Schedule of Payments
4/26/27

APPENDIX 1

DATE	PAYEE	DESCRIPTION	AMOUNT
Jun			
30	TerraQuest Solutions	Payment for Planning service (NFDC) re: New Milton Bowling Club	£400.00
		June Subtotal	**£400.00**
Jul			
1	NFDC (Town Hall)	National Non-Domestic Rate Council Offices & Premises 2026/27 July	£519.00
	NFDC (Fawcetts)	National Non-Domestic Rate Sports Ground & Premises 2026/27 July	£440.00
7	Vodafone	Monthly mobile phone charges - 20 mobiles	£314.87
8	Krystal Hosting	Annual Renewal of Domains	£52.76
12	BPCE	Kubota Contract Hire - Last payment	£303.40
17	All Clear Pest Control	Rodent Control at one site and Treatment of Wasp Nests at Allotments	£174.00
	Amberol	CapEx Renewals + Additional Planters (£10,328.16) Floral Displays (£4,800) Includes replacement of old planters and new Pantiles planters	£15,128.16
	AquaCare	Water hygiene monitoring across 6 sites June 2026	£876.20
	BWT	Monthly water cooler rental & 19L bottles	£79.09
	Breakthrough Communications	Data Protection Guidance service 2026/27	£714.00
	CEF	Bulk Cable Ties	£22.02
	Christchurch Garden Machinery	Truck-mounted watering system and cordless strimmer maintenance - Annual servicing	£658.98
	Cleaning Angels UK	Cleaning services at Fernhill Pavilion (3 dates)	£120.00
	DCK Accounting	Accounting support (May/June) and year end queries	£681.44
	DCK Payroll	Monthly provision on payroll June 2026	£151.32
	Environment Agency	Fawcetts Borehole water abstraction charge for period 01/04/26 - 31/03/27	£292.87
	Fireguard Services	Service/ resealing of fire extinguisher & supply of 2 Fire Precaution Log Books	£66.60
	Gary Prince Publications	Advertisements for Afternoons of Music & Dementia Allotment in The Mercury, The Barton Bugle & New Milton Mail - July 2026	£288.00
	Geoff Kilbey	Maintenance of two Estates & Facilities vehicles	£1,524.97
	Greenlock Electrical	Light replacement at Fernhill Pavilion	£125.72
	HCC (Hants LGPS)	Pension Contributions - Monthly	£11,018.72
	HMRC Cumbernauld	Tax and NIC - Monthly	£14,681.75
	JSS Scaffolding	Temporary scaffolding erection and dismantling at New Milton Bowling Club - As agreed at Amenities (CapEx)	£6,600.00
	Kompan	Monthly play area inspections across 5 sites	£360.00
	L.Kitcher Fencing	New fencing for Pétanque area, Fawcetts Field (CapEx)	£3,240.00
	Lapwing	Supplies for the Estates & Facilities team, including PPE	£617.52
	Late Starters	Musical entertainment for Afternoon of Music, Recreation Ground (05/07/26)	£280.00
	Mandrake	Road closure and traffic marshals for New Milton Lions May event - As quote + agreed	£2,130.60
	Mole Country Stores	Materials for open spaces fence repairs	£95.76
	NMSB	Materials for Fawcetts pitch maintenance, open spaces planting & general waste town wide	£899.90
	New Forest Stationers	Stationary supplies for Town Council use	£30.19
	New Milton Advertiser	Advertisements for Recruitment (£446.40) Meadow Day (£146.40)	£592.80
		Carried Forward	£63,480.64

APPENDIX 1

		Brought Forward	£63,480.64
	NMRFC	Electricity charges at Ashley Youth Hub 09/06/26 to 08/07/26	£150.82
	New Milton Football Club	Hire of clubhouse (2 dates) for Play Inspection and Fire Training	£200.00
	PL Group Consultants	Play inspection courses and exams (£1,600 in total recharged to non-NMTC attendees)	£2,568.00
	Rejuvenate	See report attached and relevant invoices	£1,542.00
	Screwfix	First aid & PPE supplies	£174.87
	SHARP	Rental of photocopier and copies - Period 01/07/26 - 30/09/26	£535.81
	TimberTrade	Recreation Ground fence repair	£25.20
	Travis Perkins	Materials to support Air Con unit at Fawcetts changing rooms	£35.16
	Turfleet Hire	Vehicle/ Machinery Hire for Ashley & Fawcetts end of season pitch renovations (£7,320) Ride on Mower & Tractor (June: £1,938) - As budget	£9,258.00
	Towers Richardson	Land Registry Plan for Land off Christchurch Road	£250.00
	Waste Management Facilities	Mixed Municipal Waste at Ashley Sports Ground - Re-Chargeable	£287.19
	Wessex Sound	Audio for Afternoon of Music	£1,020.00
	Wilson Scott	Estates & Facilities Team PPE and Uniform upgrade	£2,265.36
21	worldpay	Card machine charges & Website Payment Function	£15.06
23	Royal Mail	Postage	£7.00
24	All Clear Pest Control	Rodent Control at 2 sites and treatment of wasp nest	£195.00
	Autopa	Deposit for Station Road Street Furniture - CapEx + CIL	£4,752.00
	Central Southern Security	Statutory servicing & testing at Fernhill Pavilion	£319.20
	Christchurch Garden Machinery	Kubota Mower HF21 BZM - End of contract hire machine return	£90.00
	Cleaning Angels UK	Cleaning services at Fernhill Pavilion	£40.00
	Gary Prince Publications	Advertisements for Afternoons of Music in The Mercury, The Barton Bugle & New Milton Mail - August 2026	£216.00
	Icthus Event Solutions	MEWP licence for Christmas lighting	£161.88
	Juice	Website development - Application form design + build	£990.00
	Keffen Plant Hire	Tractor & Bowser hire for Ashley end of season pitch renovation	£321.30
	LB Mechanical Solutions	Statutory remedials at NMTC facilities - Includes new TMV Valves at Ashley & Fawcetts Field	£12,036.00
	L.Kitcher Fencing	Long Meadow Play Area boundary fence (S.106 & CapEx)	£2,100.00
	New Milton Advertiser	Recruitment & Afternoon of music advertisements	£178.80
	Staff/ Members	Salaries and Expenses - July 2026	£44,327.96
	Travis Perkins	Materials for work on Indoor Bowls boiler	£286.74
28	Citation	Health & Safety, HR, Rotas and Workforce Management services	£638.80
31	Lombard	Vehicle Hire x5	£2,452.61
		TOTAL	**£150,921.40**

SUMMARY

Appendix 2

MONTHLY MANAGEMENT ACCOUNTS - JULY 2026

	Actual July £	Budget July £	Var £	Var %	Actual YTD £	Budget YTD £	Var £	Var %	Annual Budget £	Amount Left £	Left %
AMENITIES	79503	76613	2890	4%	294850	291139	3711	1%	963341	668491	69%
F&GP	45914	53449	-7535	-14%	203753	233127	-29374	-13%	668325	464572	70%
TOTAL	**125417**	**130062**	**-4645**	**-4%**	**498603**	**524266**	**-25663**	**-5%**	**1631666**	**1133063**	**69%**

AMENITIES

MONTHLY MANAGEMENT ACCOUNTS - JULY 2026

	Actual July £	Budget July £	Var £	Var %	Actual YTD £	Budget YTD £	Var £	Var %	Annual Budget £	Amount Left £	Left %
Amenities - General											
Wages & Salaries	30418	28639	1779	6%	120767	114543	6224	5%	343663	222896	65%
Ers NI	3937	3723	214	6%	15613	14891	722	5%	44676	29063	65%
Ers Pension	4630	4582	48	1%	17713	18327	-614	-3%	54986	37273	68%
Skip Hire	549	292	257	88%	1098	1167	-69	-6%	3500	2402	69%
Tree Work	9572	3333	6239	0%	19646	13332	6314	0%	40000	20354	51%
Tree Planting	0	167	-167	0%	377	667	-290	-43%	2000	1623	81%
Signs	0	167	-167	0%	0	667	-667	-100%	2000	2000	100%
Vehicle Maintenance	629	1667	-1038	-62%	3512	6666	-3154	-47%	20000	16488	82%
Fuel & Oil	0	833	-833	-100%	4452	3333	1119	34%	10000	5548	55%
Contract Hire van	4837	3000	1837	0%	14557	11999	2558	0%	36000	21443	60%
Safety Equipment	556	1167	-611	-52%	2856	4666	-1810	-39%	14000	11144	80%
Hand Tools	0	62	-62	-100%	256	250	6	2%	750	494	66%
Machinery Replacement	0	333	-333	-100%	1059	1333	-274	-21%	4000	2941	74%
Waste Collection - NFDC	0	150	-150	-100%	982	600	382	64%	1800	818	45%
Service Level Agreement	0	208	-208	0%	0	833	-833	0%	2500	2500	100%
Statutory Testing	18190	13126	5064	39%	24866	25000	-134	-1%	47500	22634	48%
Sub-Total	**73318**	**61449**	**11869**	**19%**	**227754**	**218272**	**9482**	**4%**	**627375**	**399621**	**64%**
Sale of Assets	10000	0	10000	0%	10000	0	10000	0%	0	-10000	0%
Sub-Total	**10000**	**0**	**10000**	**0%**	**10000**	**0**	**10000**	**0%**	**0**	**-10000**	**0%**
SUB-TOTAL	**63318**	**61449**	**1869**	**3%**	**217754**	**218272**	**-518**	**0%**	**627375**	**409621**	**65%**
Ashley Sports	2038	1423	615	43%	10531	4271	6261	147%	17082	6551	38%
Rec (including skatepark)	-201	786	-987	0%	1819	2357	-538	-23%	9429	7610	81%
Fawcetts	3265	614	2651	0%	9808	1841	7967	433%	7364	-2444	-33%
Moore Close	-224	-379	155	0%	-5299	-1138	-4162	366%	-4550	749	-16%
Fernhill Lane	-962	203	-1165	0%	-1038	609	-1647	0%	2434	3472	0%
Allotments	313	125	188	0%	656	375	281	75%	1500	844	56%
Donated Seats	91	42	49	0%	-183	125	-308	0%	500	683	137%
Public Open Spaces	945	1000	-55	0%	34684	35000	-316	-1%	62500	27816	45%
Rent Received Dog Club	0	-203	203	0%	0	-609	609	-100%	-2435	-2435	100%
Flowerbed sponsorship	0	-104	104	0%	-609	-313	-297	95%	-1250	-641	51%
Bus Shelter advertising	0	0	0	0%	-2700	-625	-2075	332%	-2500	200	-8%
Plant a Tree income	0	-250	250	0%	-1000	-750	-250	33%	-3000	-2000	67%
HLS income	0	-208	208	0%	0	-625	625	-100%	-2500	-2500	100%
Street Trading Income	-1200	-301	-899	299%	-2050	-902	-1148	127%	-3608	-1558	43%
Playgrounds	21	417	-396	-95%	21	1250	-1229	-98%	5000	4979	100%
Cap Ex	12099	12000	99	0%	32456	32000	456	0%	250000	217544	87%
SUB-TOTAL	**16185**	**15164**	**1021**	**7%**	**77096**	**72867**	**4230**	**6%**	**335966**	**258870**	**77%**
AMENITIES	**79503**	**76613**	**2890**	**4%**	**294850**	**291139**	**3711**	**1%**	**963341**	**668491**	**69%**

FINANCE AND GENERAL

F&GP General Expenditure	Actual July	Budget July	Var	Var	Actual YTD	Budget YTD	Var	Var	Annual Budget	Amount Left	Left
Wages (incl. Youth Work)	19904	25511	-5607	-22%	86681	102034	-15353	-15%	306132	219451	72%
Ers NI	2485	3125	-640	-20%	10808	12498	-1690	-14%	37499	26691	71%
Ers Pension	3663	5144	-1481	-29%	15561	20574	-5013	-24%	61729	46168	75%
Staff Expenses	260	125	135	108%	625	500	125	25%	1500	875	58%
Staff Training	2540	2500	40	2%	2622	1667	956	57%	5000	2378	48%
Town Development	0	0	0	0%	0	3900	-3900	0%	11700	11700	100%
Telephone	145	542	-397	-73%	1354	2166	-812	-38%	6500	5146	79%
Postage	81	146	-65	-44%	157	583	-426	-73%	1750	1593	91%
Stationery	56	208	-152	-73%	607	833	-226	-27%	2500	1893	76%
Subs incl NALC+HALC	0	0	0	0%	3991	833	3158	379%	2500	-1491	-60%
Photocopier	447	140	307	220%	605	558	47	8%	1675	1070	64%
Events Expenditure	1267	1250	17	1%	10074	5000	5075	102%	15000	4926	33%
Advertising	329	500	-171	0%	1968	2000	-32	-2%	6000	4032	67%
Neighbourhood Planning	0	0	0	0%	333	0	333	0%	0	-333	0%
Youth Co-ordination	3317	1675	1642	98%	8099	6699	1400	21%	20100	12001	60%
Communications+Media	905	542	363	67%	1911	2166	-255	-12%	6500	4589	71%
Professional Fees	4407	4417	-10	0%	19488	17665	1823	10%	53000	33512	63%
Bank Charges	187	250	-63	-25%	809	1000	-191	-19%	3000	2191	73%
Insurance	0	0	0	0%	20028	18000	2028	11%	18000	-2028	-11%
CAB	0	417	-417	0%	0	1667	-1667	0%	5000	5000	100%
Mayoral Allowance	0	125	-125	0%	2166	500	1666	0%	1500	-666	-44%
Twinning	0	100	-100	0%	1233	400	833	0%	1200	-33	-3%
Members Allowances	4710	5000	-290	0%	9443	10000	-557	-6%	20000	10557	53%
Members Training	0	42	-42	0%	0	167	-167	0%	500	500	100%
Civic Entertainment	0	83	-83	0%	150	333	-183	-55%	1000	850	85%
Grant Aid	0	417	-417	0%	500	1667	-1167	0%	5000	4500	90%
Events Budget	0	417	-417	0%	0	1667	-1667	0%	5000	5000	100%
Youth Grant (NMYT)	0	1250	-1250	0%	15000	15000	0	0%	15000	0	0%
Sub-Total	**44703**	**53924**	**-9221**	**-17%**	**214213**	**230076**	**-15863**	**-7%**	**614285**	**400072**	**65%**
Events Income	0	0	0	0%	1250	0	1250	0%	0	-1250	0%
NP Grant	0	0	0	0%	0	0	0	0%	0	0	0%
Misc receipts	0	0	0	0%	1390	0	1390	0%	0	-1390	0%
Insurance recharges	0	0	0	0%	0	0	0	0%	0	0	0%
Misc Recharges	1350	0	1350	0%	0	0	0	0%	0	0	0%
Donations /Contributions	10	0	10	0%	11	0	11	0%	0	-11	0%
Wayleave (Brook Ave)	0	8	-8	0%	0	33	-33	0%	100	100	0%
Interest Received	1274	1000	274	27%	4228	4000	228	0%	12000	7772	0%
Donations/grant HCC/HAF	202	0	202	0%	11254	0	11254	0%	0	-11254	0%
Sub-Total	**2836**	**1008**	**1828**	**181%**	**18133**	**4033**	**14100**	**0%**	**12100**	**-6033**	**0%**
SUB-TOTAL	**41867**	**52915**	**-11048**	**-21%**	**196080**	**226043**	**-29963**	**-13%**	**602185**	**406105**	**67%**
Rent - Town Hall	0	0	0	0%	0	0	0	0%	7540	7540	1.00
Rates	519	500	19	0%	2106	2000	106	0%	5000	2894	58%
Town Hall utilities	0	0	0	0%	0	0	0	0%	0	0	0%
Town Hall costs	0	0	0	0%	0	0	0	0%	20000	20000	100%
Equipment Maint	20	17	3	0%	193	67	126	0%	200	7	4%
Transfer to/from Reserve	0	0	0	0%	0	0	0	0%	0	0	0%
Office Equip and F&F	0	17	-17	-100%	21	67	-46	-68%	200	179	90%
Christmas Lights	214	0	214	0%	1138	1200	-62	0%	25700	24562	96%
SUB-TOTAL	**753**	**533**	**220**	0%	**3458**	**3333**	**125**	**4%**	**58640**	**55182**	**94%**
Misc income	0	0	0	0%	0	0	0	0%	0	0	0%
IT Equipment	0	0	0	0%	921	0	921	0%	0	-921	0%
Defib	0	0	0	0%	0	0	0	0%	0	0	0%
CCTV	3294	0	3294	0%	3294	3750	-456	0%	7500	4206	56%
SUB-TOTAL	**3294**	**0**	**3294**	**0%**	**4215**	**3750**	**465**	**0%**	**7500**	**3285**	**44%**
F&GP TOTAL	**45914**	**53449**	**-7535**	**-14%**	**203753**	**233127**	**-29374**	**-13%**	**668325**	**464572**	**70%**

Appendix 3

Youth Services Report

August 2026

Holiday Activities and Food (HAF) Updates

It's been an incredibly busy summer, with a packed programme of activities running throughout the school holidays. Alongside our regular evening clubs, we've delivered holiday clubs three days a week, providing young people with a safe, welcoming and fun place to spend their holidays, try new things and spend time with friends.

As always, we've offered a wide variety of activities to make sure there has been something for everyone. Over the summer, young people have taken part in skateboarding, slip 'n' slide, inflatables, boxing, rugby, football, water fights, archery, dodgeball, board games, crafts, silent discos and much more. The variety of sessions has given young people the opportunity to be active, creative, socialise and, importantly, try activities they may not otherwise have had the chance to experience.

Across the 16 activity days, we've had a fantastic team of 20 staff members and young leaders helping to deliver the programme. We've also welcomed lots of new attendees this summer, which has been particularly positive. It has been lovely to see young people returning throughout the holidays, forming new friendships, becoming more comfortable within the sessions and growing in confidence as the weeks have progressed. For some young people, simply having a place where they can feel included, meet others and try something new can make a real difference.

Within our summer sessions at Arnewood School, we also ran a number of transition sessions for students preparing to move into Year 7 in September. These sessions were specifically aimed at young people who may find the transition from primary to secondary school more challenging. They provided an opportunity to familiarise themselves with the school environment ahead of September, explore different subjects and areas of the school, meet staff and begin building relationships in a relaxed and supportive setting. Hopefully, this will help make the transition feel a little less daunting and give those young people greater confidence as they start secondary school.

Looking ahead, preparations are already underway for the next round of Holiday Activities and Food (HAF) funding. Briefings have begun, and providers are now working towards the next stage of the process. The deadline for tenders is 11 September, with outcomes due to be communicated to providers on 5 October. We are looking forward to building on the success of this summer's programme and continuing to provide high-quality activities and opportunities for local young people during future school holidays.

Photos and videos are regularly shared on our Facebook page-
Ashley Youth Club and Holiday Clubs- Youth Voice New Milton

Louise Beardmore

SCARF

SCARF (Supporting Children with Additional Needs, Relatives and Friends)- is a charity based in the New Forest, Hampshire which organises regular term time clubs as well as holiday activities for children with additional needs and their families. Children/young people are aged 0-25 years and have a range of disabilities and additional needs, such as Down's Syndrome, autism and cerebral palsy.

Over the summer holidays, one of our volunteer youth workers (Martin) has been working with SCARF to deliver Dungeons and Dragons games sessions at Ashley Hub. Supported by another one of our volunteers (Lauren), they've given young people with additional needs the opportunity to develop their friendships and social interaction, while getting involved in a game they enjoy.

Trainee Youth and Family Support Worker

One of our Young Leaders, Mya, has shown a strong interest in developing her skills and experience within youth work, as well as supporting children, young people and families within the local community.

From September, Mya will take on a more active role across our weekly sessions, working with a range of age groups and gaining experience in different areas of our provision. This will provide her with the opportunity to develop her confidence, communication and leadership skills, while gaining a broader understanding of the needs of children, young people and families in the area. As part of her development, Mya will also be supported to gain a greater understanding of the wider responsibilities involved in youth and family services, helping her to build the knowledge and experience needed to support the team and contribute to the delivery of our programmes.

Alongside the work experience, Mya will complete a youth work qualification and train in SEND support, safeguarding and other relevant training.

Louise Beardmore

Appendix 4

41. STATION ROAD STREETSCENE

The Chairman set the scene, explaining that following public feedback received on the project, it had been paused at the Town Council meeting held on 10 August 2026 so that the feedback could be addressed at this meeting.

The Chairman began by addressing the bins, a picture of which was displayed on screen for Members. He explained they were similar in size to the existing bins and remained accessible, they were black with a small dome on top and would carry the New Milton Town Council crest.

Regarding seating, he reiterated that the existing benches were at the end of their life, that parts could no longer be obtained, and that maintenance costs mounted year on year, noting this was not sustainable. A picture of the agreed bench was shown on screen, and Members were provided with a handout giving further information.

He referred to comments regarding how the benches might get hot in sunshine and to the shape of the armrests. He highlighted the benches were accessible and suitable for older people, citing the height, which allowed people to sit down and stand up more easily, and the armrests, which provided something to push up from. He acknowledged that west facing benches might get a little warmer, but not much different from the Jubilee benches in place at the Recreation Ground and highlighted the reflective qualities of stainless steel.

The Estates & Facilities Manager added the current benches were worn down and that operationally, the new benches were very low maintenance.

One Member noted a recent visit to another town where the council had similar benches, highlighting that people of all ages were using them. He had spoken with an elderly gentleman who was using them and who spoke positively of them, with the Member concluding that they were fit for purpose and very accessible.

Another Member emphasised the cost of maintaining the existing benches, paired with the inability to obtain new slats, which also could not be repaired. Explaining the change was needed and had to be cost effective, and that these would require very little maintenance.

Another Member asked what would happen with remembrance plaques. The Chairman clarified they would be transferred to a new seat at the same time if in good condition and if not, a new plaque would be provided.

(Post Meeting Note: Not all Metropolis existing benches have armrests.)

Appendix 6

AUDITING SOLUTIONS LTD

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

27th July 2026

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.

As a privately owned company we confirm our total independence from the Council's decision-making processes and maintenance of accounting and other records. Our annual programme of work is, as set our in our standardised detailed programme of work, suitably tailored to meet the requirements of the Council and to take account of the various financial systems in operation and is firmly based on the requirements of the detail set out in the Governance and Accountability Manual – "The Practitioner's Guide".

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 our detailed annual report to the Council, also whether they comply with all relevant legislation. In arriving at our view, we are required to consider the requirements set out in the Governance and Accountability Manual – "The Practitioner's Guide", and to report on any in respect of which we are not satisfied.

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 (as amended periodically) 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.

Clackerbrook Farm, Unit 7, 46 The Common. Bromham. WILTSHIRE SN15 2JJ
Tel: 07986 095004: redacted
www.auditingsolutions.co.uk

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 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**	*Stuart Pollard*	Dated: …………………………	

Appendix 7

Graham Flexman

From: Clerk@newmiltontowncouncil.gov.uk
Subject: FW: BDO – Limited Assurance Regime – Intermediate Audit up to £2m
Attachments: New Milton TC Letter of Engagement 27 7 26.docx

From: Stuart Pollard [redacted]
Sent: 27 July 2026 09:44
To: Graham Flexman <Clerk@newmiltontowncouncil.gov.uk>
Subject: RE: BDO – Limited Assurance Regime – Intermediate Audit up to £2m

Dear Graham

I suggest that the same approach to our re-appointment for 2026-27 is followed as last year and attach a new Letter of Engagement and, assuming that the Council wishes to re-appoint us would appreciate your signing the 2nd page, scanning and returning a copy for our records.

Please do not hesitate to call me on my mobile, as below, if you have any queries: I hope you will have a good week off.

Kind regards

Stuart

S J Pollard
Director

Auditing Solutions Ltd

Auditing Solutions Ltd., Company Number 04357952
Clackerbrook Farm, Unit 7, 46 The Common, Bromham, WILTSHIRE SN15 2JJ
www.auditingsolutions.co.uk | T:Office 07986 095004:|Stuart M: [redacted] E:
[redacted]

From: Graham Flexman <Clerk@newmiltontowncouncil.gov.uk>
Sent: 21 July 2026 13:59
To: Stuart Pollard [redacted]
Subject: FW: BDO – Limited Assurance Regime – Intermediate Audit up to £2m

Hi Stuart

I hope you are well.

Should we repeat the re-appointment procedure from last year as below, and include any updated Work Plan for 2026-27?

Many thanks.

Graham Flexman

Appendix 8

Summary Building Works - Revised August 2026

New Milton Youth and Family Hub, Gore Road, New Milton BH25 6SJ
Indicative update of the May 2025 QS cost plan for business-planning purposes. The elemental costs and existing percentages are retained unchanged. The previous inflation allowance to Q3 2026 has been replaced by a provisional updated indexation allowance reflecting an assumed funding award by November 2026, groundworks commencing around February 2027, a nine-month construction period and an additional three-month programme allowance to approximately February 2028. This is not a formally re-priced QS estimate and should be validated by the appointed Quantity Surveyor.

Element		Revised Cost
1 Substructure		
1 1	Foundations	£ 123,681
1 2	Ground floor construction	Included
	Group element total	**£ 123,681**
2 Superstr ucture		
2 1	Frame	£ 93,061
2 2	Upper floors	£ 14,759
2 3	Roof	£ 211,190
2 4	Stairs and ramps	£ 7,687
2 5	External walls	£ 71,970
2 6	Windows and external doors	£ 28,625
2 7	Internal walls and partitions	£ 35,019
2 8	Internal doors	£ 7,994
	Group element total	**£ 470,304**
3 Internal finishes		
3 1	Wall finishes	£ 7,450
3 2	Floor finishes	£ 42,988
3 3	Ceiling finishes	£ 67,107
	Group element total	**£ 117,546**
4 Fittings, furnishings and equipment		
4 1	General fittings, furnishings and equipment	£ 29,210
4 2	Special fittings, furnishings and equipment	Excluded
4 3	Internal planting	Excluded
4 4	Bird and vermin control	Excluded
	Group element total	**£ 29,210**
5 Services		
5 1	Sanitary appliances	£ 13,324
5 2	Services equipment	Excluded
5 3	Disposal installations	£ 4,653
5 4	Water installations	£ 13,959
5 5	Heat source	£ 20,498
5 6	Space heating and air conditioning	£ 37,224
5 7	Ventilation systems	£ 2,050
5 8	Electrical installations	£ 87,526
5 9	Gas installations	Excluded

Element		Revised Cost
5 10	Lift and conveyor installations	£ 40,996
5 11	Fire and lightning protection	£ 42,113
5 12	Communication, security and control systems	£ 2,327
5 13	Specialist installations	Excluded
5 14	B.W.I.C with services	£ 12,567
5 15	Testing and commissioning of services	Included
	Group element total	**£ 277,237**
6 External works		
6 1	Site preparation works	£ 12,462
6 2	Roads, paths and pavings	£ 88,902
6 3	Planting, Landscaping	£ 5,125
6 4	Fencing, railings and walls	£ 18,756
6 5	Site/street furniture and equipment	£ 3,075
6 6	Drainage	£ 3,075
6 7	External services (Statutory authority)	£ 20,498
6 8	Minor building works and ancillary buildings	
	Group element total	**£ 151,891**
	Sub-Total Building Works	**£ 1,169,869**
7	Main Contractors Preliminaries @ 14%	£ 163,782
	Sub total	**£ 1,333,651**
8	**Other items**	
8 1	Surveys/Planning Fees/Design Fees @ 15%	£ 200,048
8 2	Risk / Contingency @ 10%	£ 133,365
8 3	Revised provisional inflation / indexation allowance to construction programme ending approx. Q1 2028	£ 100,000
	Sub total - Other items	**£ 433,413**
	Revised calculated building works estimate - Excluding VAT	**£ 1,767,064**
	Recommended Business Plan construction budget - Excluding VAT	**£ 1,850,000**

Note: Special fittings, specialist installations and other items shown as excluded in the May 2025 cost plan remain excluded. The separate £500,000 furnishings/equipment allowance appearing in Business Plan V6 has not been incorporated into this building-works estimate and requires a separate evidence-based build-up.