



**Minutes of the meeting of the Finance and General Purposes Committee of New Milton Town Council held on Monday 1 November 2021 at 6.30 pm in New Milton Town Hall.**

Chairman p D N Tungate  
Vice-Chairman p S P Davies

Councillors: p K Craze S J Clarke  
p R A Reid p A D O'Sullivan  
p J Ward M Brownsea  
G R Blunden

In Attendance:

Officers: G Flexman - Town Clerk J Hayward – Comms Officer  
S Ramsaywack – Youth Services Manager

51. APOLOGIES

Cllrs S Clarke, G Blunden and M Brownsea

52. DECLARATIONS OF INTEREST- None

53. PUBLIC PARTICIPATION- None

54. MINUTES

**RESOLVED:**

***That the Minutes of the meeting held on 20 September 2021, previously circulated, be signed by the Chairman as a correct record.***

The Minutes were duly signed.

55. MATTERS ARISING FROM THOSE MINUTES

The Town Clerk confirmed all matters had been addressed noting that minute 44) Youth workers' wages, is subject to Execs Budget Meeting on 8 November 2021

Minute	Action Points	Action by date	To be actioned by
41	CCLA PSDF Account	1 November 2021	Town Clerk
42 b)	Bowls Club Rent	4 October 2021	Town Council
44	Youth worker wages	8 November 2021	Town Clerk
45 a)	Bus Shelter Order	4 October 2021	Town Council
45 b)	LED Light Order	4 October 2021	Town Council
46	Youth Work Meeting	5 October 2021	YSM
50	Purchase of land	4 October 2021	Town Clerk

56. CORRESPONDENCE

The Town Clerk read out the following items of correspondence:

- a) An email from a resident regarding speeding in Beechwood Avenue. NMTC had deployed a SID to this location, with the resulting data showing there was no real speeding problem.
- b) A letter from Oakhaven Hospice thanking us for the £50 donation in memory of former Councillor Tom Merifield.
- c) An email from NFDC Parking Operations confirming free days of car parking on 27 November, and 4, 18 and 19 December 2021.

57. SCHEDULE OF PAYMENTS

The Chairman referred to Appendix 1, Schedule of Payments, for the period 1 – 30 September 2021, in the sum of £86,240.12 as previously distributed.

The Town Clerk highlighted the following items over £1,000 (excl. Pensions, PAYE)

- a) Lombard - Vehicle leasing x 3 (Navara Pickup/Peugeot Boxer x 2) £1,448.86
- b) Michael Orman - Fawcetts Project fascia and guttering (10 days) £1,500.00
- c) Flagmakers - Replacement town centre flags (Battle of Britain/United Nations/Queens Platinum Jubilee) £1,000.29
- d) NFDC - Six monthly contribution towards line rental costs for CCTV (Apr- Sept)/premises licence for the War Memorial Recreation Ground £2,634
- e) NMSB - Green waste & general waste at Fawcetts Field and Ballard Water Meadow £1,169.88
- f) PDP Architecture - Architectural services - additional fee & additional pre-app application re Ashley Recreation Ground enhancements £1,170
- g) Anne Williams, Barrister fees in respect of the Brockwood development Barton Common Lane £2,100
- h) J Still Installations Ltd - Fawcetts improvements/Bowling Club new unit £2,550
- i) JSS Scaffolding - Erect scaffolding - Fawcetts Pavilion roof and guttering replacement £4,032

It was then

**ENDORSED:**

***That the Schedule of Payments No. 04/21/22 covering 1 – 30 September 2021, in the sum of £86,240.12 be duly ENDORSED for Town Council approval.***

58. MONTHLY ACCOUNTS

The Chairman referred to Appendix 2, monthly accounts for September 2021.

The Town Clerk provided a half-year summary, noting that Amenities are slightly over-budget due to staff overtime and maintenance costs on ageing vehicles, ahead of replacement vehicles being delivered.

Conversely, F&GP is under budget to date, with continued savings in NP implementation costs, Youth Coordination, communications & media, and professional fees.

Overall, an underspend of £14k to date at the half-year stage.

59. REFERRED MATTERS

The Chairman referred to Appendix 3 being Executive and Amenities Committee recommendations:

- a) **Executive Committee** – Minute 30 Youth Matters – to appoint a consultant to produce an Outline Planning Application to progress a youth, family & community building on land off Gore Road.

The Town Clerk referred to correspondence from Anthony Harris suggesting an Option to buy be pursued before engaging a planning consultant, and members agreed to “tread water” in order to protect our financial position, and not push on too fast.

- b) **Amenities Committee** – Minute 65 Long Meadow - to proceed with purchase and installation of a Defibrillator at Long Meadow.

The Town Clerk confirmed a cheque had been received today for circa £2k from the Long Meadow Group and this would be ring-fenced for Long Meadow projects generally, including purchase and installation of a defibrillator.

It was then:

***RECOMMENDED:***

**That the Town Council pursue an Option to purchase land off Gore Road, and purchase and install a Defibrillator at Long Meadow.**

60. INTERNAL AUDIT PROGRAMME

The Town Clerk referred to Appendix 4, checklist for the Internal Audit Programme, in particular para 3.7.

The Internal Audit is currently taking place with the Auditor suggesting that we abide by European Union Procurement Regulations in respect of contracts over £10k, in accordance with our current financial regulations that actually refer to £25k. This will be considered at the next F&GP meeting on Monday 13 December 2021, subject to receipt of the Internal Audit Report.

Post Brexit, our Standing Orders/Financial Regulations may need amending as far as awarding contracts is concerned, noting the UK left the EU on 31 January 2020 and existing regulations continued to apply until 31 December 2020.

61. CALENDAR OF MEETINGS

The Town Clerk referred to Appendix 5, revised calendar of Meetings, and asked members to note the addition of the Annual Towns meeting on Friday 29 April 2022.

62. GRANT AID

The Town Clerk confirmed that £150 had been donated to New Milton RBL for the purchase of 2 Civic Wreaths for Remembrance Sunday, as agreed at Execs.

Cllr K Craze referred to an email received from New Milton Library seeking a grant of £400 towards their proposed new weekly group which was for parent and baby playtime. The grant was required for the purchase of early learning play items.

There followed a discussion between members regarding the status of the Library, being a HCC department and not a volunteer community group.

The matter would be considered at the next F&GP meeting subject to receipt of an appropriate application form.

63. YOUTH WORK

The Chairman referred to Appendix 6, Youth Report that the YSM read out and also referred to ASBOC's recruitment drive for Youth Workers which the Town Council would support, noting they lost all their Youth Workers during the Pandemic. Town Council representatives recently met with ASBOC to try and agree a way forward.

64. ANY OTHER MATTERS - None65. NEXT COMMITTEE MEETING

**Monday 13 December 2021** at 6.30pm in the Town Hall, New Milton.

**PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960**

***The Chairman moved that the public be excluded from the meeting for item(s) of business below 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.***

66. INVESTMENT

The Town Clerk referred to the Recommendation to transfer the half year precept recently received from the Natwest Account to CCLA, following previous Internal Audit recommendations about spreading of risk.

Members agreed to the recommendation, and it was

**RECOMMENDED:**

***That the Town Council transfer the sum of £565,106 from our Natwest account to CCLA.***



There being no further business to discuss, the Chairman closed the meeting at 7.30pm.

CHAIRMAN \_\_\_\_\_ DATE \_\_\_\_\_

<b>Minute</b>	<b>Action Points</b>	<b>Action by date</b>	<b>To be actioned by</b>
59 a)	Agree an Option with Double H	13 December 2021	Town Clerk
59 b)	Defibrillator at Long Meadow	29 November 2021	Estates Manager
60	Review Financial Regulations	13 December 2021	F&GP
62	Grand Aid Application	13 December 2021	New Milton Library
63	Advertise ASBOC vacancies	13 December 2021	YSM
66	Agree Investment Transfer	15 November 2021	Town Council

Distribution:

Town Councillors

Estates & Facilities Manager

District Councillors J L Cleary

County Councillors M Kendal, F Carpenter and K Mans

New Milton Police

Press

Alan Watson – FOCUS & NMRA