

OPEN SESSION: There were two members of the public present.

## **MINUTES OF THE POLICY & FINANCE COMMITTEE**

Held on 10 December 2008 at 7.00pm

### Apologies

Prior to the commencement of the meeting, the Town Clerk reported that apologies for absence had been received from Cllr Chard, Cllr Ford, Cllr Clarke and Bryannie Thurston, Student Advisor.

### Declarations of Interest

There were no Declarations of Interest.

**PRESENT:** Cllr J D Heron (Chairman)  
Cllr W S Rippon-Swaine (Vice Chairman)  
Cllr B H Terry  
Cllr M J Urwin  
Cllr B Woodfield

**IN ATTENDANCE:** Terry Simpson, Town Clerk  
Martin Townsend, Finance Manager  
Claire Perrens, Meetings Administrator  
James Fullick, Student Advisor  
Cllr M Steele

### **F/4331**

#### **MINUTES OF THE LAST MEETING**

**RESOLVED:** That the minutes of the meeting held on 19 November 2008, having been circulated, be approved and signed by the Chairman as a correct record.

*As there were members of the public wishing to speak, item 7 on the Agenda, Youth Concert – Ringwood Festival, was taken next.*

### **F/4332**

#### **YOUTH CONCERT – RINGWOOD FESTIVAL**

Members considered the Town Clerk's report on a proposal to hold a music event in the Market Place on a Saturday prior to the official Ringwood Festival, due to a conflicting booking.

Mr Peter Alvis, organizer of the proposed concert, asked permission to hold it on another Saturday, and requested financial support for the hire of a large stage. The Market Place would be a better location than the Bickerley and the event showcases local bands as well. The stage would cost around £6,000; a Queen tribute band had agreed to play for free. Members were asked to underwrite £3,000 of the costs. The other £3,000, or more, will be funded by sponsorship, which Mr Alvis was confident he and his colleagues could obtain.

#### **RESOLVED:**

- 1) That Council supports a Youth Concert as part of Ringwood Festival on a Saturday prior to the official Festival date; and
- 2) That a sum of £3,000 be provided to underwrite the costs of the stage for the Youth Concert; and
- 3) That all arrangements and approvals for the concert be undertaken by Peter Alvis on behalf of the Council.

<b>ACTION Terry Simpson in liaison with Peter Alvis/Sue Godwin for Festival Committee</b>
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**F/4333**  
**MONTHLY FINANCIAL REPORTS**

Members considered the Monthly Financial Reports attached to these minutes as *Annex 'A'*.

**RESOLVED:**

- 1) That the list of cheque payments on the Imprest account be authorised. Cllrs Heron and Rippon-Swaine signed the report.
- 2) That the list of Petty Cash payments be authorised. Cllrs Heron and Rippon-Swaine signed the report.
- 3) That the Statement of Town Council Balances be received and noted.
- 4) That the Inter Account Transfer be authorised. Cllrs Heron and Rippon-Swaine signed the report.

<b>ACTION</b> <b>Martin Townsend</b>
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**F/4334**  
**DRAFT POLICY & FINANCE COMMITTEE BUDGET 2009/10**

The Town Clerk reported on the two short-term proposals identified from the Town Plan consultations at the last meeting, climate change and the design of a town brand. Expenditure on these items is not necessary in 2009/10 as some 'no cost' measures can be taken (such as working with Ringwood School to launch a brand design competition).

Members reviewed prioritised budget proposals for 2009/10. Members agreed to retain item numbers 1-6, and 10. Members agreed to delete item 16 and defer all other items.

On consideration of the base budget 2009/10, members agreed to reduce members' training from £1,000 to £500.

**RESOLVED:**

- 1) That the revised priority proposals for Policy & Finance Committee be approved; and
- 2) That the revised base budget for Policy & Finance Committee be approved for consideration as part of the Council's overall budget.

<b>ACTION</b> <b>Martin Townsend</b>
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**F/4335**  
**DRAFT COUNCIL BUDGET 2009/10**

Members considered the draft budget and precept proposals for 2009/10 (*Annex 'G'*).

It was noted that the Town Council needed to reduce its reliance on a transfer from the general reserve in 2009/10, and aim to achieve a balanced budget in 2010/11.

On consideration of the Recreation, Leisure & Open Spaces Committee proposals and budget for 2009/10, members noted that item numbers 5-8 would be funded from existing 'provisions' and have no impact on the new precept. It would be more appropriate for item number 3 (to facilitate meetings on provision of play facilities) to be included in the Policy & Finance Budget, since the expenditure related to community involvement in Town Plan proposals. Members were concerned about item 4 (the roundabout scheme) and agreed that unless a major feature could be put in place, it would be better to terminate the licence and therefore responsibility for maintenance. Members agreed to defer item 10 (cemetery notice board).

On consideration of the Planning, Town & Environment Committee proposals and budget for 2009/10, members agreed that item numbers 2 and 3 (Southampton Road and signage) should be approved, whilst item numbers 1 and 4 should be deferred, particularly as these could not be achieved within existing staffing resources.

Members debated the need to increase the amount requested for the precept in order to fund the budget proposals for 2009/10. It was concluded that the Council's net budget for 2009/10 should be £392,310. After allowing for a transfer of £15,380 from the general reserve, the precept will be £376,930. This will result in a Council Tax at band 'D' level of £69.19, an increase of 8.7 pence per week over 2008/09.

**RESOLVED:**

- 1) That the revised priority proposals for Recreation, Leisure & Open Spaces Committee, be approved (*Annex 'D'*); and
- 2) That the revised base budget for Recreation, Leisure & Open Spaces Committee be approved for consideration as part of the Council's overall budget (*Annex 'E'*); and
- 3) That the revised base budget and revised priority proposals for Planning, Town & Environment Committee be approved for consideration as part of the Council's overall budget (*Annex 'F'*); and
- 4) That the revised base budget for this Committee, as resolved in minute F/4334, be approved for consideration as part of the Council's overall budget (*Annex 'C'*); and
- 5) That the revised priority proposals for this Committee, as resolved in minute F/4334, be approved (*Annex 'B'*); and

**RECOMMENDED:** That the Recreation, Leisure & Open Spaces Committee be requested to investigate options for item number 4 (the roundabout scheme) and report to this Committee before authorising expenditure; and

**RECOMMENDED:**

- 1) That the Council's net budget of £392,310 for 2009/10 be approved (*Annex G*); and
- 2) That the precept of £376,930 for 2009/10 be approved.

<b>ACTION</b> Martin Townsend, Claire Perrens
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**F/4336  
RINGWOOD FESTIVAL**

Members considered the minutes of the meeting of the Ringwood Festival Steering Committee attached as *Annex 'H'*.

**RESOLVED:** That the minutes of the Ringwood Festival Steering Committee held on 24 November 2008, and the proposals therein, be approved.

<b>ACTION</b> Sue Godwin
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**F/4337  
ELECTION OF NPA REPRESENTATIVE**

Members considered whether they wish to be nominated to stand for election as the New Forest National Park Authority representative for Quadrant 2. Any nominations must be seconded by another Council.

**RESOLVED:**

- 1) That no members be nominated; and
- 2) That if any other Council requests support for its nominations, the Chairman and Town Mayor be authorised to approve this.

<b>ACTION</b> Terry Simpson
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**F/4338  
FREEDOM OF INFORMATION - MODEL PUBLICATION SCHEME**

Members received a report by the Town Clerk (*Annex 'I'*) with regard to the Information Commissioner's Office New Model Publication Scheme.

**RECOMMENDED:**

- 1) That the Publication Scheme and Schedule of Information available from the Town Council, as set out in *Annex 'I'* at Appendices A and B, be adopted with effect from 31 December 2008; and
- 2) That the Town Clerk be authorised to make such amendments as may be necessary to the Schedule of Information available at such times as more information is added to the Council website.

**ACTION Terry Simpson**

**F/4339**

**RUGBY CLUB – NEW LICENCE**

Members considered whether to submit any comments to New Forest District Council (NFDC) regarding an application from Ellingham & Ringwood Rugby Football Club for a licence to provide regulated entertainment, sale of alcohol and late night refreshment at the Rugby Clubhouse, Parsonage Barn Lane.

**RESOLVED:** That NFDC be advised that the Council objects to any use of the premises which is outside the conditions imposed by the original planning consent 06/88549, on the grounds that any longer hours than those permitted under that consent could cause a public nuisance or affect the ability of public authorities to prevent crime and disorder.

**ACTION Jo Stannard**

**F/4340**

**EXCLUSION OF PUBLIC & PRESS**

That in view of the confidential nature of the business about to be transacted, it was advisable in the public interest that the press and public be temporarily excluded and they were instructed to withdraw (*Annex 'J' attached*).

**F/4341**

**TECHNICAL OFFICER**

Members considered whether to authorise continuation of Technical Officer's contract.

**RESOLVED:**

- 1) That the Technical's Officer's post be made permanent; and
- 2) That funding for the post be transferred from the budget for temporary staff to the budget for employees' pay.

**ACTION Jo Stannard / Martin Townsend**

There being no further business, the Chairman closed the meeting at 8.35pm.

**Note: The text in the Action Boxes above does not form part of these minutes.**