NEW MILTON
TOWN COUNCIL

TO: MEMBERS OF THE FINANCE AND GENERAL PURPOSES COMMITTEE

NOTICE IS HEREBY GIVEN that a meeting of the Finance & General Purposes Committee of New Milton Town Council will be held on **MONDAY 26 OCTOBER 2026** at **6.30 pm** in the Town Hall, 2 Ashley Road, New Milton, Hants BH25 6AS.

G P A Flexman
Town Clerk 16 October 2026

Prior to the commencement of formal business and at the discretion of the Chairman, a short period of Public Participation may take place. Members of the public may speak on any item(s) appearing on the public agenda, or on any other matter that falls within the Committee's terms of reference.

A G E N D A

1. Apologies
2. Declarations of Interest: To note any declarations of interest made by members in respect of items on this agenda.
3. Public Participation: To note any items raised during public participation.
4. Minutes: To confirm minutes of the Meeting held on 7 September 2026.
5. Matters Arising from those Minutes Not Covered Elsewhere on Agenda
6. Correspondence: To consider any correspondence received.
7. Schedule of Payments 05+06/26/27 for the period 1 Aug to 30 Sept 2026: To endorse the attached schedule for Town Council approval ("To Follow")
8. Monthly Accounts: To note the Sept Management Accounts. ("To Follow")
9. Youth Report: To note report on local youth issues/initiatives. (Appendix 3)
10. Referred Matters: To consider any referred Amenities item(s) (Appendix 4)
11. Grant Aid Request: To consider grant aid request from CAB. (Appendix 5)
12. Youth & Family Centre: To note Business Case from NMYT. (Appendix 6)
13. Chairman's Updates: To note any other matters of interest or urgency.
14. Next Meeting: **Monday 7 December 2026** at 6.30pm in the Town Hall.

PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960

The Chairman will move that the public be excluded from the meeting for the above item(s) 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.

PRIVATE SESSION

(If required)

To:

Councillors	**Councillors**
D N Tungate (Chairman)	A D O'Sullivan (Vice Chairman)
R A Reid	W Davies
S J Clarke	M Scott-Johns
R Maynard	G R Blunden
J Adams	

Distribution:
Other Town Councillors
District Councillors Mrs J L Cleary
County Councillors J Vigor, D Poole, F Carpenter
New Milton Library
Press

Minutes of the meeting of the Finance and General Purposes Committee of New Milton Town Council held on Monday 07 September 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
p	G R Blunden	p	R Maynard
p	S J Clarke	p	R A Reid
p	M Scott-Johns		

In Attendance:

Councillors: D E Hawkins

Officers: Graham Flexman - Town Clerk
Sam Welch – Administration Officer

The Chairman welcomed Councillors, Officers and 3 members of the public to the meeting.

A representative of Parkinson's UK New Forest Branch spoke in support of the Grant Aid Request (Appendix 5).

The Chairman formally opened the meeting at 6.32pm.

35. APOLOGIES

Cllr J Adams

36. DECLARATIONS OF INTEREST - None

37. PUBLIC PARTICIPATION - Noted

38. MINUTES

The Chairman referred to the previous F&GP Committee meeting minutes of 20 July 2026.

It was,

RESOLVED: That the Minutes of the Meeting held on 20 July 2026, previously circulated, be signed by the Chairman as a correct record.

The minutes were duly signed.

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

The Town Clerk confirmed that all items had been addressed.

Cllr Maynard said the Vodafone payment had increased by £100 in one month and requested an explanation. The Town Clerk advised further information would be provided in the minutes.

(Post Meeting Note: July: £314.87; June: £305.66; May: £307.26; April: £291.97)

40. CORRESPONDENCE

The Town Clerk referred to the following item of correspondence. The announcement that the Government had today withdrawn its LGR (Local Government Reorganisation) decision for Hampshire and launched a review of the wider programme.

41. SCHEDULE OF PAYMENTS

The Chairman referred to **Appendix 1** - Schedule of Payments for the period 1 July to 31 July 2026 in the sum of £150,921.40. The Town Clerk highlighted the following:

Amberol	CapEx Renewals + Additional Planters (£10,328.16) Floral Displays (£4,800) Includes replacement of old planters and new Pantiles planters	£15,128.16
Geoff Kilbey	Maintenance of two Estates & Facilities vehicles	£1,524.97
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
L.Kitcher Fencing	New fencing for Pétanque area, Fawcetts Field (CapEx)	£3,240.00
Mandrake	Road closure and traffic marshals for New Milton Lions May event - As quote + agreed	£2,130.60
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
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
Wessex Sound	Audio for Afternoon of Music	£1,020.00
Wilson Scott	Estates & Facilities Team PPE and Uniform upgrade	£2,265.36
Autopa	Deposit for Station Road Street Furniture - CapEx + CIL	£4,752.00
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
Staff/ Members	Salaries and Expenses - July 2026	£44,327.96
Lombard	Vehicle Hire x5	£2,452.61

Members raised the following queries:

a) £876.20 paid to AquaCare in respect of water hygiene monitoring. Cllr Maynard asked whether this was a monthly cost, and the Town Clerk confirmed it was for 6 sites. **The monthly cost covers all NMTC facilities (Ashley Pavilion, Ashley Hub, Fawcetts Field changing rooms & Workshop, Fernhill Pavilion, NM Outdoor Bowls & NM Indoor Bowls / Empire Skate Facility). NB: Legionella Monitoring is based on our Legionella Risk assessment and is a statutory duty.**

b) £714 paid to Breakthrough Communications. Cllr Maynard requested further information.
We have to react responsibly and protect public trust. We also need to respond properly to Freedom of Information (FOI) requests including those relating to Environmental Information Regulations (EIR) handling personal data with care and meeting increasingly complex legal duties. A difficult complaint can lead to FOI / EIR request. A new project may require community engagement, careful messaging and sound data protection. A sensitive issue requiring a decision can quickly become a reputational issue. Breakthrough Communications & Strategies provides the council with access to practical advice, tools, resources and specialist support, all shaped around the realities of parish and town council life. www.breakthroughcomms.co.uk/

c) £1,542 paid to Rejuvenate. Having reviewed the invoices, Cllr Maynard noted the hourly rate increase and queried some of the charges, expressing the view that certain items should form part of day-to-day services. During the ensuing discussion, it was noted that the Town Council's contract with Rejuvenate is reviewed annually. **Members agreed that, to ensure the Town Council receives best value, quotations should be sought from alternative providers at the next review.**

d) £12,036 paid to LB Mechanical Solutions for statutory remedials including TMV valves. Cllr Blunden requested further information and asked why the work was considered statutory.

This sum (inclusive of VAT) covers the following:

- **Fawcetts Field – Isolate and drain pipework on links to changing room cold water system, fit new isolation valve to stop cross contamination as part of our Legionella Risk Assessment. Cost: £498.00**
- **The flues and condensate failed their Landlords Gas Safety checks and remedial works were required to comply – Indoor Bowls & Ashley Pavilions. Replace Fault Gas Valve at Ashley.**
- **Both sites now have Gas & Landlords Safety Certificates issued. Cost: £2,388.00**
- **Fawcetts & Ashley Pavilions: Both pavilion changing rooms main TMV's (Thermostatic Mixing Valves) feeding the hot water to the showers were failing and no longer mixing to the correct settings. There was a strong possibility the showers could have been running with scalding hot water. We have a legal duty of care under HSWA (Health & Safety at Work Act) 1974 to ensure Town Council provides a safe environment for those using our facilities. Cost: £9,150.00**
- **It should also be noted that the TMV's were over 15 years old.**

e) £314.87 to Vodafone was queried by Cllr Maynard as he thought it had recently gone up £100.
The Vodafone payments (including VAT) for April (£291.97), May (£307.26), June (£305.66) and July (£314.87) remain fairly consistent and in line with our contract. The cost per handset works out at around £13 per month. It is also worth noting we have a *Tech Fund Credit* of £2,130.00 to be used against renewals or upgrades. Our current contract runs to 30th June 2027.

RECOMMENDED:
That the Schedule of Payments for the period 1 July to 31 July 2026 in the sum of £150,921.40 be ENDORSED for Town Council approval.

42. MONTHLY ACCOUNTS

The Town Clerk referred to Appendix 2, being the monthly Management Accounts for July. He highlighted an Amenities overspend of £3,711, noting that a John Deere tractor had been sold for £10,000 which helped defray some over budget costs. **With regard to the sale of the John Deere Compact Tractor HF58 GOX, we had offers locally of between £6 - £8k but Turfleet Hire, one of our main, large machinery suppliers, suggested that we approach Farol UK (who have supplied to the Town Council in the past). They offered us £10k which, given the age of the tractor, was considered to be a very good offer. Service records helped.**

Regarding F&GP, savings of £29,374 were highlighted, including savings on salaries and wages. A substantial amount of additional income had been received from Hampshire County Council through Holiday Activities & Food (HAF) funding secured by the Youth Services Manager. Members acknowledged and commended the Youth Services Manager's success in securing this funding, which was referred to in her report below.

43. YOUTH REPORT

The Chairman referred to **Appendix 3** - Youth Report, which had been circulated previously. Members noted the report and commended the work of the Youth Services Manager.

44. REFERRED MATTERS

The Chairman referred to **Appendix 4,** Station Road Streetscene, a matter referred to by the Amenities Committee. The Town Clerk reiterated the poor condition of the existing French benches, which are now 20 years old, and noted that replacement parts are no longer available. The Chairman highlighted the significant savings in maintenance costs that would result from their replacement. Cllr Blunden advised that comments and feedback regarding the proposed benches and bins had been considered and addressed at the Amenities Committee meeting held on 24 August, that commended the proposed replacements.

45. GRANT AID REQUESTS

The Chairman referred to **Appendix 5**, a Grant Aid request from Parkinson's UK New Forest Branch for £500 towards the purchase of a Group Laptop to help with its smooth running.

Cllr W Davies proposed £500, and Cllr S J Clarke seconded. All Members were in favour.

RESOLVED:
That Parkinson's UK New Forest Branch be granted £500 from the Grant Aid Budget under the General Power of Competence.

46. INTERNAL AUDIT – WORK PLAN

The Chairman referred to **Appendix 6**, being the Internal Audit Work Plan for 2026-27. Members noted the planned workstream for this coming year.

It was,

RESOLVED:

That proposed Work Plan for 2026-27 from Auditing Solutions be agreed and approved

47. INTERNAL AUDIT - APPOINTMENT

The Chairman referred to **Appendix 7**, being Internal Audit letter. The Town Clerk noted the Town Council had used Auditing Solutions for many years and the same internal auditor for the past 10 years and members queried whether a different auditor should be assigned.

It was,

RESOLVED:

That Auditing Solutions be reappointed as the Town Council's Internal Auditor, subject to change of individual auditor.

48. YOUTH AND FAMILY CENTRE

The Town Clerk referred to **Appendix 8**, noting that build costs were likely to be £1.85 million.

He drew Members' attention to a note at the end of the appendix stating that a further £500k for furnishings and equipment had not been included in the estimate.

Members noted the report was for information only and it was clarified that the Town Council had no financial involvement in the project itself.

49. CHAIRMAN'S UPDATES

The Chairman noted there was currently no public water fountain in the town.

Members recalled there had previously been a water fountain, but it had been vandalised. The Chairman suggested a new water fountain be installed near the public toilets on the Recreation Ground.

Cllr Blunden, Chairman of the Amenities Committee, advised he would bring the matter before the Amenities Committee for consideration.

50. NEXT MEETING

MONDAY 26 OCTOBER 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 7.01pm.

CHAIRMAN _____ DATE _____

Minute	Action Points	Action by date	To be actioned by
39	Vodafone Queries	ASAP	Estates Manager
41	Schedule of Payments	ASAP	Town Clerk
45	Grant Aid Request - Parkinsons	ASAP	Assistant Town Clerk
46	Internal Audit - Work Plan	2026/27	Town Clerk
47	Appointment of Auditing Solutions	2026/27	Town Clerk
48	Youth & Family Centre Project	28.09.26	Town Council
49	Public Water Fountain for Rec	13.10.26	Amenities Committee

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

Youth Services Report

Finance & General Purposes

NEW MILTON TOWN COUNCIL

Appendix 3

October 2026

Ashley Family Hub Updates

Over the past few months, we have continued to strengthen the support available to local families through a range of targeted sessions and groups delivered at the Hub. We have been pleased to welcome Wendy from Barnardo's, who has been running a variety of informative and engaging sessions for parents and carers. These have covered a wide range of topics, including health and nutrition, school readiness, supporting positive toddler behaviour, and other areas identified as important by local families. The sessions have been well attended and have provided parents with practical advice, resources, and opportunities to ask questions in a supportive environment.

Alongside these sessions, we continue to run our regular programme of activities. Our baby group takes place every Monday and provides a welcoming space for parents and carers with babies to meet, socialise, and access support. The Ashley Family Hub session continues every Tuesday, offering families an opportunity to access information, activities, and guidance in an informal setting.

Following feedback from parents and carers, we have adapted our SEN support provision on Wednesdays to better meet the needs of local families. The session now alternates between a Stay and Play group, where parents can attend alongside their child and access support while their child engages in activities, and a parent-only session. These parent-only sessions provide valuable opportunities for parents to connect with others who have shared experiences, take part in crafts and wellbeing activities, discuss any challenges they may be facing, and receive advice and guidance from professionals and peers. Feedback from families has been very positive, with many parents commenting that they value having dedicated time to talk openly, share experiences, and build supportive networks.

Youth Club Updates

Over the past few years, our Tuesday drop-in youth group has continued to grow and evolve, with 65 young people currently registered as regular attendees. As the needs and demographics of our community have changed, so too has the profile of our regular attendees. We now predominantly support young people aged 10–14, allowing us to tailor our activities, resources, and approach to better meet the interests and developmental needs of this age group.

We continue to deliver our Monday Wellbeing Group, which provides young people with a safe and supportive space to explore topics relating to emotional health and wellbeing, build resilience, and access support when needed. Together, these additional sessions enable us to offer a broader range of targeted opportunities, ensuring that more young people can access activities and support that meet their individual needs and interests.

Louise Beardmore

In response to identified needs within our community, we have expanded our provision to include a dedicated SEN youth group on Thursday evenings. The sessions provide a welcoming and inclusive environment for young people with special educational needs. This session focuses on board games, crafts, and structured social activities, creating opportunities for participants to build confidence, develop friendships, and engage in activities at a pace that suits them.

We also work with Young Carers New Forest to provide a dedicated youth club for young people who have caring responsibilities at home. These sessions offer young carers the opportunity to take a break from their caring role, spend time with peers who have similar experiences, and engage in fun, positive activities in a supportive environment. The group helps reduce feelings of isolation, promotes emotional wellbeing, and gives young people a safe space where they can relax, build friendships, increase their confidence, and simply enjoy being young people away from their day-to-day responsibilities. Through this partnership, we can ensure that young carers receive additional support and access to opportunities that contribute to their personal, social, and emotional development.

Youth Networking Meeting

The Arnewood School recently hosted our latest Youth Networking Meeting, organised by Joanna Hayward, our Communications Officer. The meeting provided a valuable opportunity for local organisations, community groups, and professionals working with children and young people to come together, build relationships, and share information about the support available across the area.

The event created a welcoming space for services to showcase the work they are delivering, discuss current challenges and emerging needs within the community, and explore opportunities for partnership working. It was encouraging to hear about the wide range of projects and initiatives taking place locally and the positive impact they are having on young people and their families.

We were also pleased to receive updates from local services and the police, who shared information on current trends, concerns, and priorities affecting young people in our area. These updates help ensure that professionals remain informed and can work collaboratively to respond to local needs effectively.

The feedback from attendees was extremely positive, with many valuing the opportunity to make new connections, strengthen existing partnerships, and learn more about the services available within the community. Meetings such as these play an important role in improving communication between organisations, reducing duplication of work, and ultimately ensuring that young people and families can access the right support at the right time.

Louise Beardmore

Youth Services Report

Finance & General Purposes

NEW MILTON TOWN COUNCIL

Christmas Event

Preparations for our annual Christmas event are already well under way, with plans in place to build on the success of previous years. We are once again transforming the Hub into Santa's Workshop, creating a festive and welcoming environment where children and families can enjoy a magical Christmas experience together. Alongside this, will be hosting decoration-making activities in the Rugby Clubhouse, giving children the opportunity to get creative and help add to the festive atmosphere.

The event continues to be one of the highlights of our annual programme, bringing families together and providing an accessible opportunity to celebrate the festive season within their local community. Activities will include Christmas crafts, festive games, opportunities to meet Santa, and plenty of chances for families to spend quality time together.

Interest in the event has already been high, which is not surprising given the popularity of last year's celebrations. Spaces filled up extremely quickly in 2025, with all available bookings being taken. Due to the strong demand and positive feedback received from families, we are working hard to ensure this year's event is just as enjoyable and successful, while continuing to provide a safe, inclusive, and memorable experience for everyone who attends.

We are looking forward to welcoming families back for another festive celebration and creating lasting memories for local children and young people as we head into the Christmas season.

Louise Beardmore

Minutes of the Meeting of the Amenities Committee of New Milton Town Council held on Tuesday 13 October 2026 at 6.30pm at the Town Hall, Ashley Road, New Milton.

Present:

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

In attendance:
Councillors: R Maynard

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

55. c) **FAWCETTS FIELD – FIXTURE BOARDS**

A request from New Milton Town Football Club to install 2 fixture boards at Fawcett's Field. Copies of the proposed boards had been circulated to members.

The Chairman noted the provision formed part of the Football Club's lease and was intended simply to identify who was playing and when, rather than advertising. One Member queried whether the boards would be magnetic to avoid handwritten updates

The Estates & Facilities Manager confirmed they would be required to remain neat, in keeping and without handwritten updates. He assured members that this expectation would be communicated to the Football Club. It was

RECOMMENDED:
That New Milton Town Football Club be permitted to install 2 fixture boards, subject to the above requirements.

57. **FAWCETTS FIELD – SEWER CONNECTION**

The Chairman referred to Appendix 2, a request for a sewer connection to the rear of Milton Barns, highlighting the accompanying plan and noting the proposed route crossed youth pitches, suggesting an alternative route could be considered, connecting directly across New Milton Barns land instead.

The Chairman proposed referring this suggestion back to the applicant for consideration. One Member noted the alternative route appeared to be the most practical option, as it would follow the line of least resistance and avoid affecting youth pitches. It was,

RECOMMENDED: That the alternate route be suggested to the applicant.

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: Citizens Advice New Forest	
Name of person to whom correspondence should be addressed: redacted Marketing & Fundraising Officer	Address for correspondence: Lymington Town Hall, Avenue Road, Lymington, Hampshire Post Code: SO41 9ZG
Payee for Grant Cheque: Citizens Advice New Forest	Daytime Tel: redacted
Details of the organisation, ie what does it do? Free, confidential and impartial advice for everyone.	Amount of Grant applied for: £5,000
What is the Grant for and who will benefit? (Give details of the project) To continue providing free advice to those in need. Key stats for Ashley, Bashley, Fernhill, Barton, Becton, Ballard and Milton.	
Have you applied to any other body for a grant towards this project? (If yes, please give details) We apply to Town & Parish Councils across the New Forest.	
How else do you raise income? (Give details of subscriptions, fund-raising, contributions "in kind" etc) We receive core funding from New Forest District Council on a three year basis and are beginning to fundraise in the community.	

What age groups do you cater for? Everyone	Total Membership: We helped 5,929 people across the New Forest in 2025/26	Are you a registered charity? If yes, please provide your number. Yes, our charity number is 1132425

Signature of Responsible Adult: (Chairman, President, Leader) redacted **Date:** 01.10.26	**Bank Details** redacted	***For Council use only***

You must attach the following to your application:

Copy of: Last year's accounts, Minutes of your last AGM, Health & Safety Policy, Safeguarding Policy, and Equality & Diversity policy, and current Constitution or Rules.

citizens advice New Forest

Citizens Advice New Forest
Lymington Town Hall
Avenue Road
Lymington
SO41 9ZG

www.newforestcab.org.uk
Facebook – Citizens Advice New Forest

New Milton Town Council

October 2026

Dear Graham

We would like to take this opportunity to thank you for your valued support of Citizens Advice New Forest over the past year. Your funding has helped us continue providing essential, expert advice and guidance to residents across the New Forest, and we hope we can continue working with you to ensure local people can access the support they need.

At Citizens Advice New Forest, we speak to people every day who are struggling to cope with the rising cost of living. Through our free, impartial and independent advice we are able to help them access the support they need. In the last year we have helped almost 6,000 people with over 18,000 issues, securing financial outcomes worth over £1.6 million for people living here in the New Forest.

We continue to deliver a number of targeted projects to address the needs of specific communities and groups across the New Forest. In the New Milton wards, between April 2025 and March 2026, we supported 493 clients with 2515 issues. We have worked closely with the local foodbanks and larders and remain committed to ensuring that anyone who needs our help in the New Forest can get our support.

Grants make this possible. They enable someone facing eviction to access urgent housing advice, a family overwhelmed by debt to begin to regain control, or someone struggling to put food on the table a referral for an emergency food parcel when it's needed most. With your support, we can continue to make a real and lasting difference in people's lives.

We are writing to ask you to consider making another financial contribution to Citizens Advice New Forest. Your support would help us continue providing free, independent and confidential advice to people across the New Forest who need it most. We can assure you that any donation you make will be used to help local people within our community. We can assure you that any donation you make will go to help local people here in the New Forest.

If you require further information or would like to arrange to meet a member of the Citizens Advice New Forest team, please email redacted redacted @canf.uk.

For your information attached are the following:

- Key Data on Ashley, Bashley & Fernhill
- Key Data on Ballard
- Key Data on Barton & Becton
- Key Data on Milton
- Latest signed accounts
- CANF Articles of Association
- Safeguarding Policy
- EDI Policy

We are always available for any of your residents in your community to offer well researched knowledge, support and advice.

Thank you for your consideration.

Yours sincerely

redacted

redacted
Chief Officer
Citizens Advice New Forest

New Forest DISTRICT COUNCIL

Citizens Advice New Forest is an operating name of New Forest Citizens Advice Bureau.
Charity registration number 1132425.
Company limited by guarantee. Registered in England & Wales number 06983394.
Authorised and regulated by the Financial Conduct Authority FRN: 617673.
Registered office: Lymington Town Hall, Avenue Road Lymington, SO41 9ZG.