Ringwood Town Council

Ringwood Gateway, The Furlong, Ringwood, Hampshire BH24 1AT
Tel: 01425 473883
www.ringwood.gov.uk

SUMMONS

Dear Member 24th September 2026

You are hereby summoned to attend a meeting of the Town Council at the Forest Suite, Ringwood Gateway on 30th September 2026 at 7.00pm.

Mrs C Bennett
Town Clerk

AGENDA

1.* **PUBLIC PARTICIPATION**
There will be an opportunity for public participation for a period of up to 15 minutes at the start of the meeting

2. To receive Apologies for Absence

3. To receive Declarations of Interest

4. To approve as a correct record the minutes of the meeting 29th July 2026

5. To receive Minutes of Committees and approve recommendations contained therein:

Recreation, Leisure & Open Spaces	DATE :- 2nd September 2026 - CANCELLED
Planning, Town & Environment	DATE:- 7th August & 4th September 2026
Staffing	DATE:- 16th September 2026
Policy & Finance	DATE:- 23rd September 2026

6. GRANT AID AWARDS
To note grant aid awards to HOPe of £150, Ringwood Carers of £250, Ringwood Rotary Club of £150, Trinity Church of £250 and Ringwood Meeting House of £200 (*F/6588 refers*)

7. EXTERNAL AUDIT 2025/26
To receive and note the external audit report, along with the Town Clerk's response to the observations made; and to note that the conclusion of audit was published on 30th September 2026 (*Report A*)

8. REVIEW OF TOWN COUNCIL STRATEGIC PLAN PRIORITIES
To consider the Town Clerk's report (*Report B*) and recommendations therein

9. COMMITTEE COMPOSITION
a) To appoint a representative to the New Forest Business Partnership
b) To consider any changes to the composition of council committees, sub-committees, working parties or panels

**No formal decisions can be made during this item.*

10.*To receive such communications as the Town Mayor may desire to lay before the Council

11.* To receive Reports from County and District Councillors

12.* To Receive Reports from Ringwood Town Councillors

13. Forthcoming Meetings – to note the following dates:

Planning, Town and Environment	10.00am	2nd October 2026
Recreation, Leisure & Open Spaces	7.00pm	7th October 2026
Policy & Finance	7.00pm	21st October 2026
Full Council	7.00pm	28th October 2026

14. COMMUNICATIONS

Members to decide on items requiring publicity and to confirm a spokesperson if required.

15. EXCLUSION OF THE PRESS AND PUBLIC

To consider exclusion of the press and public from the meeting, in accordance with the Public Bodies (Admission to Meetings) Act 1960, section 1(2), to transact business for which publicity would be prejudicial to the public interest by reason of its confidential nature

16. LEGAL MATTERS

To receive a verbal report from the Town Clerk on legal matters

If you would like further information on any of the agenda items, please contact Mrs Charmaine Bennett, Town Clerk, on 01425 484720 or email Charmaine.bennett@ringwood.gov.uk

Council Members:	Officers:
Chairman: Cllr Mary DeBoos, Town Mayor	Charmaine Bennett, Town Clerk
Vice-Chairman: Cllr James Swyer, Deputy Mayor	Jo Hurd, Deputy Town Clerk
Cllr Andrew Briers	
Cllr Luke Dadford	
Cllr Philip Day	
Cllr Ingrid De Bruyn	
Cllr Gareth DeBoos	
Cllr Rae Frederick	
Cllr Janet Georgiou	
Cllr John Haywood	
Cllr Peter Kelleher	
Cllr Michael Thierry	
Cllr Glenys Turner	
Cllr Becci Windsor	

Ringwood
Town Council

COMMITTEE REPORT

Report title	Notice of conclusion of audit 2025/26
Committee	Full Council
Date	30th September 2026
Report author	Charmaine Bennett

Decision Summary

Purpose	To acknowledge receipt of the external auditor's report, note its contents and the Town Clerk's comments, and note publication of the notice of conclusion.
Decision type	To note
Financial impact	None
Budget provision	Not applicable/other
Confidential / exempt	No

1. Introduction and reason for report

To advise the Council that the external audit for 2025 / 26 has now concluded. This would ordinarily be considered first by the Policy and Finance Committee, however it had not been received from the external auditor in time for inclusion on the agenda for the 23rd September meeting. It has been referred direct to Full Council due to the legal requirement to publish the audit by 30th September 2026.

2. Background Information

The audit of the Council's finances for 2025/26 has now been concluded. The auditors, BDO LLP, concluded that:

"On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met."

3. Observations

The auditors made two observations. The Town Clerk's comments are set out below each observation.

3.1 Observation 1

"The AGAR was not accurately completed before submission for review. It was returned for amendment and has subsequently been corrected."

Town Clerk's comments: No further action required. The AGAR was corrected and resubmitted as requested.

3.2 Observation 2

"The smaller authority administers two charities, yet has not opened a separate bank account to administer its activities. The authority should not administer charities through its bank account whether it is a sole trustee or not. The authority has correctly answered 'No' to Assertion 9 of the Annual Governance Statement and 'No' to box 11 of the Accounting Statements. The authority also believes it is the sole trustee to these charities; however, this does not agree with the Charity Commission website. The authority should obtain the trust deed for the charities and establish who the trustees are. If required, the authority should contact the Charity Commission and ensure it reflects the correct position."

Town Clerk's comments: The Council will review the governing documents for both charities, confirm the correct trustee arrangements with the Charity Commission and establish separate banking arrangements as required.

3.3 The external auditor's certificate is appended. The notice of conclusion of audit will be published on 30th September 2026.

4. RECOMMENDATION

It is recommended that:

4.1 The conclusions of the external auditor be received and noted, together with the Town Clerk's responses to the observations made.

4.2 The publication of the notice of conclusion of audit on 30th September 2026 be noted.

For further information please contact:
Charmaine Bennett, Town Clerk
Tel: 01425 484720
Charmaine.bennett@ringwood.gov.uk

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Annual Governance and Accountability Return 2025/26 Form 3

To be completed by Local Councils, Internal Drainage Boards and other Smaller Authorities*:
- **where the higher of gross income or gross expenditure exceeded £25,000 but did not exceed £15 million; or**
- **where the higher of gross income or gross expenditure was £25,000 or less but that:**
  - **are unable to certify themselves as exempt (fee payable); or**
  - **have requested a limited assurance review (fee payable)**

Guidance notes on completing Form 3 of the Annual Governance and Accountability Return 2025/26

1. Every smaller authority in England that either received gross income or incurred gross expenditure exceeding £25,000 **must** complete Form 3 of the Annual Governance and Accountability Return at the end of each financial year in accordance with *Proper Practices*.

2. **The Annual Governance and Accountability Return is made up of three parts, pages 3 to 6:**
   - The **Annual Internal Audit Report must** be completed by the authority's internal auditor.
   - **Sections 1 and 2 must** be completed and approved by the authority.
   - **Section 3** is completed by the external auditor and will be returned to the authority.
3. The authority **must** approve Section 1, Annual Governance Statement, before approving Section 2, Accounting Statements, and both **must** be approved and published on the authority website/webpage **before 1 July 2026.**
4. An authority with either gross income or gross expenditure exceeding £25,000 or an authority with neither income nor expenditure exceeding £25,000, but which is unable to certify itself as exempt, or is requesting a limited assurance review, **must** return to the external auditor by email or post (not both) **no later than 30 June 2026** Reminder letters will incur a charge of £40 +VAT:
   - the Annual Governance and Accountability Return Sections 1 and 2, together with
   - a bank reconciliation as at 31 March 2026
   - an explanation of any significant year on year variances in the accounting statements
   - notification of the commencement date of the period for the exercise of public rights
   - Annual Internal Audit Report 2025/26

Unless requested, do not send any additional documents to your external auditor. Your external auditor will ask for any additional documents needed.

Once the external auditor has completed the limited assurance review and is able to give an opinion, the Annual Governance and Accountability Return **Section 1, Section 2 and Section 3 – External Auditor Report and Certificate** will be returned to the authority by email or post.

Publication Requirements

Under the Accounts and Audit Regulations 2015, authorities **must** publish the following information on the authority website/webpage:

Before 1 July 2026 authorities **must** publish:
- Notice of the period for the exercise of public rights and a declaration that the accounting statements are as yet unaudited;
- **Section 1 - Annual Governance Statement 2025/26** approved and signed, page 4
- **Section 2 - Accounting Statements 2025/26** approved and signed, page 5

Not later than 30 September 2026 authorities **must** publish:
- Notice of conclusion of audit
- **Section 3 - External Auditor Report and Certificate**
- **Sections 1 and 2 of AGAR** including any amendments as a result of the limited assurance review. It is recommended as best practice, to avoid any potential confusion by local electors and interested parties, that you also publish the Annual Internal Audit Report, page 3.

The Annual Governance and Accountability Return constitutes the annual return referred to in the Accounts and Audit Regulations 2015. Throughout, the words 'external auditor' have the same meaning as the words 'local auditor' in the Accounts and Audit Regulations 2015.

**for a complete list of bodies that may be smaller authorities refer to schedule 2 to the Local Audit and Accountability Act 2014.*

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Guidance notes on completing Form 3 of the Annual Governance and Accountability Return (AGAR) 2025/26

- The authority **must** comply with *Proper Practices* in completing Sections 1 and 2 of this AGAR. *Proper Practices* are found in the *Practitioners' Guide** which is updated from time to time and contains everything needed to prepare successfully for the financial year-end and the subsequent work by the external auditor.
- Make sure that the AGAR is complete (no highlighted boxes left empty) and is properly signed and dated. Any amendments **must** be approved by the authority and properly initialled.
- The authority **should** receive and note the Annual Internal Audit Report before approving the Annual Governance Statement and the accounts.
- Use the checklist provided below to review the AGAR for completeness before returning it to the external auditor by email or post (not both) no later than 30 June 2026
- The Annual Governance Statement (Section 1) **must** be approved before the Accounting Statements (Section 2) and evidenced by the agenda or minute references, even where approved on the same day.
- The Responsible Financial Officer (RFO) **must** certify the accounts (Section 2) before they are presented to the authority for approval. The authority **must** in this order: consider, approve and sign the accounts.
- The RFO is required to commence the public rights period which **must** be a single period of 30 working days for inspection (this excludes weekends and public holidays) which **must** include the first 10 working days of July.
- **You must inform your external auditor about any change of Clerk, Responsible Financial Officer or Chair, and provide relevant authority owned generic email addresses and telephone numbers.**
- Make sure that the copy of the bank reconciliation to be sent to your external auditor with the AGAR covers all the bank accounts. If the authority holds any short-term investments, note their value on the bank reconciliation. The external auditor **must** be able to agree the bank reconciliation to Box 8 on the accounting statements **(Section 2, page 5)**. An explanation **must** be provided of any difference between Box 7 and Box 8. More help on bank reconciliation is available in the *Practitioners' Guide**.
- Explain fully significant variances in the accounting statements on **page 5**. Do not just send a copy of the detailed accounting records instead of this explanation. The external auditor wants to know that you understand the reasons for all variances. Include complete numerical and narrative analysis to support the full variance.
- Additional costs may be incurred if additional audit work is required.
- Make sure that the accounting statements add up and that the balance carried forward from the previous year (Box 7 of 2025) equals the balance brought forward in the current year (Box 1 of 2026).
- The Responsible Financial Officer (RFO), on behalf of the authority, **must** set the commencement date for the exercise of public rights which **must** be a single period of 30 working days for inspection (this excludes weekends and public holidays) which **must** include the first 10 working days of July.
- The authority **must** publish on the authority website/webpage the information required by Regulation 15 (2), Accounts and Audit Regulations 2015, including the period for the exercise of public rights and the name and address of the external auditor **before 1 July 2026**

Completion checklist – 'No' answers mean you may not have met requirements		Yes	No
All sections	Have all highlighted boxes have been completed?		
	Has all additional information requested, including **the dates set for the period for the exercise of public rights**, been provided for the external auditor?		
Internal Audit Report	Have all highlighted boxes been completed by the internal auditor and explanations provided?		
Section 1	For any statement to which the response is 'no', has an explanation been published?		
Section 2	Has the Responsible Financial Officer signed the accounting statements before presentation to the authority for approval?		
	Has the authority's approval of the accounting statements been confirmed by the signature of the Chair of the approval meeting?		
	Has an explanation of significant variations been published where required?		
	Has the bank reconciliation as at **31 March 2026** been reconciled to Box 8?		
	Has an explanation of any difference between Box 7 and Box 8 been provided?		
Sections 1 and 2	Trust funds – have all disclosures been made if the authority as a body corporate is a sole managing trustee? **NB:** do not send trust accounting statements unless requested.		

***Governance and Accountability for Smaller Authorities in England – a Practitioners' Guide to Proper Practices*, can be downloaded from www.nalc.gov.uk or from www.ada.org.uk**

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RINGWOOD TOWN COUNCIL

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During the financial year ended 31 March 2026, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2025/26 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	✔		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✔		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✔		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✔		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✔		
F. Cash payments were properly supported by receipts, all cash expenditure was approved and VAT appropriately accounted for.	✔		
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✔		
H. Asset and investments registers were complete and accurate and properly maintained.	✔		
I. Periodic bank account reconciliations were properly carried out during the year.	✔		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✔		
K. If the authority certified itself as exempt from a limited assurance review in 2024/25, it met the exemption criteria and correctly declared itself exempt. *(If the authority had a limited assurance review of its 2024/25 AGAR tick "not covered")*			✔
L. The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation.	✔		
M. In the year covered by this AGAR, the authority correctly provided for a period for the exercise of public rights as required by the Accounts and Audit Regulations *(during the 2025/26 AGAR period were public rights in relation to the 2024-25 AGAR evidenced by a notice on the website and/or authority approved minutes confirming the dates set).*	✔		
N. The authority has complied with the publication requirements for 2024/25 AGAR *(see AGAR Page 1 Guidance Notes).*	✔		
O. The authority has complied with laws, regulations & proper practices relating to digital and data compliance.	✔		
P. (For local councils only)	**Yes**	**No**	**Not applicable**
Trust funds (including charitable) – The council met its responsibilities as a trustee.	✔		

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

Date(s) internal audit undertaken: 27-04-2026 – 14-05-2026

Name of person who carried out the internal audit: KAREN ROSS

Signature of person who carried out the internal audit

Date: 19/05/2026

***If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).**

****Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned; or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).**

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Section 1 – Annual Governance Statement 2025/26

We acknowledge as the members of:

RINGWOOD TOWN COUNCIL

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2026, that:

	Agreed Yes	Agreed No*	'Yes' means that this authority:
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✔		*prepared its accounting statements in accordance with the Accounts and Audit Regulations.*
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✔		*made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.*
3. We have assured ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✔		*has only done what it has the legal power to do and has complied with Proper Practices in doing so.*
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✔		*during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.*
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✔		*considered and documented the financial and other risks it faces and dealt with them properly.*
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✔		*arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.*
7. We took appropriate action on all matters raised in reports from internal and external audit.	✔		*responded to matters brought to its attention by internal and external audit.*
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✔		*disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.*
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes:	No: ✓	N/A: — *has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.*
10. We have put in place arrangements for the effective IT and data management in accordance with proper practices during the year under review.	✔		*has made suitable arrangements for its IT and data management and has complied with proper practices in doing so.*

***Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.**

(25.8.26) RFO

This Annual Governance Statement was approved at a meeting of the authority on:

24.6.2026

and recorded as minute reference:

C/7582

Signed by the Chair and Clerk of the meeting where approval was given:

Chair

Clerk

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Section 2 – Accounting Statements 2025/26 for

RINGWOOD TOWN COUNCIL

	Year ending		Notes and guidance
	31 March 2025 £	31 March 2026 £	*Please round all figures to nearest £1. Do not leave any boxes blank and report £0 or Nil balances. All figures **must** agree to underlying financial records*
1. Balances brought forward	639,190	666,893	*Total balances and reserves at the beginning of the year as recorded in the financial records. Value **must** agree to Box 7 of previous year.*
2. (+) Precept or Rates and Levies	643,525	683,620	*Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.*
3. (+) Total other receipts	752,396	573,226	*Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.*
4. (-) Staff costs	515,614	617,180	*Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.*
5. (-) Loan interest/capital repayments	61,478	61,478	*Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).*
6. (-) All other payments	791,126	614,049	*Total expenditure or payments as recorded in the cash-book less staff costs (line 4) and loan interest/capital repayments (line 5)*
7. (=) Balances carried forward	666,893	631,032	*Total balances and reserves at the end of the year. **Must** equal (1+2+3) - (4+5+6).*

8. Total value of cash and short term investments	493,494	233,859	*The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – **To agree with bank reconciliation.***
9. Total fixed assets plus long term investments and assets	6,977,614	7,116,473	*The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.*
10. Total borrowings	761,181	735,849	*The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).*

For Local Councils Only	Yes	No	
11 Do the figures in the accounting statements above exclude any trust transactions?		✓	*For guidance refer to the Practitioners' Guide sections 2.31 to 2.33.*

I certify that for the year ended 31 March 2026 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval.

Date 17.06.2026

I confirm that these Accounting Statements were approved by this authority on this date:

24.06.2026

as recorded in minute reference:

C/7582

Signed by Chair of the meeting where the Accounting Statements were approved

KAREN ROSS 19/05/2026

Section 3 – External Auditor's Report and Certificate 2025/26

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In respect of **Ringwood Town Council**

1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit,** it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/ .

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2026 and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor's limited assurance opinion 2025/26

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

(continue on a separate sheet if required)

Other matters not affecting our opinion which we draw to the attention of the authority:

The AGAR was not accurately completed before submission for review. It was returned for amendment and has subsequently been corrected.

The smaller authority administers two charities, yet has not opened a separate bank account to administer its activities. The authority should not administer charities through its bank account whether it is a sole trustee or not. The authority has correctly answered 'No' to Assertion 9 of the Annual Governance Statement and 'No' to box 11 of the Accounting Statements. The authority also believes it is the sole trustee to these charities, however this does not agree to the Charity Commission website. The authority should obtain the trust deed for the charities and establish who the trustees are. If required the authority should contact the Charity Commission and ensure it reflects the correct position.

(continue on a separate sheet if required)

3 External auditor certificate 2025/26

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2026

External Auditor Name

BDO LLP Southampton

External Auditor Signature

DocuSigned by:
BDO LLP
467DFB746A8A428...

Date 17 September 2026

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Ringwood Town Council

Notice of conclusion of audit

Annual Governance & Accountability Return for the year ended 31 March 2026

Sections 20(2) and 25 of the Local Audit and Accountability Act 2014

Accounts and Audit Regulations 2015 (SI 2015/234)

		Notes
1.	The audit of accounts for Ringwood Town Council for the year ended 31 March 2026 has been completed and the accounts have been published.	This notice and Sections 1, 2 & 3 of the AGAR must be published by 30 September. This must include publication on the smaller authority's website. The smaller authority must decide how long to publish the Notice for; the AGAR and external auditor report must be publicly available for 5 years.
2.	The Annual Governance & Accountability Return is available for inspection by any local government elector of the area of Ringwood Town Council on application to:	
(a)	Charmaine Bennett, Town Clerk, Ringwood Town Council, Ringwood Gateway, The Furlong, Ringwood BH24 1AT	(a) Insert the names, position and address of the person to whom local government electors should apply to inspect the AGAR.
(b)	Monday to Friday, 09.30 to 16.30 (by appointment)	(b) Insert the hours during which the inspection rights may be exercised.
3.	Copies will be provided to any person on payment of £2.50 for each copy of the Annual Governance & Accountability Return.	(c) Insert a reasonable sum for copying costs.
(d)	Announcement made: Charmaine Bennett, Town Clerk	(d) Insert the name and position of person placing the notice.
(e)	Date of announcement: 30th September 2026	(e) Insert the date of placing of the notice.

Ringwood
Town Council

COMMITTEE REPORT

Report title	Review of Town Council Strategic Plan Priorities
Committee	Full Council
Date	30 Sept 226
Report author	Charmaine Bennett

Decision Summary

Purpose	To invite committees to review the Town Council Strategic Plan and consider priorities for the forthcoming year.
Decision type	To note
Financial impact	None identified
Budget provision	Not applicable/other
Confidential / exempt	No

1. Introduction and reason for report

The purpose of this report is to outline arrangements for the annual review of the Town Council Strategic Plan 2026-2029 and to invite committees and working parties to consider whether any amendments are required to priorities and actions for the forthcoming year.

2. Background Information

The Town Council Strategy 2026-2029 was developed during 2025 following consideration by committees and working parties and was subsequently approved by Full Council. The Strategy sets out the Council's vision, priorities and key actions over the current three-year period.

As part of the Council's annual planning and budget-setting process, committees and working parties will be invited to review the elements of the Strategy relevant to their responsibilities during October and early November 2026. Members are invited to consider whether the priorities and actions identified for the forthcoming year remain appropriate and achievable, or whether any amendments should be recommended.

It is noted that the Strategy includes plans to develop proposals for community consultation on the Council's post-2029 direction during the forthcoming financial year, with consultation anticipated to take place during 2028/29. Accordingly, this review is focused on delivery of the existing Strategy up to 2029.

3. Financial Implications

None at this stage, although the strategy will inform the budget setting process for 2027/28.

4. Issues for Decision and Recommendations

That Full Council:

1. Notes the arrangements for the annual review of the Town Council Strategy 2026-2029.
2. Invites committees and working parties to review relevant priorities and actions and make recommendations where appropriate.
3. Receives a further report in November 2026 setting out any proposed amendments for approval by Full Council.