

04/25/26

DATE	PAYEE	DESCRIPTION	AMOUNT
June			
30	Lombard	Vehicle leasing, DY20HTT, DX67UYD, BC21NLU, BV71ZJZ, BW21NYH - June 2025	£2,373.48
		June Subtotal	£2,373.48
July			
1	NFDC (Town Hall)	National Non-Domestic Rate Council Offices & Premises 2025/26 June	£499.00
	NFDC (Fawcetts Field)	National Non-Domestic Rate Sports Ground & Premises 2025/26 June	£419.00
2	Lombard	Penalty Charge	£78.00
3	Enchanted Earth	Fairy Doors for Ballard Fairy Trail	£244.11
7	Vodafone	Monthly mobile phone charges	£554.65
11	All Clear Pest Control	Rodent call out at Bowls Club & regular rodent control at Fawcetts Field	£120.00
	Auditing Solutions	Provision of final Internal Audit service 2024-25	£1,224.00
	Breakthrough Communications	Local Council Data Protection Compliance Toolkit - 12 months access	£594.00
	CEF	Bulk Cable Ties	£37.92
	Christchurch Garden Machinery	Maintenance on various machinery	£634.68
	DCK Accounting Solutions	Accounting Support for May & June	£665.84
	DCK Payroll Solutions	Monthly payroll processing - June	£169.92
	DMW Glazing	Glass Unit Replacement – NMFC Changing Rooms, Fawcetts Pavilion	£108.00
	Eden	Monthly water cooler rental & 18.5ltr bottles	£100.45
	Empire Industrial Doors	New fire escape door installed at Fawcetts as required by statutory risk assessment (£4,280.40 CAPEX); roller shutter repairs (£870) and removal of faulty shutter (£288) at Cricket Club.	£5,438.40
	Flagmakers	Replacement + Spare Town/ Union Flags	£1,105.27
	Forest PAT Testing	PAT Testing at Fawcetts (£206.20 Annual) & Ashley Hub (£86.60)	£292.80
	Geoff Kilbey	BV71 ZJZ - Investigate & Rectify both keys not turning in the ignition	£198.00
	Glasdon	6 Phoenix Seats (benches) Covered by seat income	£4,212.00
	HCC (Hants LGPS)	Pension Contributions - June 2025	£11,735.63
	HMRC Cumbernauld	Tax and NIC - June 2025 (adjusted)	£13,094.10
	UNISON	Subs taken from staff member	£17.25
	JSS Scaffolding	Inspect/ Tag scaffolding & netting at Bowling Green x2	£240.00
	Keffen Plant Hire	Tractor Hire to clear arisings at Ballard Meadow following work by FBWM	£150.00
	Lapwing	Bulk Coffee for Fawcetts & Town Hall	£74.32
	LUSH Signs	Bench Plaque	£54.00
	New Forest Stationers	Stationery Supplies for Town Council usage	£39.11
	Rejuvenate	Provision of managed services and all IT Support including remotely	£732.83
	Screwfix	Hose Clips	£15.99
	Travis Perkins	Barrier Tape 500m x2 (£20.76) Combination Padlock x3 (£67.86)	£88.62
	Turfleet Hire	Contract Hire of John Deere 4066R Tractor, Front Loader & Pallet Forks (£828), Sportsground De-Compaction (£1680)	£2,508.00
	Viking	Paper and stationery supplies for Town Council offices	£140.65
	Vita health group	Provision of an Employee Assistance Programme	£963.00
	WPGGroup	Ultra Low Sulphur Diesel for Fawcetts Vehicle Fuel	£5,036.40
	Waste Management Facilities	Mixed Municipal Ashley Sports Ground	£266.88
12	Societe Generale	Kubota Contract Hire	£303.40
17	Groovemeister	Performance at New Milton Recreation Ground - Sunday 06 July 2025	£980.00
21	Worldpay	Covid Support/ Pending website alternative use for online payments	£15.00
25	All Clear Pest Control	Wasp nest removal at Fawcetts & regular rodent control at Bowls Club	£130.00
	Ampfield Traffic	6 SLR deployments across 2 dates at various locations	£330.00
	AquaCare	Water Hygiene Monitoring Bowls Club May 2024 - Not previously paid	£56.66
		Carried Forward	£56,041.36

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		Bought Forward	£56,041.36
	Central Southern Security	Fire Alarm & Emergency Lighting Statutory testing at Fernhill Cricket Pavilion, Fawcetts Field Changing Rooms & Outdoor Bowling Pavilion	£469.20
	Christchurch Garden Machinery	Mower deck maintenance & new number plate for Ride-On Mower	£141.00
	Gary Prince Publications	Full page adverts in The Mercury, The Barton Bugle & New Milton Mail for Afternoons of Music - August 2025	£216.00
	Geoff Kilbey	MOT Test Peugeot Boxer BW21 NYH	£53.00
	JSS Scaffolding	Inspect/ Tag scaffolding & netting at Bowling Green x2	£240.00
	Juice	Work on design and completion of event form on new website	£360.00
	Keffen Plant Hire	Fawcetts Field pipe repair (£216) & Ballard Meadow southern footpath (£19,200 CAPEX/CIL)	£19,416.00
	L.Kitcher Fencing & Gates	Gate post Becton Lane Allotments (£240) Additional height fencing at Outdoor Bowls to remedy ASB (£2,004)	£2,244.00
	Lapwing	Estates team PPE & Drinking Water	£122.49
	Mole Country Stores	Fertiliser for Open Space Planting	£82.96
	NMSB Concrete	Concrete for Bench bases	£233.68
	NMSB	Soil for season end pitch maintenance at Fawcetts & Ashley; compost for open spaces; general waste site wide	£668.08
	npower	Electricity bills for various locations June 2025 (£524.22), Recreation Ground event supply November 2024 to 30 June 2025 (£205.43), credits for Recreation Ground event supply totalling £255.22	£474.43
	New Milton Advertiser	Advertisements for Afternoons of Music (Groovemeister), Meadow Day, and Neighbourhood Plan Reg 14	£888.00
	NMRFC	Ashley Hub electricity charge 11.06.25 - 09.07.25	£138.01
	Pauline Jones Florist	Wreath for Indian Memorial	£33.70
	Rejuvenate	Provision of telephone service in full - monthly	£173.62
	Stacey Miller Consultancy	Wellbeing workshop HAF Youth Support	£340.00
	Staff/ Members	Salaries and Expenses - July 2025	£43,841.45
	Travis Perkins	Barrier fencing & pins for end of season pitch protection at Fawcetts & Ashley (£245.84), edgings for Recreation Ground improvements (£777.60) War Memorial, Fernhill footbridge repair supplies & hazard tape (£36.95)	£1,060.39
	Vita Play	Playground inspections & maintenance Jan–May 2025 at Doe Copse, Ashley Recreation Ground, New Milton Recreation Ground & Long Meadow. (5 months)	£1,755.60
	Wessex Sound	PA System & Sound Engineer Afternoon of Music 06.07.25	£1,020.00
28	Citation	On-Site H&S Consultancy - Up to Half Day - monthly charge	£62.81
29	Lombard	Boxer BW21 NYH - VED Recharge	£96.00
31	Lombard	Vehicle leasing, DY20HTT, DX67UYD, BC21NLU, BV71ZJZ, BW21NYH - July 2025	£2,452.61
		TOTAL	£132,624.39

SUMMARY

Appendix 2

MONTHLY MANAGEMENT ACCOUNTS - JULY 2025

	Actual July £	Budget July £	Var £	Var %	Actual YTD £	Budget YTD £	Var £	Var %	Annual Budget £	Amount Left £	Left %
AMENITIES	85503	75929	9574	13%	278618	280633	-2015	-1%	834451	555833	67%
F&GP	46902	44382	2520	6%	179952	194896	-14944	-8%	615776	435824	71%
TOTAL	132405	120311	12094	10%	458570	475529	-16959	-4%	1450227	991657	68%

AMENITIES

MONTHLY MANAGEMENT ACCOUNTS - JULY 2025

	Actual July £	Budget July £	Var £	Var %	Actual YTD £	Budget YTD £	Var £	Var %	Annual Budget £	Amount Left £	Left %
Amenities - General											
Wages & Salaries	29021	25475	3546	14%	101215	101890	-675	-1%	305700	204485	67%
Ers NI	3698	3293	405	12%	12793	13170	-377	-3%	39513	26720	68%
Ers Pension	5168	4188	980	23%	17416	16750	666	4%	50256	32840	65%
Skip Hire	237	292	-55	-19%	949	1167	-218	-19%	3500	2551	73%
Tree Work	1869	3333	-1464	-44%	9505	13332	-3827	-29%	40000	30495	76%
Tree Planting	0	458	-458	0%	0	1833	-1833	-100%	5500	5500	100%
Signs	0	333	-333	-100%	0	1333	-1333	-100%	4000	4000	100%
Vehicle Maintenance	276	1667	-1391	-83%	3785	6666	-2881	-43%	20000	16215	81%
Fuel & Oil	0	1333	-1333	-100%	4269	5333	-1064	-20%	16000	11731	73%
Contract Hire van	4067	4250	-183	-4%	13925	16998	-3073	-18%	51000	37075	73%
Safety Equipment	102	1167	-1065	-91%	929	4666	-3737	-80%	14000	13071	93%
Hand Tools	46	62	-16	-26%	217	250	-33	-13%	750	533	71%
Machinery Replacement	529	333	196		637	1333	-696		4000	3363	84%
Waste Collection - NFDC	0	150	-150	0%	946	600	346	58%	1800	854	47%
Ash Tree Die Back	0	0	0		0	4000	-4000		12000	12000	100%
Service Level Agreement	0	208	-208	-100%	0	833	-833	-100%	2500	2500	100%
Statutory Testing	3086	1333	1753	131%	14310	5333	8977	168%	16000	1690	11%
Sub-Total	48099	47877	222	0%	180896	195487	-14591	-7%	586519	405623	69%
					0						
Donations	0	0	0	0%	0	0	0	0%	0	0	0%
Sub-Total	0	0	0	0%	0	0	0	0%	0	0	0%
					0						
SUB-TOTAL	48099	47877	222	0%	180896	195487	-14591	-7%	586519	405623	69%
					0						
Ashley Sports	4879	1846	3033	164%	6651	7385	-734	-10%	22156	15505	70%
Rec (including skatepark)	3011	125	2886	0%	9287	1505	7782	517%	1505	-7782	-517%
Fawcetts	6575	5643	932	0%	8984	7523	1461	19%	7523	-1461	-19%
Moore Close	0	-362	362	0%	-1733	-1447	-286	20%	-4341	-2608	60%
Fernhill Lane	3375	119	3256	0%	7697	478	7219	0%	1434	-6263	0%
Allotments	1448	177	1271	0%	1358	710	648	91%	2130	772	36%
Donated Seats	195	83	112	0%	5010	333	4677		1000	-4010	-401%
Public Open Spaces	808	6067	-5259	0%	31928	30000	1928	6%	72800	40872	56%
Rent Received Dog Club	0	-156	156	0%	0	-625	625		-1875	-1875	100%
Flowerbed sponsorship	0	-375	375	-1.00	-1250	-1500	250	-17%	-4500	-3250	72%
Bus Shelter advertising	0	-200	200	-1.0	-2552	-800	-1752		-2400	152	-6%
Plant a Tree income	0	-333	333	-100%	0	-1333	1333	-100%	-4000	-4000	100%
HLS income	0	-333	333	-100%	0	-1333	1333	-100%	-4000	-4000	100%
Street Trading Income	-350	-500	150	-30%	-1280	-2000	720	-36%	-6000	-4720	79%
Playgrounds	1463	250	1213		9160	3000	6160	205%	3000	-6160	-205%
CIL Receipt	0	0	0	0%	-8595	0	-8595	0%	0	8595	0%
Transfer to CIL receipts	0	0	0	0%	8595	0	8595	0%	0	-8595	0%
Rec Improvements	0	0	0		2725	0	2725	0%	0	-2725	0%
Skate Park	0	0	0		5500	0	5500	0%	0	-5500	0%
FF New Fire Door	0	0	0		3567	0	3567	0%	0	-3567	0%
Ballard Lake	16000	0	16000		16000	0	16000				
Cap Ex	0	16000	-16000	0%	-3330	43250	-46580	0%	163500	166830	102%
SUB-TOTAL	37404	28052	9352	33%	97722	85146	12576	15%	247932	150210	61%
AMENITIES	85503	75929	9574	13%	278618	280633	-2015	-1%	834451	555833	67%

FINANCE AND GENERAL

F&GP	Actual Budget				Actual Budget				Annual Amount		
General Expenditure	July	July	Var	Var	YTD	YTD	Var	Var	Budget	Left	Left
Wages (incl. Youth Work)	22039	20835	1204	6%	88158	83330	4828	6%	250016	161858	65%
Ers NI (incl Youth Work)	2806	2000	806	40%	11222	8000	3222	40%	24001	12779	53%
Ers Pension (Ditto)	4562	4334	228	5%	18249	17333	916	5%	52003	33754	65%
Staff Expenses	0	125	-125	-100%	555	500	55	11%	1500	945	63%
Staff Training	0	417	-417	-100%	400	1667	-1267	-76%	5000	4600	92%
Town Development	1350	850	500	0%	2150	3400	-1250	-37%	10200	8050	79%
Telephone	416	583	-167	-29%	2226	2333	-107	-5%	7000	4774	68%
Postage	-154	146	-300	-206%	590	583	7	1%	1750	1160	66%
Stationery	168	183	-15	-8%	853	733	120	16%	2200	1347	61%
Subs + Pubs	0	0	0		1580	833	747	90%	2500	920	37%
Photocopier	544	140	404	290%	703	558	145	26%	1675	972	58%
Events Expenditure	2785	1250	1535	123%	4357	5000	-643	-13%	15000	10643	71%
Advertising	302	417	-115	0%	1104	1667	-563	-34%	5000	3896	78%
Neighbourhood Planning	0	0	0	0%	7478	7500	-22	0%	15000	7522	0%
Youth Co-ordination	1804	2917	-1113	-38%	11110	11666	-556	-5%	35000	23890	68%
Communications+Media	40	833	-793	-95%	2097	3333	-1236	-37%	10000	7903	79%
Professional Fees	3924	3792	132	3%	13980	15165	-1185	-8%	45500	31520	69%
Bank Charges	147	250	-103	-41%	738	1000	-262	-26%	3000	2262	75%
Insurance	0	0	0	0%	17484	17000	484	3%	17000	-484	-3%
CAB	0	0	0	0%	0	0	0	0%	5000	5000	100%
Mayoral Allowance	0	0	0	0%	0	0	0		1500	1500	100%
Twinning	0	0	0	0%	0	0	0		1200	1200	100%
Members Allowances	4733	4500	233	0%	9466	9000	466	5%	18000	8534	47%
Members Training	0	167	-167	0%	10	0	10		2000	1990	100%
Civic Entertainment	0	83	-83	0%	293	333	-40	-12%	1000	707	71%
Grant Aid	0	0	0	0%	0	0	0	0%	7500	7500	100%
Events Budget	0	0	0	0%	0	0	0		5000	5000	100%
Youth Grant Aid	0	0	0	0%	0	0	0	0%	15000	15000	100%
Sub-Total	45466	43820	1646	4%	194803	190933	3870	2%	559545	364742	65%
Events Income	0	0	0	0%	750	0	750	0%	0	-750	0%
NP Grant	0	0	0	0%	0	0	0	0%	0	0	0%
Misc receipts	0	0	0	0%	364	0	364	0%	0	-364	0%
Insurance recharges	0	0	0	0%	0	0	0	0%	0	0	0%
Misc Recharges	0	0	0	0%	0	0	0	0%	0	0	0%
Donations /Contributions	75	0	75	0%	250	0	250	0%	0	-250	0%
Wayleave (Brrok Ave)	667	0	667	0%	667	33	634	0%	100	-567	0%
Interest Received	1338	1000	338	34%	4558	4000	558	0%	12000	7442	0%
Donations/grants Youth	0	0	0	0%	17360	0	17360	0%	0	-17360	0%
Sub-Total	2080	1000	1080	108%	23949	4033	19916	0%	12100	-11849	0%
SUB-TOTAL	43386	42820	566	1%	170854	186900	-16046	-9%	547445	376591	69%
Rent - Town Hall prepaid	0	0	0	0%	0	0	0	0%	7540	7540	1.00
Rates (<i>paid over 10 mths</i>)	499	416	83	0%	2021	1664	357	0%	4991	2970	60%
Town Hall utilities	0	0	0	0%	0	0	0	0%	5050	5050	100%
Town Hall costs	19304	0	19304	0%	19536	0	19536	0%	15000	-4536	-30%
Equipment Maint	0	104	-104	0%	0	417	-417	0%	1250	1250	0%
Transfer to/from Reserve	-19173	0	-19173	0%	-19173	0	-19173	0%	0	19173	0%
Office Equip and F&F	0	42	-42	-100%	179	167	12	7%	500	321	64%
Christmas Lights	45	0	45	0%	1130	1000	130	0%	25500	24370	96%
SUB-TOTAL	675	562	113	0%	3693	3247	446	14%	59831	56138	94%
Misc income	0	0	0	0%	0	0	0	0%	0	0	0%
IT Equipment	2841	1000	1841	0%	2841	1000	1841	0%	1000	-1841	-184%
Defib	0	0	0	0%	0	0	0	0%	0	0	0%
CCTV	0	0	0	0%	2564	3750	-1186	0%	7500	4936	66%
SUB-TOTAL	2841	1000	1841	0%	5405	4750	655	0%	8500	3095	36%
F&GP TOTAL	46902	44382	2520	6%	179952	194896	-14944	-8%	615776	435824	71%

**September 2025****Holiday Activities and Food Programme (HAF)**

Our summer activity programme was well attended. We continued with our usual programme and added on a host of new activities. We had a female football coach who plays professionally, along with a rugby coach who is top try scorer for Bournemouth Rugby Club. One of our young leaders is part of the England Ladies Rugby Player Development Group. We provided coaching in many sports including archery, pickleball, cricket, tennis, basketball, football, rugby,

Other activities included den building, jewellery making, slime making, and we made outfits and felt pots. We have a variety of board games on offer and put on wellbeing workshops. The final day of sessions was a mini festival which also included laser gun games, a silent disco, a slip and slide, music, dancing, circus skills and more.

Alongside eleven adult staff members, we are extremely proud of our seven young leaders who worked hard and engaged well with the young people. They all really enjoyed working with us and are keen to continue to do so going forward. One of our young leaders, who struggles with anxiety, really built her confidence over the sessions.

One of our young attendees has struggled with school refusal following a period of many changes in her life. We managed to get her engaged in the sessions and building friendships. She will continue to attend our wellbeing groups, and we are working with her school, and family to support her transition into attending school again.

Ashley Family Hub

The groups currently on offer continue to be highly successful, with consistent levels of engagement and positive feedback from young people and their families. Building on this success, we are now exploring opportunities to broaden the range of activities available to further increase the support we provide. By introducing new sessions and diversifying our programme, we aim to ensure that more young people can access services that meet their individual needs and interests.

Our youth groups are particularly well attended, with regular participation demonstrating the value placed on these sessions by the young people. Beyond attendance, many participants are becoming more actively engaged, taking ownership of projects and initiatives that benefit both themselves and the wider community. This has not only fostered



a sense of belonging and responsibility among the young people but has also strengthened links with the local community through volunteering, peer support, and collaborative activities.

Moving forward, we are committed to sustaining the quality of our existing groups while expanding opportunities to encourage even greater participation, inclusion, and community impact.

Home Education

Our Home Education groups are scheduled to start in September, with the initial programme placing a strong emphasis on reading. This focus will support children and young people in developing key literacy skills while also building confidence, creativity, and a love of learning. The legislation and guidelines around support for Elective Home Education students means we cannot support with their actual education, as this is the responsibility of the family, however, we are able to offer a safe space to maintain a professional relationship with families, and signpost where necessary.

NEW MILTON TOWN COUNCIL**GRANT APPLICATION FORM**

Please read the Council's Policy and Procedures for Awarding Grants before completing this form.
(You may use a continuation sheet if necessary)

Name of organisation making the application: New Milton youth Trust	
Name of person to whom correspondence should be addressed: Helen Wallis-Dowling	Address for correspondence: [REDACTED] New Milton Hampshire Post Code: [REDACTED]
Payee for Grant Cheque: New Milton Youth Trust	Daytime Tel: [REDACTED]
<p>Details of the organisation, i.e. what does it do?</p> <p>New Milton Youth Trust is a Charitable Incorporated Organisation which was founded in 2019.</p> <p>The aim of addressing the social welfare needs of all people aged 0 to 25 years old resident in New Milton and its surrounding areas. We will achieve this aim by supporting young people and their families to create projects and opportunities which will support them to develop knowledge, skills and experience to reach their full potential as active citizens.</p> <p>We believe that children, young people and their families have the capacity to take the lead in identifying, developing and organising projects that benefit both them and the wider community. The role of the New Milton Youth Trust is to support them in this endeavour, by employing skilled staff to bring people together around the issues they are facing; to identify the root causes and take collective action to create sustainable solutions.</p> <p>As part of these aims, we currently operate a youth work provision in the Town in two settings; a detached youth work setting which includes working on the street with young people as well as in schools and a building-based drop-in session for two nights per week including our Safe Haven project.</p>	Amount of Grant applied for: £14136.00
<p>What is the Grant for and who will benefit? (Give details of the project)</p> <p>The grant is to fund six months of salary and oncosts for 5 youth workers for our building-based provision in the Empire Skate Building on New Milton Recreation Ground.</p> <p>Since we launched our provision in January 2024 the Youth Trust's workers have engaged with 193 young people. During our building-based sessions workers provide activities such as cooking, arts and crafts, sports and physical activities. Through these activities they explore issues such as healthy lifestyles and eating, cooking on a budget, mental health and wellbeing, drugs and alcohol education</p>	

and prevention, and they are trained and qualified to give sexual health advice and support. Workers also facilitate conversations and discussion with young people about the things that matter to them and impact their lives, for example, education, preparing for work, keeping safe online and in the community.

Our Safe Haven project is our provision is accessed for by young people, often by referral, who are not ready to join our drop-in sessions, due to particular individual needs. Safe Haven ensures that our work is inclusive and gives a wide range of young people access to our youth workers.

This work takes place because of the trusted relationships the workers have developed with the young people, some as young as 11 years of age. We know from the census and other data that many of the young people who use our services come from areas in the town which are defined by the Indices of Multiple Deprivation as the second and third most deprived areas in England and therefore experience many challenges in their lives. The youth drop-in provides a space where young people feel safe to share their different experiences with the workers and the workers themselves act as positive adult role model who support and guide them and hold them to account if required.

Since January 2025, New Milton Youth Trust has also worked in partnership with The Arnewood School working with small groups of young people both in school and on a very successful school reintegration project; Freedom Leisure – a gym project which has engaged 17 young people who are not in school, work or training, Hampshire Cultural Trust engaging 20 young people in two creative projects and Jungle Cub on a lively DJing course.

Have you applied to any other body for a grant towards this project? (If yes, please give details)

We are still working with the organisation called SportEd, who have provided a volunteer to support us to create a business plan alongside a marketing and communication strategy. This will enable us to approach local businesses for sponsorship and funding as well as inform applications to the following charitable funding bodies:

National Lottery Reaching Communities Awards

Children in Need

Garfield Weston Trust

Comic Relief

Paul Hamlyn Foundation

We are applying for large 2–3-year grants from these funding bodies (all part funding our running costs). However, we have needed the time since our provision began in January 2024 to gather evidence of need for and impact of our work across the community in order to be eligible to apply for these larger funding pots. These grants will look at an expansion of our current work in order that we can achieve our vision of working across our target age range of 0 – 25 years.

This funding from the Town Council will enable us to sustain our current level of service whilst we work with these funding bodies.

How else do you raise income? (Give details of subscriptions, fund-raising, contributions “in kind” etc)

Since January 2025, we have received the following grants for our work:

New Milton Town Council - £13000

Police & Crime Commission - £13,271.00

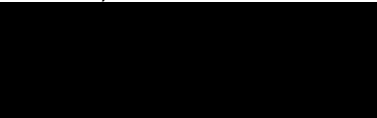



Knightwood Oaks - £500

Make a Difference Locally Heart of Community Nisa Awards - £4500 (2 payments)

Hampshire Cultural Trust for the RAP project and Graffiti Project - £850

VEC Acorn Trust - £1000

Barton Methodist Church - £323.10

<p>NFDC - £250</p> <p>Energise Me - £1,406.00</p> <p>ASBOC - £750</p> <p>Freedom Leisure - £960.00</p> <p>Double H Nurseries - £2294.00</p> <p>Gryphon Trust - £1952</p> <p>ASBOC - £750</p> <p>Paypal donations from local people - £890</p> <p>A stall led by young people at the New Forest Show raised £520.65</p> <p>We currently have a collection space in Tesco Stores as part of their Blue Token scheme</p> <p>We received gifts for 75 young people as part of the Cash for Kids Christmas Present Appeal.</p> <p>As well as donations of clothing and school uniform, books, arts and craft materials, furniture.</p>		
<p>What age groups do you cater for?</p> <p>0 -25-year-old and their families</p>	<p>Total Membership:</p> <p>N/A we are not a membership organisation</p>	<p>Are you a registered charity? If yes, please provide your number.</p> <p>1186952</p>
<p>Signature of Responsible Adult: (Chairman, President, Leader)</p> <p></p> <p>Date: 7th September 2025</p>	<p>Bank Details</p> <p>Account Name:</p> <p></p> <p>Sort Code:</p> <p></p> <p>Account Number:</p> <p></p>	<p><i>For Council use only</i></p>

You must attach the following to your application:

Copy of: Last year's accounts, Minutes of your last AGM, current Constitution or Rules.

Minutes of the Meeting of the Amenities Committee of New Milton Town Council held on Monday 01 September 2025 at 6.30pm at the Town Hall, Ashley Road, New Milton.

Present:

Councillors: p G R Blunden - Chairman p M Craze - Vice Chair
 p D E Hawkins R Murrow
 p J Baker p A D O'Sullivan
 D Rice-Mundy p V Schooling
 p K Trehorn

In attendance:

Councillors: None

Officers: Graham Flexman - Town Clerk
 Mark Jeffries – Estates and Facilities Manager
 Sam Welch – Administration Officer

37. LAND USE REQUESTS

A request was received from New Milton Rugby Club:

“New Milton Rugby Club are hosting a mini rugby festival on Sunday 5th October where we will host 800 rugby players aged 5 yrs – 11 yrs. It’s an amazing festival of rugby and New Milton fortunate to be the host to many visiting teams across Hampshire & IOW.

I am writing to ask if NMTC would support the event with a contribution towards the portaloos, similar to the Family Fun Day hosted in June?”

The Town Clerk suggested, as previously in March, that the usual £250 fee for the event be waived. This was supported by the Chairman and Members.

RECOMMENDED: That the Town Council waive the £250 fee for the Mini Rugby Festival on Sunday 5th October 2025.



New Milton Town Council
The Town Hall
2 Ashley Rd
New Milton
Hants, BH25 6BZ

21st August 2025

Dear Sirs

The purpose of this letter is to set out the basis on which we (are to) act as internal auditors of the Council and the respective areas of responsibility of the Council and of ourselves.

As Councillors of the above Council you are responsible for maintaining proper accounting records and preparing financial statements, which give a true and fair view and comply with the Local Government Act Accounts and Audit Regulations 1996, as amended periodically. You are also responsible for making available to us, as and when required, the Council's accounting records and all other necessary records and related information for us to undertake our review in accordance with the requirements of the "Governance and Accountability Manual – The Practitioner's Guide", including minutes of all Council and Committee meetings.

We have a responsibility to report to the members whether, in our view, the financial statements, as summarised at Section 2 of the statutory Annual Governance and Accountability Return (AGAR), are in accordance with the Council's accounting records, whether they are supported by appropriate systems of internal financial control in the areas specified in the Internal Audit Report embodied in the AGAR and whether they comply with the relevant legislation. In arriving at our view, we are required to consider the following matters, and to report on any in respect of which we are not satisfied:

- a. whether proper accounting records have been kept by the Council;
- b. whether the Council's Balance Sheet and Income and Expenditure Account or Receipts and Payments Account and supporting statements are in agreement with the accounting records and returns;
- c. whether we have obtained all the information and explanations which we think necessary for the purpose of our audit.

In addition, there are certain other matters, which, according to the circumstances, may need to be dealt with in our report.

We have a professional responsibility to report if the financial statements do not comply in any material respect with Statements of Standard Accounting Practice and Financial Reporting Standards, as applicable to local Councils, unless in our opinion the non-compliance is justified in the circumstances.

Our audit will be conducted in accordance with Part 2, Regulation 5 of the Accounts and Audit Regulations as set out in the Local Audit and Accountability Act 2014 (amended) and the Auditing Standards issued by the accountancy bodies and will have regard to relevant Auditing Guidelines. Furthermore, it will be conducted in such a manner as we consider necessary to fulfil our responsibilities and will include such tests of transactions and of ownership and valuation of assets and liabilities as we consider necessary.

We shall expect to obtain such relevant and reliable evidence as we consider sufficient to enable us to draw reasonable conclusions therefrom. The nature and extent of our tests will vary according to our assessment of the Council's accounting systems, and where we may wish to place reliance on the systems of internal control and may cover any aspect of the Council's business operations.

We shall report to you any significant weaknesses in or observations on, the Council's systems which come to our notice and which we consider should be brought to your attention. We will also examine annually the Council's approach to the assessment and formal adoption of the risks associated with the various financial and related systems in the Council.

We shall obtain an understanding of the accounting systems in order to assess their adequacy as a basis for the preparation of the financial statements and to establish whether proper accounting records have been maintained.

All evidence obtained, whether in electronic or hard copy format, will be retained in accordance with the General Data Protection Legislation, Auditing Solution's GDPR, and Document & Data retention policies, and the General Data Protection Regulation Non-Disclosure Agreement issued in concert with this Agreement.

As part of our normal audit procedures, we may request you to provide written confirmation of oral representations, which we have received from you during the course of the audit.

In order to assist us with the examination of your financial statements, as summarised in the AGAR, we shall request sight of all relevant supporting documents, including those relating to the chairman's certification of the AGAR, which are due to be issued with the financial statements. We reserve the right to attend relevant meetings of the Council and to receive notice of all meetings.

We may ask, additionally, for confirmation in writing that all the transactions undertaken by the Council have been properly reflected and recorded in the accounting records, and our audit report on your Council's financial statements may refer to this confirmation.


The responsibility for the prevention and detection of irregularities and fraud rests with the Council. Notwithstanding this, we shall endeavour to plan our audit so that we have a reasonable expectation of detecting material misstatements in the financial statements or accounting records resulting from irregularities or fraud, but our examination should not be relied upon to disclose irregularities and frauds that may exist. We also require that, in the event of any suspected irregularity being identified by members or the Council's Clerk, we are advised immediately and, if appropriate, consulted on the appropriate courses of action that should be applied to examine the position further.

We shall not be treated as having notice, for the purposes of our audit responsibilities, of information provided to members of our firm other than those engaged on the audit (e.g. information provided in connection with accounting and other services).

Agreement of terms

Once it has been agreed, this letter and contract will remain effective for future years, until it is either cancelled by the Council or ourselves. We respectively ask that, should the Council wish to cancel the contract, due notice is given by 30th September latest in the financial year under review, as work on the year's review will have either commenced prior to or shortly after that date. We shall be grateful if you could confirm in writing your agreement of the terms of this letter or let us know if they are not in accordance with your understanding of our terms of appointment.

Please indicate your agreement by signing this letter and returning to this office.

On behalf of Auditing Solutions Ltd	Signature	New Milton Town Council	Signature
Stuart J Pollard Director		Dated:	

New Milton Town Council
GOVERNANCE AND MANAGEMENT RISKS 2025-26

	Risk Title	Risk Impact	Likelihood	Risk Score	Control Action Internal Controls	Review Frequency	Alternative Review Trigger/Internal Audit	Responsible Person
1	Budgetary Control Post LGR Lack of forward planning and / or budgetary controls following LGR.	High Lack of direction and prioritisation of extra services Inability to fund / deliver any new devolved service	Low	Medium	Unitary plans under consideration. In year budget reviews continue. Future budget needs as a result of LGR.	On-going Monthly As required	Unexpected expense Inability to deliver new services Double taxation	Town Clerk
2	Cyber Security	Medium Malicious attack results in loss of sensitive data Significant disruption to Council services	Medium	Medium	Council continues to work closely with its IT provider. Rejuvenate Ltd to mitigate threat and help with external accreditation.	On-going Year-end review 2025	Matter to be raised at F&GP council meeting Liaison with Rejuvenate	Town Clerk Assistant Town Clerk
3	Emergency Planning	Low Failure of key NMTC staff to provide effective / timely response Local emergency issues such as flooding or loss / interruption of utilities locally.	High	Medium	The Council is collaborating with the Local Resilience Forum set up by NFDC following several meetings at the Community Centre in Lyndhurst over the last year that NMTC attended	Quarterly	Various staff members have attended several NFDC Forum meetings, including Town Clerk, TDM, YSM and Estates & Facilities Manager as the key operational team leader in the case of such operational emergencies.	Town Clerk TDM /YSM (Managers) Estates & Facilities Manager

New Milton Town Council
GOVERNANCE AND MANAGEMENT RISKS 2025-26

	Risk Title	Risk Impact	Likelihood	Severity	Control Action Internal Controls	Review Frequency	Alternative Review Trigger/Internal Audit	Responsible Person
4	Health & Safety A serious Health & Safety incident that occurs involving the Town Council Employees / land	Medium Litigation almost certain and may be difficult to defend successfully. Reputational damage	Low	High	Implementation of the Council H&S system including proactive monitoring by the Estates Manager	Continuous On-going	Person in overall charge Continuous assessment	Town Clerk Estates Manager
5	Data Protection GDPR breaches Loss / misdirection of council data	Medium Breaches of official regulations/standards. Having reputational consequences for the council, perhaps fines.	Low	High	Implementation of a GDPR action plan. Cases of serious breach / and non-compliance with GDPR legislation	On-going As required	Data breach regulations, compliance and reporting Data breaches overseen by the ICO - Information Commissioner Office. Notifications required.	Town Clerk GDPR Officer
6	Safeguarding An incident occurs Vulnerable person As a result of an action / omission of the Town Council	Medium Under operational supervision of YSM In overall charge is Safeguarding Officer, protecting community in Council premises.	Low	High	YSM remains engaged in daily safeguarding issues. Clerk implements policies & appropriate training programmes for all staff.	On-going Continuous	Implement effective and comprehensive approach to Council safeguarding. Helping / protecting all those in our community with the greatest need, and those vulnerable.	YSM Town Clerk

New Milton Town Council
GOVERNANCE AND MANAGEMENT RISKS 2025-26

	Risk	Risk Impact	Likelihood	Severity	Control Action Internal Controls	Review Frequency	Alternative Review Trigger/Internal Audit	Responsible Person
7	Legal and Governance Ensure Council complies with laws regarding legislation *Equal Opportunities *Human Rights *Disability and Discrimination *Employment Law	High *Fines and Penalties from regulation bodies *Employee action for negligence of grievance *Loss of reputation	Low	Medium	Ensure clear Policies and Procedures exist. Ensure that regular reviews of Policies and Procedures is undertaken and noted Make sure activities not in the best interest of the council do not take place, and/or are not in breach of legislation	Annual Annually Ad hoc	Following incident or Internal Audit highlight. Seek legal advice. Seek any appropriate and specialist advice. Ensure processes are in place to avoid breaches.	Town Clerk Assistant Town Clerk All Council Managers

New Milton Town Council
GOVERNANCE AND MANAGEMENT RISKS 2025-26

	Risk	Risk Impact	Likelihood	Severity	Control Action Internal Controls	Review Frequency	Alternative Review Trigger/Internal Audit	Responsible Person
8	SLA Agreements The provision of services being carried out under partnership / SLA agreements with NFDC / HCC as the principal authorities	High Loss of reputation (eg Grass Cutting) Poor public image (eg Public Toilets)	High	High	Clear statement of management responsibility for each service needed Regular scrutiny of performance against original targets	Annually On-going	Review of adequacy of SLA - Service Level Agreements Annual Appraisals	Town Clerk Estates & Facilities Manager
9	Business Activities Ensuring that all business activities are within legal power, and not ultra vires	High Illegal or other unauthorised expenditure (eg Contractors)	Low	Medium	Recording in the minutes the precise power under which expenditure is being approved	Monthly	Review of minutes to ensure legal powers in place, recorded and correctly applied	Town Clerk
10	Council Minutes Proper, timely and accurate reporting of Town Council business in the Minutes	Low Confusion and misunderstandings Actions not reflecting intentions of Council	Low	Low	Approval by the committees noted by Town Council. Minutes properly numbered and paginated with a signed master copy kept in safekeeping	Monthly	Check that minute / page numbers run consecutively	Town Clerk

New Milton Town Council

GOVERNANCE AND MANAGEMENT RISKS 2025-26

	Risk	Risk Impact	Likelihood	Severity	Control Action Internal Controls	Review Frequency	Alternative Review Trigger/Internal Audit	Responsible Person
11	Consultations Meeting the laid down timetable when responding to consultations (eg Planning and NP issues)	Low Affect reputation Ineffectual involvement	Low	Low	Well documented procedures to deal with responses to consultation requests	On receipt of invitations to comment on consultations	Consultation questions Non-participation	Assistant Town Clerk TDM
12	Cllr Training Council lacks relevant skills / commitment	Low Council fails to achieve purpose. Decision making bypasses council Poor value for precept money.	Low	Low	Training for Councillors Close review of attendance	Annually. At first intake of new Cllrs especially	HALC training course reminders	Assistant Town Clerk
13	Interests Council and/or Cllrs become dominated by individuals or cliques form	Medium Conflicts of interest. Pursuit of personal agendas Decisions made outside Council	Medium	Medium	Clear Standing Orders regarding conduct of meetings (eg with developers) and declaring all Conflict of Interests	Continuously	Adverse press articles. Complaints about Cllrs. Incidents at meetings. Lack of integrity.	Town Clerk Assistant Town Clerk

New Milton Town Council
GOVERNANCE AND MANAGEMENT RISKS 2025-26

	Risk	Risk Impact	Likelihood	Severity	Control Action Internal Controls	Review Frequency	Alternative Review Trigger/Internal Audit	Responsible Person
14	Cllr Integrity Councillors benefiting from being on the Town Council	Medium Affect reputation Conflicts of Interest	Low	Medium	Clear Standing Orders and Fin Regs Open system of payment	All meetings	Adverse press articles	Town Clerk Assistant Town Clerk
15	Interests Failure to register Members' interests, gifts etc	Low Member could make inappropriate gains. Could affect reputations	Low	Low	Procedures in place for recording and monitoring of all Members interests and gifts	Annually	Test of disclosures Complaint about members NFDC Monitoring Officer	Town Clerk Assistant Town Clerk
16	Maintenance Lack of maintenance of Council owned property	Low High cost of repair Injury to third party leading to claims Damage to property	Low	Low	Building survey Stock condition survey Regular routine maintenance Insurance cover	Annually	Unexpected incident	Town Clerk Estates & Facilities Manager

New Milton Town Council
GOVERNANCE AND MANAGEMENT RISKS 2025-26

	Risk	Risk Impact	Likelihood	Severity	Control Action Internal Controls	Review Frequency	Alternative Review Trigger/Internal Audit	Responsible Person
17	Damage of Assets to Council owned property by third party or act of God.	Low Cost of repair	Medium	Low	Insurance cover	Annually	Police report or damage report	Town Clerk
	Loss of Assets Theft	Low High cost of replacement	Medium	Medium	CCTV Fire Burglar Alarms	On-going	Review Asset Register	Town Clerk
	Asset Protection Insufficient protection of physical assets owned by the Council including bldgs. F&F, etc.	Medium Disruption / break-ins	Medium	Medium	Monitoring and auditing procedures. Maintain up-to-date register of assets. Regularly maintain physical assets.	Continuous	Review of management arrangements regarding insurance cover (loss or damage)	Estates & Facilities Manager
	Legal liability Consequence of asset ownership	High Damage to public realm or to person	Low	Medium	Annual review of risk and adequacy of insurance cover.	Asset Audits	Regular Inspections	Estates Staff

New Milton Town Council
GOVERNANCE AND MANAGEMENT RISKS 2025-26

	Risk	Risk Impact	Likelihood	Severity	Control Action Internal Controls	Review Frequency	Alternative Review Trigger/Internal Audit	Responsible Person
18	Third Party Their property damaged, or individuals are injured, due to Service of Amenity provided	High Claims against Town Council	Low	Medium	Public Liability Insurance. Comprehensive event planning. Regular checks of facilities. Ensure all amenities/facilities are maintained to appropriate level	As required Continuously	Review of Insurance Regular Inspections	Town Clerk Estates & Facilities Manager
19	Fraud Loss of cash through fraud or dishonesty	High Reduction in available funds. Loss of council reputation.	Low	Medium	Clear financial procedures in place. Adequate insurance cover in place. Town Clerk not involved in the operation of funds ie payments or payroll.	Annually On-going	Review Insurance Cover (including fidelity guarantee) Separation of Duties.	Town Clerk Assistant Town Clerk

New Milton Town Council
GOVERNANCE AND MANAGEMENT RISKS 2025-26

	Risk	Risk Impact	Likelihood	Severity	Control Action Internal Controls	Review Frequency	Alternative Review Trigger/Internal Audit	Responsible Person
20	<p>Precept Inadequacy of precept eg due to unexpected costs</p> <p>Ensuring the adequacy of the annual precept within sound budgeting arrangements.</p>	<p>Medium Services may not be provided. Lack of budget.</p> <p>Inability to carry out functions. Insufficient funds for LGR contingencies.</p>	Low	High	Regular in-year budget progress reports	Every F&GP meeting	Unexpected event, for example flooding	Town Clerk
21	<p>Investments Problems due to borrowing and / or lending.</p> <p>Other banking arrangements, including PW/LB loan borrowing.</p> <p>Complying with restrictions on borrowing.</p>	<p>Low Failure of third party to repay a loan to council.</p> <p>Inability of Council to repay a loan (unbudgeted).</p> <p>Ensuring adequate precept always.</p>	<p>Low Not permitted.</p> <p>Unlikely</p> <p>Council must operate within its means</p>	High	<p>Include in annual budget.</p> <p>Clear Standing Orders & Financial Regulations.</p> <p>Prepare, and adhere to codes of practice for procurement and note investment strategy.</p>	<p>Quarterly reviews</p> <p>Annually</p> <p>Regularly</p>	<p>Review of internal controls in place and their documentation.</p> <p>Review of minutes to ensure legal powers / budget fund recorded.</p> <p>Review of minutes.</p>	<p>Town Clerk</p> <p>Responsible Financial Officer</p> <p>Clerk / RFO</p>

New Milton Town Council
GOVERNANCE AND MANAGEMENT RISKS 2025-26

	Risk	Risk Impact	Likelihood	Severity	Control Action Internal Controls	Review Frequency	Alternative Review Trigger/Internal Audit	Responsible Person
22	Grants Failure to use grants for intended purposes. Ensuring the proper use of funds granted to community bodies under the General Power of Competence.	Low Lack of funds for project for which grant was intended. Investigation into the use of funds	Low	Low	Clear minutes. Ensure funds always properly ringfenced. Clear financial procedures. Record clearly in minutes. Employ CILCA qualified Clerk	Annually Regularly	Review of minutes Invite the recipients of grants to report back to F&GP / Town Council, or the Annual Assembly	Town Clerk Responsible Financial Officer
23	Financial Control Keeping proper financial records in accordance with statutory / audit requirements.	Low Inadequate financial control	Low	Low	Regular scrutiny of financial records and ensure proper arrangements for the approval of all expenditure	Continuously	Review of internal controls in place and their documentation	Town Clerk and RFO