Minutes of the meeting of the Finance and General Purposes Committee of New Milton Town Council held on Monday 26 October 2026 at 6.30 pm in New Milton Town Hall.

	Chairman		p	D N Tungate
	Vice-Chairman			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 Rice-Mundy

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

The Chairman welcomed Councillors and Officers.

51. APOLOGIES

Cllrs A O' Sullivan and J Adams

52. DECLARATIONS OF INTEREST - None

53. PUBLIC PARTICIPATION - None

54. MINUTES

The Chairman referred to previous F&GP Committee meeting minutes of 7 September 2026. It was

RESOLVED: That the Minutes of the Meeting held on 7 September 2026, previously circulated, be signed by the Chairman as a correct record.

The minutes were duly signed.

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

The Town Clerk confirmed that all items had been addressed save the Public Water Fountain for the Recreation Ground which will be considered at the next Amenities Meeting on 23 Nov.

[*Post Meeting Note: The best location identified is the toilet block where a vandal resistant drinking / bottle filler could be wall mounted. Mains electricity would not be required, but it would need connection to the toilet block's water supply. NFDC would need to be approached for permission and feasibility*]

56. CORRESPONDENCE

a) An email from a local resident concerned about the closure of the local post office and lack of facilities for cash banking in the town, proposing that the Town Council submit a Cash Access Request to Link. The NMRA website shows the cash handling facilities in the town and surrounding area. There are post offices at 16 Beechwood Avenue and at Bashley; at Vaggs Lane in Hordle; and at 38 Lymington Road in Highcliffe. There are banking hubs at the Town Hall on Wednesdays and Thursdays, and there is a Cash Access UK Unit in Morrisons on Station Road.

Cllr Blunden asked if there was any progress in relation to the Post Office appointing a new operator, the Town Clerk advised there had not, and a further enquiry to the Post Office to check on the situation will be made. **Action Point:** Town Clerk.

b) An Email from Kate Ryan Chief Executive at NFDC advising that "costs of the elections will be shared with the District Council, the overall costs of administering elections has increased significantly since 2023." The Town Clerk stated that the cost in 2023 was around £27.5k and £35k was provisionally shown in the budget for next year. Noted.

c) The Town Clerk mentioned that Members' Allowances have recently been increased by NFDC by 3%, the Town Council paying an allowance to members of 15% of the NFDC figure. The increase will be backdated to 1st April 2026 and paid next month. Agreed.

d) An email form Theresa advising that this year the dates for the half day skeleton staffing in the office will be Tues 29, Weds 30 and Thurs 31 December. Noted.

57. SCHEDULE OF PAYMENTS

The Chairman referred to **Appendix 1** - Schedule of Payments for the period 1 August to 30 September 2026 in the sum of £298,007.13. The Town Clerk highlighted the following:

Anchor	Full Service + Inspection of HVAC (Heating, Ventilation and Air Con) System & Fire Dampeners at Ashley Sports Pavillion - Statutory Requirement - Regulatory Reform (Fire Safety) Order 2005 (RRFSO 2005)	£1,638.00
Bittles Limited	Replacement of failed pump in Fawcetts main water storage system. (CapEx Virement). The current pumps are over 30 years old; full system replacement will be included in the 2027/28 CapEx budget. - Pumps feed all external water needs and are a vital part of Fawcetts infrastructure	£11,056.80
HCC (Hants LGPS)	Pension Contributions - Monthly	£11,467.33
HMRC Cumbernauld	Tax and NIC - Monthly	£16,523.40

LB Mechanical Solutions	Gas safety works at multiple sites, including servicing and landlord gas safety checks, in compliance with statutory requirements. Includes all statutory works including identified defects & remedials which is a legal requirement.	£5,864.40
NMSB	General waste site-wide (£329.40); materials for open space footpath repairs (£182.26) and new footpath linking Gore Road to Christchurch Road (CapEx £128.64); soil for Fawcetts external pitch renovation (£1,078)	£1,718.30
NFDC	Contribution towards CCTV line rental costs, 01 April to 30 September 2026	£3,294.00
Seven Leisure	Deposit return after Moore Close site inspection following "Kids World" event	£1,200.00
John Shutler	Tree works, including emergency call-outs for trees that have failed or present a hazard (instructed by Estates Manager & Estates Supervisor), medium priority works from cyclical inspections and resident reports, and cherry picker hire to install hanging baskets (£450)	£11,546.80
Travis Perkins/ Hire	Plate compactor hire (£56.10); materials for open spaces work including for Bench installation (£26.72), fences (£861.95), Long Meadow footpath (£50.52), Fawcetts pitch protection (£110.12), 2 wheelbarrows (£117.60), Allotment locks (£136.26), Fawcett's irrigation (£91.44)	£1,379.46
Turfleet Hire	Contract hire of two mowers and a tractor, including attachments	£3,048.00
Wessex Sound	Audio provision for one Afternoon of Music	£1,020.00
AquaCare	Legionella risk assessments at six sites - 2 yearly legal requirement	£1,492.50
MTST Structures	Section & Elevation CAD drawings for Bowls Club fencing planning application	£1,140.00
New Forest Waste & Recycling	Collection and disposal of accumulated waste from allotment plot at Middle Upper Ashley site, requiring a licensed waste carrier	£3,000.00
rejuvenate	See attached invoices (Invoices marked 4 & 5)	£3,625.20
Source for Business	Water & Sewerage charges for Ashley Recreation Ground (£1,697.91) and Lower Ashley Allotments (£230.90)	£1,928.81
Staff/ Members	Salaries and Expenses - August 2026	£43,089.75
Lombard	Monthly hire of 5 vehicles	£2,452.61
Lombard	Advance payment on new Kangoo electric vehicle – 3 months' rent	£1,581.77
Keffen Plant Hire	Completion of Carrick Wood project (CIL 2025) - Dropped kerbs installations	£5,580.00
Anchor	Annual service of Fawcetts HVAC system, including statutory checks	£1,049.96
Anthony Harris & Company	Professional charges in connection with the Lease of part of Fernhill Sports Ground to New Milton Cricket Club	£1,200.00
Central Southern Security	Site security improvements following break in at Fawcetts (£1,186.80) Emergency lighting installation at Outdoor Bowling Pavilion (£114)	£1,300.80
Christchurch Garden Machinery	Vehicle & machinery maintenance, including annual servicing for two strimmer's, a new cordless blower and ride on mower mounting kit (£1,089); replacement machinery following theft (£2,288, insurance claim in progress); and beacon fitting for the new contract hire Kangoo (£604.11) Claim settled	£4,542.37
Empire Industrial Doors	Temporary repairs to fire exit door at Fawcetts Workshop following attempted break-in (£216), replacement door required. Replacement fire door for boiler room at Ashley Pavilion, existing timber door was non-compliant (£1,885.20)	£2,101.20

Guns of Navarone	Performance for Afternoon of Music	£1,500.00
HCC (Hants LGPS)	Pension Contributions - Monthly	£11,837.13
HMRC Cumbernauld	Tax and NIC - Monthly	£16,236.81
Icthus Event Solutions	Refurbishment/ recondition of Christmas displays before installation	£8,130.00
John Shutler	Medium priority tree works, per NDFC schedule	£3,539.81
L.Kitcher Fencing	Materials for Outdoor Bowls high level fencing (£10,084.18 - CapEx 2026/27) Replacement of failed bridge at Long Meadow (£4,800) Gate posts for Recreation Ground (£360)	£15,244.18
NFDC	Dog waste collection 01/10/26 to 31/03/26 (£1,177.87) Annual premises licence for War Memorial Recreation Ground (£70)	£1,247.87
Rejuvenate	See attached invoices (Invoices marked as 6 & 7)	£2,064.30
Source for Business	Water & Sewerage charges between February & August at seven sites	£4,254.21
South Coast Sports Academy	Coaching (HAF)	£3,000.00
Turfleet Hire	Contract hire of Tractor, Mower & attachments - Permanent Hire	£1,938.00
Wessex Sound	Sound system & engineers for Afternoon of Music	£1,020.00
Mark Harrod LTD	Replacement of 9v9 Goals at Fawcetts Field	£1,518.83
Staff/ Members	Salaries and Expenses - September 2026	£43,616.23
Lombard	Monthly hire of 5 vehicles (one contract ended; vehicle returned)	£2,024.04

a) Cllr Blunden requested further detail of £3k paid to New Forest Waste & Recycling to clear waste from an allotment plot at Middle Ashley, querying the need for a licensed waste carrier.

The clearance relates to two large plots at Upper and Middle Ashley allotment sites. Various items of waste (including oil drums, paint containers etc) had accumulated over a long period on both plots. It was agreed that because of the large quantity and type of waste it would be more practical to bring in a specialist waste contractor. The Town Council's lower tier waste licence does not permit us to carry third party waste, and the contractor also had licences to deal with some of the material that needed to be taken to other waste facilities. It is also worth noting that had the Estates and Facilities team been able to carry out the clearance and it had been properly costed, the true cost would have been £3,650 (Excluding the tipping element of around £750) so the cost of £3k including tipping was good value.

Allotment procedures have also been improved and are more robust to ensure that there is no reoccurrence.

b) Cllr Blunden also asked about the replacement electric Kangoo Vehicle and its selection. **The Renault Kangoo EV replaced the Nissan Tekna Rapid EV which was nine years old. This vehicle had proved to be a very reliable and operationally it was ideal for our varying workloads. A like for like replacement was no longer available but the Kangoo was the closest fit and was carefully chosen for operational and cost effectiveness, along with its green credentials.**

c) There was additionally a query about the charge for fitting a beacon to it (£604.11) levied by Christchurch Garden Machinery. **The actual charge was £503.43, excluding the VAT element which the Town Council claims back. The beacon was removed from the outgoing Nissan EV and fitted to the new Renault EV. Wiring into an electric vehicle is more complex than to an ordinary vehicle battery and does take longer hence the cost.**

(NB. It is also important to note that all our vehicles MUST have High Intensity LED amber beacon(s) fitted which do come at a cost. Green beacons are for Construction and Plant Machinery (showing Seatbelt Use) on excavators, dumpers, bulldozers, etc)

d) The Chairman asked whether NMTC make use of the electricity generated by the solar panels at Fawcetts Field. **Use is made in part from the panels which does reflect in the monthly electricity utility bill (an average of £260 per month for the last two months) which covers the changing pavilion heating and ventilation along with the Fawcetts Workshop and Compound areas. It also includes the Wessex pitch floodlight usage that demonstrates good value.**

e) Cllr R Maynard asked why we paid Greenlock Electrical £240 to "Download and review CCTV footage relating to two break-in incidents" when the CCTV belongs to the Town Council. **The CCTV does belong to the Town Council but was installed by Greenlock and they have better knowledge and understanding in the downloading and reviewing of the footage from the system. It is time consuming and painstaking reviewing the frames and then downloading the relevant sections of the CCTV. However, we are reviewing how we go about future incidents to be more effective and economical.**

f) Cllr S Clarke referred to repairs of a spare (Christmas) motif in the sum of £420 from Icthus. **This relates to a spare festive lighting unit that will be used in the Xmas lights display.**

***RECOMMENDED*: That the Schedule of Payments for the period 1 August to 30 September 2026 in the sum of £298,007.13 be *ENDORSED* for Town Council approval.**

The Town Clerk advised that Rejuvenate had issued an open invitation to Councillor Maynard and other(s) to visit their offices. It was agreed that Cllr R Maynard and Cllr D N Tungate would visit.

58. MONTHLY ACCOUNTS

The Town Clerk referred to Appendix 2, being the half year Management Accounts to 30 Sept, highlighting Amenities is currently around £21k over budget comprising overspends to date on:

Tree Work £2.5k, Machinery Replacement £2k, Donated Seats £4k, replacement bridge at Barton Common £4.5k, loss of income from the Friendly Dog Club of £1.2k and HLS income shortfall to date of £1.3k, plus £5.5k Contract Hire overspend to date. This will even out across the year.

Regarding F&GP, savings were highlighted, including £27k salaries and wages (TDM) there was also unbudgeted income from HCC in the sum of £14k representing advance payment for the Holiday Activities & Food (HAF) clubs over the Xmas holidays.

The situation will look a little less rosy by Xmas, but the income from pitch fees will be starting to favourably affect the Amenities figures by then.

Cllrs Tungate and Blunden queried why the Friendly Dog Club are not paying rent as they are still running their business in the old building, they believed the agreement was that rent would not be paid while work was carried out to install the new building.
Action Point: Town Clerk to raise half year invoice.

59. YOUTH REPORT

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

60. REFERRED MATTERS

The Chairman referred to **Appendix 4 -** Fawcetts Field Fixture Boards and Fawcetts Field – Sewer Connection, referred to by the Amenities Committee for F&GP information.

a) Fawcetts Field Fixture Boards

The New Milton Football Club requested permission to install 2 fixture boards, it was agreed by the Amenities Committee that permission should be granted on the proviso that the boards should be neat and without handwritten updates.

b) Fawcetts Field – Sewer Connection

The Amenities Committee considered an application for a sewer connection to the rear of Milton Barns. The proposed route crossed youth pitches, so an alternative route was considered, it was recommended that the alternative be recommended to the applicant.

The Town Clerk advised that the alternative route was tentatively accepted by the applicant and hopefully this matter will be resolved shortly via respective solicitors.

Both the above items were noted.

61. GRANT AID REQUESTS

The Chairman referred to Appendix 5, a grant aid request from Citizens Advice New Forest.

"***Helping people across the New Forest who are struggling to cope with the rising cost of living, helping them access the support they need. Our advice covers a wide range of issues, including debt, benefits, consumer rights, and housing.***"

Members were provided with ward statistics relating to the work Citizens Advice New Forest carried out in the area, especially Benefit and Debt Issues. The Town Clerk advised that the sum of £5,000 is budgeted annually for Citizen's Advice but are asked to provide update.

It was

RESOLVED:
That Citizens Advice New Forest receive £5k financial support from New Milton Town Council for ongoing assistance locally.

62. YOUTH AND FAMILY CENTRE

The Town Clerk referred to **Appendix 6**, the Business Case for the Youth & Family Centre in Gore Road, setting out the case for investment.

Cllr S Clarke praised the document and Aaron Lawford who drafted it, saying it represents the due diligence undertaken to qualify for CIL Funding.

The Stakeholder Needs section on page 2 was highlighted, noting throughout Hampshire average eligibility for free school meals stands at 21% while all New Milton schools have a higher eligibility providing solid evidence of deprivation and need within the area.

The figures are:

The Arnewood School 27.4%,

The Eaglewood School 47.8%

New Milton infant School 24%

New Milton Junior School 36.3%

Ashley Infant School 22.8%

Ashley Junior School 34.3%.

There was some discussion about the three areas of deprivation in the town, low paid work and rural poverty as well as the low proportion of council tenants paying their rent themselves, with many relying on Housing Benefit. Cllr Clarke praised the youth work in the town so ably carried out by NMTC and NMYT currently and felt that this document sets out the case for the new Youth & Family Centre very well.

The Business Case was noted.

63. CHAIRMAN'S UPDATES

The Chairman had no updates.

64. NEXT MEETING

MONDAY 7 DECEMBER 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 7.10pm.

CHAIRMAN _____ DATE _____

Minute	Action Points	Action by date	To be actioned by
55	Water fountain on Rec	23.11.26	Amenities Item
56a)	Post office appointment	ASAP	Asst Town Clerk
56b)	Elections Budget	ASAP	Town Clerk
56c)	Members' Allowances	ASAP	Town Clerk
56d)	Staffing after Xmas	29-31 Dec.	Town Clerk
57	Schedule of Payments details	ASAP	Estates Manager
58	Friendly Dog Club rent	ASAP	Town Clerk
61	CANF Grant Aid	ASAP	Asst Town Clerk

Distribution:

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