



Minutes of the meeting of the Finance & General Purposes Committee of the New Milton Town Council held on Monday 17 December 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 J G Ward
p S Short

In Attendance: Cllr D E Hawkins
Cllr D Rice-Mundy

Officers: Graham Flexman – Town Clerk
Joanna Hayward – Administrator
Silma Ramsaywack – Youth Coordinator

The Chairman welcomed Councillors and officers, and a member of the public to the meeting.

67. APOLOGIES

Cllr J Ward

68. DECLARATIONS OF INTEREST

None, other than members have a dispensation to discuss the budget and set a precept for the forthcoming year.

69. PUBLIC PARTICIPATION

None

70. MINUTES

RESOLVED:

That the Minutes of the meeting held on 29 October 2018, having been circulated, be signed by the Chairman as a correct record.

The minutes were duly signed.



71. MATTERS ARISING

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

	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

72. CORRESPONDENCE

The Town Clerk referred to the following items of correspondence –

- a) An email from the Jubilee Committee thanking the council for the grant aid funding of £800 towards running the Pedal Car event.
- b) An email from NFDIS thanking the council for the grant aid funding of £500 for their service and expansion this coming year.
- c) An email from the Chief Executive of NALC regarding the Brexit-delayed local government finance settlement published on 13 December 2018 confirming the government's plans not to extend council tax referendum principles to local (town and parish) councils for 2019-20.

73. SCHEDULE OF PAYMENTS

The Chairman referred to Appendix 1, Schedule of Payments for 1 October – 30 November 2018 in the sum of £192,321.19, previously distributed.



The Town Clerk highlighted the following payments over £1,000.

- a) A payment to Bournemouth Water of £7,936.86 for the period February-August across allotment, amenity and sports sites, which will be investigated further with a view to obtaining rebates for water not returned to sewer. Increased costs associated with summertime drought were also noted.
- b) Payment to Atech of £7,177.80 for Christmas lights installation and then further payments of £4,402.53 for replacement bulbs, and £2,252.45 for tree lights, followed by £3,307.20 to LITE to test and certify anchor bolts. Total £17,139.98.

Cllr O'Sullivan questioned the expenditure for Christmas lights including the electricity bill and the Town Clerk responded that additional income had been received from Station Road shops.

- c) Cllr Davies asked about the invoice to Ampfield and the Town Clerk confirmed again that the movement and installation of SLR's should be done by experts and both he and the Estates Manager had agreed not to permit our staff to work on dangerous roads. Cllr Reid suggested that a budget be agreed for SLR work next year. The Town Clerk said its currently funded from Professional Fees.
- d) Cllr Blunden referred to the Hibbs/NMS payments made for green waste disposal and suggested a review of how we manage our green waste in the town. The Town Clerk said the Estates Manager is dealing with this matter.
- e) Cllr Short asked about the defibrillators and do we know how often they are used. The Town Clerk indicated 2 or 3 times, since 7 were installed.

ENDORSEMENT:

The Schedule of Payments No. 05/18/19 covering the period 1 October – 30 November 2018 in the total sum of £192,321.19 was ENDORSED for Council approval.

74. MANAGEMENT ACCOUNTS

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

The Town Clerk summarised results against budget figures noting that invoicing was currently being completed for the year-end, ie: pitch charges.

Cllr O'Sullivan asked for clarification on the Amenities interest received totals. [Interest received to date of £552 compares to overall budget of £583 YTD].

Cllr O'Sullivan noted that there was no budget for the HCC and NFDC SLA which should be £7,500. [There is an SLA budget of £7.5k under Amenities, but costs of £4,538 YTD have been coded to F&GP.]



75. AMENITIES REFERRED MATTERS

The Town Clerk reminded members that the Fees & Charges and Amenities Budget 2019/20 would be discussed under the following agenda item. The Environment and Sustainability Policy may help reduce costs in the long-term.

76. BUDGET PROPOSALS 2019/20

The Chairman referred to the blue Fees & Charges v.1 and Committee Budgets v.3.

The Chairman referred to Fees & Charges 2019/20 Annex A, Version 1, previously circulated, and members noted the contents page by page. The Town Clerk confirmed the conditions of the leases pertaining to the Sea Scouts and Guides buildings, with the latter having erected their own Guide Hut at Ballard Lake.

a) Amenities Budget 2019/20

The Chairman referred to the Committee Budgets 2019/20 Annex B, Version 3, previously circulated, and reviewed the document page by page.

At page 22, Fawcetts Field, the Town Clerk said the football club's artificial pitch plans had stalled delaying signing of a new lease. Jamie Burton from NFDC had offered to help progress their artificial pitch discussions with Hampshire FA.

At page 25, council buildings were discussed, and the Chairman said it is essential that they are treated as assets and that a register and appropriate maintenance schedules be arranged as part of pre-planned maintenance in the future.

Members fully discussed the sum of £120k revenue expenditure estimated by HCC Property Services, and what was budgeted. Cllr Blunden referred to an updated figure of £165,000 received from HCC which detailed their recommendations, including "building works".

The Chairman asked for a show of hands resulting in 4 councillors voting for the budget and 3 voting against.

It was then

RECOMMENDED:

That the Amenities Budget in the sum of £534,999 for 2019/2020 be adopted by the Town Council.



b) F&GP Budget 2019/20

Members reviewed the F&GP Budget page by page.

At page 27, the shortfall in the Cango funding was discussed. NMTC are currently supporting the service with contributions received from Sway and Hordle Parish councils, but with nothing received from Lymington & Pennington Town Council. A net sum of £2k is budgeted next year, but members said this is contingent on other contributions towards the scheme being received.

It was then

RECOMMENDED:

That the F&GP Budget in the sum of £459,530 for 2019/2020 be adopted by the Town Council.

The overall budget of £994,529 in total was then endorsed for Council approval.

77. GRANT AID

The Chairman referred to Appendix 3, Grant Aid application received from New Milton Stroke Club, previously circulated.

RESOLVED:

That New Milton Stroke Club be granted £500, under General Power of Competence.

78. COMMUNITY INFRASTRUCTURE LEVY

The Chairman referred to Appendix 4, CIL report for the year 2017/18, which members noted. It was previously agreed CIL monies be spent on infrastructure, but this may need to be looked at again.

It was proposed this matter be discussed further at the Town Council meeting on 7 January 2019. [Post Meeting Note: It was also previously agreed CIL income and projects would be the responsibility of the Executive Committee]

79. RISK ASSESSMENT 2018/19

The Town Clerk referred to Appendix 5, Risk Assessment Report, which was noted.

It was

RECOMMENDED:

That Risk Assessments for 2018-19 be presented to Town Council for endorsement and signing off at its meeting on 7 January, 2019.



80. CALENDAR OF MEETINGS 2019

The Town Clerk referred to Appendix 6, Calendar of Meetings, which members noted.

It was

RECOMMENDED:

That the Town Council adopt the Calendar of Meetings for 2019.

81. CHARITY COMMISSION – ANNUAL RETURN

The Chairman referred to the War Memorial Recreation Ground Trustees Report at Appendix 7, previously circulated.

The Chairman and Town Clerk duly signed the Annual Return including the Receipts and Payments Account for 2017/18.

RESOLVED:

That the Annual Return for 2017/18 in respect of the War Memorial Recreation Ground be forwarded to the Charity Commission before the end of January 2019.

82. YOUTH TRUST CHARITY

The Chairman referred to Appendix 8, Youth Trust Charity document, previously circulated.

Councillors supported the focus being on the youth and proposed a working party be formed to include the Youth Coordinator, Cllrs Clarke, Blunden and Reid with others to be approached as and when needed.

83. YOUTH WORK

The Youth Coordinator provided a verbal update on recent youth work including the Youth Matters Conference which reported on the required reinvestment for youth services nationally and the recommended changes to take effect in 2020, making youth centres a statutory requirement.

The Youth Co-ordinator announced the intention of hosting a local conference in February 2019 for youth professionals who will be invited to share information and points of concern.



International Youth Day will be celebrated on 10 August 2019 on the Recreation Ground with a Youth Culture and Music Festival.

Cllr Clarke said there was now excellent CCTV coverage around the town and that he, Cllr Blunden and the Town Clerk had recently visited the CCTV control room at Appletree Court. James Knight from NFDC will make a presentation to Town Council on 7 January 2019 regarding CCTV within the town.

84. BUS SERVICES

Following an approach from Yellow Buses, the Chairman asked for support with forming a working party to discuss local bus services. Proposed participants include Cllrs Davies, Tungate, Hawkins and the Town Development Manager.

85. NEXT MEETING

The next meeting will be held on **Monday 4 February 2019** in the Town Hall, Ashley Road, New Milton.

The Chairman thanked the member of public and closed the public session at 8.15pm.

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, claiming publicity would be prejudicial to the public interest by reasons of the confidential nature of the business to be transacted.

86. PUBLIC OPEN SPACE

There was discussion on proposed public open space opportunities within the town.

The Chairman wished members Happy Christmas and closed the meeting at 8.25pm.

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

Minute	Action Points	Date	Action by
73	Endorse Schedule of Payments	7 January 2019	Town Council
76 a)	Approve Amenities Budget 2019/20	7 January 2019	Town Council
76 b)	Approve F&GP Budget 2019/20	7 January 2019	Town Council
78	CIL – note comments	7 January 2019	Town Council
79	Approve Risk Assessments 2018/19	7 January 2019	Town Council
80	Note Calendar of Meetings 2019	7 January 2019	Town Council