

JAN	Payee	Description	Gross
1	Lombard	Vehicle leasing x 4 (Navara Pickup/Peugeot Boxer x 3)	£1,945.99
	NFDC	NNDR (9 of 10) offices and premises	£499.00
	NFDC	NNDR (9 of 10) Fawcetts Field sports ground and premises	£419.00
2	British Gas	Direct debit for Fernhill - November 2021	£146.00
6	Vodafone/EE	Work mobiles and Ipad - December 2021	£471.21
12	Hitachi	Wessex cutting deck contract monthly hire	£87.74
	Societe Generale	Monthly lease rental Kubota mower & cutting deck	£303.40
13	Eventbrite on behalf of NALC	Levelling up for the Nation & our Communities event - staff attendance	£51.71
14	Aish Electro-Mech Serv	Annual pumping station service	£216.00
	All Clear Pest Control	Placing and monitoring of rodent baits at Fawcetts Field/Ashley Rugby Club	£110.00
	Allotment Holder	Allotment deposit and rent refund	£62.00
	Ampfield Traffic	Deployment of speed limit reminders - Barton Court Avenue southbound/Stem Lane northbound	£100.00
	AquaCare	Statutory water testing & monitoring at Fawcetts/Fernhill/Ashley	£647.58
	Atech Electrical	SWA cable & new electrical connections for Long Meadow de-fib	£143.70
	Bravo Benefits	Voucher deducted from staff - December 2021	£10.72
	Cango	Bus service co-ordination December 2021	£450.00
	Central Southern	Key for NF Runners entrance door at Fawcetts Field	£12.00
	C'Church Gdn Mach	Annual service/repairs to gang mower and repairs to ride-on mower & cordless hedgecutter	£3,462.24
	DCK Accounting	Payroll and accounting December 2021	£835.08
	Eagle Plant	Machinery fuel bowser at Fawcetts/secure storage at Ashley	£342.24
	Eden Spings Ltd	Monthly water cooler rental	£5.04
	Elas	Health and Safety Services - monthly charge	£252.00
	Everton Nurseries	Winter floral displays	£33.97
	HCC	Pension contributions - December 2021	£9,420.37
	HMRC	Tax and NIC - December 2021	£11,213.70
	A Harris & Co.	Legal advice re purchase of land south of Gore Road	£1,800.00
	Mark Harrod Ltd	Provision of aluminium hinged rugby goals, back supports, spare brushes and heavy duty basketball net	£3,440.64
	Incuhive	Seminar room hire 23 November - Youth Services	£79.92
	Keffen Plant Hire	Hedge cutting at Hollandswood Drive	£410.40
	Kiwa Ltd	Inspection & testing of floodlight columns around the Wessex pitch	£834.00
	Lush Signs	To supply bench plaque at Long Meadow	£42.00
	New Forest Assoc.	New Forest Association annual membership fee	£17.00
	NMSB	Hedge cutting waste removal at Doe Copse/Hollandswood Drive/Bowls Club & supplies for Long Meadow de-fib cable protection	£139.49
	Rejuvenate	Monthly managed services & IT support/telephone service	£1,199.08
	SparkX	Replacement festoon bulbs x 5	£384.00
	Travis Perkins	Concrete for de-fib prep work at Long Meadow/other supplies	£212.46
	Turfleet Hire	John Deere tractor /front loader monthly hire	£864.00
	Tyremarx	Puncture repairs x 2	£34.40
	Unison	Subs taken from salaries -December 2021	£11.50
	Waste Mgt Facilities	Mixed municipal waste collection - Ashley Sports Ground	£111.00
15	Worldpay	Subscription fees January 2022	£11.94
		Carried Forward	£40,832.52

		Balance brought forward	£40,832.52
17	HM Land Registry	Register and title plan view - Western Avenue open space	£6.00
19	Rejuvenate	Monthly managed telephone service - July and August 2021	£568.75
	Worldpay	Misc charges including portable terminal rental - 1 to 31 December 21	£79.86
28	Atech Electrical	Fawcetts - wiring for new fuel tanks/Ashley Rugby Club - check CCTV fully operational/Memorial Centre - replace damaged de-fib cabinet	£555.81
	All Clear Pest Control	Placing and monitoring of rodent baits at the Bowling Club	£55.00
	Bowcom	Line marking paint for Ashley Rugby Club and Fawcetts Field	£900.00
	Bravo Benefits	Voucher deducted from staff - January 2022	£260.50
	CEF Electrical	PPE - face coverings	£34.78
	C'Church Gdn Mach	Annual servicing of machinery including cyclinder mower, honda tiller, hedge cutter, deck mower, ride-on mower, pressure washer, water pump, John Deere tractor, roller & cordless hedgecutter	£1,887.67
	Forest Pat Testing	Annual PAT testing at Fawcetts workshop/Town Hall	£272.40
	Gristwood and Toms	Completed tree works - December 2021	£806.92
	Huq Industries Ltd	Community Vision - measurement of effectiveness of Town Council's 2021 Xmas campaign focussed on footfall and catchment	£1,200.00
	L Kitcher Fencing	Fencing works - Long Meadow bridge repair	£876.00
	Lions Club NM	Xmas window competition sponsorship	£75.00
	Loaders Garage	Fuel - December 2021	£438.65
	NMSB	Hedge cutting waste removal - various locations - green/general waste removal at Fawcetts Field	£751.46
	NPower	Electricity supplied to Fawcetts Field main site/Spencer Road South/Mallard Court/Tennis Pavilion/Ashley Pavillion from 1st - 31st December 2021	£848.16
	New Forest Signs	De-fib signs x 3 - Long Meadow	£72.00
	New Forest Stationers	Various stationery supplies (including NMTC compliment slips) - December 2021	£69.03
	Sitesafety Ltd	General PPE including face masks/disposable gloves	£436.61
	Staff/Members	Salaries and allowances January 2022/staff expenses	£24,820.53
	Travis Perkins	Supplies for repairs at various sites including Ashley Pavilion, Long Meadow and Fawcetts Field	£120.57
	Waste Mgt Facilities	Mixed municipal waste collection Ashley Pavilion	£28.80
	Wel Medical	2 x de-fib cabinets - Long Meadow and replacement at the Memorial Centre	£1,092.00
	Yellow Buses	Production & display of Xmas vinyls on yellow buses	£600.00
31	Lombard	Monthly vehicle leasing - Nissan Rapid DXG7 UYD (2 months Dec 2021 and Jan 2022)	£773.76
		Carried Forward	£78,462.78

		Balance Brought Forward	£78,462.78
FEB			
1	HM Land Registry Lombard	Register and title plan view - Old Barclays, 30-32 Station Road Vehicle leasing x 4	£6.00
2	British Gas Enchanted-earth.com	Direct debit for Fernhill - February 2022 Fairy doors x 12 for the Ballard Woods Fairy Trail	£1,945.99 £146.00
4	Vodafone/EE	Work mobiles and Ipad - January 2022	£142.40
7	Empower Energy	Annual solar PV maintenance at Fawcetts Field	£469.84
11	Ampfield Traffic Cango	Deployment of speed limit reminders x 4 -various locations Bus service co-ordination January 2022	£431.34 £480.00
	Chichester Tree & Shrub	Supply plants & shrubs for Station Road planting scheme	£425.00
	C'Church Gdn Mach	Repairs to Cricket Club mower/Kubota ride-on & wessex mower	£222.30
	DCK Accounting	Payroll and accounting January 2022	£1,478.75
	Eagle Plant	Machinery fuel bowser at Fawcetts/secure storage at Ashley	£827.28
	Eden	Monthly water cooler rental	£312.48
	HCC	Pension contributions - January 2022	£30.94
	HMRC	Tax and NIC - January 2022	£7,724.99
	Lamps & Tubes	Supply Queens Platinum Jubilee flags x 20	£8,137.44
	Bob Lord	Reimbursement of cost of handtools for Bob Lord to undertake volunteer ranger duties at Barton Common	£355.68 £227.13
	New Forest Business Partnership	Social media update on-line session for staff x 2	£20.00
	New Forest Stationers	Various stationery supplies - January 2022	£38.01
	NMRA	Advert in Focus Magazine from 1 April 22 - 31 March 23	£85.00
	NMSB	Hedge cutting waste removal - various locations	£518.08
	Rejuvenate	Monthly managed service and IT support/telephone service	£1,095.12
	SLCC	Climate change online seminar - delegate fee x 2	£216.00
	SparkX	50% of agreed festive lighting contract for xmas 2021	£4,311.00
	Staff	Mileage claim - member of staff attendance at meeting	£10.23
	P Stubbington Land Surv	Carry out detailed topographical survey of Fawcetts Field - Vision Plan	£2,220.00
	Travis Perkins	New padlock for Lymington Road allotments	£23.87
	Unison	Subs taken from salaries -January 2022	£11.50
	Viking	White copy paper for Town Hall use	£55.60
	Waste Mgt Facilities	Mixed municipal waste collection - Ashley Sports Ground	£111.00
	Westcotec Ltd	Upgrade SLR for digital information	£420.00
	WPGGroup	3,000 litres of white diesel & 800 litres of red diesel	£5,297.13
12	Hitachi	Wessex cutting deck contract monthly hire	£87.74
	Societe Generale	Monthly lease rental Kubota mower & cutting deck	£303.40
14	Elas	Health and safety services - monthly charge	£252.00
	Worldpay	Remote terminal subscription fees - February 2022	£11.94
15	NMTC	Petty cash	£250.00
16	Enchanted Earth.com	Fairy doors x 16 for the Ballard Woods Fairy Trail	£197.28
	South Coast Social	Go New Milton social media management (Feb - April 2022)	£1,080.00
21	Worldpay	Transaction/miscellaneous charges	£79.86
25	A & T	Advertising for Committee & Comms post / Town Development Manager post/ASBOC youth workers	£1,478.40
	All Clear Pest Control	Placing and monitoring of rodent baits at the Rugby Club	£55.00
	AquaCare	Legionella checks at Ashley/Fernhill/Fawcetts Field	£647.58
		carried forward	£120,702.08

		balance brought forward	£120,702.08
25	Atech Electrical	Replace faulty distribution unit at Moore Close/supply & fit new lighting at outdoor bowls club	£708.91
	Bravo Benefits	Voucher deducted from staff - February 2022	£260.50
	Central Southern	Service fire alarm Fernhill Cricket Club	£74.40
	Go New Forest	Go New Forest membership 2022	£252.00
	Incuhive	Room hire New Milton Youth Trust - 6/10/21	£72.00
	Juice	Website updates re green routes	£336.00
	L Klitcher Fencing	Replace damaged fencing at NM Bowls Club	£1,440.00
	Loaders Garage	Fuel - January 2022	£456.95
	Meridian Prop Services	Jet washing of Town Hall frontage	£210.00
	NFDC	6 monthly contribution towards CCTV costs	£2,564.00
	NMSB	Hedge and vegetation cutting and clearance - various sites	£897.45
	NMSB Concrete	Supplies - Fawcetts external posts	£73.98
	Pitney Bowes	Franking machine top up	£208.00
	Rejuvenate	Provision of telephone services/extension cables	£256.89
	SLCC	Annual membership - Society of Local Council Clerks	£391.00
	Screwfix	New cordless equipment for Fawcetts Field	£537.96
	Sitesafety	General PPE	£216.66
	Source for Business	Water charges for middle Ashley allotments/Tennis Courts	£100.19
	Staff/members	Salaries and allowances February 2022/staff expenses	£25,661.09
	Travis Perkins	Various supplies - Bowls club access rd repairs/tennis courts new lock/Barton Common height barrier/Fawcetts spare locks	£350.93
	Turfleet Hire	John Deere tractor /front loader monthly hire	£864.00
	Watson Welding	To repair damaged security barrier at New Milton Cricket Club	£125.00
	Zurich	Annual insurance fee - Friends of Ballard Water Meadow	£145.60
		Total	£156,905.59

SUMMARY

Appendix 2

MONTHLY MANAGEMENT ACCOUNTS - JANUARY 2022

	Actual Jan £	Budget Jan £	Var £	Var %	Actual YTD £	Budget YTD £	Var £	Var %	Annual Budget £	Amount Left £	Left %
AMENITIES	26583	38603	-12020	-31%	594702	585339	9363	2%	593231	-1471	0%
F&GP	35364	39218	-3854	-10%	381299	405898	-24599	-6%	536981	155682	29%
TOTAL	61947	77821	-15874	-20%	976001	991237	-15236	-2%	1130212	154211	14%

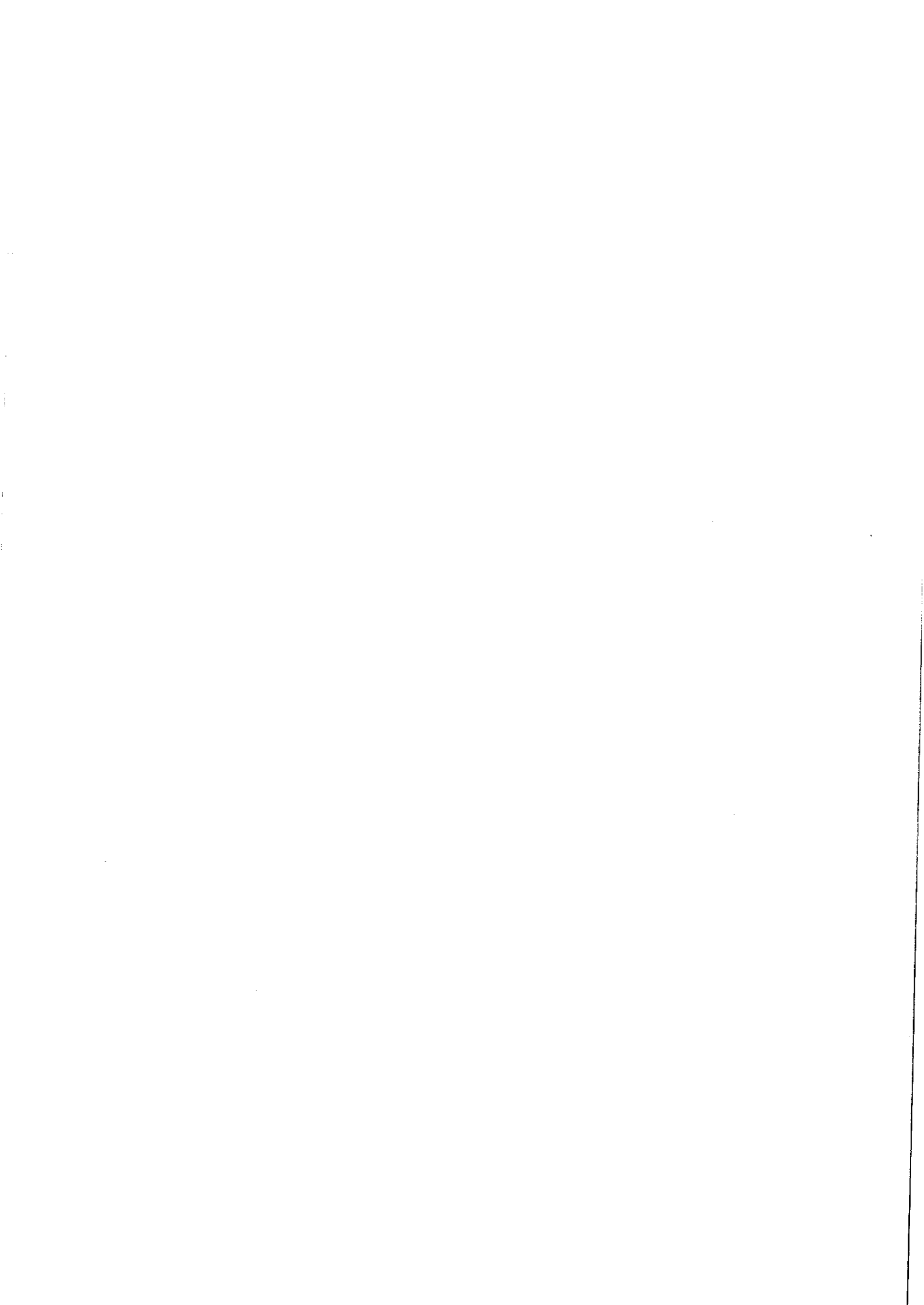
AMENITIES

MONTHLY MANAGEMENT ACCOUNTS - JANUARY 2022

	Actual				Budget				Annual Budget	Amount Left	Left %
	Jan	Jan	Var	Var	Actual YTD	Budget YTD	Var	Var			
	£	£	£	%	£	£	£	%	£	£	%
Amenities - General											
Expenditure:											
Wages & Salaries	15456	18529	-3073	-17%	196345	185282	11063	6%	222347	26002	12%
Ers NI	1366	1575	-209	-13%	17862	15749	2113	13%	18900	1038	5%
Ers Pension	3041	3502	-461	-13%	37787	35019	2768	8%	42024	4237	10%
Skip Hire	458	500	-42	-8%	4825	5000	-175	-3%	6000	1175	20%
Bad Debts	0	0	0	0%	0	0	0	0%	0	0	0%
General Maintenance	0	83	-83	-100%	84	833	-749	-90%	1000	916	92%
Tree Work	0	1750	-1750	-100%	19420	17499	1921	11%	21000	1580	8%
Tree Planting	0	167	-167	-100%	20	1667	-1647	-99%	2000	1980	99%
Signs	0	333	-333	-100%	2625	3333	-708	-21%	4000	1375	0%
Vehicle Maintenance	5886	853	5033	590%	21315	8631	12784	150%	10238	-11077	-108%
Fuel & Oil	5449	1083	4366	403%	14168	10833	3335	31%	13000	-1168	-9%
Contract Hire van	2209	2500	-291	-12%	25684	24999	685	3%	30000	4316	14%
Safety Equip/Covid signs	358	500	-142	-28%	6264	5000	1264	25%	6000	-264	-4%
Hand Tools	448	125	323	258%	946	1250	-304	-24%	1500	554	37%
Equipment	0	208	-208	-100%	0	2083	-2083	-100%	2500	2500	100%
Dog Fouling	0	125	-125	-100%	1517	1250	267	21%	1500	-17	-1%
Ash Tree Dieback	0	1167	-1167		0	11666	-11666		14000	14000	100%
Periodic Elect Inspects	272	583	-311		272	5833	-5561		7000	6728	96%
Service Level Agreements	538	83	455	546%	2447	833	1614	194%	1000	-1447	-145%
Sub-Total	35481	33667	1814	5%	351581	336661	14920	4%	404009	52428	13%
Income:											
Misc recharges	0	0	0	0%	410	0	410	0%	0	-410	0%
Sub-Total	0	0	0	0%	410	0	410	0%	0	-410	0%
SUB-TOTAL	35481	33667	1814	5%	351171	336661	14510	4%	404009	52838	13%
Ashley Sports	-2353	902	-3255	-361%	7795	9022	-1227	-14%	10827	3032	28%
Rec (including skatepark)	938	383	555	145%	23257	3828	19429	508%	4594	-18663	-406%
Fawcetts	-3055	643	-3698	-575%	5780	6426	-646	-10%	7711	1931	25%
Moore Close	-1700	0	-1700	0%	-3364	0	-3364	0%	0	3364	
Fernhill Lane	-1132	411	-1543	0%	-435	4112	-4547	-111%	4934	5369	109%
Allotments	61	109	-48	-44%	-38	1092	-1130	-103%	1310	1348	103%
Donated Seats	-2096	195	-2291		-743	1952	-2695	-138%	2342	3085	132%
Open Spaces	1148	4188	-3040	-73%	50835	41877	8958	21%	50254	-581	-1%
Flowerbed sponsorship	-65	-158	93	0.59	-590	-1583	993	-63%	-1900	-1310	69%
Bus Shelter advertising	0	-200	200	1.00	0	-2000	2000	-100%	-2400	-2400	100%
Plant a Tree Income	-156	-142	-14	10%	-956	-1417	461	-33%	-1700	-744	0%
HLS income	0	-500	500	-100%	-4471	-5000	529	-11%	-8000	-1529	25%
Street Trading Income	-630	-1146	516	-45%	-9440	-11458	2018	-18%	-13750	-4310	31%
Playgrounds - skatepark	0	250	-250	-100%	81192	2500	78692		3000	-78192	
Transfer from Reserves	0	0	0	-100%	0	91000	-91000			0	
Cap Ex	142	0	142		94709	108329	-13620	-13%	130000	35291	27%
Sub-Total	-8898	4935	-13833	-280%	243531	248679	-5148	-2%	189222	-54309	-29%
AMENITIES	26583	38603	-12020	-31%	594702	585339	9363	2%	593231	-1471	0%

FINANCE AND GENERAL

	Actual Budget				Actual Budget				Annual Amount		
	Jan	Jan	Var	Var	YTD	YTD	Var	Var	Budget	Left	Left
F&GP - General Exp											
Wages & Salaries	15513	15956	-443	-3%	171107	159557	11550	7%	191476	20369	11%
Ers NI	1374	1642	-268	-16%	14916	16422	-1506	-9%	19707	4791	24%
Ers Pension	2785	3071	-286	-9%	30687	30711	-24	0%	36855	6168	17%
Staff Expenses	40	125	-85	-68%	687	1250	-563	-45%	1500	813	54%
Staff Training	223	417	-194	-46%	672	4167	-3495	-84%	5000	4328	87%
Telephone & Fax	565	542	23	4%	6068	5416	652	12%	6500	432	7%
Postage	0	167	-167	-100%	714	1667	-953	-57%	2000	1286	64%
Stationery	32	208	-176	-85%	1470	2083	-613	-29%	2500	1030	41%
Advertising	585	417	168	40%	2481	4167	-1686	-40%	5000	2519	50%
Subscriptions	0	167	-167	-100%	1742	1667	75	5%	2000	258	13%
Photocopier	0	167	-167	-100%	750	1667	-917	-55%	2000	1250	63%
Events Expenditure	0	167	-167		5276	1667	3609	217%	2000	-3276	-164%
Neighbourhood PlannIn	1000	1667	-667	-40%	1785	16666	-14881	-89%	20000	18215	91%
Youth Co-ordination	96	3781	-3685	-97%	2783	37812	-35029	-93%	45376	42593	94%
Communications+Medi:	0	3308	-3308	-100%	11441	33082	-21641	-65%	39700	28259	71%
Professional Fees	5607	4023	1584	39%	42229	40224	2005	5%	48271	6042	13%
Bank Charges	76	167	-91	-54%	1625	1667	-42	-2%	2000	375	19%
Insurance	0	0	0	0%	15080	15000	80	1%	15000	-80	-1%
CAB	0	0	0		5000	4167	834	20%	5000	0	0%
Election Expenses	0	417	-417	-100%	0	4167	-4167		5000	5000	100%
Mayoral Allowance	0	125	-125	-100%	142	1250	-1108	-89%	1500	1358	91%
Members Allowances	1403	1500	-97	-6%	14570	14999	-429	-3%	18000	3430	19%
Civic Entertainment	0	125	-125	-100%	728	1250	-522	-42%	1500	772	51%
Grant Aid	0	0	0		5067	4167	901	22%	5000	-67	-1%
CANGO	425	500	-75	-15%	4970	5000	-30	-1%	6000	1030	0%
Youth Grant Aid	0	0	0	0%	0	14999	-14999	0%	18000	18000	100%
Sub-Total	29724	38657	-8933	-23%	341990	424888	-82898	-20%	506885	164895	33%
Income:											
Wayleaves	9	1	8	671%	14	12	2	20%	14	0	0%
Grants Received		0	0		-182	0	-182		0	0	0%
Interest received	41	208	-167	-80%	264	2083	-1819	-87%	2500	2236	0%
CANGO		333	-333	-100%	0	3333	-3333	-100%	4000	4000	0%
Sub-Total	50	543	-493	-91%	96	5428	-5332	-98%	6514	2236	34%
SUB-TOTAL	29674	38114	-8440	-22%	341894	419460	-77566	-18%	500371	162659	33%
Rent		0	0	0%	7540	0	7540	0%	7540	0	0%
Rates	499	416	83	20%	5015	4158	857	21%	4990	-25	-1%
Water		0	0	0%		42	-42	0%	50	50	100%
Electricity		0	0	0%		2917	-2917	0%	3500	3500	100%
Gas		0	0	0%		1250	-1250	0%	1500	1500	100%
General Maintenance	33	0	33	0%	10855	10233	622	0%	12280	1425	12%
Equipment Maint		104	-104	-100%	101	1042	-941	0%	1250	1149	92%
F&F		42	-42	-100%	96	417	-321	-77%	500	404	81%
Transfer from Reserves		0	0		-15963	0	-15963				
Christmas Lights	3933	0	3933	0%	23122	20500	2622	0%	20500	-2622	-13%
SUB-TOTAL	4465	562	3903	0%	30766	40558	-9792	-24%	52110	5381	10%
CIL Receipts		0	0	0%	-37536	-22000	-15536	0%	-22000	15536	-71%
Donations		0	0		-1700		-1700			1700	
Transfer to Reserves		0	0	0%	37536	-37536	75072	0%	0	-37536	
CCTV (Budget IT)	1225	542	683	126%	10339	5416	4923	91%	6500	-3839	-59%
SUB-TOTAL	1225	542	683	126%	8639	-54120	62759	-116%	-15500	-3839	25%
F&GP TOTAL	35364	39218	-3854	-10%	381299	405898	-24599	-6%	536981	155682	29%



Amenities Committee Referred Items

Appendix 3

Minutes of the meeting of the Amenities Committee of New Milton Town Council held on Monday 28 February 2022 at 6.30 pm at the Town Hall, Ashley Road, New Milton, BH25 6AS.

Chairman G R Blunden
Vice Chairman p D E Hawkins

Councillors:
M Craze p C V Ward
D A Rice-Mundy p A D O'Sullivan
p A W Rice p R Murrow
V E Schooling

In Attendance

Councillors: S Davies, S Clarke, A Reid and K Craze

Officers: G Flexman - Town Clerk J Hayward - Communications Officer

123. AIR RAID SHELTER

The Chairman referred to Planning Minute 208 a) and the recommendation that a formal licence be drafted by PHP giving us rights of access and maintenance, for a period of up to 10 years, noting Primary Health Properties (PHP) are investors in modern healthcare properties in the UK.

ENDORSED:

That a formal licence be drafted by PHP giving rights of access and maintenance, for a period no greater than 10 years.

The matter would be referred to F&GP.

124. MEADOW WAY

The Chairman referred to Planning Minute 208 b) and the recommendation that the council consider legal action for the damage caused to a tree along Meadow Way, noting the criminal damage had been reported to the police.

ENDORSED:

That the council consider legal action for the damage caused to a council tree.

The matter would be referred to F&GP.

Standing Order Review 2022

There were several issues addressed at the recent Working Party meeting on 14 February 2022.

One had arisen from F&GP meeting on 1st November following a comment made by our Auditor regarding European Union Procurement Regulations. This had been referred to in paragraph 11.1 (k) of version 14 (issued in 2019) and taken out in the 2020 review due to leaving the E.U. Therefore, this issue has already been addressed.

The model Financial Regulations most recently produced was in August 2019 and these changes were incorporated into the 2020 version of Standing Orders. NALC have confirmed that they are not currently seeking to revise them. However, the Town Clerk has requested several amendments as below to aid efficient working. Members also suggested certain changes which are shown below.

Please compare this report with version 15 of Standing Orders, issued electronically in March 2020. Once any changes are agreed a final document will be electronically produced and distributed. Please contact Theresa if you require a hard copy instead.

Members agreed at the Working Party meeting that the suggested changes below could be progressed to F&GP.

Proposed amendments			
Page	para.	Text	
7	13h	Remove reference to School Governors	
9	16a&b	Delete, as is replicated within S.O. 23	
21	App A(1)	Following 'period of public participation' add text 'will take place before the formal start of the meeting, specifically to speak on items shown on the agenda.'	
28	4.1	Delete text 'Such authority is to be evidenced by a Minute' as impedes efficient working	
34	11.1b	Exchange £25,000 for £100,000	The working party were agreeable on principle, subject to comparison with other large authorities Ringwood – Stayed with model at £25,000 Totton – Increased to £55,000 Hythe – Increased to £60,000
34	11.1f	As above	
34	11.1h	As above plus exchange £5,000 for £25,000	

Officer recommendation

That the above changes are agreed and final document is despatched electronically.

Christmas Lighting Display 2021-22

2021 was a contract renewal year and SparkX Ltd were the successful tender. SparkX have done well to maintain a good level of service with a decreasing team due to illness. We thank them for their efforts in what was a rather wet display season!

Going into this season we had a health-check of the lamp columns which returned quite a number of regularisation issues. The worst electrical connections on the columns were prioritised, but that cost alone was over £7,000. At the point of install the first floor of the new M&S had scaffold around it, inhibiting use of the power box. A power box to the north end of the store was used for one of the two trees directly outside. The unlit tree had been sponsored by Fagan's and its Director was quite content with sponsorship being carried over to next season. Once M&S has been opened for a few months we will be in touch regarding the potential need for additional/altered displays at the frontage.

Several new sponsorship items were offered in Ashley but sadly none were taken up. Fortunately, we were able to attract new sponsors for the Old Milton Green tree and a new install in the Holm Oak opposite the Fire Station. Thank you to The Wheatsheaf Inn and A-Tech respectively. The Barton cut tree was sponsored again as was the Mallard Court one. These were both subject of vandalism after the final check was completed on 23 December, so new lights will be required next season. We were looking at very high prices for these tall cut trees as our usual supplier was having to travel a great distance for the stock, and alternatives had either gone out of business, sold out or didn't stock the heights we needed. Cllr Samber recommended a stockist and they were not only within budget but of very good quality. We will certainly be utilising the stockist again!

I noticed on one of the many gloomy wet mornings that the town has quite a bit of traffic and pedestrian movement between 7 and 8am. It would be a small but impactful change to have the clocks timed to come on at 7am instead potentially, the World Health Organisation's advice regarding 'night-time' to Environmental Health is 11pm start and 7am finish, so does not infringe this.

It is always exciting to see the town sparkle and from comments received, we know it creates such positivity and uplift in the spirits! Thank you to all the sponsors and donors that helped us achieve another successful display period.

ISSUES FOR 2022 DISPLAY

- Small street trees need new sponsorship deals (17 out of 18)
- Outstanding connection issues
- Clocks to be set from 7am to 11pm next year
- M&S consult regarding shopfront connection
- 4 of 8 small cut tree light replacements needed



INCOME	Amount	Net	PAYMENTS	Net
Approved budget	20,000.00	20,000.00	Installation contract	7185.00
Sponsorship deals	3286.00		1. Infrastructure	9244.96
Donations	480.00		includes trees, electricity and wall brackets	
			2. Safety tests	3298.00
			All wall bracket tests/columns due 2019	
			3. Replacement and repairs	3623.00
			includes banners, bulbs, plaques, icicle replace	
			4. Sundries – Cable ties etc.	471.64
TOTAL		23766.00	TOTAL	23,822.60
				-56.60

SPONSORS LIST

NM Residents Association	New Milton Foot Clinic	New Forest Stationers	Station Financial
Pennyfarthing	A&T	Hardys Electrical	Dixon Stewart
Double H Nurseries	New Milton Pharmacy	NMS	Cllr G Blunden
Paul Light Hair & Beauty	Charles Nobel	Weldon & King	A-Tech UK Ltd
Forest Edge Café	Bradbeers	Lions Club of New Milton	Cllr D Hawkins
New Life Church	GD Print	Kimber's Carpets	Hoburne Bashley Holiday Park
Raise the Roots			The Wheatsheaf Inn
NFDC Cllr Jill Cleary			
	New Milton Probud	Conservative Club	Cllr John Ward



NEW MILTON
TOWN COUNCIL

Employee Assistance Programme

1. In recent years there has been an increased focus on improved mental health and well-being for all. Employee Assistance programmes are intended to help employees deal with personal issues that might be impacting on health and well-being and ultimately, work performance. They do not take the place of a grievance process should the issue be work-based. It is noted that an employer's obligation towards mental health is the same as those for physical health; all related legislation regards them in equal light.
2. In November 2021 following Mental Health at Work training, it was acknowledged that an Employee Assistance Programme might be required to help the Town Council fulfill its role as a responsible employer, potentially being as crucial as PPE for the employee concerned. The last two years have exacerbated issues that were previously challenging. This type of service being available sends a strong message to all employees that they are valued therefore aids loyalty. The employer benefits from a more dedicated workforce with less days lost due to ill-health. It also increases the Town Council's profile amongst potential new recruits, and the community at large.
3. We all have a mental health continuum throughout our lives, which slides up and down dependent on so many factors, both professional and personal. However, being given the tools to recognize and deal with the issues is not something everyone has been equipped for regardless of age, gender or socio-economic background.
4. An EAP usually includes assessment, short-term counselling and referral services if required. They also offer a range of on-line services such as a health portal with self-help techniques. An EAP can be included within other HR based policies and risk assessments as a highly valuable tool. Both New Forest District Council and National Park Authority have a similar type of service offering not only access to counselling when/if required but online self-help through apps or intranet, including stretch and exercise programmes.
5. There are three options
 - Option 1 – Our current insurers Zurich provide a telephone number for counselling services 24/7. This is open to all permanent employees and any immediate family who reside with them. It includes onward referral should it be necessary, paid for by the individual. *This service comes as standard within the policy we already pay for.*
 - Option 2 – Health Assured EAP, who are affiliated to Zurich. Provision of Critical Incident Management including a fully trained trauma counsellor to be on site within 48 hours. Counselling service 6 sessions per year per subject by BACP qualified persons (i.e. Financial, bereavement, relationship end) App includes exercise routines, breathing techniques, management support. Includes immediate family - £50 per month
 - Option 3 – Vita Health (NFDC supplier) – Provision of BACP qualified counselling via 24/7 number (or in person by arrangement) including critical incident support, legal and debt helpline, Online self-help portal, management support - £62.50 per month

Officer recommendation – Option 2.



NEW MILTON
TOWN COUNCIL

Menopause Management Guidance note

1. Local government is a female dominated workforce (75%) and is an older workforce with an average age of 40 (ONS data 2015). Therefore, a considerable proportion of the workforce will be affected by symptoms of the menopause in their daily duties. Not all women suffer, but others can suffer extreme physical and psychological symptoms that negatively impact performance, attendance and working relationships.

Approximately 10% of women state they are so severely affected they feel unable to continue working. In March 2019 C.I.P.D. and YouGov surveyed 1409 women who have been negatively impacted at work by their symptoms, as below

- 65% said they were less able to concentrate
- 58% said they experienced greater stress
- 52% said they were less patient with colleagues and visitors
- 30% said they had taken sick leave but had not been comfortable to disclose their reason for being off, due to the stigma attached.

2. The authority has a legal duty in creating a working environment and conditions that support good health and wellbeing and protect against discrimination. For the employee, support through this time increases loyalty, lowers sickness absence and potential turnover issues plus supports a gender-inclusive workplace which helps recruit and retain younger staff. Talking about and managing the condition is as normal as managing any other health condition.
3. Experience of the symptoms is unique to the individual who are best placed to discuss what will help them. There are three main elements that provide assistance
 - **Culture** – creating conditions for staff and their manager to feel comfortable discussing the subject. It is a natural phase in every woman's life that needs to be normalised.
 - **Policies** – creating a framework to enable effective management of the condition. Provision of leaflets that are aimed for not just women, new wellbeing policy or revision of existing ones to include the menopause, and use of an Employee Assistance Program if available. Absence management for example should include this as an on-going health issue rather than sporadic short-term absences. Provision of occupational health support can also be helpful if deemed appropriate by both parties.
 - **Environment** – providing solutions to ease symptoms exacerbated at work. Risk assessments should be kept under review. Provision of cold water, desktop fans, adjustment of natural light, reductions in noise exposure. The potential for flexible working to counteract the most debilitating of symptoms such as exhaustion, anxiety and depression due to sudden or fluctuating changes in hormone levels. The authority has a legal duty to make 'reasonable adjustment' as with any other health condition.

NEW MILTON TOWN COUNCIL

GRANT APPLICATION FORM

Please read the Council's Policy and Procedures for Awarding Grants before completing this form.
(You may use a continuation sheet if necessary)

Name of organisation making the application: Age Concern Hampshire	
Name of person to whom correspondence should be addressed: Brogan Rehill	Address for correspondence: Gore Grange Care and Wellbeing Centre, Jowlitt Drive, New Milton, Post Code: BH25 6SB
Payee for Grant Cheque: Age Concern Hampshire	Daytime Tel: 07468574252
<p>Details of the organisation ie what does it do:</p> <p>Age Concern Hampshire (ACH) are passionate about supporting older people across Hampshire, offering services that support, empower and reassure people aged 50+. We use our knowledge and experience to respond to our clients' needs throughout their ageing journey to allow them to live well independently.</p> <p>Aims-</p> <ul style="list-style-type: none"> - Support older people to live safely and independently in their own homes for as long as possible by enabling and empowering them to find the support services they need when they need it - Reduce loneliness in older people by providing opportunities for meaningful social connections. - Reduce the risk of older people reaching health or care crises by keeping in touch with them regularly to check on their wellbeing. - Support unpaid carers to maintain their caring role by providing support and respite. - Enable older people to increase their income by assisting them to apply for relevant benefits and allowances. 	<p>Amount of Grant applied for: £320</p>
<p>What is the Grant for and who will benefit? (Give details of the project)</p> <p>The grant funding applied for will be allocated to the Gore Grange Care and Wellbeing Centre in</p>	

New Milton to purchase a new Freezer. The old freezer is no longer large enough to service the number of dementia clients we support daily from the Centre. With access to the freezer we can offer hearty meals and nutritious snacks during their sessions.

Have you applied to any other body for a grant towards this project? (if yes, please give details)
Lion Club - £150 donated towards £469.99 Total

How else do you raise income? (Give details of subscriptions, fund-raising, contributions "in kind" etc)

ACH raise funds through community and corporate fundraising as well as support through 'in kind' support from local volunteers and services.

What age groups do you cater for?
50+

Total Membership:

Are you a registered charity, if yes please provide your number? 290874

Signature of Responsible Adult (eg Chairman, President, Leader)

B.Rehill

Date: 03/03/2022

For Council use only

You must attach the following to your application:

Copy of: Last year's accounts, Minutes of your last AGM, current Constitution or Rules.