



**Minutes of the meeting of the Finance and General Purposes Committee of New Milton Town Council held on Monday 14 March 2022 at 6.30 pm in New Milton Town Hall.**

	Chairman	p	D N Tungate	
	Vice-Chairman		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		M Brownsea
	p	G R Blunden		

In Attendance:

Councillors H Wallis-Dowling

Officers: G Flexman - Town Clerk H Ormerod – Administrative Assist  
 T Elliott – Assistant Town Clerk S Ramsaywack – Youth Services Manager

The Chairman welcomed members, 4 officers, a member of the public and a press representative to the meeting.

It was with great sadness that Cllr Blunden reported that Denis James, former president of New Milton Bowls Club, had recently passed away. Condolences had been passed to his wife and family.

100. APOLOGIES – Cllrs M Brownsea and S Davies.

101. DECLARATIONS OF INTEREST - none

102. PUBLIC PARTICIPATION - none

103. MINUTES

**RESOLVED:**

***That the Minutes of the meeting held on 31 January 2022, previously circulated, be signed by the Chairman as a correct record.***

The Minutes were duly signed.

104. MATTERS ARISING FROM THOSE MINUTES NOT COVERED ELSEWHERE ON THE AGENDA - none

The Town Clerk confirmed all action points listed had been addressed.



Minute	Action Points	Action by date	To be actioned by
88 a)	Town Development Manager post	30 April 2022	Town Clerk
88 c)	Long Meadow Village Green status	11 March 2022	Town Council
91	Pergola structure and 5 benches	14 February 2022	Town Council
91	Landmark Feature consideration	14 February 2022	Town Council
95	Grant Aid Lions Club of New Milton	14 February 2022	Town Council
96	Meadow Day at Ballard Meadow	2 July 2022	Councillors
98	Chewton Glen Musical Events	14 February 2022	Town Council
99	Memorial Hall car parking issue	28 February 2022	Amenities

#### 105. CORRESPONDENCE

The Town Clerk referred to the following items of correspondence:

- a) E-mail from NFDC confirming that the national local government pay settlement had been agreed at 1.75% which would be backdated to 1 April 2021, that also covered members' allowances.
- b) Correspondence from the Memorial Centre seeking a grant for financial support. This request was only received prior to the meeting and therefore could not be properly considered at this meeting but will be at the next meeting.

#### 106. SCHEDULE OF PAYMENTS

The Chairman referred to Appendix 1, Schedule of Payments, for the period 1 January – 28 February 2022 in the sum of £156,905.59 as previously distributed.

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

- a) Lombard – Vehicle leasing x 4 (Navara Pickup/Peugeot Boxer x 3) £1,945.99
- b) Christchurch Garden Machinery – Annual service/repairs to machinery £3,462.24
- c) A Harris & Co – Legal advice re purchase of land south of Gore Road £1,800.00
- d) Mark Harrod Ltd – Provision of aluminium hinged rugby goals, back supports, spare brushes and heavy-duty basketball net £3,440.64
- e) Rejuvenate – Monthly managed service and IT support/telephone service £1,199.08
- f) Christchurch Garden Machinery – Annual servicing of machinery £1,887.67
- g) Huq Industries Ltd – Community Vision – measurement of effectiveness of Xmas 2021 campaign focussed on footfall and catchment £1,200.00
- h) Wel Medical – 2 de-fib cabinets Long Meadow and replacement for Memorial Centre £1,092.00



- i) Lombard – Vehicle leasing x 4 £1,945.99
- j) Christchurch Garden Machinery – Repairs to mower x 2 £1,478.75
- k) Rejuvenate – Monthly managed service and IT support/telephone service £1,095.12
- l) SparkX – 50% of agreed festive lighting contract for Xmas 2021 £4,311.00
- m) P Stubbington Land Survey – Carry out detailed topographical survey of Fawcetts Field for use with the Vision Plan £2,220.00
- n) WP Group – 3,000 litres of white diesel & 800 litres of red diesel £5,297.13
- o) South Coast Social – Go New Milton social media mgt (Feb-Apr 22) £1,080.00
- p) A & T – Advertising for Committee & Comms/Town Development Manager posts/ASBOC Youth workers £1,478.40
- q) L Kitcher Fencing – Replace damaged fencing at NM Bowls Club £1,440.00
- r) NFDC – 6 monthly contribution towards CCTV costs £2,564.00

Cllr Blunden questioned payments to Christchurch Garden Machinery given the considerable amounts. He asked for reassurance that the Council was getting value for money and that alternative providers had been considered. [Post Meeting Note: Prices are regularly compared with New Forest Farm Machinery]

Cllr Clarke asked whether an agreement had been reached in respect of the purchase of land south of Gore Road. The Town Clerk confirmed that the agreement had yet to be finalised and undertook to chase this up with our solicitor.

Cllr O’Sullivan questioned payments to Rejuvenate and asked that alternative providers be investigated. The Town Clerk said the annual budget was £12,000, plus £5,000 for a new server this year. Rejuvenate also provided our telephone/call charges.

It was then

**ENDORSED:**

***That the Schedule of Payments No. 07/21/22 covering, in the sum of £156,905.59 be duly ENDORSED for Town Council approval.***

107. **JANUARY ACCOUNTS**

The Chairman referred to Appendix 2, monthly accounts for January 2022.

The Town Clerk noted £15k underspend on the overall budget. The Recreation Ground had a considerable overspend of £19,500 due to additional costs associated with vandalism, but there were considerable savings on F&GP that more than compensated.

It was suggested that the Police be asked to outline how they were responding to anti-social behaviour in the town generally. The Sergeant was due to attend the next Town Council meeting on 28 March 2022.

Cllr O’Sullivan questioned the £11,000 overspend on vehicle maintenance. The Town Clerk said the Council had replaced old vehicles and had generally moved to lease of vehicles via contract hire but motorised ride-on mowers and other equipment is getting quite old.



**[Post Meeting Note: Includes £2,505 Ransom mower repairs, £3,150 Kubota mower, £720 John Deere tractor, £395 Dennis mower servicing, £425 on Allet Regal, £436 on a new windscreen, £693 on Hayter servicing, £1,042 on beacons and light bars (H & S requirement), £253 on Kubota cutting deck, £204 on Trimax, £222 on water bowser and £590 on irrigation system]**

108. AMENITIES REFERRED MATTERS

The Chairman referred to Appendix 3 Referred Matters, previously circulated

a) Amenities Minute 123

That a formal licence be drafted by PHP giving rights of access and maintenance, for a period no greater than 10 years in regard to the Air Raid Shelter.

This was **ENDORSED** for Town Council approval.

b) Amenities Minute 124

That the Town Council consider legal action for the damage caused to a council tree along Meadow Way, next to the Old Cottage site.

The Assistant Town Clerk reported that the professional body would not allow a formal complaint to be lodged until the tree surgeons had been given the opportunity to resolve the issue. The company had been contacted and would be given a couple of weeks to respond. This had been reported as criminal damage to the Police. Regarding the safety of the tree that was remaining, the District Council would be assessing any works required which could potentially result in additional costs to the company responsible.

***RECOMMENDED:***

***That legal action be considered regarding the damage caused to a council tree along Meadow Way, subject to the above comments.***

109. STANDING ORDERS

The Chairman referred to Appendix 4, being recommended changes to Standing Orders following a meeting of the Working Party on 14 February 2002.

***RESOLVED:***

***That the proposed amendments to Standing Orders be adopted by Town Council.***

110. FESTIVE LIGHTS

The Town Clerk referred to Appendix 5, Festive Lighting financial report 2021/22, noting the project had broken even. The report had previously been presented to the Amenities Committee for operational review.

111. EMPLOYEE ASSISTANCE

The Assistant Town Clerk referred to Appendix 6, Employee Assistance report, which was noted by Members. Three options had been identified with varying costs.

Cllr Blunden suggested that the Council investigate an SLA with NFDC who currently provided such a service (option 3). Members sought clarification regarding eligibility and in particular whether the scheme covered full and part-time staff, and elected members who did not have a contract of employment.

**RESOLVED:**

**That a further report, including more details regarding eligibility, be presented to a future Finance and General Purposes meeting.**

112. MENOPAUSE GUIDANCE

The Assistant Town Clerk referred to Appendix 7, being a Menopause Management Guidance note, which was noted by members.

**RESOLVED:**

***That the Menopause guidance be adopted by Town Council at its meeting on 28 March.***

113. GRANT AID

The Chairman referred to Appendix 8, a Grant Aid request from Age Concern, seeking a grant of £320 towards the cost of a new freezer for the Gore Grange Care and Wellbeing Centre.

Cllr Clarke reported that a grant of £50 had already been allocated on his behalf by NFDC.

**RESOLVED:**

***That Age Concern be granted £270 from the Grant Aid Budget towards a new freezer.***

114. YOUTH REPORT

The Youth Services Manager provided a verbal report which was noted by members.

In particular, it was noted that following the Rugby Club's decision to no longer allow the Youth Club to take place, a smaller Youth provision was currently being held at the Memorial Centre. However, following subsequent discussions with the Rugby Club, it was hoped the Youth Club might return to Ashley in July, if not before.

It was agreed that thanks be expressed to the Youth Services Manager and her team for their efforts in resolving this matter.



115. CHAIRMAN'S UPDATES - none

116. NEXT COMMITTEE MEETING

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

The Chairman thanked members of the public for attending and closed the public session at 7.35pm.

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

Minute	Action Points	Action by date	To be actioned by
105b	Memorial Centre grant application	14 March 2022	Town Clerk
106	Rejuvenate IT and CPT review	asap	Town Clerk
106	Agreement – Land off Gore Road	asap	Town Clerk
106	Schedule of Payments 07/21/22 1 Jan – 28 Feb 2022	28 March 2022	Town Council
107	Update from Police re ASB	28 March 2022	Town Council
108a	Formal licence PHP	28 March 2022	Town Council
108b	Legal Action for damage to tree	28 March 2022	Town Council
109	Standing Orders	28 March 2022	Town Council
111	Employee Assistance	25 April 2022	F&GP
112	Menopause Guidance	28 March 2022	Town Council
113	Grant Aid – Age Concern	asap	Administrator

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