

Ringwood Town Council

Ringwood Gateway, The Furlong, Ringwood, Hampshire BH24 1AT

Tel: 01425 473883

www.ringwood.gov.uk

SUMMONS

Dear Member

25th January 2018

You are hereby summoned to attend a meeting of the Town Council at the Forest Suite, Ringwood Gateway on Wednesday 31st January 2018 at 7.00pm* or at the conclusion of the public participation session.

Mr C Wilkins
Town Clerk

PUBLIC PARTICIPATION:

*If required, the meeting will be preceded by a public participation period of up to 10 minutes at 7.00pm. Members of the public are also entitled to speak, during the meeting, on agenda items.

RECORDING (AUDIO AND/OR VIDEO) OF COUNCIL MEETINGS AND USE OF SOCIAL MEDIA

During this meeting the public are allowed to record the Committee and officers from the front of the public seating area only, providing it does not disrupt the meeting. Any items in the Exempt Part of an agenda cannot be recorded and no recording device is to be left behind. If another member of the public objects to being recorded, the person(s) recording must stop doing so until that member of the public has finished speaking. The use of social media is permitted, but all members of the public are requested to switch their mobile devices to silent for the duration of the meeting.

MOBILE PHONES

Members and the public are reminded that the use of mobile phones (other than on silent) is prohibited at Town Council and Committee meetings.

AGENDA

1. To receive Apologies for Absence
2. To receive Declarations of Interest
3. To receive a report from Sergeant Helen Mitchley, New Forest West Neighbourhood Policing Team
4. To approve as a correct record the Minutes of the Meeting held on 20th December 2017
5. To receive Minutes of Committees and approve recommendations contained therein:
Recreation, Leisure & Open Spaces DATE :- 3rd January 2018
Planning, Town & Environment DATE:- 5th January 2018
Policy & Finance DATE:- 17th January 2018

RECOMMENDATION: F/5529 Budget 2018/19 (see agenda item 6)

6. COUNCIL BUDGET AND PRECEPT 2018/19
To consider a recommendation from Policy and Finance Committee to further consider and approve the final budget and Precept 2018/19 (*P/5529 refers*) (*Report A*)
7. REPRESENTATION AT MULTI-AGENCY MEETING ABOUT STREET HOMELESSNESS, DRUGS & ALCOHOL
To consider appointing a Councillor to represent the Town Council at the proposed meeting on 9th February 2018 (*Report B*)
8. To receive such communications as the Town Mayor may desire to lay before the Council (Councillors are reminded that no decision taking may take place as a result of this item)
9. To Receive Reports from Ringwood Town Councillors
(Councillors are reminded that no decision taking may take place as a result of this item)
10. To receive Reports from County and District Councillors(Councillors are reminded that no decision taking may take place as a result of this item)
11. Forthcoming Meetings – to note the following dates:

Planning, Town & Environment	10.00am	Friday 2 nd February 2018
Recreation, Leisure & Open Spaces	7.00pm	Wednesday 7 th February 2018
Policy & Finance	7.00pm	Wednesday 21 st February 2018
Full Council	7.00pm	Wednesday 28 th February 2018

If you would like further information on any of the agenda items, please contact Mr Chris Wilkins, Town Clerk, on 01425 484720 or chris.wilkins@ringwood.gov.uk

Council Members:

Chairman: Cllr Tim Ward, Town Mayor
Vice-Chairman: Cllr Philip Day, Deputy Mayor
Cllr Andrew Briers
Cllr Hilary Edge
Cllr Christine Ford
Cllr Jeremy Heron
Cllr Darren Loose
Cllr Anne Murphy
Cllr Gloria O'Reilly
Cllr Tony Ring
Cllr Steve Rippon-Swaine
Cllr Michael Thierry
Cllr Chris Treleaven
Cllr Angela Wiseman

Student Advisors:

Katherine Grubb
Rachel Carr

FULL COUNCIL – 31st JANUARY 2018
BUDGET AND PRECEPT 2018/2019

1. INTRODUCTION

- 1.1** Policy & Finance Committee considered the draft budget for 2018/19 on the 17th January. This followed consideration by each Committee, during November and December, of their own draft budgets together with bids for new or increased expenditure. Policy and Finance Committee are now in a position to put forward a recommended budget and precept for consideration by Full Council. This report seeks approval for the proposed budget and the consequent precept.

2. BUDGET 2018 TO 2019

- 2.1** Attached for the Committee's consideration are the following documents:-

Appendix A – summary Council budget proposals 2018/19, including base budgets and revised budgets for 2017/18.

Appendix B – Provisions at 31st March 2017, movements and estimated balances at 31st March 2018 and 2019.

Appendix C – Precept Request 2018/2019

- 2.2** The draft budget has been prepared on an incremental basis with individual budgets rolled forward and adjusted for known, unavoidable changes including inflation. The most significant of these unavoidable changes include:

- ¿ Inflation. The latest inflation indices published by the ONS put the Consumer prices Index, CPI, at 3.0% whilst RPI is currently 4.1%. The new index, CPIH, which is the CPI plus housing costs, stands at 2.7%. For budget planning purposes, a default inflation rate of 2.0 % has been used, including pay costs, which adds a net £8,977 to costs.
- ¿ Employer's Pension Contributions. The County Council have increased the employer's contribution to the pension fund for both historic and future commitments. The current contribution and the fixed amount required to meet historic shortfalls will both increase adding around £4,520 to staff costs in 2018/19 with a similar increase planned for next year.
- ¿ Employee Costs. The most significant adjustment to employee costs is within the Youth Service following restructuring decisions taken during the year which have added £15,469 to the base budget. Inflation, noted above has added £7,879. There have been some compensatory savings and the net increase, including the changes to the pensions contribution, is £22,987.
- ¿ Market Stall Income. Ambitious plans built into the 2017/18 budget have not been achieved and so future receipts have been reduced by £1,488 to £3,000, in line with the likely outturn in the current year.
- ¿ Ringwood School Grounds maintenance Contract. Ringwood school have cancelled their grounds maintenance contract under which the Town Council maintained their playing fields and grounds for the annual sum of £5,300. Income budgets have been adjusted accordingly.
- ¿ The District Council have provided an updated Council Tax base for Ringwood for 2018/19. This indicates that the tax base will increase by 0.6% to 5257.3 which will generate an additional £2,831 per annum before any increase in the Council Tax is considered.

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- 2.3** The proposed budgets have then been reviewed in comparison with expenditure since 2013/14. This has highlighted a number of budgets for which the current provision, prepared, as noted above, on an incremental basis, is not in line with the normal requirements. Within this committee's own budgets, this process has released gross savings of £5,237, in areas such as office expenses, buildings maintenance and staff training. There have, however, been some modest requirements to increase the budgets for bank charges which have increased markedly and to cover the recurring costs of the HR consultancy contract which was approved last year. A further adjustment to bring in expenditure and income for both the Visitor Information sales and Town Council events has been made but these have no net impact on the budget.
- 2.4** A similar process has been applied to the other Committee budgets. This has released gross savings of £5,038 within recreation and leisure, although much of that is swallowed up by the loss of the grounds maintenance contract for Ringwood school. There has also been a declining trend in income from cricket, tennis and the Bickerly although receipts from rugby have grown and it has been necessary to increase the £500 budget for small tools purchases to £1,000. The net effect of all these changes is a small increase of £568 in the budget requirement.
- 2.5** There has been a necessary small increase in the draft budget for cemeteries to cover the above inflation increases in waste disposal. It should also be noted that whilst cemeteries income has reduced in the current year, future budget estimates have not been adjusted as predicted income is within the long term trend.
- 2.6** A further £1,300 has been removed from allotments and planning budgets following a review of historic spend and to reflect an increase in allotments income of £600.
- 2.7** The overall impact of these changes is a net increase in the budget requirement for 2018/19 of £20,787, before any additional bids are considered. This would require a transfer from the general fund of £7,548 in order to achieve a balanced budget, once the increased Council Tax base is taken into account.

3. Additional Budget Bids for 2018/19

- 3.1** The amended schedule of additional budget bids is set out below and at the foot of each Committee budget page in Appendix A. The additional bids are also summarised in the overall budget summary. The aggregate cost of all of the bids in 2018/19 is £59,885 of which £38,000 would be drawn from earmarked reserves and provisions or funded from CIL receipts. Note that the additional bids include a proposal to transfer £8,000 annually to an earmarked buildings maintenance reserve and so does not represent additional expenditure as such.
- 3.2** Recurring budget bids, totalling £11,825, are set out in table 1, below.
- 3.3** The intruder alarm monitoring is the annual revenue cost of the new alarm system which has been approved for implementation in the current year. The implementation costs of £5,000 have been added to the current year revised budget.

Table 1 - Recurring Budget Bids:

Policy & Finance:		
--Build provision for future repairs and maintenance to RTC Buildings		8,000
--Health and Safety annual management contract (approved November 2017)		2,125
	Total	10,125
Recreation & Leisure:		
--Intruder Alarm Monitoring (Approved December 2017)		1,700
	Total recurring bids	11,825

- 3.4** Non-recurring bids, totalling £48,060 are summarised in Table 2, below. The most significant of these include the replacement of a 7 year old ride-on grass mower which has reached the end of its life. Costs are provisional at this stage and quotes have been requested. No estimate has been made of the disposal or trade in value of the existing equipment. The costs may therefore be somewhat less than requested here. The machinery replacement reserve will stand at £16,300 at the end of this year (with a further £10,000 due to be transferred from the revenue account in 2018/19) and it is proposed to use these funds to offset the replacement cost.
- 3.5** It is proposed that Community Infrastructure Levy funds be used for the refurbishment of the human sundial in Market Place. The Town Council has received CiL funds of £12,047 in 2017/18. It is further proposed that the Carvers Recreation Ground improvements only proceed once further CIL funds become available.

Table 2 - Non-Recurring Budget Bids:

Policy & Finance:		
--Millennium Clock (Furlong Car Park)		1,000
--WW1 Armistice Centenary commemoration - lasting addition to r		500
--WW1 Armistice Centenary commemoration - to support a commemoration event		1,000
	Total	2,500
Less financed from reserves & provisions and CIL receipts		0
	Net new non recurring bids	2,500
Recreation & Leisure:		
--Cemetery Improvements		3,000
--Mansfield Road Verge		1,160
--Carvers Recreation Ground Imps (only CIL funds available)		10,000
--Plant & Machinery - replacement of 7 year old front deck mower		20,000
	Total	34,160
Less financed from reserves & provisions and CIL receipts		-30,000
	Net new non recurring bids	4,160
Planning & Environment :		
--Human Sundial		8,000
--Sign Painting @ Friday's Cross		400
--Neighbourhood Plan		3,000
	Total	11,400
Less financed from reserves & provisions and CIL receipts		-8,000
	Net new non recurring bids	3,400

- 3.6** Several significant projects which were planned for 2017/18 are now likely to slip into 2018/19 or cost somewhat less than originally planned. The £7,000 budgeted

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for a traffic consultant will not happen in the current year and is likely to cost no more than £4,000. The Butler's Lane footpath link will commence in January but is likely to cost no more than £2,500, a saving of £1,500. The proposal to spend £500 on cycle stands will also slip into 2018/19. The net result of these changes is that the balance on reserves at 31st March 2018 is now likely to be £452,586 of which £252,061 will be in the General Reserve.

- 3.7** Planned transfers to reserves in 2018/19 are £41,300 including the additional £8,000 for buildings repairs provision. The planned drawdown on reserves is £46,070 including the £38,000 in respect of one-off items detailed in table 2, and those items listed in paragraph 3.6, above, which will have slipped from the current year. Note that £10,000 of this is predicated on the receipt into reserves of additional CIL monies for the Carvers Recreation Ground Improvements. With no other transfers, the balance on reserves would therefore increase to £457,816 by March 2019.
- 3.8** However, the Council's net budget will be £500,487 which exceeds the current precept by £32,264. The underlying revenue budget, before any growth items are considered, is £478,602, which, in itself, would require a Council Tax increase of 1.6% to achieve a sustainable balanced budget without drawing on reserves. The recurring budget bids add a further £11,825 per annum, which adds a further 2.5% to the Council Tax requirement. The additional net impact of the one off items will require further funding of £10,060.
- 3.9** It is proposed, therefore, to increase the Council tax by 3% which will, because of the growth in the Council Tax base, increase the precept by 3.6% or £16,973 to £485,196. The remaining shortfall of £15,291 will require a transfer from the General reserve which is now predicted to be £236,770 at 31st March 2019. This represents 48.8% of the proposed precept. A full analysis of reserves and provisions is set out in Appendix B.
- 3.10** The Band D equivalent Council Tax attributable to Ringwood Town Council is currently £89.60 per annum. The proposed Council Tax increase of 3% will increase this to £92.29, an increase of £2.69 per band D property per year, or 5.2 pence per week.

4. RECOMMENDATIONS

- 4.1** Subject to any further amendments made at this meeting, **it is recommended that the Council:-**
- 4.2** Approve the budget set out in Appendix A'
- 4.3** Note the predicted balances of reserves and provisions, Appendix B and
- 4.4** Approve the Precept and consequent Council Tax set out in Appendix C.

For any further information, please contact:

Rory Fitzgerald	or	Chris Wilkins
Finance Manager		Town Clerk
Tele: 01425 484723		Tele: 01425 484720

REVISED BUDGET 2017/18 & ORIGINAL BUDGET 2018/19							
POLICY & FINANCE COMMITTEE							
Col. 1	2	3	4	5	6	7	
AC	Code CC	Description	Budget Manager	Actual 16/17 £	Original 17/18 £	Revised 17/18 £	Original 18/19 £
		EXPENDITURE-Establishment					
P004	TA101	--Window Cleaning Greenways	CW	107	0	0	0
P100	TA101	--Electricity	CW	0	0	0	0
P150	TA101	--Water	CW	51	150	50	100
P220	TA101	--Insurance Premium	CW	10,001	10,350	10,415	10,557
P553	TA101	--Health & Safety	CW	44	500	300	250
S002	TA101	--Office Equipment	CS	0	500	300	250
S006	TA101	--Furniture	CS	0	500	400	500
S010	TA101	--Books & Publications	CS	219	260	200	265
S030	TA101	--Stationery	CS	945	1,025	1,000	1,046
S031	TA101	--Photocopy/scanner	JH	2,451	2,550	2,550	2,602
S033	TA101	--File Management System	CW	0	2,500	0	0
S046	TA101	--Postage	CS	1,544	2,000	1,500	1,750
S059	TA101	--Telephone & Fax	CW	8,100	8,300	8,300	8,466
S062	TA101	--Computer Maintenance	CW	3,000	3,075	3,075	3,137
S063	TA101	--G.I.S. Mapping	CW	500	780	500	500
S066	TA101	--Web Site Maintenance	CW	960	1,015	960	1,035
S067	TA101	--Computer equipment/s-ware	CW	0	400	400	300
S074	TA101	--Subscriptions	JH	2,638	2,930	2,930	2,989
S084	TA101	--Adverts	CW	597	750	1,000	765
S212	TA101	--Bank Charges	RF	32	50	200	250
S616	TA101	--Audit	CW	3,250	2,351	2,830	2,398
T211	TA101	--Travel Expense	CW	563	1,000	750	750
S002	TA102	--Office Exps Gtwy	CW	281	2,000	1,000	500
S073	TA102	--Hospitality/Refreshments	CW	316	250	300	255
E692	TA115	Caretaker Gtwy-Rechargeable	CW	6,803	6,220	7,109	7,423
E693	TA115	Cleaning Gtwy-Rechargeable	CW	4,688	5,367	4,835	5,991
E694	TA115	Info Officers Gtwy-Rechargeable	CW	48,261	50,308	50,431	50,569
S002	TA115	Supplies Gtwy-Rechargeable	CW	1,275	500	800	510
		Total Establishment		96,626	105,632	102,135	103,157
		Maintenance					
P012	TA101	--Vandalism	CW	810	1,500	1,500	1,530
P003	TA102	--Gateway	CW	29,929	30,944	30,944	31,563
P002	TA103	--Greenways	CW	1,767	6,000	5,000	5,000
P002	TA108	--92 Southampton Road	CW	239	500	500	510
		Total Maintenance		32,745	38,944	37,944	38,603
		Employee Costs					
E690	TA181	--Allocated Office Staff	CW	98,141	104,221	96,635	108,728
E691	TA181	--Allocated Groundstaff	CW	1,035	1,105	1,106	4,055
S040	TA101	--Payroll Outsourcing	CW	932	932	941	951
E505	TA101	--Staff Training	CW	651	4,035	2,000	1,000
E120	TA101	--Eye Tests	CW	294	100	100	102
		Total Employee Costs		101,053	110,393	100,782	114,835

REVISED BUDGET 2017/18 & ORIGINAL BUDGET 2018/19						
POLICY & FINANCE COMMITTEE						
Col. 1	2	3	4	5	6	7
Code	Description	Budget Manager	Actual 16/17 £	Original 17/18 £	Revised 17/18 £	Original 18/19 £
	Members Costs					
S002	TA105 --Mayoral Regalia	CW	0	0	0	0
S040	TA105 --Election Expenses	CW	-64	0	0	0
S076	TA105 --Members Allowances	CW	5,723	6,500	5,500	6,630
S077	TA105 --Mayor's Allowance Allocated	CW	917	1,000	1,000	1,020
S078	TA105 --Mayor's Allowance Unalloc	CW	0	0	0	0
S520	TA105 --Civic Expenses	CW	1,635	1,500	1,000	1,530
S522	TA105 --Members Training	CW	250	1,140	750	500
S522	TA105 --Members Travel & Subsist	CW	0	250	150	250
	Total Members Costs		8,461	10,390	8,400	9,930
	Grants					
S080	TA101 --Discretionary grants	CW	9100	9000	9000	9,000
	Total Grants		9,100	9,000	9,000	9,000
	Other					
P593	TA101 --CCTV	CW	8,790	9,000	9,000	9,180
P594	TA101 --Car Park Clock Refurbishment	CW	0	0	230	0
S480	TA101 --Legal Fees	CW	899	1,500	1,000	1,530
S756	TA101 --Consultants Fees	CW	2,123	2,000	3,100	2,750
S753	TA108 --92 Southampton Road Agents fee	CW	1,315	1,315	1,365	1,341
S754	TA108 --92 Southampton Road	CW	0	0	0	0
S040	TA109 --Christmas Lights Instal & Stor	CW	13,366	11,000	11,000	11,220
E695	TA110 --Youth Workers	CW	26,434	30,546	46,893	46,015
S040	TA110 --Drop in Centre	CW	13,886	11,002	15,350	11,222
S040	TA111 --Millenium Clock	CW	220	250	250	255
S036	TA112 --Visitor Info Cntr - Purchases	CW	2,675	0	1,250	1,500
E696	TA112 --Visitor Information Centre	CW	2,669	4,299	4,000	4,433
S040	TA116 --Jubilee Lamp	CW	8	0	0	0
B206	TA120 --Bad Debts Write Off	RF	0	0	156	0
S084	TA124 --Ringwood Market - Advertising	CW	83	100	500	102
S002	TA125 --Support for Town Twinning	CW	184	0	0	0
S084	TA126 --Civic Events / Celebrations	CW	3,895	0	5,300	5,000
	Total Other		76,547	71,012	99,394	94,549
	Debt Charges					
C070	TA113 --Interest	RF	12,821	13,635	13,635	13,635
C080	TA113 --Loan Repaid	RF	17,336	17,911	17,911	17,911
	Total Debt Charges		30,157	31,546	31,546	31,546
	Total Revenue Expenditure		354,689	376,917	389,201	401,619
	Capital Expenditure					
C320	TA901 --Gateway Project	RF	0	0	18,749	0
C320	TA904 --The Place Youth Facility	RF	23,522	0	0	0
C384	TA903 --Computer Hardware	RF	0	0	0	0
	Total Capital Expenditure		23,522	0	18,749	0
	COMMITTEE EXPENDITURE		378,211	376,917	407,950	401,619

REVISED BUDGET 2017/18 & ORIGINAL BUDGET 2018/19						
POLICY & FINANCE COMMITTEE						
Col. 1	2	3	4	5	6	7
Code	Description	Budget Manager	Actual 16/17 £	Original 17/18 £	Revised 17/18 £	Original 18/19 £
	REVENUE INCOME					
R062 TA101	--Insurance Premium Income	CW	-277	0	-6,020	0
R063 TA101	--Interest Received	RF	-1,369	-1,200	-900	-960
R001 TA103	--Rent: Ground Floor Greenways	CW	-15,844	-16,005	-16,005	-16,325
R000 TA104	--Rent: 1st Floor Greenways	CW	-8,291	-10,643	-10,643	-10,856
R031 TA108	--Southampton Road Rent	CW	-12,600	-12,834	-12,834	-13,091
R008 TA110	--Drop-In Centre Sales	TBD	0	0	-4,500	0
R035 TA112	--VIC Sales	CW	-3,402	0	-1,500	-1,750
R061 TA115	--Recharge to NFDC	RF	-67,220	-68,735	-68,735	-68,735
R080 TA121	--Christmas Events	CW	-708	0	-2,820	0
R080 TA122	--WW1 Commemoration Grant	CW	0	0	0	0
R000 TA124	--Market Stall Income	CW	-1,410	-4,400	-3,000	-3,000
R080 TA126	--Civic Events / Celebrations	CW	-2,534	-150	-9,811	-5,000
	Total Revenue Income		-113,655	-113,967	-136,768	-119,717
	CAPITAL INCOME/FINANCE					
R555 TA114	--Trans From Unapplied Cap rec	RF	0	0	0	0
R583 TA904	--The Place Project Grant Income	RF	-20,000	0	0	0
	Total Capital Income/Finance		-20,000	0	0	0
	TOTAL COMMITTEE INCOME		-133,655	-113,967	-136,768	-119,717
	TOTAL NET EXPEND BEFORE TRANS TO/FROM PROVISIONS		244,556	262,950	271,182	281,903
	Transfer To Provisions					
M410 TA114	--Transfer To Provisions	RF	24,400	16,400	23,910	16,400
	Total Transfer To Provisions		24,400	16,400	23,910	16,400
	Transfer From Provisions					
R551 TA114	--Trans From Provs (Rev)	RF	-3,010	0	-6,479	0
R550 TA114	--Trans From Provs (Cap)	RF	-3,370	0	-18,749	0
	Total Transfer From Provisions		-6,380	0	-25,228	0
	TOTAL NET EXPENDITURE AFTER TRANS TO/FROM PROVISIONS		262,576	279,350	269,864	298,303

Non Recurring Items Included in 2017/18 Budget, deducted from 2018/19 Base Budget

	£
1. --File Management System	2,500
2. --Training - Officers	2,035
3. --Training - Members	640
4. 0	0
5. 0	0
6. 0	0
Total	5,175

Non Recurring Items for consideration for 2018/19 Budget

Priority

11. --Millennium Clock (Furlong Car Park)	1,000
12. --WW1 Armistice Centenary commemoration - lasting addition to remembrance	500
13. --WW1 Armistice Centenary commemoration - to support a commemoration eve	1,000
Less Financed from Provisions	0
Total	2,500

Recurring Items for consideration for 2018/19 Budget

21. --Build provision for future repairs and maintenance to RTC Buildings	8,000
22. --Health & Safety (approved P&F 15th November 2017)	2,125
23. 0	0
24. 0	0
Total	10,125

The Estimated Total Net Budget for 2018/19, including all new bids, will be

	£	£
Total Net Budget for 2017/18 with new bids	279,350	
Total Net Budget for 2018/19 <u>without</u> new bids		298,303
Add new bids		12,625
Total Net Budget for 2018/19 <u>with</u> new bids		310,928

**REVISED BUDGET 2017/18 & ORIGINAL BUDGET 2018/19
RECREATION LEISURE & OPEN SPACES COMMITTEE**

Col. 1	2	3	4	5	6	7
Code	Description	Budget Manager	Actual 16/17 £	Original 17/18 £	Revised 17/18 £	Original 18/19 £
	Establishment					
P100 TB101	--Electricity	KW	689	1,040	750	1,000
P210 TB101	--Cleaning mats/consumables	KW	76	150	100	100
P552 TB101	--Environmental Agency	KW	447	470	447	479
P553 TB101	--Health & Safety	KW	172	200	400	204
S012 TB101	--Protective Clothes	KW	555	835	900	852
S052 TB101	--Mobile Phones	KW	504	520	520	530
T211 TB101	--Travel Expense	KW	300	200	200	150
P150 TB229	--Water	KW	1,045	1,500	1,500	1,530
P553 TB272	--Playground Inspections	JH	250	265	250	270
T022 TB280	--Fuel	KW	5,766	6,300	6,300	6,000
	Total Establishment		9,804	11,480	11,367	11,116
	Maintenance					
S042 TB201	--Bickerley Toilets	KW	93	0	0	0
P002 TB202	--Buildings	KW	2,191	1,250	6,000	1,275
P002 TB203	--Carvers Pavilion maintenance	KW	16	0	250	0
P550 TB204	--Grounds - Carvers	KW	169	2,050	1,500	2,000
P006 TB207	--Maint in Closed Churchyard	KW	200	2,050	2,000	1,000
P002 TB208	--Dr. Littles Garden	KW	0	0	0	0
P002 TB213	--Long Lane Mtn	KW	381	2,665	2,000	2,000
P002 TB217	--The Bickerley/Pocket Park	KW	59	0	0	0
P006 TB229	--Grounds - Other	KW	2,895	3,800	3,800	4,000
P542 TB229	--Fencing	KW	81	1,000	1,000	1,020
P545 TB229	--Tree Safety Work	KW	1,960	4,000	3,000	3,000
P546 TB229	--Tree Safety Consultant	KW	0	400	400	408
P006 TB254	--Rodent Control	KW	212	200	300	300
P550 TB255	--St Furn paint	KW	47	200	200	204
P002 TB271	--Ash Grove Play Area	KW	75	0	250	0
P002 TB272	--Play Areas	KW	332	1,000	1,000	1,500
	Total Maintenance		8,711	18,615	21,700	16,707
	Machinery					
S002 TB280	--Small Tools Purchase	KW	661	522	7,000	1,000
T010 TB280	--Machine Maintenance	KW	7,122	8,250	6,000	7,000
T100 TB280	--Machine Purch	KW	37,621	0	0	0
T110 TB280	--Hiring Costs	KW	0	200	100	204
T010 TB281	--tipper truck service/maint	KW	633	0	1,250	1,300
	Total Machinery Costs		46,037	8,972	14,350	9,504
	Employee Costs					
E310 TB101	--Staff Recruitment	CW	0	0	0	0
E505 TB101	--Staff Training	CW	2,621	3,410	2,000	1,600
E690 TB181	--Office Staff Allocated Costs	CW	32,601	34,905	32,365	36,353
E691 TB181	--Groundstaff Allocated Costs	CW	90,396	94,043	94,155	94,251
	Total Employee Costs		125,618	132,358	128,520	132,204

**REVISED BUDGET 2017/18 & ORIGINAL BUDGET 2018/19
RECREATION LEISURE & OPEN SPACES COMMITTEE**

Col. 1	2	3	4	5	6	7
Code	Description	Budget Manager	Actual 16/17 £	Original 17/18 £	Revised 17/18 £	Original 18/19 £
S002 TB253	Planters --Planters For Floral Displays	KW	205	500	250	510
	Total Planters		205	500	250	510
	Activities Expenses					
P006 TB204	--Cricket	KW	0	500	400	510
P103 TB204	--Floodlighting	KW	0	0	0	0
P006 TB205	--Tennis Courts	KW	0	300	300	306
P006 TB219	--Poulner School Expenses	KW	0	500	500	510
P006 TB221	--Football	KW	1,765	1,500	2,000	1,530
P006 TB225	--Ringwood School Expenses	KW	0	470	400	0
P006 TB228	--Rugby	KW	0	100	100	102
P007 TB251	--Roundabout Flower Beds	KW	680	2,700	3,000	2,754
P006 TB251	--Flower Beds	KW	704	700	700	714
P002 TB274	--Skate Park Expenses	KW	124	250	0	100
S040 TB302	--Young Childrens' Entertain	TBD	1,270	2,000	2,000	2,040
	Total Activities Expenses		4,543	9,020	9,400	8,566
	Other					
P006 TB256	--Dog Waste Collection	KW	820	900	900	918
S380 TB256	--Dog Waste Bins	KW	198	250	250	255
P002 TB257	--Travellers	KW	0	0	0	0
	Total Other		1,018	1,150	1,150	1,173
	Total Revenue Expenditure		195,936	182,095	186,737	179,780
	Capital Expenditure					
C320/321 TB902 0 0	--Skatepark development	CW	6,570	0	0	0
			0	0	0	0
	Total Capital Expenditure		6,570	0	0	0
	COMMITTEE EXPENDITURE		202,506	182,095	186,737	179,780

**REVISED BUDGET 2017/18 & ORIGINAL BUDGET 2018/19
RECREATION LEISURE & OPEN SPACES COMMITTEE**

Col. 1	2	3	4	5	6	7
Code	Description	Budget Manager	Actual 16/17 £	Original 17/18 £	Revised 17/18 £	Original 18/19 £
	REVENUE INCOME					
R028	TB101 --Wayleaves	RF	-91	-10	-100	-90
R026	TB201 --The Bickerley	RF	-328	-1,252	-500	-300
R018	TB204 --Carvers	RF	-2,626	-1,300	-3,500	-3,000
R019	TB204 --Cricket	RF	-1,885	-2,700	-2,000	-2,000
R021	TB204 --Floodlighting	RF	0	0	0	0
R025	TB204 --Tennis	RF	-176	-475	-400	-200
R027	TB206 --Castleman Trail	RF	-790	-835	-683	-700
R011	TB219 --Poulner Junior School	RF	-12,325	-14,608	-14,608	-13,500
R029	TB220 --Poulner Infant School	RF	-2,050	0	-1,500	-1,500
R022	TB221 --Football	RF	-6,811	-6,150	-6,150	-6,750
R012	TB225 --Ringwood School	RF	-5,650	-5,217	-4,000	0
R013	TB226 --Ringwood Junior School	RF	-624	-600	-600	-612
R017	TB227 --Bowling	RF	-1,243	-1,500	-1,500	-1,530
R023	TB228 --Rugby	RF	-2,017	-750	-2,000	-2,000
R014	TB251 --Roundabouts Flower Beds	RF	-2,536	-2,439	-2,000	-2,488
R040	TB229 --Grounds - Other Income	RF	-1,180	0	-25	-200
	Total Revenue Income		-40,332	-37,836	-39,566	-34,869
	CAPITAL INCOME/FINANCE					
R583	TB114 --Capital Grants	RF	0	0	0	0
	Total Capital Income/Finance		0	0	0	0
	TOTAL COMMITTEE INCOME		-40,332	-37,836	-39,566	-34,869
	TOTAL NET EXPEND BEFORE TRANS TO/FROM PROVISIONS		162,174	144,259	147,171	144,911
	Transfer To Provisions					
M410	TB114 --Machinery	RF	14,000	10,000	10,000	10,000
	--War memorial		0	0	1,500	0
S002	TB114 --Play Equipment	RF	6,900	6,900	6,900	6,900
	Total Transfers To Provisions		20,900	16,900	18,400	16,900
	Transfer From Provisions					
R551	TB114 --Transfer from Provisions (rev)	RF	-35,270	0	0	0
R550	TB114 --Transfer from Provisions (cap)	RF	-3,745	0	0	0
R552	TB114 --Transfer from Devlprs contrib (rev)	RF	-8,910	-2,340	-2,340	-2,340
	Total Transfers From Provisions		-47,925	-2,340	-2,340	-2,340
	TOTAL NET EXPENDITURE AFTER TRANS TO/FROM PROVISIONS		135,149	158,819	163,231	159,471

**REVISED BUDGET 2017/18 & ORIGINAL BUDGET 2018/19
RECREATION LEISURE & OPEN SPACES COMMITTEE**

Non Recurring Items Included in 2016/17 Budget, deducted from 2017/18 Budget

		£	
1. --Training		1,810	
1. 0		0	
Net Total		1,810	
Less financed from provisions		0	
Net non recurring bids		1,810	

Non Recurring Items for consideration for 2017/18 Budget

			Priority
11 --Cemetery Improvements		3,000	1
12 --Mansfield Road Verge		1,160	2
13 --Carvers Recreation Ground Improvements		10,000	3
14 --Plant & Machinery - replacement of 7 year old front deck mower		20,000	4
15 --Long Lane Sports Field (to be financed by developer's contributions NFDC)		0	5
16 0		0	6
17 0		0	7
Total		34,160	
Less financed from provisions		-30,000	
Net new non recurring bids		4,160	

Recurring Items for consideration for 2017/18 Budget

21 --Intruder alarm monitoring (approved December 2017,) annual revenue consequence	1,700	
Total	1,700	

REVISED BUDGET 2017/18 & ORIGINAL BUDGET 2018/19

CEMETERY

Col. 1	2	3	4	5	6	7
Code	Description	Budget Manager	Actual 16/17 £	Original 17/18 £	Revised 17/18 £	Original 18/19 £
Establishment						
P100 TB401	--Electricity	KW	587	445	445	454
P150 TB401	--Water	KW	150	200	200	204
P155 TB401	--Sewerage Expenses	KW	0	150	150	153
P210 TB401	--Cleaning materials	KW	156	100	100	102
P556 TB401	--Business Rates	CW	3,533	4,008	4,008	4,088
S059 TB401	--Telephone	KW	246	200	200	204
Total Establishment			4,672	5,103	5,103	5,205
Maintenance						
P006 TB421	--Buildings	KW	1,717	1,500	1,500	510
P545 TB422	--Trees & Tree Planting Prog	KW	350	1,000	500	1,020
P547 TB422	--Memorial Safety	KW	0	500	250	510
S040 TB422	--Grounds	KW	2,005	1,000	750	1,020
P550 TB423	--War Graves Maintenance	KW	0	800	600	816
S040 TB424	--Columbarium	KW	0	0	0	0
S040 TB425	--Refuse Collection	KW	2,626	1,250	1,500	1,500
Total Maintenance			6,698	6,050	5,100	5,376
Employee Costs						
E690 TB481	--Allocated Office Staff	CW	9,895	10,667	9,891	8,853
E691 TB481	--Allocated Groundstaff	CW	22,630	24,090	24,119	24,527
Total Employee Costs			32,525	34,757	34,010	33,380
TOTAL EXPENDITURE			43,895	45,910	44,213	43,961
INCOME						
R050 TB401	--Burials	CW	-30,174	-20,000	-18,000	-20,400
R051 TB401	--Purchase of Plots	CW	-13,755	-13,000	-11,000	-13,260
R052 TB401	--Grave Maintenance	CW	-253	-175	-350	-179
R053 TB401	--Legacy	CW	-106	-100	-100	-102
R054 TB401	--Memorials	CW	-14,290	-10,000	-13,000	-10,200
R056 TB401	--War Graves	CW	-832	-822	-822	-838
R054 TB422	--Memorial Benches	CW	-1,931	-1,000	-500	-1,020
TOTAL INCOME			-61,341	-45,097	-43,772	-45,999
TOTAL NET EXPEND BEFORE TRANS TO/FROM PROVISIONS			-17,446	813	441	-2,038
M410 TB414	Transfer To Provisions --Memorials Provision	RF	0	0	0	0
R551 TB414	Transfer From Provisions --Transfer from Provisions (rev)	RF	0	0	0	0
R486 TB414	--Transfer from Reserve (Maint)	RF	-230	-230	-230	-230
Total Transfers From Provisions			-230	-230	-230	-230
TOTAL NET EXPENDITURE AFTER TRANS TO/FROM PROVISIONS			-17,676	583	211	-2,268

Non Recurring Items Included in 2017/18 Budget, deducted from 2018/19 Budget

	£
--Installation of improved CCTV @ Ringwood Cemetery	1,000
Total	1,000

**REVISED BUDGET 2017/18 & ORIGINAL BUDGET 2018/19
ALLOTMENTS**

Col. 1	2	3	4	5	6	7
Code	Description	Budget Manager	Actual 16/17 £	Original 17/18 £	Revised 17/18 £	Original 18/19 £
P150 TB501	EXPENDITURE Establishment --Water	KW	823	1,100	1,000	1,000
	Total Establishment		823	1,100	1,000	1,000
	Maintenance					
S100 TB510	--Allotments Maintenance	KW	80	500	500	400
P420 TB510	--Pest Control	KW	466	800	800	816
	Total Maintenance		546	1,300	1,300	1,216
	Employee Costs					
E690 TB501	--Allocated Office Staff	CW	10,663	11,231	10,414	8,352
E691 TB501	--Allocated Groundstaff	CW	1,166	1,219	1,220	1,255
	Total Employee Costs		11,829	12,450	11,634	9,608
	Other					
S043 TB501	--Competition	CS	230	230	230	235
	Total Other		230	230	230	235
	TOTAL EXPENDITURE		13,428	15,080	14,164	12,058
	INCOME					
R070 TB501	--Allotment Rents	CW	-4,438	-4,400	-4,900	-5,100
	TOTAL INCOME		-4,438	-4,400	-4,900	-5,100
	TOTAL NET EXPENDITURE		8,990	10,680	9,264	6,958

**REVISED BUDGET 2017/18 & ORIGINAL BUDGET 2018/19
PLANNING, TOWN & ENVIRONMENT**

Col. 1	2	3	4	5	6	7
Code	Description	Budget Manager	Actual 16/17 £	Original 17/18 £	Revised 17/18 £	Original 18/19 £
	EXPENDITURE					
	Maintenance					
S040 TC110	--Built Environment-Furniture	JH	0	500	400	300
P006 TC122	--Bus Shelters	JH	18	600	600	400
P100 TC111	--Carvers Street Lighting	JH	525	525	525	536
P101 TC111	--Lighting Strides Ln to Bickerley	JH	0	0	0	0
S040 TC903	--Crow Lane Maintenance	JH	1,890	1,000	1,000	1,020
S002 TC117	--Sandbags	JH	0	0	0	0
	Total Maintenance		2,433	2,625	2,525	2,256
	Employee Costs					
E690 TC181	--Allocated Office Staff	CW	14,530	15,743	14,597	16,145
	Total Employee Costs		14,530	15,743	14,597	16,145
	Total Revenue Expenditure		16,963	18,368	17,122	18,401
	Capital Expenditure					
C320 0	--Butler's Lane Footpath improvement	JH	0	4,000	2,500	0
	Total Capital Schemes		0	4,000	2,500	0
	TOTAL EXPENDITURE		16,963	22,368	19,622	18,401
	INCOME/FINANCE					
R080 TC101	--Grants Received	JH	-1,000	-1,000	-1,100	-1,110
	TOTAL INCOME		-1,000	-1,000	-1,100	-1,110
	TOTAL NET EXPEND BEFORE TRANS TO/FROM PROVISIONS		15,963	21,368	18,522	17,291
	Transfer To Provisions					
R551 TC114	--Transfer To Provisions	RF	0	0	0	0
	Total Transfer To Provisions		0	0	0	0
	Transfer From Provisions					
R551 TC114	--Transfer from Provisions (cap)	RF	-1,000	0	0	0
R561 TC114	--Transfer from Provisions (revp)	RF	0	0	0	0
R552 TC114	--Transfer from Dev Cont	RF	0	-1,000	-1,000	-1,000
	Total Transfer From Provisions		-1,000	-1,000	-1,000	-1,000
	TOTAL NET EXPENDITURE AFTER TRANS TO/FROM PROVISIONS		14,963	20,368	17,522	16,291

Non Recurring Items Included in 2016/17 Budget, deducted from 2017/18 Budget

1. Traffic Consultant	7,000
Cyce Stands (costs to be determined)	500
Butler's Lane Footpath Link	4,000
Less financed from provisions	
	11,500

Non Recurring Items for consideration for 2017/18 Budget

		Priority
12 --Human Sundial	8,000	1
13 --Sign Painting @ Friday's Cross	400	2
14 --Neighbourhood Plan	3,000	3
15 0	0	
Less financed from provisions	-8,000	
Net Non Recurring Bids	3,400	

Recurring Items for consideration for 2017/18 Budget

0	0
Less financed from provisions	0
Net Recurring Bids	0

**REVISED BUDGET 2017/18 & ORIGINAL BUDGET 2018/19
AND PRECEPT SUMMARY (Including New Bids)**

Col. 1	2	3	4
Description	Original 17/18 £	Revised 17/18 £	Original 18/19 £
REVENUE	376,917	389,201	401,619
EXPEND.	182,095	186,737	179,780
POLICY & FINANCE COM.	45,910	44,213	43,961
RECREATION, LEIS & O/S	15,080	14,164	12,058
CEMETERY	25,868	21,622	18,401
ALLOTMENTS			
PLANNING, TOWN & ENVIR.			
TOTAL REVENUE EXPENDITURE	645,870	655,937	655,820
CAPITAL	0	18,749	0
EXPEND.	0	0	0
POLICY & FIN COM.-CAP EXP	4,000	2,500	0
REC, LEIS & O/S-CAP EXP			
PLAN, TOWN & ENV.-CAP EXP			
TOTAL CAPITAL EXPENDITURE	4,000	21,249	0
TOTAL EXPENDITURE	649,870	677,186	655,820
REVENUE	-113,967	-136,768	-119,870
INCOME	-37,836	-39,566	-34,869
POLICY & FINANCE COM.	-45,097	-43,772	-45,999
RECREATION, LEIS & O/S	-4,400	-4,900	-5,100
CEMETERY	-1,000	-1,100	-1,110
ALLOTMENTS			
PLANNING, TOWN & ENVIR.			
TOTAL REVENUE INCOME	-202,300	-226,106	-206,948
CAPITAL	0	0	0
FINANCE	0	0	0
POLICY & FIN COM.-CAP EXP	0	0	0
REC, LEIS & O/S-CAP EXP	0	0	0
PLAN, TOWN & ENV.-CAP EXP	0	0	0
TOTAL CAPITAL FINANCE	0	0	0
TOTAL INCOME & FINANCE	-202,300	-226,106	-206,948
Less reduction in budget	0	0	0
NET EXPENDITURE BEFORE TRANSFERS	447,570	451,080	448,872
ADD TRANSFERS TO PROVISIONS			
POLICY & FINANCE COM.	16,400	23,910	16,400
RECREATION, LEIS & O/S	16,900	18,400	16,900
CEMETERY	0	0	0
PLANNING, TOWN & ENVIR.	0	0	0
TOTAL TRANSFERS TO PROVISIONS	33,300	42,310	33,300
LESS TRANSFERS FROM PROVISIONS			
POLICY & FINANCE COM.	0	-25,228	0
RECREATION, LEIS & O/S	-2,340	-2,340	-2,340
CEMETERY	-230	-230	-230
PLANNING, TOWN & ENVIR.	-1,000	-1,000	-1,000
TOTAL TRANSFERS FROM PROVISIONS	-3,570	-28,798	-3,570
BUDGET REQUIRE BEFORE NEW BIDS	477,300	464,592	478,602
Add recurring bids for 2018/19			
Policy & Finance			2,125
Recreation, Leis & O/S			1,700
Planning, Town & Env			0
Add non-recurring bids for 2018/19			
Policy & Finance			2,500
Recreation, Leis & O/S			34,160
Planning, Town & Env			11,400
			8,000
Less transfers from provisions			-38,000
SUB TOTAL NET NEW BIDS			21,885
COUNCIL'S NET BUDGET	477,300	464,592	500,487
Additional Transfers from(-) or to Provisions	0	0	0
Transfers from(-) or to General Reserve	-9,077	3,631	-15,291
COUNCIL'S PRECEPT BEFORE GRANTS	468,223	468,223	485,196
To be met from Identifiable Grant from NFDC	0	0	0
To be met from Transitional Grant from NFDC	0	0	0
COUNCIL TAX PAYERS IN RINGWOOD	468,223	468,223	485,196

COUNCIL TAX LEVELS FOR 2015/16, 2016/17, 2017/18 & 2018/19

	2015/16	2016/17	2017/18	2018/19	Per Year	Per month
Council Precept before Grant	468,593	462,992	468,223	485,196		
Council Tax Base	5,096.7	5,146.6	5,225.7	5,257.3		
Council Tax Per Band D Dwelling before grants	91.94	89.96	89.60	92.29	£2.69	0.22
Grant	-3.92	-1.94	0.00	0.00	£0.00	0.00
Council Tax Per Band D Dwelling after grants	88.02	88.02	89.60	92.29	£2.69	0.22

RESERVES AND PROVISIONS - MOVEMENT & ESTIMATED BALANCES													
1st April 2017 to 31st March 2019													
	Actual	Planned Transfers 2017/18:					Est.	Planned Transfers 2018/19:					Est.
	Bal	from	to	Cash	between	to General	Bal	from	to	Cash	between	to General	Bal
	01/04/17	Revenue	Revenue	Receipts	provisions	Reserve	31/03/18	Revenue	Revenue	Receipts	provisions	Reserve	31/03/19
	£	£	£	£	£	£	£	£	£	£	£	£	£
RESERVES													
General Reserve	252,930	3,631	0		-4,500		252,061	0	-15,291				236,770
Programme slippage 17/18 to 18/19	0				4,500		4,500		-4,500				0
Dev Cont inc CIL	11,364		-3,340	12,047			20,071		-21,340	10,000			8,731
Cemetery Maintenance	2,130		-230				1,900		-230				1,670
Capital Receipts	13,125						13,125						13,125
Grants Unapplied	1,755						1,755						1,755
Total Reserves	281,304	3,631	-3,570	12,047	0	0	293,412	0	-41,361	10,000	0	0	262,051
PROVISIONS													
I.T. & Equipment	26,400	7,000					33,400	4,500					37,900
Repairs To Paths (Roots)	1,600						1,600						1,600
Gateway	34,000	4,000	-18,749				19,251	4,000					23,251
Maint in closed churchyard	4,800						4,800						4,800
Wall For Ashes	0						0						0
Elections	12,221	2,900	-6,479				8,642	2,900					11,542
Machinery	6,100	10,000		200			16,300	10,000	-20,000				6,300
Play Equip	31,251	6,900					38,151	6,900					45,051
Memorials	1,500	1,500					3,000						3,000
Christmas Lights	397						397						397
Festival	3,000						3,000						3,000
Grants	2,750						2,750						2,750
Capital Fund	3,744						3,744						3,744
Poulner Lakes	500						500						500
Built Environment	1,375						1,375						1,375
Armed Forces Day	704						704						704
The Place Future Development	11,551	5,000					16,551	5,000					21,551
Ringwood Events	0	5,010					5,010						5,010
Greenways/Southampton rd bdg rsv	0						0	8,000					8,000
Diamond Jubilee	0						0						0
Total Provisions	141,892	42,310	-25,228	200	0	0	159,174	41,300	-20,000	0	0	0	180,474
TOTALS	423,196	45,941	-28,798	12,247	0	0	452,586	41,300	-61,361	10,000	0	0	442,525
Earmarked Reserves	170,266	42,310	-28,798	12,247	4,500	0	200,525	41,300	-46,070	10,000	0	0	205,755
General Reserve	252,930	3,631	0	0	-4,500	0	252,061	0	-15,291	0	0	0	236,770
Total Reserves	423,196	45,941	-28,798	12,247	0	0	452,586	41,300	-61,361	10,000	0	0	442,525

PRECEPT REQUEST FOR RINGWOOD TOWN COUNCIL**PRECEPT 2018/19**

Please complete the highlighted cells in table A and B (if appropriate), and return the form **SIGNED and DATED** to Julie Dunsdon in Accountancy, not later than the 15 January 2018.

TABLE A: Amount required by Town / Parish Council in 2018/19 (to the nearest £).

	Council Tax Requirement (Note 1)	Tax Base	Council Tax Per Band D (Note 2)
	£	Properties	£
2017/18	468,223	5,225.70	89.60
2018/19	485,196	5,257.30	92.29
Variation (Increase + / Decrease -)	16,973	31.60	2.69

Signed: _____

Date: _____

Notes:

1. This is the total amount you will receive from the Council, in two instalments.
2. Once you have completed the highlighted cell, your Band D Council Tax level for 2018/19 will be shown in the last column.

TABLE B: Analysis of Income and Expenditure - For completion by Authorities precepting over £100,000 only.

2017/18				2018/19		
Gross Expend £	Income £	Net Expend £		Gross Expend £	Income £	Net Expend £
29,867	-1,000	28,867	Planning & Economic Development	29,801	-1,110	28,691
243,883	-87,333	156,550	Recreation & Tourism	271,659	-85,968	185,691
		0	Housing	0	0	0
379,224	-113,967	265,257	Other Services	406,244	-119,870	286,374
33,300	-3,570	29,730	Contribution to Funds	41,300	-41,570	-270
	-12,181	-12,181	Transfers from/to balances		-15,290	-15,290
686,274	-218,051	468,223	Council Tax Requirement (Precept)	749,004	-263,808	485,196

TOWN COUNCIL**31st January 2018****Representation at Multi-Agency Meeting about Street Homelessness, Drugs & Alcohol****1. Introduction and reason why decision required**

Churches Together in Ringwood has organized and will chair a multi-agency meeting to co-ordinate action on the related issues of street homelessness and drug and alcohol abuse, for Thursday 8th February, between 4 and 6.30pm in the Forest Suite. The Town Council is invited to appoint a councillor to represent it (the Town Clerk and the Manager of The Place have been invited to attend also).

2. Background information, options, impact assessment and risks

The purpose of the meeting is to bring together agencies that can provide technical information and/or resources to address the issues. Participating organisations will be expected to share their particular experiences of the issues, detail the resources they can contribute toward solutions and consider how all can work together to make the best use of those resources. It will not therefore be a public meeting.

The representative appointed should be prepared to offer guidance on the support and resources which the Town Council can contribute.

New Forest District Council and Hampshire County Council have both been invited to send elected members and relevant officers. It has therefore been suggested that the Town Council's representative should not also be a District or County Councillor.

There is no suggestion at this stage that the Town Council make any financial contribution or fund any additional services. The key issues are likely to be:

- ¿ Use of Town Council staff time;
- ¿ Use of Town Council premises; and
- ¿ Town Council policy towards activities (camping, rough sleeping, drinking, begging, etc.) on Town Council owned land and other public spaces.

3. Issues for decision and any recommendations

Whether to appoint a councillor to represent the Town Council at the proposed meeting and, if so, whom. (RECOMMENDATION: Members are respectfully recommended to appoint a councillor of their choice as such representative.)

For further information, contact:
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Email: chris.wilkins@ringwood.gov.uk