

Minutes of the meeting of the Finance and General Purposes Committee of New Milton Town Council held on Monday 22nd April 2024 at 6.30 pm in New Milton Town Hall.

	Chairman		D N Tungate
	Vice-Chairman	p	R A Reid
<u>Councillors:</u>	J Adams	p	W Davies
	p G R Blunden		A D O'Sullivan
	p S J Clarke	p	M Scott-Johns
	p K E Craze		

In Attendance:

Councillors: Cllr B Murrow
 Officers: G Flexman - Town Clerk
 L Beardmore – Youth Services Manager
 J Bean - Committee and Civic Administrator

The Chairman welcomed Councillors, Officers and 1 member of the public.

111. APOLOGIES

Cllr J Adams, Cllr A O' Sullivan, Cllr D N Tungate

112. DECLARATIONS OF INTEREST

Cllr A Reid is a member of the Lions Club of New Milton and would not speak or vote on their Grant Aid Request. He would introduce the Item as chairman this evening.

113. PUBLIC PARTICIPATION

None.

114. MINUTES

RESOLVED: That the Minutes of the meeting held on 11th March 2024 previously circulated, be signed by the Chairman as a correct record.

The Minutes were duly signed.

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

None.

116. CORRESPONDENCE

a) An email from Goff Beck:

"I take this opportunity to thank the Town Councillors and officers for the wonderful and well organised evening I enjoyed on the receiving of the Freedom of New Milton on Wednesday 3rd April. Both the ceremony in the Town Hall and the reception at the Cricket Ground were exceptional. A special big thank you to the caterers whose finger buffet was first class both in quality and presentation (and to Joanna, Helen and Joy for organising such a wonderful evening). I am pleased to say that Christine is feeling much better and is on the road to recovery."

b) A confirmation letter from NFDC regarding £20K CIL Funding towards the Ballard Lake improvement project. This will now be fully funded to the sum of £160,000 by NFDC via £20K CIL monies, £40K S106 drainage monies and £100K from their Recreational Mitigation Programme.

c) An email from Jacqui Massie providing details of the Twinners' visit which takes place between 9th and 13th May, as attached.

117. SCHEDULE OF PAYMENTS

The Chairman referred to the Schedule of Payments for the period 1 – 31 March 2024 in the sum of £167,791.85.

The Town Clerk highlighted items over £1,000.

	Payee	Description	Gross
a)	Lombard	Vehicle leasing x 5 BW21 NYH/BV71 ZJZ/BC21 NLU/DY20HTT/DX67UYD	£2,286.02
b)	Greenlock Electrical Ltd	Ashley Project electrical fit out (CAPEX)	£2,171.62
c)	Tom Morrissey	General works site wide (9 days @ £150 per day)	£1,350.00
d)	ARC Cleaning	Essential roof repairs to stop water ingress at ASBOC	£1,790.00
e)	Coastal Asphalts Ltd	Outdoor Bowls Club - h & s footpath repairs	£3,575.40
f)	Edmat Gas Services	Fernhill changing room upgrade (CAPEX)	£2,500.28
g)	Greenlock Electrical Ltd	Ashley project electrical works including installation of CCTV system and security alarm system (CAPEX)	£4,210.03
h)	Gristwood & Toms	Completed tree works - February 2024	£1,740.47
i)	HCC	Staff pension contributions - February 2024	£10,405.80
j)	HMRC	Tax and NIC - February 2024	£9,758.01
k)	Hygienic Walls Ltd	Fernhill Pavilion away changing room upgrade - CAPEX (part funded by ECB grant of £10,000)	£19,101.60
l)	Manor Grounds Maint	General works site wide (10 days @ £100 per day)	£1,200.00
m)	Natasha Beatty	To provide cookery education classes during February 4 week course x 3 sessions	£2,400.00
n)	NFDC	6 monthly contribution towards line rental costs for CCTV for the period 1-10-23 to 31-03-24	£2,564.00
o)	Npower	Electricity used at Spencer Road South/Mallard Court/Moore Close and Fawcetts main site/Talking Newspaper and ASBOC/Ashley Sports Pavilion	£1,295.68

p)	Source for Business	Water usage at Becton Lane/Upper Ashley/Middle Ashley allotments/Indoor Bowls Club/Outdoor Bowls Club/Ashley Sports Ground/trough at Barton Common - Aug 23 - Feb 24	£1,943.24
q)	Tom Morrissey	General works site wide (10 days@ £150 per day)	£1,500.00
r)	Coastal Asphalts Ltd	Ashley Project final footway surfacing (CAPEX - budgeted at £23,000)	£21,754.56
s)	Greenlock Electrical Ltd	Installation of HVAC (Heating Ventilation & Air Conditioning) system at Ashley Youth facility/replace faulty extractor fan at Ashley Rugby Club (CAPEX)	£5,235.00
t)	Natasha Beatty	To provide cookery education classes during March 2024	£2,400.00
u)	rCOH Ltd	Scoping action plan and follow up work Neighbourhood Plan	£5,580.00
v)	Staff/Members	Salaries and expenses - March 2024	£27,682.71
w)	Zurich Municipal	New Milton Town Council insurances /mechanical inspection professional fees	£18,727.33

Following some discussion about HVAC (Heating Ventilation and Air Conditioning) and HAVS (Hand Arm Vibration Syndrome)

It was,

ENDORSED: That the Schedule of Payments No. 8/23/24 for the period 1 – 31 March 2024 in the sum of £167,791.85 be ENDORSED for Town Council approval.

118. GRANT AID

a) **New Milton Lions Club**

The Town Clerk referred to Appendix 1 – a Grant Application from New Milton Lions Club in support of their annual May Fayre.

Following some discussion and a vote

It was,

RESOLVED: That £500 be awarded to Lions Club from the Events Budget under the General Power of Competence.

b) **Friends of the Indian Soldiers Memorial**

The Chairman referred to Appendix 1a) Grant Aid request from Friends of the Indian Soldiers Memorial to support their Act of Remembrance Event on 10th July.

Following some discussion and a vote

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.

119. FEBRUARY ACCOUNTS

The Chairman referred to Appendix 2, Monthly Accounts for February 2024. Following initial year end work today, the Town Clerk advised indications are there is a c.£20k underspend and that this would be the situation at year end after Town Hall costs are accrued / received.

There have been savings on Communications of £17K and Professional Fees of £26.5K, a Grant of £9,998 has been received in respect of the Neighbourhood Plan and £25K interest has been received that was not budgeted.

Cllr G Blunden observed that the big challenge to the Amenities Budget is the market, it has always been challenging, but he felt we need to keep trying bearing in mind the opportunity for putting it out to contract may incur £5K rates liability.

Cllr K Craze asked about the Quilter Cheviot investment and when this would be reviewed. The Town Clerk stated that this investment would be reviewed at the annual investment strategy review. The Auditors had recommended that it may be time to divest, but that it should be done gradually. So far, £300K has been used from reserves towards the Ashley Project and the Quilter Cheviot current valuation amounts to £314K so it needs to be realised for future projects.

The Chairman took the opportunity to thank the Town Clerk and the Committee Chairs and the Officers for helping to ensure that the overall results are coming in at 98% of what was budgeted. Overall services are being delivered within budget.

120. CIL MONIES

The Chairman referred to Appendix 3 being CIL monies recently received. The Town Clerk advised that £20K CIL monies has recently been received from NFDC and Cllr Blunden mentioned many projects across the town are being funded by CIL monies and this is great.

The Town Clerk mentioned that having the Neighbourhood Plan opens up opportunities in respect of CIL funds as we now receive 25% of such monies. Payments are received half yearly from NFDC, in April and October.

121. REFERRED MATTERS

The Chairman referred to Appendix 4 a referral from the Amenities Committee relating to the Ashley Parade Project.

“The Chairman referred to the Estates Manager’s report previously circulated. At the previous meeting it was noted that £15K was coming from the UK Shared Prosperity Fund via NFDC but this is to be match funded from our CIL monies. The Estates Manager has managed to incorporate three flowering cherry trees into the scheme. Work is due to commence on this project in early May, and Amenities on 9 April recommended that £15k CIL monies be allocated to match fund the monies from the Shared Prosperity Fund towards the Ashley Parade project.”

Following some discussion and a vote,

It was,

RESOLVED: That £15K CIL monies be allocated to match fund the monies from the Shared Prosperity Fund towards the Ashley Parade Project.

122. XMAS LIGHTS 2023-24

The Chairman referred to Appendix 5 the report on the 2023 Xmas Lights previously circulated. Cllr G Blunden stated that this is the final year of the current contract, and that always represents something of a challenge and under those difficult circumstances the lights had come in this year at just £600 over budget.

123. XMAS LIGHTS CONTRACT

Cllr G Blunden then referred to Appendix 6 the amended contract document previously circulated, which will be put out to tender. We will be approaching several main contractors but will also investigate whether any local electrical contractors can fulfil the contract.

124. YOUTH REPORT

The Youth Services Manager referred to Appendix 7 - Youth Report previously circulated.

Cllr W Davies asked if the YSM was aware of Martyn's Law which will be passed shortly and which makes it a duty to provide a procedure for all public buildings in the event of a terror attack. The YSM advised that there had been a meeting in relation to an Emergency Plan for natural disasters including flooding with NFDC. The Town Clerk said that they would no doubt take the lead on this new requirement.

(Post Meeting Note: Martyn's Law doesn't cover venues with a capacity of under 100, so won't be applicable to Ashley Youth Hub.)

Cllr G Blunden asked whether there was a possibility of the Youth Council being reformed. The YSM said that she was talking to all the local schools and hoped to reinstitute a forum for the young people to discuss any issues and to provide a route for engagement with the Town Council.

Cllr S Clarke reported that he had attended a meeting with the Youth Trust and that a video had been shown being, 'What is detached?' a video from the Youth +team at Brighton:

<https://www.youtube.com/watch?v=psiThrTitvM>

The video was then shown to the Committee.

Cllr Clarke said that the two youth workers, Laura and Naomi have been doing detached work in the town and they are building up relationships with the young people. He also advised that the detached work is funded for the next 18 months via a grant from another source. The NMYT Facebook page carries the details of where the youth workers will be for their detached sessions.

Cllr Blunden said that the video had struck a chord with him, and he felt that young people today are asked to mature very quickly and have to contend with social media and other influences. He asked how the success of the Youth Trust would be measured.

The YSM said that it would be on numbers of engagements initially, as well as referrals to other agencies, the Youth Trust have invested in software which will allow them to collect this data. It is to be hoped that there would be a reduction in ASB although as Cllr Clarke pointed out ASB is not all carried out by young people.

[Post meeting note: This is the software that NMYT asked the council to fund under their December Grant Aid request: [Homepage \(upshot.org.uk\)](http://Homepage(upshot.org.uk)) This software should help to evidence impact over time, however is currently only being used by NMYT and not any other youth services.]

There was a discussion about knife crime as Cllr Clarke reported that NMYT had carried out an unofficial survey with the young people they work with. There was a feeling that some young people in the town are carrying knives. Simply carrying knives amounts to a crime and can obviously lead to far worse. The youth workers are trained to deal with this, and are strict on their lone working policies, that is they never go out alone.

The Chairman thanked the YSM for her report, and Cllr Clarke for sourcing the video.

125. CHAIRMAN'S UPDATES

The Chairman had nothing to report, but Cllr B Murrow spoke about the Twinning visit which takes place between 9th and 13th May. The Councillors should already have received the itinerary via the email attached. Councillors are welcome to book onto them, but they should let Chris Douglas know that they want to attend by the end of this week.

Thursday 9th May – Visitors from Canteleu arrive adjacent to Pebble Beach from 6.00 pm

Friday 10th May – All-day excursion to Jane Austen's house in Chawton and the Watercress Steam Train from Alton to Alresford.

Saturday 11th May – An Afternoon Tea at South Lawns Hotel from 3.00pm

Sunday 12th May – Guide Hut from 4pm – 8pm for games and bring your own tea / supper.

Monday 13th May – Brunch at the Beefeater (premier Inn) in Somerford from 9.30am

126. NEXT MEETING

Monday 10 June 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
118	Pay Grant Aid requests	ASAP	Asst Town Clerk
119	Investment Strategy	10.06.24	Town Clerk / F&GP
121	Endorse £15k CIL Request	14.05.24	Town Council
122	Xmas lights 2023-24	ASAP	Asst Town Clerk
123	Xmas lights contract	ASAP	Asst Town Clerk
124	Martyn's Law (PMN)	ASAP	Town Clerk
124	NMYT software (PMN)	ASAP	Town Clerk
125	Twinning Visit Timetable	9-13 May 2024	Councillors

Distribution:

Town Councillors
 District Councillors J L Cleary
 County Councillors M Kendal, F Carpenter and K Mans
 Estates & Facilities Manager
 New Milton Police
 Press
 Editor - Focus
 Sue Larking – NMRA

Dear Councillors

Please see below information from the Twinning Association about the upcoming visit from our friends from Canteleu.

If you would like to join the twidders on any of the following events please let Chris Douglas know by 25th April 2024.

From: Jacqueline Massie <massieja@gmail.com>

Sent: Thursday, April 18, 2024 6:29 PM

Subject: New Milton & District Twinning Association - visit from Canteleu - 9th-13th May - programme

The visit from our friends in Canteleu is less than a month away. At our committee meeting this afternoon details were finalised and Chris has prepared the following information

Dear Twidders

It is only 3 weeks now till our French visitors will be with us and plans are well in hand for all the activities and excursions over the long weekend.

Thursday 9 May

The group of 13 are arriving in a minibus and a car via the Dieppe to Newhaven ferry on Thursday May 9th expecting to get to New Milton between 6 and 6.30pm. We will meet them at the usual car park on Barton cliff top to the west of Pebble Beach restaurant. If I have the hosts' mobile numbers I will be able to contact you to warn of any delays. They will have had an early start so will probably just want a hot meal and a fairly early bedtime!

Friday 10 May

Friday is our all-day excursion to Jane Austen's house in Chawton and the Watercress steam train from Alton to Arlesford. We have booked a coach which will do 3 pick-ups. 9.00 in the layby opposite the library in Gore Road, 9.10 outside Bradbeers department store and 9.25 at the Beachcomber cafe in Barton.

We have a group visit booked for 11am at Chawton. The train is not until 2pm so there will be time for a snack in a coffee shop or pub - or even a picnic lunch if it's warm enough. We will rendez-vous at the station at 1.45.

On arriving in Arlesford (at about 2.40) we will have an hour to browse the shops and explore before the coach returns us to New Milton. The twinning association has funded the coach so there are just 2 entries for the hosts to pay. Jane Austen's house is £13 pp and the steam train is £13.20. I know several twidders are considering a fish and chip supper after our day out to avoid cooking and most of the French seem to enjoy our fish and chips!

Saturday 11 May

Saturday is free until 3pm for you to take your visitors to the local shops, Christchurch or Lymington (where it is market day). Don't eat too much at lunchtime though as we have an afternoon tea booked at the South Lawns Hotel in Milford on Sea at 3pm. This will be an opportunity to entertain the French with a traditional English meal

(sandwiches, cakes and scones, jam and cream). We will have our own room. Any twinnings who aren't hosting are welcome to join us too. The tea is £21.50 pp, but the association will subsidise all hosts by £10 so the cost to hosts will be £11.50. I had an afternoon tea there to celebrate my birthday and can vouch that you won't need to provide much in the evening! Perhaps cheese and biscuits or a light snack.

Sunday 12 May

On the Sunday we have booked the guide hut from 4 to 8pm for a social. We will have a few games, maybe some singing and will provide tea and coffee. Everyone can bring their tea/supper to have together and Catherine is planning to provide some cheeses and cider.

Monday 13 May

Monday brunch will be at the Beefeater (Premier Inn) in Somerford at 9.30am. £11 for hosts. The parking is good there. Then our visitors can explore Stewarts or Matalan from around 11am and we'll wave them off at 12ish.

I do need final numbers for all the events at least 2 weeks in advance so please email me (chris@douglas7.co.uk) asap to confirm which events you are attending and send your payment by bank transfer (for £50.00 pp to attend all 4 events) to the twinning account with your name as the reference. The details are Lloyds bank sort code: 30-99-50, account number: 60444460

Any twinnings are warmly invited to join in our events. There is plenty of room on the coach. Your committee has worked hard to organise the weekend and hopefully it will be a thoroughly enjoyable and memorable time for us all.

Chris and the committee.

As Chris mentioned we would like to finalise numbers soon, ideally by 25th April.

The events are, of course, open to **non-hosting twinnings**. The costs for non-hosting twinnings for each event are as follows:

- the excursion to Jane Austen's house and the Watercress train - £30.00
- afternoon tea at South Lawns Hotel - £21.50
- Sunday social at the Guide Hut - no charge
- brunch at the Beefeater - £11.00

Please let Chris know if you are planning to attend any of the above asap and please pay by bank transfer:

Lloyds Bank, 47 Station Road, New Milton, BH25 6HU,
Account holder: New Milton & District Twinning Association
Sort Code: 30-99-50
Account number: 60444460
Reference: your name

Amitiés

Jacqui and the committee