

# Ringwood Town Council

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

## POLICY & FINANCE COMMITTEE

Dear Member

12<sup>th</sup> September 2024

A meeting of the above Committee will be held at the Forest Suite, Ringwood Gateway on **Wednesday 18<sup>th</sup> September 2024** at 7.00pm and your attendance is requested.



Mr C Wilkins  
Town Clerk

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### AGENDA

	<u>Time estimate</u>
<b>1. PUBLIC PARTICIPATION</b> There will be an opportunity for public participation at the start of the meeting	Up to 15 minutes
<b>2. APOLOGIES FOR ABSENCE</b>	1 minute
<b>3. DECLARATIONS OF INTEREST</b>	1 minute
<b>4. MINUTES OF THE PREVIOUS MEETING</b> To approve as a correct record the minutes of the meeting held on 24 <sup>th</sup> July 2024	1 minute
<b>5. GRANT AID</b> To consider the following applications for Grant Aid ( <i>Report A</i> ): a. Homestart b. Rotary Club of Ringwood c. Ringwood Junior School PTA d. Forest Forge e. Ringwood Veterans f. Avon Valley Concerts g. ERRFC h. STARF	45 minutes
<b>6. FINANCIAL REPORTS (<i>Report B attached</i>):</b> a. To receive and authorise list of payments made on Imprest Account for July and August b. To note the total amount of Petty Cash payments for July and August	15 minutes

	<u>Time estimate</u>
<ul style="list-style-type: none"> <li>c. To receive Statement of Town Council Balances and authorise Inter Account Transfers</li> <li>d. To receive the Finance Manager's budgetary monitoring report</li> </ul>	
<p><b>7. EXTERNAL AUDIT 2023/24</b> To consider the external audit report (<i>Report C</i>)</p>	10 minutes
<p><b>8. COMMUNITY INFRASTRUCTURE LEVY (CIL) RECEIPTS</b> To review movements on CIL receipts (<i>Report D</i>)</p>	5 minutes
<p><b>9. SKATE RAMP PROPOSAL - NORTH POULNER PLAY AREA</b> To consider a recommendation from the Recreation, Leisure and Open Spaces Committee on 4<sup>th</sup> September 2024 that the deficit of £3,110 plus the cost of the post-installation inspection of £300 be funded by the Council and the appropriate budget to be determined by the Policy and Finance Committee (<i>OS/6388 refers</i>) (<i>Report E</i>)</p>	5 minutes
<p><b>10. PROJECTS</b> (current and proposed) To consider the officers' report (<i>Report F attached</i>), receive any verbal updates and agree next steps where necessary</p>	5 minutes

If you would like further information on any of the agenda items, please contact Chris Wilkins, Town Clerk on (01425) 484720 or email [chris.wilkins@ringwood.gov.uk](mailto:chris.wilkins@ringwood.gov.uk).

Committee Members

Cllr Mary DeBoos (Chairman)  
 Cllr Peter Kelleher (Vice Chairman)  
 Cllr Andy Briers  
 Cllr Luke Dadford  
 Cllr Philip Day  
 Cllr Gareth DeBoos  
 Cllr Rae Frederick (ex-officio)  
 Cllr Janet Georgiou  
 Cllr John Haywood  
 Cllr James Swyer  
 Cllr Glenys Turner  
 Cllr Becci Windsor

Officers

Chris Wilkins, Town Clerk  
 Rory Fitzgerald, Finance Manager  
 Nicola Vodden, Office Manager

Copied by e-mail to other members for information

## POLICY &amp; FINANCE COMMITTEE 18th SEPTEMBER 2024

## GRANTS 2024/2025

<b><u>GRANTS REQUESTED</u></b>	<b>PREVIOUS GRANTS PAID</b>			
	<b>2021/22</b>	<b>2022/23</b>	<b>2023/24</b>	<b>Requested</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Home-Start Hampshire(in the New Forest)				<b>500</b>
Rwd Rotary Club for Christmas Eve Festivities	<b>250</b>		<b>250</b>	<b>400</b>
Ringwood Junior School PTA			<b>2,000*</b>	<b>3,000</b>
Forest Forge Theatre Co	<b>1,500</b>			<b>750</b>
Ringwood Veterans Hub (RVH)				<b>496</b>
Avon Valley Concerts	<b>550</b>	<b>550</b>	<b>250</b>	<b>1,000</b>
Ellingham & Ringwood RFC				<b>2,000</b>
Stonger Together Across Ringwood & Fordingbridge				<b>5,000</b>
				<b>13,146</b>

\* Ringwood Junior School PTA awarded grant £2,000 P&F 20/09/23 F/6221 to make safe derelict fence surrounding nature area

**2024/25 FUNDS AVAILABLE**

	<b>£</b>
2024/25 Budget	5,200
<b>Total Funds available</b>	<b>5,200</b>
Less Paid	0
Total Unspent @ 18/09/24	5,200



Ringwood Gateway, The Furlong, Ringwood, Hampshire, BH24 1AT  
 Tel: 01425 473883. Email: town.council@ringwood.gov.uk

## APPLICATION FOR GRANT AID

### Applicant's Details

Name of Organisation requesting grant	Home-Start Hampshire (in the New Forest)
Charity Registration Number (if appropriate)	1144661
Postal Address for the organisation (if there is one)	Registered Office: Wickham Community Centre Mill Lane, Fareham, Hampshire, PO17 5AL
Please tick to confirm that contact details have been provided on page 1	<input checked="" type="checkbox"/>

### Details of Grant Request

Amount requested	£500
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<p>What is the purpose of the grant?</p>	<p>Home-Start Hampshire in the New Forest is a people focused charity; through our network of trained community volunteers, we provide emotional and practical support to families with children aged 0-11 years who, for a myriad of reasons are finding life challenging.</p> <p>Our aim is to:</p> <ul style="list-style-type: none"> <li>• to safeguard, protect and preserve the good health, both mental and physical of children and parents of children</li> <li>• to prevent cruelty to or maltreatment of children</li> <li>• to relieve sickness, poverty and need amongst children and parents of children</li> </ul> <p>The help our incredible volunteers and staff provide can be a lifeline to families with young children (0-11yrs) that need it. Working together we enable families to turn tough days into better tomorrows. With kindness and integrity, we work together to support parents and children to grow and thrive.</p> <p>Our volunteers all receive thorough preparation training before being carefully matched with a family, including comprehensive safeguarding training which is refreshed annually. Once matched with a family, all volunteers receive supervision every 6 weeks from an experienced member of staff and staff also receive supervision from their line manager at the same frequency.</p> <p>Our volunteers in the New Forest work with families in their own home, or in carefully selected settings within the local community to address and manage the challenges they are facing, including social isolation, mental and physical health difficulties, and financial hardship which has been further impacted by the economic crisis in the UK.</p> <p>Home-Start Hampshire in the New Forest is seeking funding to recruit and train new volunteers to support our work with families with children aged 0-11 years who are experiencing challenging times.</p> <p>Demand for support continues to increase and to meet demand, we need to increase our network of local, community-based volunteers. All volunteers undergo thorough training prior to being matched with a family and once matched, receive minimum 6-weekly supervision from an experienced member of staff and regular opportunities for peer-to-peer support, further training and mandatory safeguarding refresher training (annually).</p> <p>Funding from Ringwood Town Council will contribute to running a prep course for new volunteers which will enable us to continue to support families in the area.</p>
<p>How would the people of Ringwood benefit from your receiving this grant?</p>	<p>The work of Home-Start Hampshire in the New Forest will benefit supported families, volunteers and the wider community. By focusing on early intervention and working with families before they reach crisis point, we reduce the likelihood of further intervention from other services, including statutory authorities.</p> <p>Home-Start Hampshire in the New Forest currently has volunteers residing in the Ringwood area and we are actively supporting four families.</p> <p>We hope to increase the number of volunteers in the area to enable to continue to support families, with the goal of increasing the number of local families we can support.</p>

How many Ringwood people would benefit?	£500 would train two new volunteers who could support multiple families.
Total cost of project	£1,414,57

### Information about your Organisation

Membership:	What facilities do you provide? Home-Start Hampshire does not have members and we do not charge for support. Support is predominantly delivered in the family home or in local community settings such as libraries, parks and green spaces.
Subscription: £	
Names of competing or similar organisations	To the best of our knowledge, there are no other charitable organisations providing the same or similar services.
Please tick to confirm that payment details have been provided on page 1	✓

### Funds available to your organisation

(apart from this grant application)

Cash in hand: £139,668 (Home-Start Hampshire, not specific to New Forest)	Annual income: £287,170 (Home-Start Hampshire, not specific to New Forest)	
Other sponsoring bodies and amounts donated by them	It's Your Choice Legacy Fund	£1300
	HIWCF Charles Burnett Memorial Fund (per year / two-year funding)	£ 10,482
Have you applied, or do you intend to apply, to any other sponsoring bodies for funding? If so, please give details.	We hope to apply to other Parish and Town Councils in the New Forest area and Hampshire County Council Rural Communities Fund specifically for funding to support activity in the New Forest.  We will also be applying to the National Lottery for funding for Home-Start Hampshire as a whole.	

Next Policy & Finance meeting where grant applications will be considered	Office use only
Date by which all documentation should be received to be included on the Agenda for the above meeting	



# Ringwood Rotary CIO

Charter date 23<sup>rd</sup> April 1947

"Service above Self"



The Clerk to the Council  
Ringwood Town Council  
The Gateway, The Furlong  
Ringwood, BH24 1AT

1<sup>st</sup> August 2024

## **CHRISTMAS EVE FESTIVITIES** **MARKET PLACE, RINGWOOD 2024**

The Festivities in Ringwood Market Place on Christmas Eve have been taking place since the 1950's when it was originally organised by the methodist brotherhood. When this finished it was quickly re-established in 1971 by the Chamber of Trade in close to what is our current format.

The Rotary Club has been organising the event since 1999. Since then, the cost of organising the event has increased considerably mainly due to many of the original helpers who provided equipment and help no longer being around.

One of the main increases in cost has been for the P.A. system and lights which was originally provided by Peter Crutcher. Another cost is for First Aid coverage which was initially provided free of charge by St Johns Ambulance and for which they now charge. Added to this we now have costs for transport. We are still fortunate that people and organisations still give us equipment and Abacus lends us a lorry free of charge and the Baptist Church paid half the costs of the P.A.

The Rotary Club initially covered all our costs for the event, but these have increased considerably over the last few years. We are grateful that the Town Council still support the event and lend us barriers and cones and we enclose our Grant Application for assistance this year.

I shall be attending the Finance Committee meeting should any councillor wish to ask any further question regarding the event.

*Dick Sheerin*

R. A. Sheerin  
Rotarian

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## Ringwood Town Council Grant Aid

Ringwood Gateway, The Furlong, Ringwood, Hampshire, BH24 1AT  
Tel: 01425 473883. Email: town.council@ringwood.gov.uk

### APPLICATION FOR GRANT AID

#### Applicant's Details

Name of Organisation requesting grant	RINGWOOD ROTARY CLUB CIO
Charity Registration Number (if appropriate)	
Postal Address for the organisation (if there is one)	c/o Little Gatton, Linford Road, Ringwood, BH24 1TX
Please tick to confirm that contact details have been provided on page 1	<input checked="" type="checkbox"/>

#### Details of Grant Request

Amount requested	£ 400
What is the purpose of the grant?	To cover some of the expenses for Christmas Eve Festivities in Ringwood Market Place. This is a free public event but cost have risen due to previously free facilities now having to be paid for. See additional notes.
How would the people of Ringwood benefit from your receiving this grant?	This will enable a long-standing tradition to continue and for presents collected on the night to be given to needy children in children's homes and special schools in this area. About 600 presents are collected.



How many Ringwood people would benefit?	About 2000+
Total cost of project	£ 700

**Information about your Organisation**

Membership:	What facilities do you provide? Varied community services 35
Subscription: £	140
Names of competing or similar organisations	Lions Cub
Please tick to confirm that payment details have been provided on page 1	<input checked="" type="checkbox"/>

**Funds available to your organisation**  
(apart from this grant application)

Cash in hand: £	Annual income: £ See accounts	
Other sponsoring bodies and amounts donated by them	None but equipment is loaned for event	£
		£
		£
Have you applied, or do you intend to apply, to any other sponsoring bodies for funding? If so, please give details.	No but other organisations have offered help for the event	

Next Policy & Finance meeting where grant applications will be considered	Office use only
Date by which all documentation should be received to be included on the Agenda for the above meeting	

### Additional Notes

This annual event has been carried out in Ringwood Market place for more than 50 years. Over that time the event has changed but not fundamentally. The focus of the event is carol singing in the central area of the Market Place to music provided by the Ringwood and Burley band and the Salvation Army Band. Whilst this is not intended to be a religious even a number of churches are involved as well as our mayor. Part of this event is the attendance of Father Christmas who collects toys donated by local children which are passed on to local special schools and children's homes. The set up includes a Grotto featuring Rudolph and a sleigh suitably decorated and mounted on a lorry loaned to us at no cost.

Over the years the event has been supported by a number of organisations and local companies. This still happens but the event has lost some important support from the likes of Ringwood Brewery, Raymond Brown. Ringwood First Responders and Ringwood Public Address, which has resulted in us needing to meet the cost of paying for First Aid cover, and specialist Public Address and other costs. In the last few years Poulner Baptist Church has helped with the cost of the Public Address.

The Rotary Club of Ringwood organise this event at no cost to the public but appreciate the financial support the Town Council gives us to cover some of the major costs of the event as well as the loan of some equipment.



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## APPLICATION FOR GRANT AID

### Applicant's Details

Name of Organisation requesting grant	Ringwood Junior School PTA
Charity Registration Number (if appropriate)	1026023
Postal Address for the organisation (if there is one)	Hightown Road, Ringwood Hampshire BH24 1NH
Please tick to confirm that contact details have been provided on page 1	<input checked="" type="checkbox"/> X

### Details of Grant Request

Amount requested	£ 3,000.00
What is the purpose of the grant?	<p>At Ringwood Junior School, our children's well-being and development are our top priorities. However, we face a significant challenge: the lack of play equipment in our school grounds. The existing equipment has become unsafe over time and had to be removed. This situation leaves our pupils without a proper space for physical activity and imaginative play. To address this critical issue, we are reaching out to the Ringwood Town Council to secure a grant that will contribute towards the cost of new play equipment. With your support, we can create a safe, stimulating environment where our students can thrive.</p> <p>Thank you.</p>
How would the people of Ringwood benefit from your receiving this grant?	<p>We believe that investing in the children's playtime is an investment in their overall growth and happiness.</p> <p>In addition to the pupils from our school, the children attending wraparound care and those attending holiday clubs at the school will benefit from this grant/equipment.</p>

How many Ringwood people would benefit?	400+
Total cost of project	£ 12,950.00

**Information about your Organisation**

Membership:	What facilities do you provide? The PTA provides additional facilities and resources for the benefit of the Ringwood Junior School community, in particular the pupils of the school. In addition to school community members, membership is open to the local community.
Subscription: £ 0.00	
Names of competing or similar organisations	N/A
Please tick to confirm that payment details have been provided on page 1	<input type="checkbox"/> X

**Funds available to your organisation**

(apart from this grant application)

Cash in hand: £420.83	Annual income: £ 33,139.26	
Other sponsoring bodies and amounts donated by them	To be confirmed	£
		£
		£
Have you applied, or do you intend to apply, to any other sponsoring bodies for funding? If so, please give details.	We intend to organise a sponsorship event, and apply for other grants (we're in the process of identifying suitable funding opportunities)	

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## APPLICATION FOR GRANT AID

### Applicant's Details

Name of Organisation requesting grant	Forest Forge Theatre Company
Charity Registration Number (if appropriate)	289644
Postal Address for the organisation (if there is one)	First Floor, Pintail House, Duck Island Lane, Ringwood, BH24 3FZ
Please tick to confirm that contact details have been provided on page 1	Yes

### Details of Grant Request

Amount requested	£750
What is the purpose of the grant?	<p>Forest Forge is Ringwood's theatre company. In March 2024 we are requesting a grant of £750 from Ringwood Town Council to support our participant programme.</p> <p>Each week we provide 11 weekly theatre and drama sessions in Ringwood, including:</p> <ul style="list-style-type: none"> <li>• 5 weekly sessions of our professionally run Youth Theatre (ages 7 – 18)</li> <li>• An emerging theatre company for ages 18 – 25</li> <li>• After School activities at Ringwood Junior School, providing low cost, focused childcare options for parents</li> <li>• Branching Out sessions for adults with learning disabilities</li> <li>• Game sessions, focusing on drama games for adults</li> <li>• Act Your Age – drama and theatre making sessions for adults age 55+</li> <li>• Wordsmiths Creative Writing sessions</li> </ul> <p>Funds provided by Ringwood Town Council will support the delivery of our participation programme from September 2024 – March 2025. In this time, we will provide 220 workshops in Ringwood for up to 4400 local people.</p> <p>Funds will contribute towards the costs of:</p> <ul style="list-style-type: none"> <li>- Professional facilitators / workshop leaders</li> <li>- Workshop assistants</li> <li>- Workshop materials</li> <li>- Marketing and promotion</li> <li>- Project management and overheads</li> </ul>

<p>How would the people of Ringwood benefit from your receiving this grant?</p>	<p>Forest Forge is a registered charity that uses theatre to find the extraordinary in the ordinary. Our playful approach, underpinned by our connection to Ringwood, brings joy and new perspectives to local people.</p> <p>Our participation programmes have been running in Ringwood since 2000. But these are not your usual drama workshops! Our participants benefit from working in the 'Forest Forge way'. All our work celebrates ensemble theatre where every participant is equally valued, shares collective ownership and where the success of the whole is prioritised over the success of the individual. Our approach is more than just teamwork. We create an environment where all members feel supported, trusted, and heard by the group. It allows people to make bold choices.</p> <p>We prioritise accessibility so anyone from Ringwood can benefit from our activities. Our youth theatre is 50% of the price of local commercial offerings, with a bursary scheme available. We are often told that participants 'find their tribe' at Forest Forge. We provide a safe space for everyone including the 6% of transgender participants, 11% with mental health issues, and 22% with neurodiversity's. We help them to live healthy, happy lives. Our Act Your Age participants tell us sessions help them make friends, remain active and combat depression.</p> <p>Recent feedback has included:</p> <p><b><i>"My son has started at Forest Forge recently and I've certainly seen a difference in his behaviour. He seems more grounded and self-assured, less stressed and anxious. He is also more willing to try new things now."</i></b> (Youth Theatre parent)</p> <p><b><i>"It lifts my spirits"</i></b> (Act Your Age participant)</p> <p>Our participant groups regularly present performances for the public, including taking part in community events such as the Ringwood Carnival.</p> <p>In July 2024 we presented 'Tales from the Forge' an outdoor performance in Ringwood. Feedback from audiences members included:</p> <p><b><i>"It was beautiful to see so many people from children to adults coming together to experience performing and spectating together as part of a supportive and joyful community."</i></b></p> <p>Funding from Ringwood Town Council will allow us to continue to develop high quality theatre experiences in the town.</p>
<p>How many Ringwood people would benefit?</p>	<p>Up to 440 participants plus the wider Ringwood community for performances and events</p>
<p>Total cost of project</p>	<p>£14,240</p>

### Information about your Organisation

Membership: N/A	What facilities do you provide?  Forest Forge provides a wide range of theatre making and drama workshops in Ringwood. We also create and tour professional theatre to Ringwood, across the New Forest and beyond.
Subscription: N/A	Our participatory activities are open to everyone, and no membership is required. Costs for taking part start from £5 for a 90-minute session, with a bursary available for anyone who may struggle to afford this amount.
Names of competing or similar organisations	There are no other professional not-for-profit / charitable theatre companies in Ringwood. Some commercial businesses, such as StageCoach, offer theatre workshops for children but these are significantly more expensive.
Please tick to confirm that payment details have been provided on page 1	Yes

### Funds available to your organisation

(apart from this grant application)

Cash in hand: £5,000 free reserves	Annual income: £75,000	
Other sponsoring bodies and amounts donated by them	New Forest District Council	£7,000
		£
		£
Have you applied, or do you intend to apply, to any other sponsoring bodies for funding? If so, please give details.	We have applied for match funding from the Charlotte Bonham Carter Charitable Trust and the Chapman Charitable Trust.	

Next Policy & Finance meeting where grant applications will be considered	Office use only
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## APPLICATION FOR GRANT AID

### Applicant's Details

Name of Organisation requesting grant	Ringwood Veterans Hub (RVH)
Charity Registration Number (if appropriate)	1204288
Postal Address for the organisation (if there is one)	Greyfriars Community Centre Christchurch Road Ringwood, Hants, BH24 1DW
Please tick to confirm that contact details have been provided on page 1	√

### Details of Grant Request

Amount requested	£496.00
What is the purpose of the grant?	<p>To support Ringwood Veterans Hub in 2025 with the ongoing costs of communications and IT -</p> <p>Which will enable and secure the general running and promotion of the service for a further year:</p> <p>Web Hosting: £ 47.00 (annual licence fee)  Anti-IT Virus £ 39.00 (annual subscription)  Mobile Phone: £ 72.00 (monthly charge: Smarty)  ink £ 96.00 (small printer for admin)  paper £ 42.00 (communications)  marketing printing £ 200.00 (newsletter/raffle tickets)</p> <p><b>TOTAL £ 496.00</b></p>
How would the people of Ringwood benefit from your receiving this grant?	<p>This group of beneficiaries have limited, or no access to/ knowledge of IT; which is now fundamental to daily life. Not having IT access discriminates against this group. Having supported IT access at the hub relieves the frustration of being unable to fully participate as citizens. For example, applying for the National Veterans Gateway, Travel Pass and 'Go New Forest' cards. It also enabled them to express their views on the recent HCC budget cut proposals as other residents could. It helps with accessing many other services – EG making appointments CAB, DWP even Marks &amp; Spencer's. The hub uses its IT to communicate with supporters and promote itself to the wider community. This is essential to broadening the reach and benefits of the hub.</p>



How many Ringwood people would benefit?	Veterans currently registered: 50+ Partners/ Carers of veterans: 10+
Total cost of project	£ 496.00

### Information about your Organisation

Membership:	What facilities do you provide? Weekly sessions offering hot/ cold drinks, cake and biscuits. Plus monthly cooked breakfast, all free of charge to beneficiaries. Access to information, advice and support is provided through our volunteers and community partners. Support with IT to access online based services.
Subscription: £ 0.00	
Names of competing or similar organisations	Royal British Legion - Ringwood Branch
Please tick to confirm that payment details have been provided on page 1	<input type="checkbox"/> ✓

### Funds available to your organisation

(apart from this grant application)

Cash in hand: £	Annual income: £	
Other sponsoring bodies and amounts donated by them	T.H Russell Trust (restricted funds)	£ 11,924
		£
		£
Have you applied, or do you intend to apply, to any other sponsoring bodies for funding? If so, please give details.	Ringwood Carnival (restricted: Breakfast Week) Albert Hunt Trust (restricted funds for Lunch Club) Stuart Halbert Foundation (restricted: Lunch Club) McCarthy & Stone Trust (restricted Christmas party)	

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## Ringwood Town Council Grant Aid

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### APPLICATION FOR GRANT AID

#### Applicant's Details

Name of Organisation requesting grant	AVON VALLEY CONCERTS
Charity Registration Number (if appropriate)	289919
Postal Address for the organisation (if there is one)	Heronsbrook 41 Green Lanne, FORDINGBRIDGE
Please tick to confirm that contact details have been provided on page 1	✓

#### Details of Grant Request

Amount requested	£ 1,000
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<p>What is the purpose of the grant?</p>	<p>We present a series of 6 classical music concerts every year, by internationally acclaimed artists. Four concerts are held in Ringwood and two in Fordingbridge. This year we are celebrating the 40th anniversary of Avon Valley Concerts.</p> <p>We expect the costs of hosting these concerts to exceed the ticket and sundry income we can generate. This is due to increased costs for artists, travel and instrument hire.</p> <p>In 23/24, the financial performance benefitted from a one-off free concert given by an artist whom we had allowed to change a previous concert date.</p> <p>Artists must be booked well in advance and so we need a certainty of future income in order to have the confidence to make bookings for next season.</p>
<p>How would the people of Ringwood benefit from your receiving this grant?</p>	<p>These concerts allow the people of Ringwood to experience high quality classical music at an affordable price, without having to travel long distances.</p> <p>We offer free concerts to under 25s and encourage visiting artists to make visits to local schools, wherever possible.</p>
<p>How many Ringwood people would benefit?</p>	<p>Up to 130</p>
<p>Total cost of project</p>	<p>£ 24/25 £13,000 expected cost</p>

**Information about your Organisation**

<p>Membership:</p>	<p>What facilities do you provide?</p> <p>A season ticket costs £<del>4</del> which includes a £20 membership fee.</p>
<p>Subscription: £</p>	
<p>Names of competing or similar organisations</p>	<p>None that we are aware of.</p>

Please tick to confirm that payment details have been provided on page 1	<input checked="checked" type="checkbox"/>
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**Funds available to your organisation**  
(apart from this grant application)

Cash in hand: £10,665	Annual income: £10,744 (plus grants of £3,592) in y/e April 2024	
Other sponsoring bodies and amounts donated by them	Hampshire County Councillor 2023	£2,500
		£
		£
Have you applied, or do you intend to apply, to any other sponsoring bodies for funding? If so, please give details.	Fordingbridge Town Council	

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## APPLICATION FOR GRANT AID

### Applicant's Details

Name of Organisation requesting grant	Ellingham and Ringwood RFC
Charity Registration Number <i>(if appropriate)</i>	
Postal Address for the organisation (if there is one)	Ellingham and Ringwood RFC Parsonage Barn Lane Ringwood Hampshire BH24 1PZ
Please tick to confirm that contact details have been provided on page 1	Yes

### Details of Grant Request

Amount requested	£2,000
What is the purpose of the grant?	<p>To invest in green and energy efficient equipment across our bar and catering offering.</p> <p>Ellingham &amp; Ringwood aims to be the first rugby club in the country to have a positive carbon footprint. We have already undertaken significant steps towards this goal.</p> <p>We can achieve more by upgrading appliances, installing thermal sensors and other electrical equipment designed to minimise power usage.</p>

<p>How would the people of Ringwood benefit from your receiving this grant?</p>	<p>The grant would allow us ensure that our hospitality offering could be maintained and over time enhanced, enabling the Club to be enjoyed by members and the wider Ringwood community as a place to gather as a community to watch and enjoy sport.</p>
<p>How many Ringwood people would benefit?</p>	<p>We have a playing membership over 350, ranging from 5 years old to 75 in our mini, junior boys and girls and Senior Mens and Ladies sections. With parents and community / social members we attract over 600 people who make regular use of the club and its facilities.</p>
<p>Total cost of project</p>	<p>£10000</p>

### Information about your Organisation

<p>Membership:</p>	<p>What facilities do you provide?</p> <p>We offer the facilities to train and play Rugby as well as hospitality ( Bar and catering) for players, spectators and supporters. We have over 350 playing members with teams from U6's , U7's ,U8's etc to U18's both for boys and girls, as well as senior mens and women's teams. We also run Touch and Walking Rugby sessions for member and supporters from the wider Ringwood community. Subscriptions starts at £10, children can play in our academy for £100 per annum and a full men's membership is £264.</p>
<p>Subscription: £</p>	
<p>Names of competing or similar organisations</p>	<p><i>Ringwood FC, Ellingham Cricket Club, New Milton RFC and Bournemouth RFC</i></p>
<p>Please tick to confirm that payment details have been provided</p>	<p>Yes</p>

### Funds available to your organisation

(apart from this grant application)

<p>Cash in hand: £</p>	<p>Annual income: As a Club we made a loss of -£9K last year and have limited cash in hand, which is held in reserve for major emergency outlays. For example we had, last season to replace a boiler</p>
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Other sponsoring bodies and amounts donated by them	Hampshire RFU	£500
		£
		£
Have you applied, or do you intend to apply, to any other sponsoring bodies for funding? If so, please provide details	We have applied to the RFU for a grant linked to the Women's RWC in 2025. The grant is to modernise the club's social space to make it more appealing to females. The amount requested is £10,000	

Next Policy & Finance meeting where grant applications will be considered	Office use only
Date by which all documentation should be received to be included on the Agenda for the above meeting	



Ringwood Gateway, The Furlong, Ringwood, Hampshire, BH24 1AT  
 Tel: 01425 473883. Email: town.council@ringwood.gov.uk

## APPLICATION FOR GRANT AID

### Applicant's Details

Name of Organisation requesting grant	Stronger Together Across Ringwood & Fordingbridge (STARF)
Charity Registration Number (if appropriate)	1208708
Postal Address for the organisation (if there is one)	c/o Poulner Chapel, Linford Road, Hangersley, Ringwood BH24 3HZ
Please tick to confirm that contact details have been provided on page 1	<input type="checkbox"/> Yes

### Details of Grant Request

Amount requested	£ 5,000
What is the purpose of the grant?	Please see information at the end of the document in view of the sum of money being requested.
How would the people of Ringwood benefit from your receiving this grant?	Please see information at the end of the document in view of the sum of money being requested.



How many Ringwood people would benefit?	Approximately 360
Total cost of project	£ 30,000

### Information about your Organisation

Membership: No	What facilities do you provide? We provide the following support for families in Ringwood & Fordingbridge: Funding for families in crisis Financial Inclusion Advisor Counselling Team Debt Coach Advise and support materials
Subscription: £0	
Names of competing or similar organisations	None
Please tick to confirm that payment details have been provided on page 1	<input type="checkbox"/> Yes

### Funds available to your organisation

(apart from this grant application)

Cash in hand: £26,000	Annual income: £53,000 (to provide all our services) NB STARF does not have audited accounts as it is year 1.	
Other sponsoring bodies and amounts donated by them	Ringwood Foodbank	£15,000
		£
		£
Have you applied, or do you intend to apply, to any other sponsoring bodies for funding? If so, please give details.	No, unless we are unsuccessful with this bid.	

Next Policy & Finance meeting where grant applications will be considered	Office use only
Date by which all documentation should be received to be included on the Agenda for the above meeting	

**Additional Information for Details of the Grant:**

STARF is a local charity raising funds to support families in crisis in the Ringwood & Fordingbridge areas. We became a charity in May 2024 and although we use Poulner Chapel as a postage address, we are not a religious charity.

STARF and Ringwood Foodbank joined forces in January 2024 to fund a Financial Inclusion Advisor. The post is contracted through the New Forest Citizens Advice Bureau.

Our bid is to help us raise funds to continue the Financial Inclusion Advisor service for 2025.

The cost of the Financial Inclusion Advisor is £30,000 per year. Ringwood Foodbank are willing to partner for a further 12 months and have agreed to fund £15,000 of the project. This leaves £15,000, of which we have raised £10,000 from donations from local businesses. Our affiliation with Ringwood & Fordingbridge Business Community gives us access to over 150 local business, many of which are actively involved in raising funds for STARF.

We hope the remaining £5,000 will come from Ringwood Town Council supporting our bid.

The Financial Inclusion Advisor is located within Ringwood Schools and Fordingbridge Infant & Junior school, enabling us to access families who do not tend to use the local Citizen's Advice Bureau. Their work covers:

- Income and benefits
- Debt and money
- Housing
- Employment
- Foodbanks
- Family to include domestic abuse
- Addiction
- Child related services

In the first half of 2024 the service has been used by 45 disadvantaged families which, assuming an average family of 2 adults and 2 children, means a reach of 180 individuals. During this time the Financial Inclusion Advisor has saved/raised in excess of £35,000 for these families and dealt with 232 issues. Benefits seen are both financial and in health & wellbeing. We are already seeing a reduction in the number of families approaching our charity for cash payouts.

Here is just one case study from the many helped:

*A family was finding themselves living in arrears at the end of each month. This resulted in escalating credit card debt, food being purchased on store card credit, mounting utility bill debts. The family was reliant on the Foodbank.*

*The adviser worked with the client to prepare a monthly budgeting plan. The family is no longer reliant on the Foodbank and have their debt repayments under control. Their money now lasts throughout the month, their bills have reduced by switching tariffs and they are coping much better.*



We believe this project meets the following Council aims and objectives:

- To promote community and individual wellbeing through economic activities for residents of Ringwood.
- To encourage local support and participation to develop a stronger community spirit in Ringwood

STARF receives reports on the outcomes of the project every 4 months from the Citizens Advice Bureau which we will be happy to share with the Town Council. Additionally, we have commissioned an external audit, designed by the University of Southampton, covering the financial, health & wellbeing impact and long-term effects of the project. Data collection will commence from September 2024.

This project is changing the lives of disadvantaged families in Ringwood & Fordingbridge. We would love the Town Council to be a part of lifelong change in our community.

**RINGWOOD TOWN COUNCIL**

**FINANCIAL REPORTS FOR**

**POLICY & FINANCE COMMITTEE MEETING**

**18th September 2024**

# Paid Expenditure Transactions

Start of year 01/04/24

paid between 01/07/24 and 31/07/24

**B**

Payment Reference	Paid date	Tn no	Order no	Gross	Vat	Net	Cttee	Details	Heading
			4545/1	£61.27	£10.21	£51.06	RLOS	Hunt Forest Group	1 set Mulch Blades For J/D Ride on mower 3000/3/2
2096	01/07/24		4545 RTC805661	£61.27	£10.21	£51.06		Hunt Forest Group	1 set mulch blades for J/D Ride on mower. - amended see KW email 26/02/24 3000/3/2
			4792/1	£42.79	£7.13	£35.66	RLOS	Hunt Forest Group	5 litres 2 stroke oil for machines 3000/3/2
2093	01/07/24		4792 RTC805875	£42.79	£7.13	£35.66		Hunt Forest Group	5 Litres 2 Stroke oil for machines. 3000/3/2
			4793/1	£172.61	£28.77	£143.84	RLOS	Tudor Environmental	8 rolls of strimmer line 3000/2/9
2094	01/07/24		4793 RTC805878	£172.61	£28.77	£143.84		Tudor Environmental	8 rolls of strimmer line. 3000/2/9
			4794/1	£37.99	£0.00	£37.99	RLOS	screwfix	1 Pair safety work boots 3000/1/5
2095	01/07/24		4794 RTC805879	£37.99	£0.00	£37.99		screwfix	1 pair safety work boots 3000/1/5
DD 1	01/07/24		4831	£195.00	£0.00	£195.00	RLOS	New Forest District Council	Carvers Rates July 2924 3802/1/6
DD 2	01/07/24		4832	£247.00	£0.00	£247.00	RLOS	New Forest District Council	Cemetery Rates July 2024 3200/1/5
			4834/1	£77.65	£12.94	£64.71	PT&E	SSE Southern Electric	AGR0219078 Continous 4000/1/2
			4834/2	£128.15	£6.10	£122.05	PT&E	SSE Southern Electric	AGR0219079 Dawn to Dusk 4000/1/2
DD 3	01/07/24		4834	£205.80	£19.04	£186.76		SSE Southern Electric	Carvers May 2024 4000/1/2
DD	05/07/24		4835	£32.34	£5.39	£26.95	RLOS	Sky Business	05/08/24 - 04/09/24 3802/2/5
DD	10/07/24		4836	£207.86	£9.90	£197.96	RLOS	Yu Energy	June 2024 3802/1/3
2097	15/07/24		4796	£55.08	£9.18	£45.90	P&F	Pitney Bowes	Quarterly Charge 2000/1/10
			4797/1	£300.00	£50.00	£250.00	RLOS	Sheerin Bettle	Submitting memorial wall documents for tender 3350/7
2098	16/07/24		4797 RTC805890	£300.00	£50.00	£250.00		Sheerin Bettle	Architectural services 3350/7
			4798/1	£716.84	£119.47	£597.37	RLOS	Peter Noble Ltd	To supply and replace broken drive shaft. 3000/3/2
2099	16/07/24		4798 RTC805877	£716.84	£119.47	£597.37		Peter Noble Ltd	To supply and replace broken drive shaft, parts and labour. 3000/3/2
			4799/1	£177.77	£29.63	£148.14	RLOS	Peter Noble Ltd	Call out to site, locate fault, replace and fit new damper, test operation. 3000/3/2
2100	16/07/24		4799 RTC805885	£177.77	£29.63	£148.14		Peter Noble Ltd	Call out to site, locate fault,replace and fit new damper and test operation. 3000/3/2
			4800/1	£190.32	£31.72	£158.60	RLOS	Robert Thorne & Sons	4 oak sleepers for new storage container at clubhouse. 3802/2/2
2101	16/07/24		4800 RTC805869	£190.32	£31.72	£158.60		Robert Thorne & Sons	4 oak sleepers for new storage Container at Clubhouse 3802/2/2
			4801/1	£1.72	£0.29	£1.43	P&F	Hampshire County Council	639900 Dustpan and brush 2000/3/4

# Paid Expenditure Transactions

Start of year 01/04/24

paid between 01/07/24 and 31/07/24

**B**

Payment Reference	Paid date	Tn no	Order no	Gross	Vat	Net	Cttee	Details	Heading	
			4801/2	£40.36	£6.73	£33.63	P&F	Hampshire County Council	816068 Blue paper rolls x 6	2000/3/4
2102	16/07/24	4801	RTC805876	£42.08	£7.02	£35.06		Hampshire County Council	Caretaker supplies	2000/3/4
			4802/1	£12.00	£2.00	£10.00	P&F	Hampshire County Council	952350 Gloves x 100 - blue	2000/3/4
2103	16/07/24	4802	RTC805889	£12.00	£2.00	£10.00		Hampshire County Council	Caretaker supplies	2000/3/4
			4803/1	£600.00	£0.00	£600.00	RLOS	Ryan Smith	To remove and replace 4 rotten timber posts and 1 rotten timber step, Castleman Way Steps.	3000/2/9
2104	16/07/24	4803	RTC805884	£600.00	£0.00	£600.00		Ryan Smith	To remove and replace 4 rotten posts and 1 timber step, Castleman way steps to Hightown Road.	3000/2/9
			4804/1	£120.00	£0.00	£120.00	P&F	Mike Coakley	To carry out Electrical survey on 93 Southampton Road.	2100/3
2105	16/07/24	4804	RTC805886	£120.00	£0.00	£120.00		Mike Coakley	To carry out an electrical survey on 92 Southampton Road.	2100/3
			4805/1	£4,395.00	£0.00	£4,395.00	P&F	New Forest District Council	Contribution for period 1 April to 30 September 2024	2400/15
2106	16/07/24	4805	RTC805902	£4,395.00	£0.00	£4,395.00		New Forest District Council	Town Centre CCTV contribution	2400/15
			4806/1	£165.60	£27.60	£138.00	RLOS	Spaldings	2 Sthil lightweight knapsack sprayers to replace old sprayers.	3000/3/1
2107	16/07/24	4806	RTC805855	£165.60	£27.60	£138.00		Spaldings	2 Stihl Knapsack sprayers, to replace old sprayers.	3000/3/1
			4807/1	£78.00	£13.00	£65.00	P&F	SLCC Enterprises Ltd	To book a place for Jo Hurd on this virtual training day	2310/2
2108	16/07/24	4807	RTC805836	£78.00	£13.00	£65.00		SLCC Enterprises Ltd	Planning Themed Summit - 10 July 2024	2310/2
2109	16/07/24	4808	RTC805841	£2,118.00	£353.00	£1,765.00	P&F	Southern Internal Audit Partnership, HCC	Internal Audit of Ringwood Town Council for 2023/24	2000/1/19
			4809/1	£1,720.80	£286.80	£1,434.00	RLOS	Spaceist Ltd	café tables, 6 70cm by 70cm	3802/2/3
			4809/2	£150.00	£25.00	£125.00	RLOS	Spaceist Ltd	delivery	3802/2/3
2110	16/07/24	4809	RTC805654	£1,870.80	£311.80	£1,559.00		Spaceist Ltd	café tables for clubhouse	3802/2/3
			4810/1	£312.96	£52.16	£260.80	RLOS	1st Stop Cleaning	clubhouse cleaning est	3802/1/1
			4810/2	£67.20	£11.20	£56.00	RLOS	1st Stop Cleaning	cleaning cricket pavillion kitchen once a month and weekly showers- est	3000/2/2
2111	16/07/24	4810	RTC805832	£380.16	£63.36	£316.80		1st Stop Cleaning	cleaning and clubhouse and cricket pavillion in June replaced order 805830	3802/1/1

# Paid Expenditure Transactions

Start of year 01/04/24

paid between 01/07/24 and 31/07/24

**B**

Payment Reference	Paid date	Tn no	Order no	Gross	Vat	Net	Cttee	Details	Heading
2112	16/07/24	4811		£18.00	£3.00	£15.00	RLOS	Insight Security & Facilities Ltd	June 2024 3000/2/1
2113	16/07/24	4812		£13.78	£2.30	£11.48	RLOS	Itec	Carvers June 2024 3802/3/1
2114	16/07/24	4813		£98.80	£16.47	£82.33	RLOS	Taste Vending Ltd	15/07/24 - 14/08/24 3802/3/1
DD	16/07/24	4829		£9,370.43	£0.00	£9,370.43	P&F	Hampshire County Council	Pension June 2024 2600/1/3
		4837/1		£13,998.60	£0.00	£13,998.60	P&F	Public Works Loan Board	Interest 2500/1/1
		4837/2		£967.61	£0.00	£967.61	P&F	Public Works Loan Board	Principle 2500/1/2
DD 2	16/07/24	4837		£14,966.21	£0.00	£14,966.21		Public Works Loan Board	PW640644 2500/1/1
DD	19/07/24	4828		£8,269.52	£0.00	£8,269.52	P&F	Inland Revenue	June 2024 2600/1/2
DD 2	19/07/24	4839		£321.79	£53.63	£268.16	P&F	Elite Business Systems UK Ltd (EBS Telecoms)/BT Openreach	July 2024 calls 2000/1/11
		4840/1		£45.00	£0.00	£45.00	P&F	Land Registry	Fee to register lease of 10-acre field 2400/17
Chq7962	19/07/24	4840	RTC805898	£45.00	£0.00	£45.00		Land Registry	Application fee 2400/17
DD	22/07/24	4838		£261.98	£43.66	£218.32	RLOS	BNP Parabis	Quarterly charge 3802/2/1
2117	23/07/24	4814	RTC805924	£100.00	£0.00	£100.00	P&F	HMRC - Stamp Duty Land Tax	Paymnt of amount due re Playing Fields south of Moortown Lane 2501/6
		4815/1		£138.00	£23.00	£115.00	RLOS	SCS Spreader & Sprayer Testing Ltd	MOT on Tractor Mounted Spraying unit. 3000/3/2
2116	23/07/24	4815	RTC805873	£138.00	£23.00	£115.00		SCS Spreader & Sprayer Testing Ltd	MOT on Tractor Mounted Spraying unit.. 3000/3/2
		4816/1		£637.50	£106.25	£531.25	RLOS	The Tree Management Company	To clear fallen tree by river Jubilee Gardens. 3000/2/11
2118	23/07/24	4816	RTC805864	£637.50	£106.25	£531.25		The Tree Management Company	To clear fallen tree by river in Jubilee Gardens 3000/2/11
		4817/1		£456.00	£76.00	£380.00	P&F	Ringwood & Fordingbridge Skip Hire	10 Yard skip for rubbish at 92 Southampton road. 2100/3
2119	23/07/24	4817	RTC805908	£456.00	£76.00	£380.00		Ringwood & Fordingbridge Skip Hire	10 Yard skip for rubbish at 92 Southampton Road. 2100/3
		4818/1		£29.85	£4.97	£24.88	RLOS	screwfix	Bits and pieces for maintenance repairs 3000/2/1
2120	23/07/24	4818	RTC805912	£29.85	£4.97	£24.88		screwfix	Bits and pieces for maintenance repairs. 3000/2/1
2121	23/07/24	4819		£17.45	£2.91	£14.54	P&F	Itec	Gateway June 2024 2000/1/9
		4820/1		£118.00	£0.00	£118.00	RLOS	Charmaine Bennett	reimbursement for fruit for family fun festival 3802/2/4

# Paid Expenditure Transactions

Start of year 01/04/24

paid between 01/07/24 and 31/07/24

**B**

Payment Reference	Paid date	Tn no	Order no	Gross	Vat	Net	Cttee	Details	Heading	
2122	23/07/24	4820	RTC805926	£118.00	£0.00	£118.00		Charmaine Bennett	reimbursement for fruit	3802/2/4
		4823/1		£67.50	£0.00	£67.50	P&F	SLCC Enterprises Ltd	the clerks manual 2023	2310/2
		4823/2		£5.40	£0.90	£4.50	P&F	SLCC Enterprises Ltd	shipping	2310/2
2124	23/07/24	4823	RTC805849	£72.90	£0.90	£72.00		SLCC Enterprises Ltd	New publication the clerks manual 2023	2310/2
DD	25/07/24	4827		£29,930.67	£0.00	£29,930.67	P&F	Salaries	July 2024	2600/1/1
		4821/1		£3,297.00	£549.50	£2,747.50	RLOS	Storage On Site	1x 20ft One Trip Container with External Cladding and spray foam insulation to internal ceiling	3802/2/1
		4821/2		£3,297.00	£549.50	£2,747.50	RLOS	Storage On Site	1x 20ft One Trip Container with External Cladding and spray foam insulation to internal ceiling	3100/5
2123	26/07/24	4821	RTC805695	£6,594.00	£1,099.00	£5,495.00		Storage On Site	1x 20ft One Trip Container with External Cladding and spray foam insulation to internal ceiling	3802/2/1
		4822/1		£114.00	£19.00	£95.00	RLOS	Storage On Site	delivery	3802/2/1
2123	26/07/24	4822	RTC805811	£114.00	£19.00	£95.00		Storage On Site	Delivery of shipping container to Carvers	3802/2/1
		4824/1		£500.00	£0.00	£500.00	RLOS	Alexander J Barnes	miniature steam engine rides family fun festival	3802/2/4
2125	26/07/24	4824	RTC805895	£500.00	£0.00	£500.00		Alexander J Barnes	To provide miniature steam engine at family fun festival	3802/2/4
		4825/1		£620.00	£0.00	£620.00	RLOS	Steamship Circus Ltd	circus skills workshop at family fun festival	3802/2/4
2126	26/07/24	4825	RTC805896	£620.00	£0.00	£620.00		Steamship Circus Ltd	circus skills workshop at family fun festival	3802/2/4
		4826/1		£233.33	£29.75	£203.58	RLOS	Ringwood Motor Company Ltd	To Service and MOT VW Van	3000/3/2
2127	26/07/24	4826	RTC805925	£233.33	£29.75	£203.58		Ringwood Motor Company Ltd	To Service and MOT VW van.	3000/3/2
PAY	26/07/24	4830		£15.85	£0.00	£15.85	P&F	Lloyds Bank	Bank Charges July 2024	2000/1/18
		4841/1		£75.14	£12.52	£62.62	PT&E	SSE Southern Electric	AGR0219078 Continuous	4000/1/2
		4841/2		£124.03	£5.91	£118.12	PT&E	SSE Southern Electric	AGR0219079 Dusk to Dawn	4000/1/2
DD	29/07/24	4841		£199.17	£18.43	£180.74		SSE Southern Electric	Carvers June 2024	4000/1/2
		4842/1		£79.99	£13.33	£66.66	RLOS	Credit Card Supplier	For replacement Fuel sensor on Cemetery Fuel Tank	3000/1/10
Lloyds CC Jul 24 1	29/07/24	4842	RTC805848	£79.99	£13.33	£66.66		Credit Card Supplier	For replacement fuel sensor on Cemetery Fuel Tank.	3000/1/10



# Paid Expenditure Transactions

Start of year 01/04/24

paid between 01/07/24 and 31/07/24

**B**

Payment Reference	Paid date	Tn no	Order no	Gross	Vat	Net	Cttee	Details	Heading	
			4843/1	£299.00	£49.83	£249.17	RLOS	AO Retaill Ltd	new TV to replace broken one at clubhouse (no sound and screen broken!)	3802/2/3
			4843/2	£52.00	£8.67	£43.33	RLOS	AO Retaill Ltd	delivery and disposal	3802/2/1
Lloyds CC Jul 24 2	29/07/24	4843	RTC805847	£351.00	£58.50	£292.50		AO Retaill Ltd	new TV to replace broken one at Clubhouse paid on credit card	3802/2/3
			4844/1	£86.81	£14.47	£72.34	RLOS	Credit Card Supplier	Petrol for hand held machines,	3000/1/10
Lloyds CC Jul 24 3	29/07/24	4844	RTC805835	£86.81	£14.47	£72.34		Credit Card Supplier	Petrol for hand held machines,	3000/1/10
			4845/1	£285.57	£41.33	£244.24	RLOS	Booker	food for resale	3802/3/1
Lloyds CC Jul 24 4	29/07/24	4845	RTC805872	£285.57	£41.33	£244.24		Booker	food for resale order no 85577340	3802/3/1
			4846/1	£33.00	£5.50	£27.50	RLOS	I-Hasco	level 2 food hygiene course Caitlin	3802/2/6
Lloyds CC Jul 24 5	29/07/24	4846	RTC805852	£33.00	£5.50	£27.50		I-Hasco	Level 2 food safety Caitlin	3802/2/6
			4847/1	£174.99	£29.16	£145.83	RLOS	Smyths Toys Superstores	replacement outdoor toy	3802/2/1
Lloyds CC Jul 24 6	29/07/24	4847	RTC805856	£174.99	£29.16	£145.83		Smyths Toys Superstores	Rock n roller toy replacement	3802/2/1
			4848/1	£250.00	£41.67	£208.33	RLOS	screwfix	new shelves for shipping container	3802/2/2
Lloyds CC Jul 24 7	29/07/24	4848	RTC805881	£250.00	£41.67	£208.33		screwfix	new shelving for storage container	3802/2/2
			4849/1	£23.99	£4.00	£19.99	RLOS	VistaPrint B.V	cards for summer discount scheme	3802/2/1
Lloyds CC Jul 24 8	29/07/24	4849	RTC805882	£23.99	£4.00	£19.99		VistaPrint B.V	cards for summer discount scheme	3802/2/1
			4850/1	£18.29	£0.00	£18.29	RLOS	Credit Card Supplier	Paint For Tractor Tyres	3000/3/2
			4850/2	£11.39	£0.00	£11.39	RLOS	Credit Card Supplier	AD-Blue for Transit Van	3000/3/2
Lloyds CC Jul 24 9	29/07/24	4850	RTC805861	£29.68	£0.00	£29.68		Credit Card Supplier	Paint for tractor tyres. Ad-blue for Transit Van.	3000/3/2
			4851/1	£208.00	£0.00	£208.00	P&F	Credit Card Supplier	Digital download of BS EN 14974:2019	2000/1/7
Lloyds CC Jul 24 10	29/07/24	4851	RTC805871	£208.00	£0.00	£208.00		Credit Card Supplier	British Safety Standards document from BSI.Knowledge Skateparks - BS EN 14974:2019	2000/1/7
			4852/1	£88.21	£14.70	£73.51	RLOS	Credit Card Supplier	Fuel For Hand Held Machines	3000/1/10
Lloyds CC Jul 24 11	29/07/24	4852	RTC805874	£88.21	£14.70	£73.51		Credit Card Supplier	Fuel for hand held machines, (Texaco Christchurch Road Still Closed.	3000/1/10

# Paid Expenditure Transactions

Start of year 01/04/24

paid between 01/07/24 and 31/07/24

**B**

Payment Reference	Paid date	Tn no	Order no	Gross	Vat	Net	Cttee	Details	Heading
Lloyds CC Jul 24 12	29/07/24	4853		£177.12	£29.52	£147.60	P&F	Microsoft	18/06/24 - 17/07/24 2000/1/15
Lloyds CC Jul 24 13	29/07/24	4854		£237.60	£39.60	£198.00	P&F	Microsoft	18/06/24 - 17/07/24 2000/1/15
		4855/1		£244.38	£28.19	£216.19	RLOS	Booker	food for resale 3802/3/1
Lloyds CC Jul 24 14	29/07/24	4855	RTC805880	£244.38	£28.19	£216.19		Booker	food for resale, 85726783 3802/3/1
		4856/1		£66.00	£11.00	£55.00	RLOS	I-Hasco	fire warden training for clubhouse x2 3802/2/6
Lloyds CC Jul 24 15	29/07/24	4856	RTC805887	£66.00	£11.00	£55.00		I-Hasco	2 fire warden course 3802/2/6
Lloyds CC Jul 24 16	29/07/24	4857		-£15.60	£0.00	-£15.60	RLOS	Lloyds CC	Lux Rewards csdh back rebate Mo 3802/3/1
Lloyds CC Jul 24 17	29/07/24	4858		-£1.62	£0.00	-£1.62	RLOS	Lloyds CC	Cashback credit 3802/3/1
		4859/1		£3.98	£0.66	£3.32	RLOS	Amazon	stickers 3802/3/1
		4859/2		£6.26	£1.04	£5.22	RLOS	Amazon	paper bags 3802/3/1
Lloyds CC Jul 24 18	29/07/24	4859	RTC805886	£10.24	£1.70	£8.54		Amazon	paper bags and stickers 3802/3/1
		4860/1		£3.98	£0.66	£3.32	P&F	Amazon	Rpanle Stylus Pen - 12 pack - for cemetery tablet 2000/1/8
		4860/2		£4.83	£0.81	£4.02	P&F	Amazon	Techgear Anti glare screen protectors x 2 - for cemetery tablet 2000/1/8
		4860/3		£3.98	£0.66	£3.32	P&F	Amazon	Orbitron patio weeder set - for Gateway courtyard 2000/3/4
		4860/4		£5.95	£0.99	£4.96	P&F	Amazon	Low adherent dressings x 25 - for first aid kits - Gateway 2000/3/4
		4860/5		£3.74	£0.62	£3.12	P&F	Amazon	Small sterile dressing bandage x 6 - for first aid kits - Gateway 2000/3/4
		4860/6		£3.44	£0.57	£2.87	P&F	Amazon	Hi Vis vest x 1 2000/1/4
Lloyds CC Jul 24 19	29/07/24	4860	RTC805840	£25.92	£4.31	£21.61		Amazon	Office and first aid supplies and caretaker kit - to be paid on NV credit card 2000/1/8
		4871/1		£34.99	£5.83	£29.16	RLOS	Amazon	TV bracket 3802/2/1
Lloyds CC Jul 24 20	29/07/24	4871	RTC805860	£34.99	£5.83	£29.16		Amazon	TV bracket 3802/2/1
		4872/1		£15.75	£2.62	£13.13	RLOS	Amazon	ant bait stations 3802/1/1

# Paid Expenditure Transactions

Start of year 01/04/24

paid between 01/07/24 and 31/07/24

**B**

Payment Reference	Paid date	Tn no	Order no	Gross	Vat	Net	Cttee	Details	Heading
Lloyds CC Jul 24 21	29/07/24	4872	RTC805845	£15.75	£2.62	£13.13		Amazon	ant bait stations 3802/1/1
Lloyds CC Jul 24 22	29/07/24	4873		£72.90	£0.90	£72.00	P&F	SLCC Enterprises Ltd	Clerks manual - to be refunded 2310/2
		4861/1		£66,203.16	£11,033.86	£55,169.30	RLOS	Knights Brown Construction Limited	Football pavilion build interim payment nr. 13 3350/10
2128	30/07/24	4861	RTC805893	£66,203.16	£11,033.86	£55,169.30		Knights Brown Construction Limited	Construction services 3350/10
		4862/1		£45.00	£7.50	£37.50	RLOS	Peter Noble Ltd	To sharpen roller mower blades 3000/3/2
2129	30/07/24	4862	RTC805930	£45.00	£7.50	£37.50		Peter Noble Ltd	To sharpen roller mower blades. 3000/3/2
		4863/1		£134.16	£22.36	£111.80	RLOS	Peter Noble Ltd	to re-gas air conditioning system 3000/3/2
2130	30/07/24	4863	RTC805931	£134.16	£22.36	£111.80		Peter Noble Ltd	To re-gas air conditnioning system 3000/3/2
		4864/1		£138.00	£23.00	£115.00	RLOS	Peter Noble Ltd	To remove cracked flange from water pump, to have it welded by a specialist welder and refit. 3000/3/2
2131	30/07/24	4864	RTC805932	£138.00	£23.00	£115.00		Peter Noble Ltd	To remove cracked flange on water pump, have it welded by specialist welder and refit. 3000/3/2
		4865/1		£189.53	£31.59	£157.94	RLOS	Peter Noble Ltd	To replace damaged belt guard on front deck mower. 3000/3/2
		4865/2		£220.18	£36.70	£183.48	RLOS	Peter Noble Ltd	replacement bushes on front deck wheels. 3000/3/2
2132	30/07/24	4865	RTC805933	£409.71	£68.29	£341.42		Peter Noble Ltd	To replace damaged belt guard on front deck mower. 3000/3/2
									To replacement bushes for front deck wheels.
		4866/1		£47.33	£7.89	£39.44	RLOS	Peter Noble Ltd	1 Replacement Flap Pin 3000/3/2
		4866/2		£37.63	£6.27	£31.36	RLOS	Peter Noble Ltd	2 REPLACEMENT CAPS. 3000/3/2
		4866/3		£33.53	£5.59	£27.94	RLOS	Peter Noble Ltd	1 replacement PTO cover cover 3000/3/2
		4866/4		£18.00	£3.00	£15.00	RLOS	Peter Noble Ltd	P/P 3000/3/2
2133	30/07/24	4866	RTC805934	£136.49	£22.75	£113.74		Peter Noble Ltd	1 Replacement flap pin. 2 replacement caps. 1 replacement PTO cover. P/P 3000/3/2
		4867/1		£271.14	£45.19	£225.95	RLOS	New Forest Ice Cream	food for resale 3802/3/1
2134	30/07/24	4867	RTC805914	£271.14	£45.19	£225.95		New Forest Ice Cream	for resale 3802/3/1
		4868/1		£34.99	£5.83	£29.16	P&F	Hampshire County Council	819050 A4 copier paper 2000/1/8

# Paid Expenditure Transactions

Start of year 01/04/24

paid between 01/07/24 and 31/07/24

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Payment Reference	Paid date	Tn no	Order no	Gross	Vat	Net	Cttee	Details	Heading	
2135	30/07/24	4868	RTC805913	£34.99	£5.83	£29.16		Hampshire County Council	A4 copier paper	2000/1/8
		4869/1		£164.40	£27.40	£137.00	P&F	Living Wage Foundation	Annual accreditation fee as a Living Wage Employer	2310/5
2136	30/07/24	4869	RTC805818	£164.40	£27.40	£137.00		Living Wage Foundation	Accreditation annual fee	2310/5
2137	30/07/24	4870		£18.14	£3.02	£15.12	P&F	Itec	Gateway July 2024	2000/1/9
		4874/1		£128.87	£6.14	£122.73	RLOS	Utility Warehouse	Energy	3000/1/1
		4874/2		£2.40	£0.40	£2.00	RLOS	Utility Warehouse	Club	3000/1/1
DD 1	31/07/24	4874		£131.27	£6.54	£124.73		Utility Warehouse	UW Sports Pavilion June 2024	3000/1/1
		4875/1		£107.88	£5.14	£102.74	RLOS	Utility Warehouse	Energy	3200/1/1
		4875/2		£30.00	£5.00	£25.00	RLOS	Utility Warehouse	Mobile	3000/1/6
		4875/3		£34.20	£5.70	£28.50	RLOS	Utility Warehouse	Phone & Broadband	3000/1/6
		4875/4		£2.40	£0.40	£2.00	RLOS	Utility Warehouse	Club	3200/1/1
DD 2	31/07/24	4875		£174.48	£16.24	£158.24		Utility Warehouse	UW Cemetery June 2024	3200/1/1
		4876/1		£22.00	£3.67	£18.33	RLOS	Utility Warehouse	Mobile	3000/1/6
		4876/2		£2.40	£0.40	£2.00	RLOS	Utility Warehouse	Club	3000/1/6
DD 3	31/07/24	4876		£24.40	£4.07	£20.33		Utility Warehouse	UW Groundsmens phones June 2024	3000/1/6
		4877/1		£55.00	£0.00	£55.00	P&F	Information Commissioners Office	Annual data protection fee for year commencing 1st August 2024 (payable by direct debit)	2000/1/16
DD 4	31/07/24	4877	RTC805862	£55.00	£0.00	£55.00		Information Commissioners Office	Annual registration fee	2000/1/16
NFDC Tfr4	31/07/24	4878		£7.88	£0.00	£7.88	P&F	New Forest District Council	NFDC Tfr4 Credit card charges	2000/1/18
FPI	31/07/24	4879		£42.58	£0.00	£42.58	RLOS	Sum Up	April 2024 Fees	3802/2/1
FPI	31/07/24	4880		£22.56	£0.00	£22.56	RLOS	Sum Up	May 2024 Fees	3802/2/1
FPI	31/07/24	4881		£41.24	£0.00	£41.24	RLOS	Sum Up	July 2024 Fees	3802/2/1
FPI	31/07/24	4882		£21.37	£0.00	£21.37	RLOS	Sum Up	June 2024 Fees	3802/2/1
NFDC Tfr4	31/07/24	4900		£9.53	£0.00	£9.53	RLOS	New Forest District Council	NFDC Tfr4 17/06/24 Purchases for café sales	3802/3/1
		4901/1		£8.50	£0.00	£8.50	RLOS	New Forest District Council	Purchases for café resale	3802/3/1
		4901/2		£6.52	£0.00	£6.52	RLOS	New Forest District Council	Batteries	3802/2/1

# Paid Expenditure Transactions

Start of year 01/04/24

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Payment Reference	Paid date	Tn no	Order no	Gross	Vat	Net	Cttee	Details	Heading
NFDC Tfr4	31/07/24	4901		£15.02	£0.00	£15.02		New Forest District Council	NFDC Tfr4 24/06/24 Purchases for café sales 3802/3/1
NFDC Tfr4	31/07/24	4902		£8.22	£0.00	£8.22	RLOS	New Forest District Council	NFDC Tfr4 01/07/24 Purchases for café resale 3802/3/1
NFDC Tfr4	31/07/24	4903		£9.10	£0.00	£9.10	RLOS	New Forest District Council	NFDC Tfr4 08/07/24 Purchased for café resale 3802/3/1
		4904/1		£10.80	£0.00	£10.80	Counc	Ringwood Town Council	Milk etc 10000
		4904/2		£15.00	£2.50	£12.50	Counc	Ringwood Town Council	Wessex Photographic - Passport photos 10000
		4904/3		£15.00	£2.50	£12.50	Counc	Ringwood Town Council	Wessex Photographic - Mount for Mayor's portrait 10000
		4904/4		£3.00	£0.00	£3.00	Counc	Ringwood Town Council	Cleaning products 10000
Petty Cash Aug 2024	31/07/24	4904		£43.80	£5.00	£38.80		Ringwood Town Council	Petty Cash August 2024 10000
<b>Total</b>				£156,207.10	£14,234.87	£141,972.23			

# Paid Expenditure Transactions

Start of year 01/04/24

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**B**

Payment Reference	Paid date	Tn no	Order no	Gross	Vat	Net	Cttee	Details	Heading	
DD 1	01/08/24	4883		£195.00	£0.00	£195.00	RLOS	New Forest District Council	NFDC Rates Carvers Clubhouse August 2024	3802/1/6
DD 2	01/08/24	4884		£247.00	£0.00	£247.00	RLOS	New Forest District Council	NFDC Rates Cemetery August 2024	3200/1/5
DD 4	01/08/24	4885		£335.00	£0.00	£335.00	RLOS	DVLA	Annual tax for WR08 WWJ	3000/3/2
		4886/1		£308.62	£51.44	£257.18	RLOS	Peter Noble Ltd	To replace front wheel on fdeck of ront deck mower and associated bits.	3000/3/2
2139	06/08/24	4886	RTC805946	£308.62	£51.44	£257.18		Peter Noble Ltd	New wheel for front deck mower and associated bits	3000/3/2
		4887/1		£23.60	£3.93	£19.67	RLOS	Peter Noble Ltd	shear bolts nuts and washers	3000/3/2
2140	06/08/24	4887	RTC805948	£23.60	£3.93	£19.67		Peter Noble Ltd	Shear bolts nuts and washers	3000/3/2
		4888/1		£155.52	£25.92	£129.60	RLOS	Letters & Logos Ltd	correx boards	3802/2/4
2141	06/08/24	4888	RTC805905	£155.52	£25.92	£129.60		Letters & Logos Ltd	promotional materials for Family fun festival	3802/2/4
		4889/1		£155.52	£25.92	£129.60	RLOS	Letters & Logos Ltd	skate jam correx	3802/2/1
2142	06/08/24	4889	RTC805916	£155.52	£25.92	£129.60		Letters & Logos Ltd	skate jam correx	3802/2/1
		4890/1		£116.64	£19.44	£97.20	RLOS	Letters & Logos Ltd	summer programme advertising	3802/2/1
2143	06/08/24	4890	RTC805917	£116.64	£19.44	£97.20		Letters & Logos Ltd	correx boards for summer programme	3802/2/1
		4891/1		£329.83	£54.97	£274.86	RLOS	New Forest Ice Cream	food for resale	3802/3/1
2144	06/08/24	4891	RTC805777	£329.83	£54.97	£274.86		New Forest Ice Cream	food for resale	3802/3/1
		4892/1		£330.48	£55.08	£275.40	RLOS	New Forest Ice Cream	food for resale	3802/3/1
2145	06/08/24	4892	RTC805867	£330.48	£55.08	£275.40		New Forest Ice Cream	food for resale	3802/3/1
		4893/1		£295.16	£49.19	£245.97	RLOS	New Forest Ice Cream	food for resale est	3802/3/1
2146	06/08/24	4893	RTC805937	£295.16	£49.19	£245.97		New Forest Ice Cream	food for resale	3802/3/1
		4894/1		£817.20	£136.20	£681.00	RLOS	South Coast Hire Group	sound systemt	3802/2/4
2147	06/08/24	4894	RTC805920	£817.20	£136.20	£681.00		South Coast Hire Group	Sounds system for family fun festival	3802/2/4
		4895/1		£50.00	£0.00	£50.00	RLOS	Taste Vending Ltd	cappucino topping	3802/3/1
2148	06/08/24	4895	RTC805760	£50.00	£0.00	£50.00		Taste Vending Ltd	toppings for coffee	3802/3/1
		4896/1		£450.00	£0.00	£450.00	RLOS	Jay Cox Ringwood TV	filming of family fun festival	3802/2/4
2149	06/08/24	4896	RTC805919	£450.00	£0.00	£450.00		Jay Cox Ringwood TV	to film family fun festival	3802/2/4
		4897/1		£133.20	£22.20	£111.00	RLOS	Alecta Technical Solutions	water boiler descale	3802/1/1
2150	06/08/24	4897	RTC805938	£133.20	£22.20	£111.00		Alecta Technical Solutions	PPM- water boiler descale	3802/1/1

# Paid Expenditure Transactions

Start of year 01/04/24

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**B**

Payment Reference	Paid date	Tn no	Order no	Gross	Vat	Net	Cttee	Details	Heading	
2151	06/08/24	4898		£98.80	£16.47	£82.33	RLOS	Taste Vending Ltd	15/06/24 - 15/07/24	3802/3/1
2152	06/08/24	4899		£18.98	£3.16	£15.82	RLOS	Itec	Carvers July 2024	3802/3/1
DD	07/08/24	4905		£32.34	£5.39	£26.95	RLOS	Sky Business	05/08/24 - 04/09/24	3802/2/5
DD	09/08/24	4906		£245.95	£11.71	£234.24	RLOS	Yu Energy	July 2024	3802/1/3
		4907/1		£75.43	£12.57	£62.86	RLOS	Letters & Logos Ltd	flyers	3802/2/1
2153	13/08/24	4907	RTC805915	£75.43	£12.57	£62.86		Letters & Logos Ltd	a5 flyers printed for summer programme	3802/2/1
		4908/1		£22.20	£3.70	£18.50	RLOS	Letters & Logos Ltd	a1 poster for under 1s club	3802/2/4
2154	13/08/24	4908	RTC805957	£22.20	£3.70	£18.50		Letters & Logos Ltd	a1 poster for under 1s	3802/2/4
		4909/1		£4.88	£0.81	£4.07	RLOS	Elliott Brothers Ltd	1 pice of 2x1 timber 4.1 long for seat repairs.	3000/2/14
2155	13/08/24	4909	RTC805942	£4.88	£0.81	£4.07		Elliott Brothers Ltd	1 pice of 2x1 by 4.1 long timber for seat repairs.	3000/2/14
		4910/1		£105.41	£17.57	£87.84	RLOS	Hampshire County Council	Supplies For Cemetery	3200/1/4
2156	13/08/24	4910	RTC805949	£105.41	£17.57	£87.84		Hampshire County Council	Supplies For Cemetery.	3200/1/4
		4911/1		£196.80	£32.80	£164.00	RLOS	Cleansing Service Group Ltd	service of pump	3802/1/1
2157	13/08/24	4911	RTC805956	£196.80	£32.80	£164.00		Cleansing Service Group Ltd	service of pump station	3802/1/1
		4912/1		£381.42	£63.57	£317.85	RLOS	1st Stop Cleaning	cover cleaning for clubhouse July	3802/1/1
2159	13/08/24	4912	RTC805955	£381.42	£63.57	£317.85		1st Stop Cleaning	cover cleaning for clubhouse	3802/1/1
2159	13/08/24	4913	RTC805904	£100.00	£0.00	£100.00	P&F	Pitney Bowes	Franking machine - postage replenishment - to be downloaded from RTC's Pitney Bowes account - will show on next monthly statement issued by PB	2000/1/10
2160	13/08/24	4914		£55.08	£9.18	£45.90	P&F	Pitney Bowes	Quarterly charge	2000/1/10
2161	13/08/24	4915		£36.00	£6.00	£30.00	RLOS	Insight Security & Facilities Ltd	July 2024	3000/2/1
		4916/1		£13.01	£2.17	£10.84	RLOS	screwfix	10 metal cutting discs	3000/3/1
		4916/2		£4.58	£0.76	£3.82	RLOS	screwfix	drive driver socket set	3000/3/1
		4916/3		£29.99	£5.00	£24.99	RLOS	screwfix	easy drive wood screws trade pack	3000/3/1
		4916/4		£2.78	£0.46	£2.32	RLOS	screwfix	M6 Roofing bolts	3000/3/1
		4916/5		£5.99	£1.00	£4.99	RLOS	screwfix	wood drill bit set	3000/3/1
		4916/6		£19.99	£3.33	£16.66	RLOS	screwfix	1/2 inch drive rachet	3000/3/1

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Start of year 01/04/24

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Payment Reference	Paid date	Tn no	Order no	Gross	Vat	Net	Cttee	Details	Heading	
2162	13/08/24	4916	RTC805953	£76.34	£12.72	£63.62		screwfix	10 Metal cutting discs Drive driver socket set easy drive woodscews trade pack M6 roofing bolts wood drill bit set 1/2 inch drive ratchet	3000/3/1
		4917/1		£5.57	£0.93	£4.64	RLOS	screwfix	Door Bolt for Cemetery Toilets	3200/2/1
2163	13/08/24	4917	RTC805964	£5.57	£0.93	£4.64		screwfix	Door Bolt For Cemetery Toilets	3200/2/1
2164	13/08/24	4918		£21.36	£0.00	£21.36	RLOS	Source 4 Business	UK Allots 01/11/23 - 14/05/24	3300/1/1
		4919/1		£318.00	£53.00	£265.00	RLOS	Ringwood & Fordingbridge Skip Hire	Replacement Skip For Cemetery	3200/2/8
2165	13/08/24	4919	RTC805952	£318.00	£53.00	£265.00		Ringwood & Fordingbridge Skip Hire	Replacement Skip for Cemetery	3200/2/8
		4920/1		£72.00	£12.00	£60.00	P&F	Ringwood & Fordingbridge Skip Hire	Extra charge for 3 tyres and a single mattress	2100/3
2166	13/08/24	4920	RTC805961	£72.00	£12.00	£60.00		Ringwood & Fordingbridge Skip Hire	Extra Charge for 3 tyres and 1 single mattress from 92 Southampton Road.	2100/3
		4921/1		£318.00	£53.00	£265.00	P&F	Ringwood & Fordingbridge Skip Hire	1 x 8 yard skip fpr 92 Southampton Road.	2100/3
2166	13/08/24	4921	RTC805962	£318.00	£53.00	£265.00		Ringwood & Fordingbridge Skip Hire	1 X 8 Yard skip for 92 Southampton Road.	2100/3
		4922/1		£300.00	£0.00	£300.00	RLOS	Squidge and Pop	Bubble workshop and walkabout entertainment	3802/2/4
2167	13/08/24	4922	RTC805776	£300.00	£0.00	£300.00		Squidge and Pop	Bubble workshop and walkabout entertainment at family fun day	3802/2/4
		4923/1		£48.00	£8.00	£40.00	P&F	Staffordshire Association For Parish Councils	Clerks the Knowledge	2310/2
2168	13/08/24	4923	RTC805951	£48.00	£8.00	£40.00		Staffordshire Association For Parish Councils	Training for CB, Clerks The Knowledge (CB email 13/8/24)	2310/2
FPO	19/08/24	4924		£9,311.18	£0.00	£9,311.18	P&F	Hampshire County Council	Pension July 2024	2600/1/3
DD	20/08/24	4933		£321.53	£53.59	£267.94	P&F	Elite Business Systems UK Ltd (EBS Telecoms)/BT Openreach	August 2024 calls	2000/1/11
DD	22/08/24	4931		£8,220.92	£0.00	£8,220.92	P&F	Inland Revenue	July 2024	2600/1/2
		4928/1		£2,386.78	£397.80	£1,988.98	RLOS	Knights Brown Construction Limited	Football pavilion interim invoice nr. 14	3350/10



# Paid Expenditure Transactions

Start of year 01/04/24

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**B**

Payment Reference	Paid date	Tn no	Order no	Gross	Vat	Net	Cttee	Details	Heading	
2169	23/08/24	4928	RTC805928	£2,386.78	£397.80	£1,988.98		Knights Brown Construction Limited	Building services	3350/10
		4929/1		£2,582.59	£430.43	£2,152.16	RLOS	Knights Brown Construction Limited	Football pavilion interim invoice nr. 15	3350/10
2170	23/08/24	4929	RTC805929	£2,582.59	£430.43	£2,152.16		Knights Brown Construction Limited	Building services	3350/10
		4930/1		£600.00	£100.00	£500.00	RLOS	South Coast Adventures	adventure cave for family fun day	3802/2/4
2171	23/08/24	4930	RTC805694	£600.00	£100.00	£500.00		South Coast Adventures	Adventure cave for family fun day	3802/2/4
DD	23/08/24	4932		£29,559.62	£0.00	£29,559.62	P&F	Salaries	August 2024	2600/1/1
		4934/1		£240.79	£40.13	£200.66	RLOS	New Forest Ice Cream	food for resale	3802/3/1
2172	23/08/24	4934	RTC805960	£240.79	£40.13	£200.66		New Forest Ice Cream	Food for resale	3802/3/1
		4935/1		£316.98	£52.83	£264.15	RLOS	New Forest Ice Cream	food for resale	3802/3/1
2173	23/08/24	4935	RTC805970	£316.98	£52.83	£264.15		New Forest Ice Cream	food for resale	3802/3/1
		4936/1		£52.40	£8.73	£43.67	RLOS	Comax UK Ltd	picnic boxes	3802/3/1
2174	23/08/24	4936	RTC805966	£52.40	£8.73	£43.67		Comax UK Ltd	picnic boxes for lunches	3802/3/1
		4937/1		£44.30	£7.38	£36.92	RLOS	Elliott Brothers Ltd	6 bags of post fix for 2 drop down bollards, 1 at Bickerley and 1 at 10 Acre field.	3000/2/9
2175	23/08/24	4937	RTC805974	£44.30	£7.38	£36.92		Elliott Brothers Ltd	6 BAGS OF POST FIX FOR 2 DROP DOWN BOLLARDS.	3000/2/9
		4938/1		£1,284.00	£214.00	£1,070.00	RLOS	Fleet Line Markers	500 litres white line marking paint	3000/2/9
2176	23/08/24	4938	RTC805978	£1,284.00	£214.00	£1,070.00		Fleet Line Markers	500 Litres of white line marking paint.	3000/2/9
2177	23/08/24	4939		£98.80	£16.47	£82.33	RLOS	Taste Vending Ltd	15/08/24 - 14/09/24	3802/3/1
		4940/1		£204.00	£34.00	£170.00	P&F	New Forest Aggregates Ltd	1 LOAD OF COMPOST FOR GATEWAY GARDENS, INVOICE TO BE SENT TO RACE.	2000/3/4
		4940/2		£84.00	£14.00	£70.00	P&F	New Forest Aggregates Ltd	1 CUBIC METER OF SHINGLE TO BE USED ON GATEWAY GARDENS	2000/3/4
2178	23/08/24	4940	RTC805973	£288.00	£48.00	£240.00		New Forest Aggregates Ltd	1 load of compost for gateway gardens. Invoice to be sent to RACE.	2000/3/4
		4941/1		£159.32	£0.00	£159.32	P&F	Riley Dunn & Wilson Ltd	1 cubic meter of shingle to be used on Gateway Gardens.	2200/1/5
		4941/2		£43.20	£7.20	£36.00	P&F	Riley Dunn & Wilson Ltd	Binding of Council minutes x 4 volumes	2200/1/5
									Courier	2200/1/5

# Paid Expenditure Transactions

Start of year 01/04/24

paid between 01/08/24 and 31/08/24

**B**

Payment Reference	Paid date	Tn no	Order no	Gross	Vat	Net	Cttee	Details	Heading	
2178	23/08/24	4941	RTC805941	£202.52	£7.20	£195.32		Riley Dunn & Wilson Ltd	Binding of Council minutes 4 volumes @ £39.83 = £159.32 (no VAT) Courier £18 x 2 = £36 (plus VAT)	2200/1/5
2179	23/08/24	4942		£39.00	£0.97	£38.03	RLOS	Early Years Alliance	Membership	3802/2/1
		4943/1		£960.00	£160.00	£800.00	RLOS	HZ Entertainment Ltd	zorbing	3802/2/4
		4943/2		£84.00	£14.00	£70.00	RLOS	HZ Entertainment Ltd	generator	3802/2/4
2180	23/08/24	4943	RTC805918	£1,044.00	£174.00	£870.00		HZ Entertainment Ltd	Zorbing for family fun festival	3802/2/4
2181	23/08/24	4944	RTC805983	£128.40	£21.40	£107.00	RLOS	Christchurch Cricket Club	Refund for match on 10th August which was cancelled.	3000/5/12
PAY	28/08/24	4946		£17.50	£0.00	£17.50	P&F	Lloyds Bank	August 2024	2000/1/18
DD	28/08/24	4947		£22.23	£1.06	£21.17	P&F	British Gas	03/07/24 - 07/08/24 (also revised invoices to take account of actual meter reading)	2100/1
NFDC Tfr5	28/08/24	4950		£67.54	£0.00	£67.54	RLOS	New Forest District Council	NFDC Tfr5 15/07/24 Purchases for café sales	3802/3/1
		4945/1		£258.25	£36.34	£221.91	RLOS	Booker	food for resale	3802/3/1
Lloyds CC Aug 24 1	29/08/24	4945	RTC805891	£258.25	£36.34	£221.91		Booker	food for resale	3802/3/1
		4948/1		£77.65	£12.94	£64.71	PT&E	SSE Southern Electric	AGR0219078 Continuous	4000/1/2
		4948/2		£128.15	£6.10	£122.05	PT&E	SSE Southern Electric	AGR0219079 Dusk to Dawn	4000/1/2
DD	29/08/24	4948		£205.80	£19.04	£186.76		SSE Southern Electric	Carvers July 2024	4000/1/2
NFDC Tfr5	29/08/24	4949		£1.09	£0.00	£1.09	P&F	New Forest District Council	NFDC Tfr5 Credit card charges August 2024	2000/1/18
NFDC Tfr5	29/08/24	4951		£148.08	£3.72	£144.36	RLOS	New Forest District Council	NFDC Tfr5 22/07/24 Purchases for café sales	3802/3/1
NFDC Tfr5	29/08/24	4952		£58.21	£0.00	£58.21	RLOS	New Forest District Council	NFDC Tfr5 29/07/24 Purchases for café sales	3802/3/1
		4953/1		£486.34	£52.83	£433.51	RLOS	Booker	food for resale	3802/3/1
Lloyds CC Aug 24 2	29/08/24	4953	RTC805910	£486.34	£52.83	£433.51		Booker	foor for resale	3802/3/1
		4954/1		£417.75	£65.48	£352.27	RLOS	Booker	food for resale	3802/3/1
Lloyds CC Aug 24 3	29/08/24	4954	RTC805940	£417.75	£65.48	£352.27		Booker	Food for resale paid on credit card 86110675	3802/3/1
		4955/1		£73.35	£0.00	£73.35	RLOS	Iceland	food for resale	3802/3/1
Lloyds CC Aug 24 4	29/08/24	4955	RTC805892	£73.35	£0.00	£73.35		Iceland	food for resale	3802/3/1

# Paid Expenditure Transactions

Start of year 01/04/24

paid between 01/08/24 and 31/08/24

**B**

Payment Reference	Paid date	Tn no	Order no	Gross	Vat	Net	Cttee	Details	Heading	
			4956/1	£149.99	£25.00	£124.99	RLOS	screwfix	sack truck	3802/2/2
			4956/2	£5.99	£1.00	£4.99	RLOS	screwfix	bungee cords	3802/2/2
Lloyds CC Aug 24 5	29/08/24	4956	RTC805921	£155.98	£26.00	£129.98		screwfix	sack truck and accessories	3802/2/2
			4957/1	£169.50	£0.00	£169.50	RLOS	TV Licensing	tv license for clubhouse	3802/2/1
Lloyds CC Aug 24 6	29/08/24	4957	RTC805927	£169.50	£0.00	£169.50		TV Licensing	for clubhouse	3802/2/1
Lloyds CC Aug 24 7	29/08/24	4958		£237.60	£39.60	£198.00	P&F	Microsoft	18/07/24 - 17/08/24	2000/1/15
Lloyds CC Aug 24 8	29/08/24	4959		£177.12	£29.52	£147.60	P&F	Microsoft	18/07/24 - 17/08/24	2000/1/15
			4960/1	£1.94	£0.00	£1.94	RLOS	Facebook Ads	family fun festival	3802/2/4
			4960/2	£7.71	£0.00	£7.71	RLOS	Facebook Ads	advertising family fun festival	3802/2/4
Lloyds CC Aug 24 9	29/08/24	4960	RTC805935	£9.65	£0.00	£9.65		Facebook Ads	To promote ringwood family fun festival	3802/2/4
			4961/1	£158.39	£26.40	£131.99	P&F	Amazon	Bonsai Heavy Duty Paper Shredder - C149-C	2000/1/8
Lloyds CC Aug 24 10	29/08/24	4961	RTC805888	£158.39	£26.40	£131.99		Amazon	Paper shredder to replace one in upstairs office - purchased on NV credit card	2000/1/8
			4962/1	£50.00	£8.33	£41.67	P&F	Amazon	'Dining Out' gift card	2310/5
Lloyds CC Aug 24 11	29/08/24	4962	RTC805901	£50.00	£8.33	£41.67		Amazon	Gift card - Long service award - paid for on NV credit card	2310/5
			4963/1	£9.99	£1.67	£8.32	P&F	Amazon	Pointer for presentations	2000/1/5
Lloyds CC Aug 24 12	29/08/24	4963	RTC805900	£9.99	£1.67	£8.32		Amazon	Qui Presentation Clicker Pointer, 328FT Wireless Presenter Remote PPT PowerPoint Clicker, 2.4GHz Presentation Pointer Slide Advancer for Mac, Laptop, - paid for on NV credit card	2000/1/5
			4964/1	£7.99	£1.33	£6.66	P&F	Amazon	3 Pairs Colourful Superior Grip Gardening Work Gloves	2000/3/4
Lloyds CC Aug 24 13	29/08/24	4964	RTC805903	£7.99	£1.33	£6.66		Amazon	Gardening gloves for caretaker	2000/3/4
			4965/1	£9.99	£1.67	£8.32	RLOS	Amazon	ball pit balls	3802/2/4
Lloyds CC Aug 24 14	29/08/24	4965	RTC805939	£9.99	£1.67	£8.32		Amazon	ball pit balls	3802/2/4
			4966/1	£17.72	£2.95	£14.77	RLOS	Amazon	ground stakes	3802/2/1

# Paid Expenditure Transactions

Start of year 01/04/24

paid between 01/08/24 and 31/08/24

**B**

Payment Reference	Paid date	Tn no	Order no	Gross	Vat	Net	Cttee	Details	Heading
Lloyds CC Aug 24 15	29/08/24	4966	RTC805944	£17.72	£2.95	£14.77		Amazon	ground stakes for carvers events 3802/2/1
		4967/1		£15.88	£0.00	£15.88	RLOS	Amazon	food for resale 3802/3/1
Lloyds CC Aug 24 16	29/08/24	4967	RTC805943	£15.88	£0.00	£15.88		Amazon	food for resale 3802/3/1
		4968/1		£3.99	£0.00	£3.99	RLOS	Amazon	replacement key for blue roll holder 3802/3/1
Lloyds CC Aug 24 18	29/08/24	4968	RTC805954	£3.99	£0.00	£3.99		Amazon	replacement key for blue roll holder 3802/3/1
		4969/1		£33.73	£5.62	£28.11	RLOS	Amazon	lights for toilets 3100/1
		4969/2		£18.23	£3.04	£15.19	RLOS	Amazon	AAA batteries 3100/1
Lloyds CC Aug 24 19	29/08/24	4969	RTC805947	£51.96	£8.66	£43.30		Amazon	lights and batteries for fireworks events 3100/1
		4970/1		£14.99	£2.50	£12.49	RLOS	Amazon	40 table tennis balls 3802/2/1
Lloyds CC Aug 24 20	29/08/24	4970	RTC805922	£14.99	£2.50	£12.49		Amazon	ping pong balls 3802/2/1
NFDC Tfr5	29/08/24	4979		£53.21	£0.00	£53.21	RLOS	New Forest District Council	NFDC Tfr5 05/08/24 Purchases for café sales 3802/3/1
		4925/1		£188.60	£8.98	£179.62	RLOS	Utility Warehouse	Energy 3000/1/1
		4925/2		£2.40	£0.40	£2.00	RLOS	Utility Warehouse	Club 3000/1/1
DD 1	30/08/24	4925		£191.00	£9.38	£181.62		Utility Warehouse	UW Sports Pavilion July 2024 3000/1/1
		4926/1		£126.93	£6.04	£120.89	RLOS	Utility Warehouse	Energy 3200/1/1
		4926/2		£30.00	£5.00	£25.00	RLOS	Utility Warehouse	Mobile 3000/1/6
		4926/3		£34.20	£5.70	£28.50	RLOS	Utility Warehouse	Phone & Mobile 3000/1/6
		4926/4		£2.40	£0.40	£2.00	RLOS	Utility Warehouse	Club 3200/1/1
DD 2	30/08/24	4926		£193.53	£17.14	£176.39		Utility Warehouse	UW Cemetery July 2024 3200/1/1
		4927/1		£22.00	£3.67	£18.33	RLOS	Utility Warehouse	Mobile 3000/1/6
		4927/2		£2.40	£0.40	£2.00	RLOS	Utility Warehouse	Club 3000/1/6
DD 3	30/08/24	4927		£24.40	£4.07	£20.33		Utility Warehouse	UW Groundsmens phones July 2024 3000/1/6
		4971/1		£11.75	£0.00	£11.75	Counc	Ringwood Town Council	Milk, T Bags etc 10000
		4971/2		£28.50	£0.00	£28.50	Counc	Ringwood Town Council	Clubhouse - NFDC Waste stickers 10000
		4971/3		£19.75	£3.29	£16.46	Counc	Ringwood Town Council	Stones for Cemetery 10000

# Paid Expenditure Transactions

Start of year 01/04/24

paid between 01/08/24 and 31/08/24

# B

Payment Reference	Paid date	Tn no	Order no	Gross	Vat	Net	Cttee	Details	Heading
Petty Cash Aug 2024	30/08/24	4971		£60.00	£3.29	£56.71		Ringwood Town Council	Petty Cash August 2024 10000
<b>Total</b>				£66,566.17	£2,700.78	£63,865.39			

**POLICY AND FINANCE COMMITTEE 18th SEPTEMBER 2024**

**BANK BALANCES & PROPOSED TRANSFERS**

Account Name	Predicted	Actual at	Predicted	Proposed Transfers		Predicted
	31-Aug-24			31-Aug-24	Movement	
	£	£	£	£	£	£
Imprest (Current) Account	46,248	62,511	287,871	-275,000		75,382
Business Account	50,555	603			50,000	50,603
Investment Accounts	430,000	580,000	-150,000		225,000	655,000
Petty Cash - Imprest	35	96				96
Petty Cash - Carvers Clubhouse	50	50				50
VIC Change Float	50	50				50
Information Desk Float	75	75				75
<b>TOTAL BANK BALANCES</b>	<b>527,013</b>	<b>643,385</b>	<b>137,871</b>	<b>-275,000</b>	<b>275,000</b>	<b>781,256</b>

nb all balances, other than the investment accounts, are held with Lloyds Bank plc unless otherwise stated

**PROPOSED TRANSFER AUTHORISATIONS:**

DATE

18/09/24

18/09/24

Investment Accounts	CCLA	Instant access
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Notes:

- 1 **Imprest Account**

	£
Anticipated net expenditure to end September	50,000
Gateway re-charges 23/24 (amount advised, awaiting invoice)	54,545
Football Development Project (3 inv due 18/9/24)	79,346
Precept instalment due	-321,762
Transfers in approved in July, not yet actioned	-150,000
 Net anticipated movement on imprest account	 <b>-287,871</b>
- 2 **Investment Maturity**

No investments due to mature
- 3 The bank accounts were reconciled at 31st August
- 4 A nominal account has been implemented to reflect the float of £75.00 held by the Information Desk.
- 5 The Town Council's Imprest and Business bank accounts are held with Lloyds Bank plc

**REPORT TO POLICY & FINANCE COMMITTEE – 18th SEPTEMBER 2024**  
**BUDGETARY CONTROL Period 5 – April to August 2024**

**1. BACKGROUND**

- 1.1 The purpose of this report is to provide Members with a budget monitoring report for the first 5 months of financial year 2024-25.
- 1.2 In January of this year, the Council approved a net budget of £643,525, including planned transfers to and from earmarked reserves. The expenditure budget includes £235,000 in respect of capital schemes and £6,040 in respect of equipment replacement. Of this, £87,407 will be funded from earmarked reserves and the balance from grants anticipated during the year. These projects will be monitored separately as the year progresses. The net budget of £643,525 is to be funded from Council Tax. Note however that there will be some additional expenditure resulting from slippage from 2023/24, that is not included in the approved budget, but this will be entirely funded from specific earmarked reserves held for this purpose.
- 1.3 The approved budget for 2024/25 may be summarised as follows:

	£
Revenue Expenditure	924,243
Capital Expenditure	235,000
Plus transfers to earmarked reserves	45,100
Less Revenue Income	-312,500
Less Capital Income (grants)	-153,633
Less transfers from earmarked reserves	- 94,685
<b>Net budget requirement</b>	<b>643,525</b>
Funded by:	
<b>Council Tax</b>	<b>643,525</b>

- 1.4 Reserves stood at £639,190 at the 1<sup>st</sup> of April including rent & key deposits. These plans will see a reduction of £49,585 before any additional receipts, or calls on reserves, are considered. Members should note, however, that additional receipts of £7,934 in respect of CIL have been received as at the 31<sup>st</sup> May. An updated schedule of planned and actual movements on reserves is included at Appendix 2. Note that the Capital Budget excludes any planned expenditure that has slipped from earlier years. There are a number of live projects, such as the Columbarium, which will incur expenditure in 2024/25 but any such expenditure will be met from reserves.
- 1.5 A summary income & expenditure comparison report is included at Appendix 1. This compares actual income and expenditure for the new year to date, together with outstanding commitments, with the approved income and expenditure budgets for the year as described in 1.3 above. The net budget deficit reported, of £49,585 is the figure before transfers to and from reserves are taken into account. A revised budget, taking into account expenditure to date and known variances is currently being prepared.

**2. INCOME & EXPENDITURE TO THE END OF AUGUST 2024**

- 2.1 Total income recorded to the end of June amounts to £510,413 but this includes £321,762 precept together with £18,835 in respect of CIL and grant income and £63,960 in respect of the football project, all of which has been taken directly to reserves. Income recorded to date against the revenue budget therefore amounts to £135,578, which is slightly less than 43.4% of the predicted figure for the year. Note, this figure includes due and unpaid transactions, that is, invoices that have been raised but which have not yet been settled.
- 2.2 This very small over recovery masks some significant budget variances, some of which are due to timing differences with some regular invoices raised in advance. There is however an emerging

under recovery of cemetery income, which, similar to last year, is now some £9,000 below where we would expect it to be given a linear budget profile. If this trend continues, the under-recovery will be around £19,000 for the year. Also, the loss of rental income for 92 Southampton road will reduce overall income by some £12,000 in the current year. Note that last year the cemetery income recovered somewhat in the last quarter of the year. The football rent income, which has been invoiced, amounts to £29,932 for the year, but this remains unpaid. All other variances are explained by timing differences and give no cause for concern.

- 2.3 Expenditure to the end of August totalled £555,950. A credit balance on the tax and pensions control account, pending settlement of monies due to the Inland Revenue and Hampshire County Council, adds a further £16,922 making expenditure to the end of August £572,872. Excluding capital expenditure in respect of the football project reduces this to £371,582 which is 40.2% of the annual revenue budget. This is very slightly less than might be expected assuming linear spend.
- 2.4 The underspend amounts to around £13,500 and £7,800 of this is explained by reduced payroll costs pending settlement of the annual pay award. The remaining underspend is primarily due to timing differences. There are however, some emerging budget pressures including required expenditure on vehicle and machinery maintenance which is expected to add around £4,500 to costs this year. Similarly, the vacancy of 92 Southampton road will add to costs as we are now liable for utilities and rates in addition to property maintenance.
- 2.5 It now seems likely that a combination of reduced revenue receipts combined with unavoidable cost pressures will result in a budget shortfall of possibly as much as £37,000. Measures are being taken to reduce expenditure elsewhere to meet these pressures but it remains likely that it will be necessary to call on the general reserve to meet the budget shortfall..

### 3. GROWTH & CAPITAL PROJECTS

- 3.1 The Council did not approve any new growth or capital items for 2024/25 but there are a few capital projects which were approved in earlier years which will incur expenditure in 2024/25. There is also a new scheme, the "Thriving Market Place" which is funded by grant money which has been received. All the expenditure incurred on these projects will be met from earmarked reserves and grants. The spend for the year to date is as follows:

	Budget	Spend to August
• Football Development Project	£235,000	£198,550
• Carvers Recreation Ground Improvements	£ 4,000	£ 90
• Machinery/equipment purchase	£ 6,040	£ 0
• Columbarium	£ 26,250	£ 2,650
• Thriving Market Place	<u>£ 0</u>	<u>£ 10,000</u>
Total	£267,290	£ 85,607

- 3.2 Members should note that the approved budget for the football project for 2024/25 was approved in January before the outturn for 2023/24 was known. Whilst there is no overall change to the costs of the project, there has been some slippage and this will inevitably mean additional expenditure in 2024/25, all of which will be funded from grants or reserves held for this purpose. The projected spend in the current year will be revised in due course. It should also be noted that as we approach the end of the contract, some of the funding is being withheld and the Town Council is carrying a short term deficit of around £175,000 (plus VAT). Whilst the funding is expected to be received, this deficit reduces the Town Council balances held with the CCLA and hence interest earned.

### 4. RESERVES & BALANCES

- 4.1 At the end of 2023/24 the total balance on reserves was £619,621. A further £19,569 was held in the form of rent & key deposits on behalf of tenants, sports clubs and allotment holders. Total opening reserves were therefore £639,190. Predicted expenditure will reduce reserves by £76,827 (This includes the application of funds put aside to meet carried over expenditure from 2023/24).
- 4.2 The revised schedule of reserves, together with planned movements for the year, is illustrated at Appendix 2. Note that the predicted closing balance of £562,363 assumes that the football project is substantially completed and that almost all funds held on behalf of the project are exhausted.



## 5. REVISED BUDGET 2024/25 & BUDGET 2025/26

5.1 The process for developing the 2025/26 budget for the Town Council has commenced. A preliminary outturn forecast has been prepared in order to produce a revised budget for the current year. This has exposed a number challenges which will need to be addressed both this year and next year. These include:

- Cemetery Income
- 92 Southampton Road
- Predicted reduction in interest receipts due to reduced balances and lower interest rates
- Pay – this accounts for 63% of gross revenue expenditure and any revision to pay award assumptions will have a large impact on the budget.
- Vehicle & machinery maintenance

5.2 A draft revised budget will be tabled at the next meeting of this committee along with a preliminary draft of next years budget. In the meantime it will be helpful if members could bring forward changes for consideration. A copy of the budget model will be made available so that various budget assumptions can be modelled along with the impact on the precept and council tax.

## 6.

It is **recommended** that: -

6.1 The budget monitoring position is noted.

6.2 Members note the balances of Reserves.

6.3 Members give some consideration to the development of the 2025/26 budget.

For further information please contact:

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Chris Wilkins, Town Clerk

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# Financial Budget Comparison

Comparison between 01/04/24 and 31/08/24 inclusive. Includes due and unpaid transactions. Includes commitments.

Excludes transactions with an invoice date prior to 01/04/24

	2024/25	Reserve Movements	Actual Net	Balance
<b>INCOME</b>				
<b>Policy &amp; Finance</b>				
280	Carvers Club House Income	£0.00	£0.00	£0.00
999	Suspense	£0.00	£0.00	£0.00
<b>Total Policy &amp; Finance</b>		£0.00	£0.00	£0.00
<b>Recreation, Leisure &amp; Open Spaces</b>				
300	Revenue Income (RLOS)	£27,068.00	£0.00	£17,971.46
310	Events	£28,000.00	£0.00	£4,305.00
320	Cemetery Income	£37,922.00	£0.00	£6,494.57
330	Allotment Income	£6,400.00	£0.00	£91.31
350	Capital Income	£153,633.00	£0.00	£63,960.00
380	Carvers Clubhouse	£26,500.00	£0.00	£13,878.92
<b>Total Recreation, Leisure &amp; Open Spaces</b>		£279,523.00	£0.00	£106,701.26
<b>Planning, Town &amp; Environment</b>				
400	Income	£1,100.00	£10,000.00	£11,100.00
<b>Total Planning, Town &amp; Environment</b>		£1,100.00	£10,000.00	£11,100.00
<b>Council</b>				
100	Precept	£643,525.00	£0.00	£321,762.50
102	Interest Business A/c	£0.00	£0.00	£156.19
110	Client Deposits	£0.00	£0.00	£0.00
200	Revenue Income	£185,511.00	£8,835.24	£100,414.85
<b>Total Council</b>		£829,036.00	£8,835.24	£422,333.54
<b>Total Income</b>		<u>£1,109,659.00</u>	<u>£18,835.24</u>	<u>£540,134.80</u>
				<u>-£588,359.44</u>

# Financial Budget Comparison

Comparison between 01/04/24 and 31/08/24 inclusive. Includes due and unpaid transactions. Includes commitments.

Excludes transactions with an invoice date prior to 01/04/24

	2024/25	Reserve Movements	Actual Net	Balance	
<b>EXPENDITURE</b>					
<b>Policy &amp; Finance</b>					
2000	Establishment	£126,482.00	£0.00	£44,099.47	£82,382.53
2100	Maintenance	£43,833.00	£0.00	£2,127.67	£41,705.33
2200	Democratic Process (members Costs)	£14,722.00	£0.00	£5,377.65	£9,344.35
2210	Grants	£5,200.00	£0.00	£0.00	£5,200.00
2300	Employee Costs- Allocated Office Staff	£122,411.00	£0.00	£47,421.75	£74,989.25
2310	Employee overhead Costs	£4,345.00	£0.00	£2,119.34	£2,225.66
2400	Other	£39,905.00	£0.00	£6,919.97	£32,985.03
2500	Capital Financing	£61,478.00	£0.00	£30,739.16	£30,738.84
2501	Capital	£0.00	£0.00	£100.00	-£100.00
2600	Wages Control Account	£0.00	£0.00	-£16,921.72	£16,921.72
2801	Carvers Employee Costs	£0.00	£0.00	£0.00	£0.00
2802	Carvers Club House- Expenditure	£0.00	£0.00	£0.00	£0.00
9999	Suspense	£0.00	£0.00	£0.00	£0.00
<b>Total Policy &amp; Finance</b>		£418,376.00	£0.00	£121,983.29	£296,392.71
<b>Recreation, Leisure &amp; Open Spaces</b>					
3000	Recreation & Leisure (Other)	£63,504.00	£0.00	£31,647.89	£31,856.11
3001	RL&OS -Employee Costs	£181,843.00	£0.00	£71,905.09	£109,937.91
3002	Employee Costs	£2,080.00	£0.00	£400.00	£1,680.00
3100	Events	£23,312.00	£0.00	£8,258.64	£15,053.36

# Financial Budget Comparison

Comparison between 01/04/24 and 31/08/24 inclusive. Includes due and unpaid transactions. Includes commitments.

Excludes transactions with an invoice date prior to 01/04/24

	2024/25	Reserve Movements	Actual Net	Balance
3101 Events - Employee Costs	£16,736.00	£0.00	£6,612.15	£10,123.85
3200 Cemetery	£9,097.00	£0.00	£5,242.74	£3,854.26
3201 Cemetery -Employee Costs	£59,706.00	£0.00	£23,482.65	£36,223.35
3300 Allotments	£2,549.00	£0.00	£638.79	£1,910.21
3301 Allotments -Employee Costs	£20,294.00	£0.00	£7,962.00	£12,332.00
3350 Capital Expenditure	£235,000.00	£0.00	£201,289.60	£33,710.40
3801 Youth Services Employee costs	£58,069.00	£0.00	£27,319.10	£30,749.90
3802 Carvers Clubhouse	£38,388.00	£0.00	£26,498.20	£11,889.80
<b>Total Recreation, Leisure &amp; Open Spaces</b>	<b>£710,578.00</b>	<b>£0.00</b>	<b>£411,256.85</b>	<b>£299,321.15</b>
<b>Planning, Town &amp; Environment</b>				
4000 Planning, Town & Environment	£3,034.00	£0.00	£1,972.07	£1,061.93
4001 Employee Costs	£27,256.00	£0.00	£10,738.15	£16,517.85
4050 Capital Expenditure	£0.00	£0.00	£10,000.00	-£10,000.00
<b>Total Planning, Town &amp; Environment</b>	<b>£30,290.00</b>	<b>£0.00</b>	<b>£22,710.22</b>	<b>£7,579.78</b>
<b>Council</b>				
10000 Petty Cash - Office	£0.00	£0.00	£0.02	-£0.02
10001 Petty Cash - Youth	£0.00	£0.00	£0.00	£0.00
10002 Petty Cash - Visitor Information Centre	£0.00	£0.00	£0.00	£0.00
10003 Petty Cash - Information Desk	£0.00	£0.00	£0.00	£0.00
10110 Deposit Refunds	£0.00	£0.00	£0.00	£0.00
10111 Bank Charges	£0.00	£0.00	£0.00	£0.00
<b>Total Council</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.02</b>	<b>-£0.02</b>
<b>Total Expenditure</b>	<b>£1,159,244.00</b>	<b>£0.00</b>	<b>£555,950.38</b>	<b>£603,293.62</b>

# Financial Budget Comparison

Comparison between 01/04/24 and 31/08/24 inclusive. Includes due and unpaid transactions. Includes commitments.

Excludes transactions with an invoice date prior to 01/04/24

	<b>2024/25</b>	<b>Reserve Movements</b>	<b>Actual Net</b>	<b>Balance</b>
Total Income	£1,109,659.00	£18,835.24	£540,134.80	-£588,359.44
Total Expenditure	£1,159,244.00	£0.00	£555,950.38	£603,293.62
<b>Total Net Balance</b>	<b>-£49,585.00</b>		<b>-£15,815.58</b>	

**RESERVES AND PROVISIONS - MOVEMENT & BALANCES**  
1st April 2024 to 31st March 2025

	Actual Balance 01/04/24 £	Planned and Proposed Movements 2023/24:				Capital & Other Receipts £	between provisions £	Estimated Balance 31/03/25 £
		from Revenue £	to revenue					
			base budget £	Growth £				
<b><u>EARMARKED PROVISIONS</u></b>								
I.T. & Equipment	25,600	2,700					28,300	
Gateway	25,000	0					25,000	
Cemetery	26,033	1,000					27,033	
Buildings Reserve	39,167	5,500		-750			43,917	
Election	0	5,000					5,000	
Vehicle & Machinery	33,883	20,000		-6,000			47,883	
Play Equipment	15,616	6,900					22,516	
Memorials	0	0					0	
Christmas Lights	0	0					0	
Carvers Clubhouse	32,017	1,000	-500				32,517	
Ringwood Events	13,172	0	-9,548				3,624	
Memorial Lantern	0	0					0	
Carvers Grounds	2,480	0		-90			2,390	
Carvers Sheds Feasibility	3,075						3,075	
Infrastructure & Open Spaces	17,370	3,000		-750			19,620	
Open Spaces Security Measures	1,406						1,406	
Neighbourhood Plan	3,383	0					3,383	
Football development Project	23,959	0		-81,367	59,460		2,052	
Budget Underspends retained for use in 2022/23*	1,290	0		-35,225		33,935	0	
<b>Total Provisions</b>	<b>263,452</b>	<b>45,100</b>	<b>-10,048</b>	<b>-124,182</b>	<b>59,460</b>	<b>33,935</b>	<b>267,717</b>	
<b><u>RESERVES</u></b>								
Earmarked Reserves:								
Dev Contribs	14,765		-1,000				13,765	
Cem Maint	500		-230				270	
Dev Cons(CIL)	29,030			-20,007	7,935		16,959	
Capital Receipts	18,942						18,942	
Grants Unapplied	4,540			-17,601	17,601		4,540	
Loans Unapplied	0						0	
Budget Underspends retained for use in 2022/23*				-1,576	4,728		3,152	
<b>Total Earmarked Reserves and Provisions</b>	<b>331,230</b>	<b>45,100</b>	<b>-11,278</b>	<b>-163,366</b>	<b>89,724</b>	<b>33,935</b>	<b>325,345</b>	
<b>General Reserve</b>	<b>288,392</b>			<b>-37,100</b>		<b>-33,935</b>	<b>217,357</b>	
<b>Key &amp; Rent Deposits</b>	<b>19,569</b>				<b>92</b>		<b>19,661</b>	
<b>Total Reserves &amp; Customer Deposits</b>	<b>639,190</b>	<b>45,100</b>	<b>-11,278</b>	<b>-200,466</b>	<b>89,816</b>	<b>0</b>	<b>562,363</b>	

**REPORT TO POLICY & FINANCE COMMITTEE – 18th SEPTEMBER 2024**

**Notice of conclusion of audit 2023/24**

- 1.1 The audit of the Council Finances for 2023/24 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.”
- 1.2 The auditors did make one observation that we need to take into consideration when we commence the process of auditing the 2024/25 accounts. The auditors noted:
- “The Council have provided minutes resolving to re-appoint the internal auditor, but the minutes do not indicate whether the independence of the internal auditor has been considered which is not in line with best practice contained in the practitioners’ guide,”
- 1.3 Members will be invited to consider the independence of the internal auditor that we appoint early in 2025.
- 1.4 The external auditor’s certificate is appended along with the draft notice of conclusion of audit which must be published by the 30<sup>th</sup> September.

**2 RECOMMENDATION**

It is **recommended** that: -

- 2.1 The conclusions of the external auditor be noted.
- 2.2 The notice of conclusion of audit be submitted to full Council and published by the Council no later than the 30<sup>th</sup> September.

For further information please contact:

Rory Fitzgerald, Finance Manager or

Tel: 01425 484723

[rory.fitzgerald@ringwood.gov.uk](mailto:rory.fitzgerald@ringwood.gov.uk)

For further information please contact:

Chris Wilkins, Town Clerk

Tel: 01425 484720

[Chris.wilkins@ringwood.gov.uk](mailto:Chris.wilkins@ringwood.gov.uk)

## Ringwood Town Council

### Notice of conclusion of audit

#### Annual Governance & Accountability Return for the year ended 31 March 2024

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

Accounts and Audit Regulations 2015 (SI 2015/234)

	Notes
<p>1. The audit of accounts for <b>Ringwood Town Council</b> for the year ended 31 March 2024 has been completed and the accounts have been published.</p>	<p>This notice and Sections 1, 2 &amp; 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.</p>
<p>2. The Annual Governance &amp; Accountability Return is available for inspection by any local government elector of the area of <b>Ringwood Town Council</b> on application to:</p>	
<p>(a) <u>Rory Fitzgerald, Responsible Finance Officer</u> - <u>Ringwood Gateway, The Furlong,</u> - <u>Ringwood BH24 1AT</u> -</p>	<p>(a) Insert the names, position and address of the person to whom local government electors should apply to inspect the AGAR.</p>
<p>(b) <u>Monday to Friday</u> <u>09:30am to 16:30, (by appointment)</u></p>	<p>(b) Insert the hours during which the inspection rights may be exercised.</p>
<p>3. Copies will be provided to any person on payment of £2.00 for each copy of the Annual Governance &amp; Accountability Return.</p>	<p>(c) Insert a reasonable sum for copying costs.</p>
<p>(d) Announcement made: <u>Christopher Wilkins</u> <u>Town Clerk</u></p>	<p>(d) Insert the name and position of person placing the notice.</p>
<p>(e) Date of announcement: 26<sup>th</sup> September 2024</p>	<p>(e) Insert the date of placing of the notice.</p>



# Section 1 – Annual Governance Statement 2023/24

We are governed by the members of:

Ringwood Town Council

Our responsibility for the preparation of the Accounting Statements for the year ended 31 March 2024, that:

	Agreed		We consider this to be: <i>compliant</i>
	Yes	No	
1. We have put in place arrangements for effective financial management covering all areas of the responsibility for the accounting statements.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>compliant with the requirements of the Accounting Statements Regulations</i>
2. We maintained an adequate system of internal controls including procedures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>these proper arrangements and controls adequately and satisfactorily the financial statements in its charge.</i>
3. We took all reasonable steps to ensure ourselves that the true accounts of actual or potential transactions have been ascertained and Properly Presented and that we are in a position to conduct its business without material irregularities.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>not only that while it has the legal power to do so that we would fully meet the duties in law.</i>
4. We ensured proper arrangements during the year for the election of officers in full compliance with the requirements of the Local Government Act 2002.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>during the year gave all persons interested the opportunity to present and be heard on their views on the Council's business.</i>
5. We carried out an assessment of the risks facing the authority and taken appropriate steps to manage those risks, including the assessment of financial controls and the arrangements for their control.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>assessed and identified the financial and other risks facing the authority and taken steps to manage them.</i>
6. We maintained during the year an adequate and effective system of internal audit or its equivalent, records and control systems.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>employed an external provider independent of the Council to provide an objective assessment of the Council's internal controls and the results of the audit are published.</i>
7. We took appropriate action to deal with irregularities identified during the year.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>irregularities identified during the year were dealt with in accordance with the Council's procedures.</i>
8. We considered whether any irregularities identified during an audit of the year-end accounts should be included in the accounts and, where appropriate, in the accounting statements.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>irregularities identified during the year were dealt with in accordance with the Council's procedures and the accounts are true and correct.</i>
9. (For local authorities) In the event of the authority being unable to discharge its accounting responsibilities for the year, the authority must disclose this in the accounting statements.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>As a local authority, it is not possible for us to be unable to discharge our accounting responsibilities for the year.</i>

how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

Chair: *[Signature]*  
 Clerk: *[Signature]*

www.ringwood.gov.uk

Section 2 – Accounting Statements 2023/24 for

Ringwood Town Council

	Year ending		Notes and guidance
	31 March 2023	31 March 2024	
1. Balance brought forward	1,115,044	1,114,303	Total balances and receipts at the beginning of the year as shown in the financial records. Your declaration is only of proceeds.
2. (+) Precept or Rates and Levies	531,940	610,428	Total amount of precept (or for IDPA rates and levies) received or retained during the year (net of any waived).
3. (+) Total other receipts	1,217,599	2,328,098	Total amount of receipts in accordance with conditions set in the grant or publications, income from the business and other sources.
4. (-) Expenditure	425,748	467,468	Total expenditure on payments made to and on behalf of all employees. Includes gross salaries and wages, employees' contributions, employers' pension contributions, gratuities and severance payments.
5. (-) Loan Interest/capital repayments	31,548	48,436	Total interest or payments on capital and other loans during the year on the balance sheet.
6. (-) All other payments	(1,297,771)	2,419,884	All expenditure or payments as recorded in the accounts (not included elsewhere) and their corresponding receipts (see 3).
	634,461	629,180	Total balances and payments at the end of the year. MUST equal (1+2+3) - (4+5+6).
8. Total value of fixed and other long-term investments	607,023	609,688	The sum of all current and deposit bank balances, cash holdings and short-term investments held at 31 March as agreed with bank statements.
9. Total long-term investments and assets	1,171,837	1,629,351	The value of all the property, the monetary assets, the investments held at 31 March on the balance sheet.
10. Total borrowings	(48,281)	(85,624)	The borrowing capital balance as at 31 March of all loans, overdrafts, mortgages, etc.

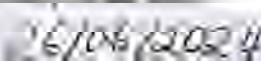
For Local Councils Only	Y/N	N/A	
11a. Disclosure notes to the accounts (including charities)	✓		The Council has fully complied with all the provisions applicable to the disclosure of financial statements.
11b. Disclosure notes on local funds (including charities)	✓		The figures in the accounts are guaranteed under the Local Government Finance Act 1992.

I certify that the financial statements for the year ending 31 March 2024 are Accounting Statement 1. I confirm that these Accounting Statements were

prepared in accordance with the Accounting Statement 1 and either in receipt and payments have been made in accordance with the guidance in the Practitioners' Guide to Practice or the financial position of this authority.

Signed by  Councillor  (Name of Councillor) (Name of Councillor) for approval

25/06/2024

Signed on  26/06/2024

as recorded in minute references:

1/2024

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



## Section 3 – External Auditor’s Report and Certificate 2023/24

C

In respect of

EN Ringwood Town Council TY

### 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 2024; 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 2023/24

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 council have provided minutes resolving to re-appoint the internal auditor, but the minutes do not indicate whether the independence of the internal auditor has been considered, which is not in line with best practice contained in the practitioners’ guide.

(continue on a separate sheet if required)

### 3 External auditor certificate 2023/24

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 2024.

External Auditor Name

BDO LLP - Southampton OF EXTERNAL AUDITOR

External Auditor Signature

SIGNATURE REQUIRED

Date

09 September 2024 YY

## REPORT TO POLICY & FINANCE COMMITTEE – 18th September 2024

### APPLICATION OF CIL RECEIPTS

#### 1. BACKGROUND

- 1.1 The Community Infrastructure Levy, CIL, is a mechanism by which property developers contribute to the costs of infrastructure required to service their developments. The CIL regulations state:
- “A local council must use CIL receipts passed to it to support the development of the local council’s area or any part of that area, by funding –
- a) The provision, improvement, replacement, operation or maintenance of infrastructure; or
  - b) Anything else that is concerned with addressing the demands that development places on an area. “
- 1.2 The levy is collected by the planning authority and a proportion is passed on to the Town Council. At the end of March 2024, the Town Council held a balance of £29,030.47. A formal decision is required in order to use CIL funds for any project.

#### 2. CIL Receipts & Allocations 2024/25

- 2.1 Additional CIL receipts of £7,935.24 have been received in the current year to the end of August. A further receipt is expected in the current year and indications are that it will be around £14,000, although this is yet to be confirmed. The balance of CIL receipts therefore currently stands at £36,965.71.
- 2.2 CIL funds of £20,500 have been committed in favour of the Columbarium project. £800.00 was applied in 2022/23 and a further £2,650 has been expended in the current year leaving a committed balance of £17,050. However, this commitment may not be required as there is some doubt about the viability of the project.
- 2.3 At the September meeting of Recreation, Leisure and Open Spaces committee a further £6,807 was committed towards the provision of a multi use games area, MUGA, at Carvers recreation ground.
- 2.4 The remaining unspent balance of CIL funds is currently therefore £36,965.71, with a further £14,000 anticipated in October. This sum includes £23,857 which is committed towards the Columbarium and MUGA projects.

#### 3. FINANCIAL IMPLICATIONS

- 3.1 The balance of CIL funds is currently £36,965.71 of which £23,857 has been earmarked for the Columbarium project and MUGA projects. There remains an uncommitted balance of £13,109 with a further £14,000 anticipated in October which, if confirmed, will result in an uncommitted balance of £27,109..

#### 4. RECOMMENDATION

It is **recommended** that:-

- 4.1 Members note the current balance of CIL funding.

For further information please contact:

Rory Fitzgerald, Finance Manager      or      Chris Wilkins, Town Clerk

Tel: 01425 484723

Tel: 01425 484720

[rory.fitzgerald@ringwood.gov.uk](mailto:rory.fitzgerald@ringwood.gov.uk)

[Chris.wilkins@ringwood.gov.uk](mailto:Chris.wilkins@ringwood.gov.uk)

EXTRACT FROM THE MINUTES OF THE RECREATION, LEISURE AND OPEN SPACES  
COMMITTEE ON 4<sup>th</sup> SEPTEMBER 2024

**OS/6388**

**SKATE RAMP PROPOSAL - NORTH POULNER PLAY AREA**

Members considered the Deputy Town Clerk's report and the issues for consideration therein (*Annex C*).

A representative from Ringwood and Fordingbridge Round Table addressed the Committee. Fundraising had achieved the full amount of the original quote for the skate ramp, however to achieve the standard required for a play area, a revised quote was prepared, which left a shortfall of £4,000. A further pledge has been received leaving a deficit of £3,110, but it is now thought all possible sources of funding have been exhausted.

The Town Clerk added there is little provision for older children in the north of the town and this would be a significant addition to the facilities there. This proposal was supported in principle by the Council and fundraising efforts commenced, with a view to the Council making some contribution to the cost. He advised of other play equipment that needed attention and the work on the open spaces management review and asked members to exercise some caution given that there would be other calls on reserves in the near future.

Members agreed this was a worthwhile cause and would benefit the community. They commented that the fundraising effort had exceeded the challenge set and amount raised was commendable.

**RESOLVED:** That the proposed installation of a skate ramp, as detailed, on the grass at North Poulner Play Area, be approved.

**RECOMMENDED TO POLICY AND FINANCE COMMITTEE:**

That the deficit of £3,110 plus the cost of the post-installation inspection of £300 be funded by the Council and the appropriate budget to be determined by the Policy and Finance Committee.

<b>ACTION</b> J Hurd / R Fitzgerald
-------------------------------------

## Current Projects Update

F

No.	Name	Status	Recent developments	Description and notes	Lead Officer/Member	Financing
<b>Full Council</b>						
FC1	Long Lane Football Facilities Development	In progress (scheduled for completion in 2024)	The artificial turf pitch has been completed and is now in use. Utility works by statutory undertakers have been completed and work on the pavilion has resumed. The new building is expected to be ready for occupation in September 2024.	A joint venture with Ringwood Town Football Club and AFC Bournemouth Community Sports Trust to improve the football facilities for shared use by them and the community.	Town Clerk	The current expectation is that the Council's contribution to the project will, in effect, be limited to a modest loss of income from the site (but over a long term).
<b>Planning Town &amp; Environment Committee</b>						
PTE1	Neighbourhood Plan	Complete	83% of residents voted "yes" in the Referendum on 04/07/2024. The Plan has been adopted (made) by NFDC and NFPA and is now part of the NFDC Development Plan and must be taken into consideration in the determination of planning applications.	To prepare a Neighbourhood Plan for the civil parish of Ringwood but limited in scope to a few specified themes.	Deputy Town Clerk	Spent £25,282.42 (£18,000 funded from Locality grants, £3,650 additional budget agreed for SPUD youth engagement work (F/6061)). £3,167.58 unspent of original RTC budget.
PTE3	Crow Stream Maintenance	Annual recurrent	Spraying of stream banks undertaken 19/06/24, annual flail to be carried out in August and stream clearance by volunteers on 3 October. Working with various agencies and local landowners on developing wider project on holding back flood water and increasing outflow.	Annual maintenance of Crow Ditch and Stream in order to keep it flowing and alleviate flooding	Deputy Town Clerk	Budget of £1,000 funded by transfer from earmarked reserve
PTE6	Shared Space Concept - Thriving Market Place	In progress	£10,000 released by NFDC from UKSPF to undertake options appraisal/feasibility study. Project Brief agreed and HCC instructed to carry out work outlined in Brief. Next meeting of Working Group scheduled for 03/09/2024.	Concept for town centre shared space identified through work on the Neighbourhood Plan. Working in partnership with NFDC and HCC.	Deputy Town Clerk	HCC funded survey work. £10,000 grant from UKSPF (via NFDC).
	Greening Ringwood	In progress	Official launch of Phase 2 held on 20/04/2024 in Gateway Square. Numerous activities taking place. Update report on agenda.	Greening Campaign Phase 2 to run from Sept 2023 to July 2024, focussing on making space for nature; energy efficient greener homes; climate impacts on health and wellbeing; waste prevention; and cycle of the seed.		£50 signing up fee funded from General Reserve.
	Bus Shelters	In progress	HCC framework contractor has completed survey of shelters free of charge. Action Plan prepared and being worked through with intention of bringing report with recommendations to cttee in October.	Review of Council owned bus shelters.		No agreed budget
Projects being delivered by others which are monitored by the Deputy Clerk and reported to this committee:						
	Crow Lane Footpath	In progress	Developers' contributions paid to HCC to implement. Additional funds required to progress and approved by NFDC Cabinet on 02/11/2022 - report indicates delivery in 2024/25. HCC working on design.	New footpath to link Beaumont Park with Hightown Road, alongside west of Crow Lane	Hampshire CC	Developers contributions
	Railway Corner	In progress	Project supported by RTC. Planning application approved (23/11081).	Project to improve and promote historical significance of triangle of land at junction of Hightown Road and Castleman Way.	Ringwood Society	No financial implications.
	Memorial Bench for Michael Lingam-Willgoss	In progress	Consent to install bench has been granted by HCC. Legal fees covered by County Cllr Thierry. Date for installation yet to be agreed.	Provision of memorial bench in Market Place in memory of Michael Lingam-Willgoss.	Ringwood Carnival / Ringwood Rotary	No financial implications.
<b>Policy &amp; Finance Committee</b>						
PF5	Poulner Lakes Lease	On hold	Awaiting track maintenance solution - see Recreation Leisure & Open Spaces Committee item RLOS21.	Negotiating a lease from Ringwood & District Anglers' Association of the part of the site not owned by the Council	Town Clerk	Some provision for legal advice or assistance may be needed eventually.
PF11	92 Southampton Road	In progress (commenced March 2023)	Vacant possession has been recovered. Details about possible alternatives to re-letting are being obtained and will be reported to committee before any further repairs are commissioned or re-letting agreed.	Reviewing the letting of this council-owned house	Town Clerk	Rent receipts and other financial implications of any changes are unclear at present but will be considered as part of the review.

PF12	Base budget review	Commenced Feb. 2024	Inaugural meeting held on 17th April. Workstreams and lead councillors for each agreed.	A review by members and officers of the council's base (revenue) budget, probably focused on a few types of expenditure or areas of activity, to identify possible options for change and/or savings.	Finance Manager	No anticipated costs other than staff time.
<b>Recreation, Leisure &amp; Open Spaces Committee</b>						
RLOS4	Grounds department sheds replacement	In progress (Commenced design work in April 2021.)	Officers have been working with a planning consultant on project design and two rounds of pre-application planning advice have been completed. The draft planning application is being revised and will be submitted as soon as practicable.	A feasibility study into replacing the grounds maintenance team's temporary, dispersed & sub-standard workshop, garaging and storage facilities. Combined with a possible new car park for use by hirers of and visitors to the club-house.	Town Clerk	Revised capital budget of £4,000 (originally £10,000 until virement to RLOS19)
RLOS5	Cemetery development	In progress (Commenced design work in April 2021. Aiming to complete by December 2024.)	Design and funding arrangements for a memorial wall have been agreed in principle. An architect has been instructed. Only two responses to the public tender were received; both considerably in excess of the agreed budget. Officers are considering next steps but have enlarged the provision for interring cremated remains in the interim.	Planning best use of remaining space, columbarium, etc.	Town Clerk	Capital cost estimated at £37,500 will be met from a combination of earmarked reserves.
RLOS10	Waste bin replacement programme	In progress (Commenced April 2020)	The final replacements in the current programme will be installed this autumn. Future needs will then be re-assessed.	Three-year programme to replace worn-out litter and dog-waste bins	Grounds Manager	Budget of £2,000 a year.
RLOS14	Poulner Lakes waste licence	In progress	Surrender requirements and process have been investigated and discussed with Environment Agency and New Forest District Council. Consultants, ACS Testing, have been engaged to provide technical advice and support. Their reports on the recent water sampling are clear and they are preparing a surrender report.	Arranging to surrender our redundant waste licence to avoid annual renewal fees	Town Clerk	
RLOS21	Poulner Lakes track maintenance	In progress (under discussion since Jan. 2021)	NFDC has developed a concept design of an improved access on the basis that RTC will fund essential maintenance/improvements to the vehicular access element and NFDC will fund the rest. Officers are consulting the Anglers' Association about the proposal.	Devising a sustainable regime for maintaining the access tracks at Poulner Lakes to a more acceptable standard.	Town Clerk	Yet to be settled
RLOS23	North Poulner Play Area skate ramp request	In progress (commenced Mar. 2023)	A 'half-pipe' has been identified as a likely cheaper and easier option. The costs are now clearer and the funding arrangements will be discussed at the P&F meeting on 18th September.	A local resident requested provision of a 'quarter-pipe ramp' at this site and has been fund-raising for it	Deputy Town Clerk	Yet to be quantified and agreed
RLOS25	Open Spaces Management Review	Commenced September 2024	The task and finish group members met for the first time on 4th September. A list of sites with relevant information was approved and next steps agreed.	A strategic priority project to review the council's management of all its public open and green spaces	Town Clerk	Staff time only
RLOS26	Carvers Development Phase 1	Commenced Sept. 2024	Notice of award of grant from Veolia Environmental Trust received. Officers attending briefing on 17 Sept.	Replacing the tennis courts with a multi-use games area, installing a drinking-water fountain and some tree-planting and landscaping	Town Clerk	90% grant from Veolia Environmental Trust and 10% from RTC's CIL reserve

**Staffing Committee**

None

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**Proposed/Emerging Projects Update**

No.	Name	Description	Lead	Recent developments	Progress / Status Stage reached	Estimated cost	Funding sources
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**Full Council**  
None

**Planning Town & Environment Committee**

Roundabout under A31	Planting and other environmental enhancements			Area being used by National Highways for storage of materials during works to widen the A31.	Floated as possible future project		
Lynes Lane re-paving Rear of Southampton Road	Ringwood Society proposal Proposal by Ringwood Society to improve appearance from The Furlong Car Park and approaches				Floated as possible future project Floated as possible future project		
Dewey's Lane wall	Repair of historic wall			Re-build/repair options and costs are being investigated	Shelved as a TC project		
Signage Review	Review of signs requiring attention - e.g. Castleman Trailway, Pocket Park, Gateway Square	Cllr Day			Floated as possible future project		
Crow ditch	Investigate works required to improve capacity and flow of ditch alongside Crow Lane, between Hightown Road and Moortown Lane						Developers contributions

**Policy & Finance Committee**

Paperless office	Increasing efficiency of office space use	Cllr. Heron		Discussions with Town Clerk and Finance Manager			
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**Recreation, Leisure & Open Spaces Committee**

None	(Current projects expected to absorb available resources for several years)						
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**Staffing Committee**

None							
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## Closed Projects Report

No.	Name	Description	Outcome	Notes
<b>Full Council</b>				
FC2	Strategic Plan	Exploring ideas for medium term planning. Aim to have complete for start of budget-planning in Autumn 2022.	Completed in October 2022	
<b>Planning, Town &amp; Environment Committee</b>				
	Pedestrian Crossings - Christchurch Road	Informal pedestrian crossings to the north and south of roundabout at junction of Christchurch Road with Wellworthy Way (Lidl)	Completed by HCC	
	Cycleway signage and improvements	New signage and minor improvements to cycleway between Forest Gate Business Park and Hightown Road	Completed by HCC	
	Carvers footpath/cycle-way improvement	Creation of shared use path across Carvers between Southampton Road and Mansfield Road	Completed by HCC	
	Replacement Tree - Market Place	New Field Maple tree to replace tree stump in Market Place.	Completed in January 2022 by HCC	
PTE4	Climate Emergency	Funds used to support Greening Campaign, community litter-pick and Flood Action Plan leaflets.	Completed March 2023	
	A31 widening scheme	Widening of A31 westbound carriageway between Ringwood and Verwood off slip to improve traffic flow; associated town centre improvements utilising HE Designated Funds	Scheme completed by National Highways and road re-opened in November 2022.	
	SWW Water Main Diversion (associated with A31 widening scheme)	Diversion of water main that runs along the A31 westbound carriageway. Diversion route included land in RTC's ownership at The Bickerley.	Scheme completed by SWW in 2022.	
	Surfacing of Castleman Trailway	Dedication and surfacing of bridleway between old railway bridge eastwards to join existing surfacing.	Surfacing works completed by HCC early April 2022.	
	Bus Shelter Agreement	Request by ClearChannel in Nov. 2020 for RTC to licence the bus shelters in Meeting House Lane and the advertising on them. Despite various communications, we have had no contact for over a year and therefore regard the original request to be defunct.	Request not followed up by ClearChannel, therefore defunct and removed from project list October 2023.	
PTE5	Human Sundial	Work to refurbish human sundial and install surrounding benches complete. Time capsule cover stone replaced on 21/07/2023. Interpretation board with details of sundial, Jubilee Lamp etc. to be considered as part of Thriving Market Place project.	Completed.	
PTE2				
<b>Policy &amp; Finance Committee</b>				
PF1	New Council website	Arranging a new website that is more responsive, directly editable by Council staff and compliant with accessibility regulations.	Completed	
PF2	Greenways planning permission	Consideration of applying to renew planning permission for bungalow in garden previously obtained	Decided not to renew	
PF3	Detached youth outreach work	To provide youth workers for trial of detached outreach work	Transferred to Recreation Leisure & Open Spaces Committee (see RLOS20)	
PF4	Review of governance documents	A major overhaul of standing orders, financial regulations, committee terms of reference, delegated powers, etc. Routine periodic reviews will follow completion of this work.	Completed in July 2022	All governance documents will now receive routine annual reviews.
PF6	Health & Safety Management Support Re-procurement	Re-procuring specialist advice and support for discharge of health and safety duties	Completed in February 2023	
PF7	Financial Procedures Manual	Preparation of a new manual for budget managers and other staff detailing financial roles, responsibilities and procedures	Completed in September 2022	Will be updated by Finance Manager as necessary
PF8	Bickerley Legal Title	An application to remove land from the Council's title was made	Completed in October 2023	Application successfully resisted
PF9	Greenways office leases	The tenant of the first floor suite gave notice and left. The building was re-let as a whole to the tenant of the ground floor suite.	Completed in November 2022	
PF10	Councillors' Email Accounts	Providing councillors with official email accounts (and devices, if required) to facilitate compliance with data protection laws.	Completed in August 2023	
<b>Recreation, Leisure &amp; Open Spaces Committee</b>				
RLOS1	War Memorial Repair	Repair by conservation specialists with Listed Building Consent with a re-dedication ceremony after.	Completed in 2021-22	
RLOS2	Bickerley Tracks Repair	Enhanced repair of tracks to address erosion and potholes (resurfacing is ruled out by town green status) and measures to control parking.	Fresh gravel laid in 2021-22.	No structural change is feasible at present.

RLOS3	Public open spaces security	Review of public open spaces managed by the Council and implementation of measures to protect the highest priority sites from unauthorised encampments and incursions by vehicles	Completed in 2021-22	
RLOS6	Community Allotment	Special arrangement needed for community growing area at Southampton Road	Ongoing processes adapted	Agreed to adopt as informal joint venture with the tenants' association
RLOS7	Bowling Club lease	Renewal of lease that expired in April 2023.	Completed in July 2023	New lease granted for 14 years.
RLOS8	Ringwood Youth Club	Dissolution of redundant Charitable Incorporated Organisation	Completed in July 2023	Charity removed from Register of Charities
RLOS9	Aerator Repair	Major overhaul to extend life of this much-used attachment	Completed in 2021-22	
RLOS11	Ash Grove fence repair	Replacing the worn-out fence around the play area	Completed in 2021-22	
RLOS12	Van replacement	Replacing the grounds department diesel van with an electric vehicle	Suspended in 2023	Van will be replaced in accordance with Vehicle & Machinery replacement plan
RLOS13	Bickerley compensation claim	Statutory compensation claim for access and damage caused by drainage works	Completed March 2022	Settlement achieved with professional advice
RLOS15	Acorn bench at Friday's Cross	Arranging the re-painting of this bespoke art-work	Completed in 2021-22	Labour kindly supplied by Men's Shed
RLOS16	Town Safe	Possible re-paint of this important survival, part of a listed structure	Suspended indefinitely in September 2022	Complexity and cost judged disproportionate to benefit
RLOS17	Crow Arch Lane Allotments Site	The transfer to this Council (pursuant to a s.106 agreement) of a site for new allotments off Crow Arch Lane	Completed in November 2023	
RLOS18	Cemetery Records Upgrade	Creation of interactive digital cemetery map and scanning of cemetery registers as first stage in digitizing all cemetery records to facilitate remote working, greater efficiency and improved public accessibility.	Completed in 2021	Cost £5,467. Further upgrades are needed to digitize the records fully
RLOS19	Carvers Masterplan	Devising a strategic vision and plan for the future of Carvers Recreation Ground pulling together proposals for additional play equipment and other features	Completed in 2024 but subject to implementation and review	Completed within the £6,000 budget.
RLOS20	Detached youth outreach work	Trialling the provision of detached outreach work by specialist youth workers.	Completed in May 2022	
RLOS22	Bickerley parking problem	Unauthorised parking on the tracks crossing the Bickerley is causing damage and obstruction	Closed off in September 2023	Additional signage has been installed. An estimate of £5,510 to move the "dragon's teeth" was judged disproportionate to the problem.
RLOS24	Poulner Lakes circular path	HCC has funded the creation of a circular path for pedestrians and cyclists to improve accessibility and so encourage greater use	Completed in May 2024	RTC is now responsible for maintenance

## Staffing Committee

S1	HR support contract renewal	Renewal of contract for the supply to the Council of specialist human resources law and management support	Completed in 2021-22
S2	Finance Staffing Review	Reassessing staffing requirements and capacity for finance functions and re-negotiating staff terms	Completed in 2021-22