

Minutes of the meeting of the Finance and General Purposes Committee of New Milton Town Council held on Monday 13 June 2022 at 6.30 pm in New Milton Town Hall.

	Chairman	p	D N Tungate	
	Vice-Chairman	p	S P Davies	
<u>Councillors:</u>	p	K Craze	p	S J Clarke
	p	R A Reid	p	A D O'Sullivan
	p	J Ward	p	M Brownsea
	p	G R Blunden		

In Attendance:

Councillors D Hawkins

Officers: G Flexman - Town Clerk H Ormerod – Administrative Assistant
 J Bean – Committee/Comms S Ramsaywack, Youth Services Manager
 Administrative Assistant

The Chairman welcomed members and officers as well as 6 members of the public to the meeting. Members of the public were invited to speak if they wished to. Three members of the public asked to speak.

Julie Weston a local resident who works at Ashley Infant School and also helped with Youth Services and the Ashley HUB asked when the Ashley Youth Club would be up and running.

Gordon Davies, Secretary of New Milton Youth Trust who also helps at the youth club endorsed Julie's question and mentioned a neighbour had asked about painting the blank walls at the skate park by a professional graffiti artist.

Former Councillor Goff Beck referred to Item 10 on the Agenda regarding the Indian Memorial and application for Grant Aid, advising that a new Friends Group of had been set up with comprising 8 members including a Town Council representative, being Councillor Madalaine Craze.

4. APOLOGIES

None.

5. DECLARATIONS OF INTEREST

Councillor Craze confirmed that his wife Councillor Madalaine Craze is the Councillor who is on the Friends Group of the Indian War Memorial Committee.

Councillor O' Sullivan advised he is the Treasurer of New Milton Heritage Society through which the Friends of the Indian War Memorial were currently carrying out their banking.

Councillor Clarke advised that he is a trustee of the Youth Trust

Councillor Reid advised that he is also a trustee of the Youth Trust

The above interests would be noted in the Members Interests book.

6. PUBLIC PARTICIPATION

The Chairman referred the question regarding the youth club building to Councillor Blunden as Chairman of the Amenities Committee

Councillor Blunden stated that the planning application the new building is with the NFDC planning department and that it should be determined soon. As for a timescale he said that is difficult to predict.

As to the skate park, Councillor Blunden advised that when the skate park was constructed the question of professional artwork had been raised but rejected as the wall next to the ASBOC building was available for graffiti painting, and that was undertaken professionally.

Councillor Clarke advised that in the past there had been meetings with the young people and suggested that these should be reinstated to ensure ongoing dialogue with the youth and families of the town.

The Chairman advised that the question in relation to the Indian Memorial was listed on the Agenda at Item 10, being a request for grant aid.

7. MINUTES

RESOLVED:

That the Minutes of the meeting held on 25 April 2022, previously circulated, be signed by the Chairman as a correct record.

The Minutes were duly signed.

Cllr Craze asked if there was any further update in relation to Min 107 (14 Feb) regarding Police attendance at Town Council meetings. The Town Clerk advised that a meeting was due to take place with Inspector Darren Ord who had expressed interest in attending council meetings, but the officer had not attended a planned meeting last week, and this would need to be rearranged.

(Post Meeting Note: Inspector Darren Ord covers New Forest West Neighbourhoods and has now advised he will be attending the Town Council meeting on Monday 27 June 2022)

8. MATTERS ARISING FROM THE MINUTES NOT COVERED ELSEWHERE ON AGENDA

The Town Clerk confirmed all action points listed had been addressed and updated members on **Rejuvenate IT review** [Tel £3.1k pa, New Server £5.5k, Headsets/cameras for office PCs £1.2k, Managed Services (Microsoft products and licences) £5.5k, 2 new laptops £1.5k, plus IT Support (Tel, on-line and attendance) £4.5k - **Total £21.3k**]; land acquisition off Gore Road and proposed action in regard to the damaged tree along Meadow Way whereby APEX would contribute to the Town Council's **Plant a Tree** initiative. It was suggested that they might like to contribute towards four trees, as that forms part of the Old Cottage planning application.

Minute	Action Points	Action by date	To be actioned by
121	Rejuvenate IT review 2021/22	asap	Town Clerk
121	Land acquisition off Gore Rd	asap	Town Clerk
121	Legal action re damage to tree	asap	Town Clerk
125b	Grant Aid – Memorial Centre	13 June 2022	F & GP

127	Employee Assistance Programme	9 May 2022	Town Council
129	Purchase of one additional SLR	9 May 2022	Town Council

9. CORRESPONDENCE

The Town Clerk referred to the following items of correspondence:

- a) An option to purchase the land off Gore Road for a community building has been received and the Town Clerk was authorised to sign this draft document, subject to legal advice.
- b) A signed agreement had just been received from the organisers of forthcoming music events at Chewton Glen, relating to car parking at Fawcetts Field.

10. SCHEDULE OF PAYMENTS

The Chairman referred to Appendix 1, Schedule of Payments, for the period 1 April – 31 May 2022 in the sum of £361,323.02 as previously distributed.

The Town Clerk highlighted the following items over £2,000:

- a) Lions Club New Milton for Queen's Platinum Jubilee Celebration £3,500.00
- b) Lombard – vehicle leasing x 4 + hire of Nissan Rapid £2,320.39
- c) Autocross Euroshel Ltd removal of old bus shelters and installation of new £35,523.6
- d) John Shutler Tree Service – Tree Works at Great Woar Copse and removal of failed stem at Pond Copse £3,882.00
- e) Zurich – Town Council Insurance and inspections 2022/23 £15,894.84
- f) Atech Electrical – LED Lighting upgrade Fernhill Pavilion and reset faculty RCD at Bowls Club £7,146.20
- g) Autocross Euroshel Ltd – Replacement bus shelter at Station Road £10,026.00
- h) Gristwood & Toms Completed Tree works (storm damage) £21,661.91
- i) HCC – Pension Contributions March 2022 £8,528.15
- j) HMRC – Tax and NIC March 2022 £12,752.12
- k) Lamps & Tubes – Supply and installation of jubilee bunting and flags £2,861.80
- l) April – Salaries & Wages + Members Allowances £25,700.16

- m) HAGS – Supply/Installation of equipment at Ashley Recreation Ground £92,039.30
- n) HCC – Pension contributions April 2022 £8,572.94
- o) HMRC – Tax and NIC – April 2022 £9,557.54
- p) Turflet Hire – Hire of Blecavator and tractor – ground prep for wildflowers £2,415.00
- q) DCM Surfaces – Surfacing works to new footway at Ashley Play Area £6,880.00
- r) May – Salaries & Wages + Member Allowances, including backdated pay rise £27,094.97
- s) Westcotec – 1 x SLR including batteries £3,570.00

Members queried the amount of £589.86 paid to Autoglass for replacement car window caused by a flying stone during grass cutting suggesting this be made an insurance claim with Zurich.

It was then

ENDORSED:

That the Schedule of Payments No. 01/22/23 covering the period 1 April to 31 May 2022, in the sum of £361,323.02 be ENDORSED for Town Council approval.

11. **CALENDAR OF MEETINGS**

The Town Clerk referred to Appendix 2, Calendar of Meetings, dated 1 June 2022, noting the Amenities Committee meeting previously scheduled to take place on Monday 27th February 2023 had been moved to Tuesday 28th February 2023 as NFDC are now holding a Council meeting on Monday 27th February 2023.

RESOLVED:

That the amended Calendar of Meetings be adopted by Town Council.

12. **YOUTH REPORT**

The Chairman referred to Appendix 3, previously circulated.

The Youth Services Manager presented her report which was noted by members, highlighting how successful the Skate Jam had been that was attended by people of all ages who enjoyed

watching the skateboarders' skills. Silma advised that youth activities continued in the Memorial Hall and that further sessions had been booked for September.

The youth workers will shortly have some training in relation to county lines and exploitation and training will be opened up to other organisations.

Silma listed the potential uses of the youth building as set out in her report, highlighting the need for more to be done for young carers over the age of 18 who would benefit from mutual support as would their families.

Cllr Blunden advised that some of these activities will take place at the new facility off Gore Road, Ashley Rec and Town Centre Rec activities providing satellite facilities.

The Youth Services Manager also highlighted a new venture, a meeting for parents of teenagers to provide mutual support in relation to anxiety, depression, low level bullying and drug culture. She expressed the hope that parents could lead this and support one-another and that New Milton Youth Trust would also be able to provide support for them.

There was some discussion about these new initiatives and Councillors praised the steps taken by the Youth Services Team. It was agreed a meeting with ASBOC be arranged.

13. GRANT AID APPLICATIONS

The Chairman referred to Appendix 4, Grant Aid requests from New Milton Memorial Centre and Friends of the Indian Soldiers Memorial.

- a) **New Milton Memorial Centre** request for £500 towards the cost of replacement floor tiles was deferred from the previous meeting pending a meeting with their trustees.

Councillor O' Sullivan reported that he had met the two trustees with Councillor Blunden but was not persuaded to grant the application, suggesting good money was being thrown after bad. There was no business plan, despite many requests to see one.

Councillor Blunden agreed with Councillor O' Sullivan but went on to say he was torn because the Memorial Hall were offering support to our Youth Team. On balance, he recommended agreement and proposed the grant aid application for £500 be granted.

There was further discussion in relation to the application with Councillors on both sides. The application was received from the management committee of the Memorial Hall who are tasked with running the facility on a day-to-day basis.

Following detailed discussion and a majority vote in favour

It was

RESOLVED:

That New Milton Memorial Centre be granted £500 from the Grant Aid Budget under the General Power of Competence.

- b) **Friends of the Indian Soldiers Memorial** requested £500 towards the maintenance of the Garden of Remembrance around the Obelisk and arrangements for the remembrance event on 10 July 2022.

Following discussion and a unanimous vote in favour

It was

RESOLVED:

That the Friends of the Indian Soldiers Memorial be granted £500 from the Grant Aid Budget under the General Power of Competence.

14. AMENITIES REFERRED MATTERS

a) Indian Flagpole

It was recommended by Amenities Minute 11 that the Town Council earmarks up to £1,000 for this project from CIL monies.

The Chairman referred to Amenities Minute 11 that the Town Council earmarks up to £1,000 for the Indian Flagpole from CIL monies.

This was **ENDORSED** for Town Council approval

b) Outdoor Bowls Lease

It was recommended by Amenities that the lease be endorsed by FG&P for Town Council approval.

Noting the new lease includes reduced rent with the bowls club taking over greens maintenance, the Chairman referred to Amenities Minute 12 and proposed that the new lease for the Outdoor Bowls Club be endorsed by F&GP for Town Council approval.

This was **ENDORSED** for Town Council approval

15. VIREMENTS

The Town Clerk referred to Appendix 6, seeking approval for the proposed virement of £14k from the unused Ash Tree dieback to cover the majority of the overspend of £18k relating to storm damage in October and February. And a virement of £16k from the Youth Coordination Budget to Salaries & Wages to cover the cost of Youth Workers last year.

The Town Clerk advised that the Auditor was happy with these proposed arrangements.

It was

RESOLVED: That the virements be implemented in last year's management accounts.

16. MARCH ACCOUNTS

The Chairman referred to Appendix 7, Monthly Management Accounts for March 2022. The Town Clerk reported that there had been an overspend of £12k relating to vehicle maintenance charges. There was a miscoding of £5k covered by equipment (£2.5k) and Statutory Testing (£2.5k) underspends, plus some exceptional costs of around £6k. Noted. Overall, there was a surplus arising last year of £30,881 due to F&GP savings, mainly Neighbourhood Planning, Youth Co-ordination, Communications & Media and Youth Grants.

17. FINANCIAL STATEMENTS 2021/22

The Chairman referred to Appendix 8 being the Financial Statements for the Year ended 31st March 2022, which was noted by members. The Town Clerk went through the Financial Statements page by page highlighting salient matters as well as noting minor changes and omissions to be rectified.



It was then

RECOMMENDED:

That the Financial Statements for the Year Ended 31 March 2022 be ENDORSED for Town Council approval.

18. ANNUAL RETURN 2021/22

The Chairman referred to Appendix 9, Annual Return, which was noted by Members.

This will be presented to the Town Council meeting on 27th June 2022 for final approval.

It was

RECOMMENDED:

That the Annual Return for 2021/2022 be received and ENDORSED for Town Council approval.

19. INTERNAL AUDIT REPORT FOR 2021/22

The Chairman referred to the Final Internal Audit Report, which had recently been received from the Auditor. Members noted the draft report and the single recommendation at the end.

It was

RECOMMENDED:

That the Internal Audit Report for 2021/22 be received and Endorsed for Town Council approval

20. CHAIRMAN'S UPDATES

None.

21. NEXT MEETING

Monday 25 July 2022 at 6.30pm in the Town Hall, New Milton.

There being no further business to discuss, the Chairman thanked everyone for attending and closed the meeting at 7.49pm.

CHAIRMAN _____

DATE _____

Minute	Action Points	Action by date	To be actioned by
5.	To note Declarations of Cllrs	ASAP	Admin Asst
10.	Broken window insurance claim	ASAP	Estates Manager
11.	Calendar of Meetings 2022-23	27.06.22	Town Council
12.	Meeting with ASBOC	ASAP	YSM / Town Clerk
13a)	Grant Aid – Memorial Hall	ASAP	Town Clerk
13b)	Indian Soldiers Friends Group	ASAP	Town Clerk
14a)	Indian Flagpole – CIL monies	27.06.22	Town Council
14b)	New Outdoor Bowls Lease	27.06.22	Town Council
17.	Financial Statements 2022-23	27.06.22	Town Council
18.	Annual Return (AGAR) 2022-23	27.06.22	Town Council
19.	Internal Audit Report 2022-23	27.06.22	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