



Minutes of the meeting of the Finance and General Purposes Committee of New Milton Town Council held on Monday 15 June 2026 at 6.30 pm in New Milton Town Hall.

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

Councillors: J Adams P W Davies
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
Sam Welch – Administration Officer

The Chairman welcomed Councillors, Officers and a member of the public to the meeting. As nobody wished to speak under Public Participation, the Chairman formally opened the meeting at 6.30pm

4. APOLOGIES

Cllr J Adams, Cllr G R Blunden

5. DECLARATIONS OF INTEREST - None

6. PUBLIC PARTICIPATION - None

7. MINUTES

The Chairman referred to the previous Committee minutes of 27 April & 11 May 2026.

It was,

RESOLVED: That the Minutes of the Meeting held on 27 April & 11 May 2026, previously circulated, be signed by the Chairman as a correct record.

The minutes were duly signed.

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

The Town Clerk confirmed that all items had been addressed.

9. CORRESPONDENCE

The Town Clerk referred to the following items of correspondence.

- a) The Safer New Forest Partnership and Crimestoppers Charity have launched the “No Reason for Abuse” campaign across the district to raise awareness of domestic abuse, promote recognition of warning signs, encourage anonymous reporting, and support understanding of healthy relationships.

- b) A thank you letter from the New Milton and District Twinning Association following the recent visit of a group of twidders from Canteleu. It was noted that they have been invited to Canteleu for the Armada (Tall Ships Festival) in June next year, and that any official representatives from New Milton would be most welcome to join them.
- c) A draft licence agreement had been received from Southern Market Traders. Following review by the Town Council solicitor, some suggested amendments have been sent to Paul Lewis of SMT, and the Town Clerk will follow this up and report back to full Town Council on 29 June as previously advised. Meanwhile, the market relaunch will go ahead as planned on Wednesday this week.
- d) A thank you letter from Honey Pot Children's Charity for the £500 grant aid award. It was also noted that they had been awarded £1,500 after winning the Tesco Amesbury vote, and a cheque presentation is to be arranged.

10. SCHEDULE OF PAYMENTS

The Chairman referred to **Appendix 1** - Schedule of Payments for the period 1 to 30 April 2026 in the sum of £230,835.51. The Town Clerk highlighted the following:

Seekers Social Enterprise C.I.C	Community consultation for Gore Road Youth & Family Hub. 50% initial instalment, with 50% of consults taken place	£2,125.00
Christchurch Garden Machinery	Annual machinery servicing and repairs	£1,370.80
Fretens Solicitors	Employment advice	£1,210.20
South Coast Sports Academy	HAF camps at Arnewood School, including venue hire, catering and coach fees	£1,065.36
Geoff Kilbey	Repairs to BC21NLU (Not covered by warranty or service agreement)	£1,325.76
HALC	HALC Affiliation Fees (£1400) NALC Levy (£1832)	£3,232.00
HCC (Hants LGPS)	Pension Contributions – March 2026	£12,787.84
HMRC Cumbernauld	Tax & NIC – March 2026	£15,366.75
John Shutler Tree Services	Cyclical Tree Surveys	£3,027.54
Juice (Concentrate)	Website security updates for one year (£1,080), Dementia website updates and Summer Music poster updates (£90)	£1,170.00
Kompan Ltd	Long Meadow Play Area (CAPEX + Becton Rough S106) as budgeted	£105,972.97
L. Kitcher	Replacement footbridge, new fencing and gates at Long Meadow (CAPEX + S106), and replacement wall plate and rehang of existing gate at Outdoor Bowls. As budget	£10,440.00
Lisa Lee Photography	Photography and editing services for 2 full days	£1,440.00
Rejuvenate	Provision of managed services, including pre-paid remote IT support, domain renewal (£71.95) and new headsets and iPad for office use (£551.25)	£2,052.10



Rialtas	Annual accounting support, maintenance, licences and subscriptions	£1,118.40
Stacey Miller	Wellbeing sessions x2 (£200), wellbeing (£150), Food for Thought workshops x18 (£1,800) HAF	£2,150.00
Turfleet Hire	Contract Hire of John Deere 4066R Tractor & 1570 PLUS Out-front Mower + Flail	£1,938.00
npower	Site wide electricity bills	£1,770.94
Staff/ Members	Salaries and Expenses – April 2026	£48,590.13

Members queried the following items,

- a) £2,125.00 paid to **Seekers Social Enterprise** C.I.C in respect of community consultations for Gore Road Youth & Family Hub, with the resulting report to be circulated with the minutes. (Post Meeting Note: Further info attached within two attached files.)
- b) £182.40 paid to **Jewson** in respect of Duck ramps at Ballard Lake. (Post Meeting Note: The ramps were installed at appropriate locations due to the change in levels following the lake improvements. We had several reports of ducklings struggling to get out of the lake. This simple and inexpensive action solved the problem and was well received by those visiting the lake.)
- c) £15 monthly fee paid to **Worldpay** for a website payment function not currently in use, with Members asking if this could be stopped if the website payment function is not to be implemented. (Post Meeting Note: Meeting this week to get Worldpay app on our website.)
- d) £600 paid to **Meridian Property Services** in respect of bus shelter cleaning (14) and fascia cleaning at Fernhill Sports Pavilion, with Members asking whether this could instead be undertaken by the Estates & Facilities Team.

(Post Meeting Note: This was carried out during late March when the team were at full stretch, and the shelters were in need of cleaning. The actual cost for cleaning our 14 active bus shelters of varying sizes was £400, which equates to less than £30 per shelter. The other £200 of the Meridian invoice was for the annual cleaning of gutters, fascias and soffits at Fernhill Pavilion.)

- e) £699.44 paid to **Sharp** in respect of photocopier rental and copies, with Members noting the high cost and suggesting a reduction in printing and limiting colour copies. The Town Clerk noted the yearly budget of £1,675 for the photocopier.

Discussion then shifted to one of the recommendations made by the recently concluded audit: ***“We encourage the Clerk & RFO to work towards supplying all Council Members with preformatted Smart Tablets to enable them to access the Council’s Email and documentation via a secure and controlled system.”***

Members discussed accessing meeting papers via electronic devices rather than printed copies. While Cllr O’Sullivan showed support for moving to electronic distribution, other Members expressed a preference for maintaining printed copies. Following discussion, it was ultimately considered that the cost implications would outweigh the benefits.

RECOMMENDED:

That the Schedule of Payments for the period 1 to 30 April 2026 in the sum of £230,835.51 be ENDORSED for Town Council approval.



11. YOUTH REPORT

The Chairman referred to **Appendix 2** - Youth Report, which had been circulated previously. The Youth Services Managers' report was noted, including reference to NF Young Carers.

12. YOUTH GRANT AID

The Chairman referred to **Appendix 3**, a Grant Aid request from New Forest Young Carers (New Milton) for £500 towards supporting young carers, noting this was accrued in last years' accounts, as listed at the end of Appendix 4 - Earmarked Reserves in the sum of £500.

It was then

RESOLVED:

That New Forest Young Carers (New Milton) be granted £500 from the Youth Grant Aid Budget under the General Power of Competence.

13. FINANCIAL STATEMENTS 2025/26

The Chairman referred to **Appendix 4**, the Financial Statements for the Year ended 31 March 2026, to be signed off at Town Council. Cllr Reid had noted that in the initial document the names of two members had been missed but had since been reinstated in an updated copy.

It was then

ENDORSED: *That the Financial Statements for the Year Ended 31 March 2026 be ENDORSED for Town Council approval.*

14. ANNUAL RETURN FOR 2025/26

The Chairman referred to **Appendix 5**, Annual Governance & Accountability Return (AGAR), which was duly noted by Members. The document will be presented to Town Council for final approval at its meeting on 29 June 2026, and pages 4 & 5 of the document will be signed off.

It was,

ENDORSED: *That Annual Return 2025/26 be ENDORSED for Town Council approval.*

15. INTERNAL AUDIT REPORT

The Chairman referred to **Appendix 6** - Audit Report, which had recently been received from the Internal Auditor. Members noted the final report plus four recommendations at the end.

16. PRECEPTS 2026-27

The Chairman referred to **Appendix 7**, listing the top 100 national precepts for 2026/27, noting the recent addition of Bournemouth Town Council and Poole Town Council.

Reference was made to an article received from Council HR and Governance Support, and more recently to one from Clerk magazine referring to the two new councils mentioned above.

It was interesting to note the effect that LGR Local Government Reorganisation could have.



17. CHAIRMAN'S UPDATES

Members noted the great success of two recent local events. The Chairman highlighted the brilliant performance from Groovemeister at the first Summer Afternoon of Music event on the Recreation Ground, noting the high turnout.

Cllr O'Sullivan, along with other Members, also noted the New Forest Family Fun Day at New Milton Rugby Club, citing a fantastic free day which was very busy with a wide range of activities.

18. NEXT MEETING **MONDAY 20 JULY 2026** at 6.30pm in the Town Hall, New Milton.

There being no further business to discuss, the Chairman thanked members for attending before closing the meeting at 7.07pm.

CHAIRMAN _____ DATE _____

Minute	Action Points	Action by date	To be actioned by
10 a)	Seekers Social Enterprise reports	ASAP	Assistant Town Clerk
10 b)	Jewson Duck ramps at Ballard Lake	ASAP	Estates Manager
10 c)	Worldpay website payment function	ASAP	Comms Officer
10 d)	Meridian Property Services cleaning	ASAP	Estates Manager
12	New Forest Young Carers grant aid	ASAP	Assistant Town Clerk
13	Financial Statements 2025/26	29.06.26	Town Clerk
14	Annual Return for 2025-26	29.06.26	Town Clerk

Distribution:

- Town Councillors
- District Councillors J L Cleary
- County Councillors J Vigor, F Carpenter and D Poole
- NMTC Officers
- New Milton Police
- Press
- Editor - Focus
- Sue Larking – NMRA