



Minutes of the meeting of the Finance and General Purposes Committee of New Milton Town Council held on Monday 11th March 2024 at 6.30 pm in New Milton Town Hall.

Chairman p D N Tungate
Vice-Chairman p R A Reid

Councillors: J Adams p W Davies
p G R Blunden p A D O'Sullivan
p S J Clarke p M Scott-Johns
p K E Craze

In Attendance:

Councillors: Cllr B Murrow, Cllr D Hawkins
Officers: G Flexman - Town Clerk
J Bean - Committee and Civic Administrator

The Chairman welcomed Councillors, Officers, 5 members of the public and a press representative.

Public Participation

Naomi, a youth worker with New Milton Youth Trust introduced Alfie a local youth who spoke about what the Youth Trust means to him. He stated that he had been attending for 4 years, and that he was able to meet friends, spend time and talk about anything and everything, and he could motivate others and learn from others, the Youth Trust benefits all kids from 11-17. Sarah Conacher, then spoke in support of the Youth Trust that has now started to apply for funding and grants from other sources being impressed by support that the Youth Trust had received from Hardys and NMRA.

The meeting then officially opened at 6.40pm.

96. APOLOGIES

Cllr J Adams

97. DECLARATIONS OF INTEREST

Cllr A Reid is a trustee of New Milton Youth Trust and did not speak or vote on their Grant Aid application being Agenda item 10. Cllr S Clarke is also a trustee of New Milton Youth Trust, he did not vote but did speak on Agenda item 10.

98. PUBLIC PARTICIPATION

The Chairman thanked the representatives of the New Milton Youth Trust for their contributions and advised that the matter would be addressed under Item 10 on the agenda.

99. MINUTES

RESOLVED: That the Minutes of the meeting held on 29th January 2024 previously circulated, be signed by the Chairman as a correct record.

The Minutes were duly signed.



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

The Town Clerk referred to Minute 89b in relation to the costs arising from Anti-social behaviour, this had been £50k up to the end of December 2023. But there had been more ASB last weekend and this has resulted in further costs of £4k. There is some CCTV of the vandalism which is being examined by the police.

101. CORRESPONDENCE

- a) An enquiry from Tracey King seeking funds to place a defibrillator on the guide hut. Another recent enquiry had been received by the Amenities Committee and the organisation had been advised that the normal procedure is for the organisation to obtain the defibrillator and then for the Town Council to install it and to deal with the ongoing maintenance. Tracey King would be advised accordingly.
- b) An email from Zurich Insurance in relation to the 80th anniversary of D Day, and also an email from Alan Watson asking if there would be any events to mark this important occasion. The Town Clerk said RBL would arrange a commemorative gathering at the War Memorial on Thursday 6th June.

102. GRANT AID

The Chairman brought forward item 10 in the interests of the representatives of the Youth Trust being able to leave the meeting, once the application was decided.

a) New Milton Youth Trust

The Town Clerk referred to Appendix 4c – a Grant Application form from New Milton Youth Trust. The Chairman advised that monies which had previously been earmarked for Youth Work during the pandemic and which had not been spent had been placed in reserves, his view was that this should now be used to meet the Youth Trust' request. There was a long discussion on this matter, with various points being made, there was some concern that the Town Council could not solely support the work of the Youth Trust. The point was made that they were seeking funding from other sources, and further that the support of the Town Council would signal to other potential funding sources that the Youth Trust is a serious organisation which could be trusted and relied upon.

It was,

RECOMMENDED: That £11.5k be awarded from Reserves to New Milton Youth Trust in order to undertake, from April – September 2024, youth work on the Recreation Ground previously carried out by ASBOC.

Cllrs O' Sullivan, Reid and Clarke abstained from the vote.



b) New Milton Twinning Association

The Chairman referred to Appendix 4a) Grant Aid request from New Milton Twinning Association for a grant of £250 to foster links with our twin town in Normandy.

Following some discussion and a vote

It was,

RESOLVED:

That the New Milton Twinning Association be granted £250 from the Grant Aid Budget under the General Power of Competence.

c) New Milton Dementia Allotment

The Chairman referred to Appendix 4b) Grant Aid request from the New Milton Dementia Allotment for a grant of £500 to help them to advertise their Dementia Allotment and promote it to a wider audience.

Following some discussion and a vote

It was,

RESOLVED:

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

103 **SCHEDULE OF PAYMENTS**

The Chairman referred to Appendix 1, Schedule of Payments for the period 1 January – 29 February 2024 in the sum of £219,467.21.

The Town Clerk highlighted items over £1,000.

| | Payee | Description | Gross |
|----|------------------------|---|--------------|
| a) | Lombard | Vehicle leasing x 3 BW21 NYH/BC21 NLU/BV71 ZJZ | £1,477.62 |
| b) | HCC | Pension contributions December 2023 | £10,974.79 |
| c) | HMRC | Tax and NIC December 2023 | £10,960.26 |
| d) | Hygienic Walls Ltd | Ashley Project - Internal walls cladding as per quotation (Section 106) CAPEX | £10,488.00 |
| e) | Manor Ground Maint | General works site wide (23 days @ £100 per day) | £2,760.00 |
| f) | Tom Morrissey | General works site wide ((14 days @ £150 per day) | £2,100.00 |
| g) | Natasha Beatty | Provide cookery education classes during Jan 2024 | £1,600.00 |
| h) | New Milton Youth Trust | Funding from the Youth grant budget as agreed FGP Committee 12 Dec 2023 to carry out youth work on the Recreation Ground that ASBOC used to do. | £10,000.00 |



| | | | |
|-----|----------------------|--|------------|
| i) | Total Energies | Gas usage from 31 Oct - 30 Nov - Ashley Pavilion/ FF | £1,403.86 |
| j) | C'Church Gdn Mach | General PPE/Cordless hedge-cutter/service of various machinery including cordless pruner, generator, cordless strimmer, cordless brush-cutter, auto-drive rotary mower, hedge-cutter, Wessex deck mower, Honda water pump. | £1,496.48 |
| k) | Gristwood & Toms | Completed tree works - November 2023 | £1,666.90 |
| l) | Tom Morrissey | General works site wide (8 days @ £150 per day) | £1,200.00 |
| m) | SparkX | Final 50% of agreed festive lighting contract 23/24 | £3,261.00 |
| n) | Staff/Members | Salaries and expenses - January 2024 | £33,082.02 |
| o) | Manor Ground Maint | General works site wide (9 days @£100 per day) | £1,080.00 |
| p) | MTST Structures | Completion of agreed internal fit out Ashley (CAPEX) | £8,000.00 |
| q) | Lombard | Monthly hire x 3 BW21 NYH/BV71 ZJZ/BC21 NLU | £1,477.62 |
| r) | NFDC | Dog Waste Collection - 6 months Oct 23 - Mar 24 | £1,061.40 |
| s) | Rexel | Ashley Project - Car Park lighting (CAPEX) | £4,621.47 |
| t) | Greenlock Electrical | Electrical repairs/works at Ashley Youth Centre/Fawcetts floodlighting/Bowls Club rectify faulty cables (to Recharge) /cabinet upgrades at Boots and Cricket Club defibs | £1,165.16 |
| u) | Tom Morrissey | General works site wide (10 days @ £150 per day) | £1,500.00 |
| v) | C'Church Gdn Mach | Annual service of Hayter rotary mower/Stihl cordless strimmer/Honda tiller/Hayter harrier rotary mower/Stihl cordless brush-cutter/Kubota ride-on Mower x 2/John Deere tractor/replacement rear view mirror for tractor | £2,029.89 |
| w) | Gristwood & Toms | Completed tree works - January 2024 | £1,360.56 |
| X) | HMRC | Tax and NIC January 2024 | £11,301.50 |
| y) | HCC | Pension contributions January 2024 | £10,345.95 |
| z) | John Shutler Tree | Storm related tree works | £1,854.00 |
| aa) | NMSB | Various supplies including soil for pitch repairs/fly tip removal at Ashley Recreation Ground/Ashley pitch work/hedge & veg cutting disposal/waste removal at Upper Ashley allotments | £1,078.07 |
| ab) | rCOH Ltd | Neighbourhood Plan review - consultancy fees | £2,874.00 |
| ac) | Greenlock Electrical | Power installation (part invoice) /Carry out electrical installation including car park lighting and emergency lighting at Ashley Recreation Ground (CAPEX) | £10,660.28 |
| ad) | Manor Ground Maint | General works site wide 17 days @ £100 per day | £2,040.00 |
| ae) | Tom Morrissey | General works site wide (10 days @ £150 per day) | £1,500.00 |
| af) | Staff/Members | Salaries and expenses - February 2024 | £28,297.98 |
| ag) | MTST Structures | Ashley Project youth facility internal fit out (CAPEX) | £5,000.00 |



There was some discussion about the money paid to NFDC in respect of Dog Waste collection in the sum of £1,061.40 for the period from October 2023 – March 2024. The Town Clerk will check whether this is still appropriate, as most bins are now dual purpose and therefore the waste is no longer treated separately as it has been in the past.

ENDORSED: That the Schedule of Payments No. 7/23/24 for the period 1 January – 29 February 2024 in the sum of £219,467.21 be ENDORSED for Town Council approval.

104. JANUARY ACCOUNTS

The Chairman referred to Appendix 2, Monthly Accounts for January 2024. The Town Clerk advised that overall, there is a saving of £20K to date.

He went on to advise that there is an overspend in relation to open spaces of £30K and this relates to the contractors employed in the Estates Management Team. The Town Council has not been employing a full team, as it has not been able to attract enough people, so contractors have been doing the work, and this works well with no on employment costs. The Chairman suggested that perhaps this would not be fully attributable to the open spaces budget as the contractors are carrying out a variety of works.

105. REFERRED MATTERS

The Chairman referred to Appendix 3 a referral from the Amenities Committee relating to the bus shelter at Hoburne as follows:

“The Chairman referred to Appendix 2 which showed 2 bus shelters due to be replaced under the rolling programme.

These replacements are budgeted under CAPEX. The Estates Manager advised that once these two shelters have been replaced there will be just one more at Marine Drive to be replaced to complete the rolling programme.

The Chairman advised that it is now necessary for the bus shelter across the road, at Hoburne which had previously been removed, to be reinstated. He proposed that this work could be carried out at the same time and could be funded from CIL monies. Following discussions and a vote, it was

RECOMMENDED:

That the bus shelter at Hoburne which had previously been removed be replaced using circa £8k funds from CIL money in the next financial year.”

Following some discussion and a vote, the recommendation was

ENDORSED:

That the bus shelter at Hoburne which had previously been removed be replaced using circa £8k funds from CIL money in the next financial year.



106. RISK ASSESSMENTS

The Town Clerk referred to Appendix 5 the annual review of the council risk action plan. He advised that it is getting longer every year, as new risks come to light.

The Town Clerk advised that the Quilter Cheviot investment of £250K is being monitored, and consideration is being given to divesting this over the course of the next year.

The auditors had recommended an approach to a professional Risk Management Consultancy and to this end, the Estates Manager had taken part in an online meeting with RAS who provided background information on their operation and who will undertake an assessment of the current provisions with a view to consolidating a fully integrated Risk Management policy across all Town Council operations. The Town Clerk advised that this assessment would be undertaken for free, and once a report was received, the matter could be given further consideration.

There was some discussion about this, and whether it was a sledgehammer to crack a nut. Cllr Reid pointed to the Auditors' comments under Risk Management as follows:

"For the avoidance of doubt, I must inform the Clerk/RFO and Members that should the event have gone forward, and an unfortunate incident have occurred that the Council as the landowners and Members could potentially have been found to be guilty of corporate negligence, or in a worst-case scenario, even criminally negligent as no proper Risk Assessment had been undertaken."

RECOMMENDED:

That the Council adopts the Risk Assessments for 2024-25, as endorsed by F&GP.

There was then some discussion about an incident at a planning meeting at NFDC where members of the public had proved to be disruptive through their sheer numbers and it was questioned whether there should be a protocol or policy to deal with this if it should occur at any of the Town Council's public meetings.

107. COUNCIL TAX

The Chairman referred to Appendix 6 a list of updated Council Tax charges for 2024-25 which had previously been circulated. The Town Clerk noted that the amount charged by NFDC had increased by 3.99%, HCC had increased by 4.99%, the Police and Crime Commissioner element by 3.98% and the Hampshire and Isle of Wight Fire and Rescue Service by 3%. The average increase in local Council precepts was 11% with New Milton being considerably below that level at 6.4%.

108. YOUTH REPORT

The Chairman referred to Appendix 7 the Youth Report which had been previously circulated. The contents of the report were noted.

109. CHAIRMAN'S UPDATES

None



110. NEXT MEETING

Monday 22 April 2024 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 7.25pm.

CHAIRMAN _____ DATE _____

| Minute | Action Points | Action by date | To be actioned by |
|--------|-------------------------------|----------------|-------------------|
| 101a) | Defibrillator - Girl Guides | ASAP | Town Clerk |
| 101b) | RBL D-Day Service | 06.06.24 | Paul Jepson |
| 102a) | NMYT Grant | 25.03.24 | Town Council |
| 102b) | Twinning Grant | 25.03.24 | Asst. Clerk |
| 102c) | Dementia Grant | 25.03.24 | Asst. Clerk |
| 103 | Schedule of Payments | ASAP | Town Council |
| 105 | Referred Matter – Bus Shelter | ASAP | Town Council |

Distribution:

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County Councillors M Kendal, F Carpenter and K Mans

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