



Minutes of the meeting of the Finance and General Purposes Committee of New Milton Town Council held on Monday 21 July 2025 at 6.30 pm in New Milton Town Hall.

Chairman p D N Tungate
Vice-Chairman p A D O'Sullivan

Councillors: p J Adams p W Davies
p G R Blunden p R Maynard
p S J Clarke p R A Reid
p M Scott-Johns

In Attendance:

Officers: Graham Flexman - Town Clerk
Theresa Elliott – Assistant Town Clerk
Joy Bean – Administration Officer

The Chairman welcomed Councillors, Officers and two members of the public.

Public Participation

Alan Watson spoke on behalf of the Lion's Club and thanked the Chairman for agreeing to put the Grant Aid request in respect of the Lion's Christmas Event on the agenda for the next Town Council meeting on 5th August as his request had been too late for this F&GP meeting. He had not realised that all Grant Aid requests need to be submitted at least three clear days before the meeting at which they will be presented. Alan advised that he would be available to respond to any questions in relation to the Lion's Grant Aid application for VJ80 event which would be considered this evening under Item 12.

19. **APOLOGIES**

None.

20. **DECLARATIONS OF INTEREST**

Cllr A Reid is a member of the Lions and confirmed he would not vote or speak in relation to Agenda Item 12.

21. **PUBLIC PARTICIPATION**

The Chairman said that Alan Watson's comments were noted and advised that the rule is a Grant Aid request must be submitted to all members at least three clear working days before the meeting, but it is preferable to submit them as early as possible.

22. **MINUTES**

RESOLVED: That the Minutes of the Meeting held on Monday 9 June 2025, as previously circulated, be signed by the Chairman as a correct record.

The Minutes were duly signed.

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

The Town Clerk reported all Action Points from the previous meeting had been addressed.

24. CORRESPONDENCE

The Town Clerk referred to the following item of correspondence:

An email from Alan Watson President of the Lions Club of New Milton & District as follows:

“We would normally put forward our Appeal for Financial Assistance for the staging of the New Milton Christmas Festival, Parade and Christmas Light Switch on Event a little later in the year. However, with the continuing increase in the cost of staging this event, the halving of our major sponsor’s contribution, and this year with the loss of income of the French Market (ceased operations in the UK), we are needing to work on this event much earlier than usual if we are to achieve the desired level of success.”

This is the application referred to earlier by Alan Watson that will now be considered at the Town Council meeting on 5th August.

25. SCHEDULE OF PAYMENTS

The Chairman referred to Appendix 1 - Schedule of Payments for the period from 01 May to 30 June 2025 in the sum of £286,259.45. The Town Clerk highlighted the following items over £1,000.

Silent Disco King	Silent disco kit for Ashley Youth Hub	£1,225.77
Greenlock Electrical	Remedial work at Outdoor Bowls to ensure electrical system is compliant following periodic inspection. Downloading of CCTV footage to memory stick. - Outdoor Bowls statutory work	£1,950.19
HALC	HALC Affiliation fees 2025/26	£1,100.00
HCC (Hants LGPS)	Pension Contributions - April 2025	£11,699.98
HMRC Cumbernauld	Tax and NIC - April 2025	£14,774.55
Keffen Plant Hire	Recreation Ground works including table tennis area enlargement - CAPEX. Clearance of vegetation at Ballard Water Meadow	£11,224.90
Npower	Electricity bills for various locations between the months September 2024 & March 2025	£1,145.25
NFDC	Election (Barton & Becton Ward) 24/10/24 - Contested Election Fee	£9,285.67
New Milton Men's Shed	Money raised over the year whilst the Mayor's Charity	£1,153.00
RMB Hydroseeding	Town wide Hydroseeding works - Wild flowers	£7,056.00
Source for Business	Water & Sewerage charges Fawcetts Field. 03/10/24 to 16/04/25	£1,849.80
Turfleet Hire	Tractor hire for wildflowers & ground preparation 17/03/25 - 01/04/25 - As budgeted	£1,824.00



Vita play	Works on Recreation Ground Table Tennis area, includes stone subbase, supply & installation of weed suppressing membrane & rubber surface, EPDM edging finishing up to existing edges - CAPEX	£3,991.20
Kiwa	Inspection & Testing of Lamp Columns Floral & Festive requirements	£2,124.00
NFDC	CCTV Partnership Contribution 01/04/25 - 30/09/25. 9 Tree Enquiries between October 24 - March 25	£2,986.40
Rejuvenate	Line rental, Pre-paid support hours. Email Security, Managed continuity & Microsoft 365 monthly	£1,584.00
South Coast Sports Academy	Coach day rate x6, music sessions & sports equipment	£2,159.21
Vita play	Play area repairs to Rubber surface on Skatepark, MUGA backboards replacements and items at other playparks	£8,147.09
Friends of New Milton Station	Contribution in support of the No.1 Project as agreed by Council	£10,000.00
Christchurch Garden Machinery	Estates vehicle & machinery maintenance including works to ensure new mower (OU24 EKE) is Highway Compliant	£2,599.10
DCK Accounting Solutions	Accounting support March/April 2025, including 2024/25 year-end closedown and the quarter 4 VAT return submission to HMRC plus Financial Statements for 2024/25.	£2,170.50
Edmat Gas Services	New high pressure water cylinder at Outdoor Bowls, required to solve low pressure Legionella issue - Failure of existing	£1,745.84
Glasdon	4 Topsy litter bins for open spaces, 4 Origin Horizon litter bins for Recreation Ground & 6 Benches (4 already purchased as Commemorative Benches)	£8,053.63
John Shutler	Low priority works to trees	£5,916.73
JSS Scaffolding	Erect high level safety fencing on Lower Green boundary Recreation Ground - Safety requirement CAPEX	£6,600.00
Staff/Members	Salaries and Expenses - May 2025	£36,234.69
Lombard	Vehicle leasing, DY20HTT, DX67UYD, BC21NLU, BV71ZJZ, BW21NYH - May 2025	£2,452.61
Firefly Festivals	Deposit refund following Sham Rocks festival at Moore Close	£1,200.00
Aquacare	Monthly Water Hygiene Monitoring for various sites in May + Training (£540)	£1,317.33
Empire Industrial Doors	Servicing & repairs of security doors at Empire Skate Building & Indoor Bowls, roller shutters at Outdoor Bowls. Repair of roller shutter at Ashley Youth Hub	£2,286.00
Fireguard Services	All facilities statutory Fire Risk Assessments, 8 properties at average cost of £669 per property, including ASBOC at £1,026 incl.VAT	£5,388.12
Greenlock Electrical	Empire Skate water heater replacement, check & download CCTV at Bowls Club, periodic inspection & test of Recreation Ground fuse board + bollards, Ashley Youth Hub quarterly HVAC Service, light replacement at Ashley Rugby Club	£1,730.13
Keffen Plant Hire	Works carried out for new CCTV installation adjacent to MUGA £3,269.80, Hire of Plant & driver to mow Community Garden-move container to Moore Close site £145.50	£3,415.30
Northfield Nursery	Supply of bedding plants for Summer Floral display & extra plants for open spaces	£18,037.82
rCOH	Consulting on the Neighbourhood Plan (April & May) Reg 14 document creation including Mod Plan, Statement and	£7,701.00

	Proposal, SEA progression, website preparation and project management	
Turfleet Hire	Hire of John Deere Tractor, Front loader & Pallet Forks. Hire of John Deere Mower & Flail - May Contract Hire	£1,938.00
Greenlock Electrical	Statutory 3 yearly electrical installation condition inspections at Ashley Rugby Club. 2 replacement lights at Fawcetts Field.	£2,922.47
Staff/ Members	Salaries and Expenses - June 2025	£36,313.95

Councillors queried the following items:

- a) The payment of £401.04 paid to DCK in relation to the payroll. Cllr R Maynard felt that this is a lot of money. The Town Clerk advised that this amount is paid every quarter when the Councillors' allowances are paid, the monthly amount covering Town Council staff is around £160.
- b) Cllr A O' Sullivan asked about the payments to Greenlock to download CCTV footage, which has been done on a number of occasions querying if this is not something which could be done in-house. Cllr S Clarke advised that the requirements for CCTV to be relied on as evidence are very high and it is important that what is sent to the police is in the correct form with time and date stamps.
- c) Cllr O' Sullivan also asked about the replacement windows and other works carried out done on the Empire Skate Building given it is coming to the end of its useful life. The Town Clerk agreed that it is unfortunate, but repairs have to be carried out as the building continues to be used, with fire doors and windows needing to be replaced.
- d) Cllr W Davies sought clarification on the Schedule of Payments as a whole. The Town Clerk advised that the government requires all expenditure over £500 be recorded, but NMTC records all expenditure, detailing items over £1,000, as above.

RECOMMENDED: That the Schedule of Payments for the period 1 May – 30 June 2025 in the sum of £286,259.45 be ENDORSED for Town Council approval.

26. LATEST ACCOUNTS

The Chairman referred to Appendix 2 - Monthly Accounts for May. The Town Clerk highlighted overall savings of just under £10k to date referring to the Amenities savings of Fuel and Oil (£2,595), Contract Hire Van (£1,563) and Safety Equipment (£1,546) plus savings of one staff member (£3,864) who previously worked as a contractor now a salaried member of staff from 1 July which will save on contractor payments.

The Statutory Testing Budget is being exceeded, offset by savings on Ash Tree dieback to date. Finally, the Town Clerk referred to the CAPEX budget of £13k which covers capital expenditure on Skate Park (£5,500), Rec Improvements (£2,725) and playparks to date.

The F&GP budget is also showing savings to date CCTV is considerably under budget by £1,186 but there will be more expense in the second half of the year following installation of additional CCTV cameras.

27. STANDING ORDERS

The Chairman referred to Appendix 3 being the proposed amendments to Standing Orders following Annual Review.

The Assistant Town Clerk advised members about the proposed changes to Standing Orders. This revision is based on the latest Model Version of Standing Orders issued by NALC in 2024. The majority of the changes relate to formatting. The only major difference is on page 23 where there is new text relating to Financial Controls and Procurement. This marks a considerable change and was raised as an issue in the most recent audit.

There was some discussion about the changes to the rules, which demand any contract deemed likely to exceed a value of £30,000 including VAT should be put out to public tender on the government website.

There were concerns that this might lead to instructing contractors from all over the country, and not being able to rely on local, tried and tested suppliers.

The Assistant Town Clerk pointed out there is no compulsion to accept the lowest price, and the authority may take other matters into consideration than simply price.

Cllr W Davies was concerned that this system could lead to extra work. The Town Clerk confirmed that it would, but the Estates Manager is already engaging with the process in relation to contracts for play parks and taking advice from NFDC.

Following a vote, the amended Standing Orders were Endorsed for Town Council approval.

It was

RECOMMENDED: That revised Standing Orders be ENDORSED for Council approval.

28. YOUTH REPORT

The Chairman referred to Appendix 3 - Youth Report, circulated previously. The Town Clerk advised YSM has been undertaking lots of work on new initiatives and that HCC have been so impressed by the work carried out at the Youth and Family Hub that they are using it as a template for other local councils.

Cllr G Blunden congratulated the YSM on another excellent report. Cllr S Clarke advised he would like to provide an update from the Youth Trust in a private session at the end of the meeting as the update would include some sensitive information.

The Chairman agreed that would be very welcome.

29. REFERRED ITEMS

The Town Clerk read out a referral from the Executive Committee from last week as follows:

“YSM Grant Aid request on behalf of Youth Voice New Milton, noting funding is sought via a £9k application to UK Rural England Prosperity Fund administered by NFDC, with just £1k required from New Milton Town Council. In view of the amount involved, Cllr Tungate suggested this be funded from existing funds/reserves.”

Cllr A O’ Sullivan queried whether the YSM could access the rural fund as New Milton is within an urban area.

It was

RESOLVED:

That Youth Voice New Milton be granted £1,000 from existing funds/reserves subject to their application to the UK Rural England Prosperity Fund being approved.

30. **GRANT AID**

The Chairman referred to Appendix 5A being a grant aid request from The Lion's Club of New Milton and District for £500 towards the costs of their VJ80 event on 6th September entitled The Homecoming, that will have a military theme mainly.

It was

RESOLVED:

That Lion's Club of New Milton and District be granted £500 from the Grant Aid Budget under the General Power of Competence.

31. **INVESTMENT STRATEGY**

The Chairman referred to Appendix 6 being the New Milton Town Council Investment Strategy.

The Town Clerk advised Quilter Cheviot figures had been a bit up and down ever since President Trump took office, but they seem to be settling now.

The QC investment had attracted an average rate of 4.5% growth in the 12 months to 30 June which is the same as CCLA (soon to be renamed Jupiter) achieved for the 12-month period to 31 March 2025 suggesting we leave investments where they are for the moment, with our CCLA holding remaining at £250,000.

The QC investment was valued at £318k at the end of March 2025 but the value at the end of June 2025 was £331k, amounting to 4% (£13k) increase over the previous 3 months alone.

Cllr G Blunden asked if there had been any consideration to benchmarking/comparison with other investments.

The Town Clerk was aware that similar results (of 4.8%) were achieved by Investec / Rathbones over the last year on a similar-sized investment (of £320k) and the same 4.5% on a Quilter Cheviot investment (of £268k) elsewhere.

It was then

RECOMMENDED:

That revised Investment Strategy be ENDORSED for Town Council approval.

32. **CHAIRMAN'S UPDATES**

Cllr John Adams referred to the Induction of the Reverend Jon Westall as the new Rector of St Mary Magdalene Parish Church on 16th September at 7pm.

33. **NEXT MEETING**

TUESDAY 16 SEPTEMBER 2025 at 6.30pm in the Town Hall, New Milton.



The Chairman asked members of the public to leave to facilitate a Private Session at 7.20pm

PRIVATE SESSION - PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960

The Chairman moved that the public be excluded from the meeting for the following item of business pursuant to section 1 of the Public Bodies (Admissions to Meetings) Act 1960, on the grounds that publicity would be prejudicial to the public interest by reasons of the confidential nature of the business to be transacted:

34. **NEW MILTON YOUTH TRUST REPORT**

Cllr S Clarke provided an update on the work carried out by the Youth Trust.

He advised that there were 188 members attending regularly, and that 172 are attached to the club. Over the past year there have been 56 encounters with the detached worker, 17 young people have been helped to access gym and fitness facilities, 13 young people have learned how to spray paint artistic graffiti professionally and 7 young people have gone through a 'rap and spoken word' project that helps with such things as being a DJ.

At Christmas, NMYT provided 22 young people with a Christmas meal and there were individually wrapped gifts for 74 of the less privileged young people of the town. 3 youngsters had completed their Level 1 hygiene qualification which will help them to find employment, six young people have been helped to complete their CVs to enable them to seek work.

Cllr G Blunden said that nobody could doubt the good work being done, nor the fact that as a Town Council New Milton punches way above its weight with the two discrete youth services complementing each other very well.

Cllr Clarke went on to discuss some confidential case studies which the Youth Trust had dealt with in detail. The Chairman thanked him for his report and thanked the Youth Trust for their good work. He suggested that perhaps another trustee of the Youth Trust might come and report to the members' next time.

It was

RECOMMENDED: That a Trustee from New Milton Youth Trust update the members of F&GP on a regular basis.

There being no further business to discuss, the Chairman thanked members for attending and closed the meeting at 7.48pm.

CHAIRMAN _____

DATE _____



Minute	Action Points	Action by date	To be actioned by
24a)	Lions Xmas grant request	05.08.25	Town Clerk
27	Revised Standing Orders	05.08.25	Town Council
29	Youth Voice - New Milton	ASAP	YSM
30	Lions Club Grant Adi	ASAP	Asst Town Clerk
31	Investment Strategy	05.08.25	Town Council
32	Induction of new Rector	16.09.25	John Adams
34	NMYT report to F&GP	On-going	NMYT Trustee

Distribution:

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