town Clerk expressed his concerns about allowing staff to work on dangerous roads as described by the police.

Cllr K Craze referred to pension payments noting a difference between the schedule of payments and the monthly management accounts which the Town Clerk will investigate. *[Post Meeting Note: The Schedule of Payments includes Employers (ER) and Employee (EE) pension contributions, while the accounts only include ERs. EEs are deducted from salaries and wages]*



Cllr Short referred to the payment to Rejuvenate, noting individual amounts did not add up to the gross amount paid. *[Post Meeting Note: £211 VAT was omitted from the detailed breakdown. The gross amount paid of £1,627.27 was correct.]*

ENDORSEMENT:

The Schedule of Payments No. 04/18/19 covering the period 1 August – 30 September 2018 in the total sum of £165,089.36 was ENDORSED for Council approval.

61. MANAGEMENT ACCOUNTS

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

The Town Clerk informed members that Amenities and F&GP are close to budget at present and looking at projections for the first half of the year there may be sufficient funds to cover next year's election costs of circa £21k.

Cllr Hawkins asked about the Congo booking service which costs £6k per annum to run, our contribution is £2k. Further funding for the service is awaited from HCC Cllrs. The service will be reviewed by HCC at the end of 2018/19 financial year.

Cllr Reid suggested a summary of income and expenditure would be useful.

62. GRANT AID

The Chairman referred to Appendix 3, previously circulated.

- a) **The Royal British Legion 2018 Poppy Appeal** for wreaths to be laid on behalf of New Milton Town Council, plus a contribution to the Appeal.

It was

RESOLVED:

That £200 be granted to the Royal British Legion 2018 Poppy Appeal from the Grant Aid budget, under the General Power of Competence.

- b) **The New Forest Disability Information Service (NFDIS)** had requested a grant of £1,500 to support office extension and refurbishment.

It was suggested that members who are also District Councillors could grant monies from their district community grants to assist NFDIS.

It was then

RESOLVED:

That NFDIS be granted £500, being the maximum amount payable from the Grant Aid budget, under the General Power of Competence.



- c) **Byron Road Christmas Lights** organiser had requested a grant of £400 towards liability insurance and hire of equipment to enable the Christmas lights switch-on event to take place.

It was

RESOLVED:

That Byron Road Christmas Lights switch-on event be granted £400 from the Grant Aid budget, under the General Power of Competence.

- d) **New Milton Jubilee Fund** had requested a grant of £2,500 to support the bi-annual Pedal Car Race on 14 July 2019.

It was

RESOLVED:

That New Milton Jubilee Fund be granted £800 from Events budget for the time being.

- e) **New Milton Town Partnership** had requested a grant of £2,500 towards the annual Christmas Festival.

It was

RESOLVED:

That New Milton Town Partnership be granted £2,500 from the 2018/2019 Events budget.

Cllr A Reid abstained from the voting.

- f) **New Milton Town Partnership** had requested a grant of £650 towards a project supporting young people in Arnewood/Eaglewood schools.

Members discussed this request and felt that the schools should provide funding for this project from their own budgets, and decided that no grant aid should be offered.

Cllrs Craze and O'Sullivan abstained from the discussion.

- g) **New Milton Music Festival** had requested a grant of £600 towards their annual music festival event.

It was

RESOLVED:

That New Milton Music Festival be granted £600 from the Events budget.



63. INTERNAL AUDIT REPORT

The Chairman referred to Appendix 4, Internal Audit Report, previously circulated.

The Town Clerk highlighted the Review of Corporate Governance Conclusions on page 4 and explained the reasoning behind the removal of Chairman's Urgent Items and any other matters from committee agendas.

Members noted the content of the Report.

64. CHARITABLE TRUST

The Chairman referred to Appendix 5, Dorchester Youth & Community Centre Constitution, previously circulated.

The Town Clerk summarised some key benefits of the constitution document and Cllr Clarke agreed the Charitable Trust set up by them was a good model to replicate.

Members noted the content and the topic will be referred to full Town Council.

RECOMMENDED:

That the Town Council set up a Charitable Incorporated Organisation similar to the Dorchester Youth & Community Centre Constitution.

65. YOUTH WORK

Cllr S Clarke reported on interesting discussion at the recent Youth Council meeting and confirmed that the Skate park protocol noticeboards and the broom cupboard had been installed on the Skate Park.

66. NEXT MEETING

The next meeting will be held on **Monday 17 December 2018** in the Town Hall, Ashley Road, New Milton.

There being no further business to discuss, the Chairman closed the meeting at 7.53pm.

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
	Further consideration of investments	5 November 2018	Execs
58 a)	4 days of free car parking in New Milton in accordance with NFDC rules	12 November 2018	Members to note
58 b)	Town Council offices closed on 24 December 2018	24 December 2018	Members to note
61	Projection of income and expenditure	5 November 2018	Town Clerk
62 a)	Royal British Legion Poppy Appeal	11 November 2018	Town Clerk
63 b)	NFDIS Grant	12 November 2018	Town Council
63 c)	Byron Road Christmas Lights Grant	12 November 2018	Town Council
63 d)	New Milton Jubilee Fund Event	12 November 2018	Town Council
63 e)	New Milton Town Partnership Christmas Festival Event	12 November 2018	Town Council
63 g)	New Milton Music Festival Event	12 November 2018	Town Council
64	New Milton Charitable Incorporated Organisation (set up charity)	12 November 2018	Town Council