Ringwood Town Council

Ringwood Gateway, The Furlong, Ringwood, Hampshire BH24 1AT
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www.ringwood.gov.uk

RECREATION, LEISURE & OPEN SPACES COMMITTEE

Dear Member 26th November 2026

A meeting of the above Committee will be held on **Wednesday 2nd December 2026** at 7.00pm in the Forest Suite, Ringwood Gateway and your attendance is requested.



Mrs C Bennett
Town Clerk

AGENDA

	Time estimate
1. PUBLIC PARTICIPATION There will be an opportunity for public participation at the start of the meeting	Up to 15 minutes
2. APOLOGIES FOR ABSENCE	1 minute
3. DECLARATIONS OF INTEREST	1 minute
4. MINUTES OF THE PREVIOUS MEETING To approve as a correct record the minutes of the meetings held on 4th November 2026	1 minute
5. GROUNDS FACILITIES PROJECT SUB-COMMITTEE To receive the notes of the meeting on 18th November 2026 (*Report A*)	5 minutes
6. CARVERS PLAY AREA REFURBISHMENT To consider the Grounds Manager's report and consider approving release of funds from the Play Equipment Reserve (*Report B)*	5 minutes
7. FIRE DOORS CLOSURES AND FIRE DOOR REPLACEMENT To consider the Town Clerk's report (*Report C*)	5 minutes
8. TREE MANAGEMENT BUDGETS To consider the Grounds Manager's report (*Report D*)	10 minutes
9. VEHICLE AND MACHINERY REPLACMENT AND MAINTENANCE 2027/28 To consider the report and issues for decision therein (*Report E*)	10 minutes
10. CARVERS CLUBHOUSE DEEP DIVE FINDINGS AND NEXT STEPS To consider the Town Clerk's report (*Report F)*	10 minutes

	Time estimate
11. REVISED COMMITTEE BUDGET 2026/27 AND DRAFT BUDGET 2027/28 To consider the Town Clerk's report and issues for decision therein (*Report G)*	15 minutes
12. CEMETERY EXTENSION – DRAINAGE INVESTIGATION To consider the report (*Report H)*	10 minutes
13. PROJECTS (current and proposed) To consider the officers' report (*Report I*), receive any verbal updates and agree next steps where necessary	5 minutes
14. COMMUNICATIONS Members to decide on items requiring publicity and to confirm a spokesperson if required.	5 minutes

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

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

Officers
Charmaine Bennett, Town Clerk
Nicola Vodden, Office Manager

Copied by e-mail to other Members for information

A

Grounds Facilities Project Sub-Committee
NOTES OF MEETING – 18 November 2026, 6.15pm

Present:

- Cllr Andy Briers
- Cllr Philip Day
- Cllr Rae Frederick
- Cllr Janet Georgiou
- Cllr Peter Kelleher (from 6.30pm)
- Charmaine Bennett, Town Clerk

1. Election of Chair

It was noted that a Chair of the Sub-Committee had not previously been appointed. Cllr Andy Briers was nominated and duly elected Chair.

2. Notes of previous meeting

The notes of the informal project meeting held on 21 October 2026 had been circulated previously.

3. Review of actions from previous meeting

The Sub-Committee reviewed progress against the actions agreed at the previous meeting.

The Town Clerk had prepared and circulated a briefing note to architectural practices, outlining the current position of the Grounds Facilities Project and seeking initial professional advice on progressing the scheme from planning permission towards detailed design and construction.

The brief sought information on the services available, the professional and specialist input likely to be required, proposed fee arrangements and the approach to managing the next stage of the project.

4. Progress since the last meeting

Members considered the responses received from the architectural practices approached.

Following discussion, it was agreed that Symonds & Sampson should not be taken forward for further consideration, as we assume that any architecture work would need to be subcontracted out. Members considered that appointing a practice able to provide architectural design services directly would be preferable.

Of the remaining practices, members expressed a preference for Williams Lester. However, it was agreed that Simpson Hilder should be allowed a further few days to respond before a final selection was made.

It was also suggested that the Town Clerk meet with the shortlisted practices to discuss their proposed approach, clarify the services they could provide and assess their suitability for the project, including the likely working relationship with the Council.

5. Recommendations and next steps

It was agreed that Simpson Hilder should be given a short further opportunity to submit its response.

Subject to consideration of that response and any further discussions with the practices, members indicated a preference for Williams Lester to assist the Council in progressing the project to its next stage.

It was agreed that the final selection of a preferred practice should be delegated to the Town Clerk, in consultation with the Chair of the Sub-Committee, taking account of the information received and any subsequent discussions.

The initial professional input would be intended to establish the scope, requirements and approach for progressing the planning-approved scheme towards detailed design and construction. This would not constitute approval to proceed with the construction works.

6. Date of next meeting

To be arranged as required, following progress on the selection of an architectural practice and receipt of further professional advice.

Ringwood
Town Council

COMMITTEE REPORT

Report title	Carvers Play Area Refurbishment - Release of Funds from Play Equipment Reserve
Committee	Recreation, Leisure and Open Spaces
Date	2 December 2026
Report author	Grounds Manager

Decision Summary

Purpose	To approve the release of £5,049.92 from the Play Equipment Reserve to fund refurbishment works at Carvers Play Area.
Decision type	To approve
Financial impact	Release of funds from earmarked reserve
Budget provision	Earmarked reserve
Confidential / exempt	No

1. Introduction and reason for report

1.1 To consider a programme of refurbishment works at Carvers Play Area and approve funding from the Play Equipment Reserve to enable the works to be undertaken.

2. Background Information

2.1 Regular operational and safety inspections of the play area have identified a number of items requiring repair, refurbishment or replacement in order to maintain the safety, condition and usability of the facility.

2.2 Quotations have been sought for the necessary works. However, it proved difficult to obtain comparable quotations covering all of the required elements of the project. Not all contractors were able to provide prices for the full scope of works identified.

2.3 The proposed programme of works comprises:

- Repair of the roundabout bearings that have been damaged and worn.
- Replacement to damaged rope handle with a new LEDON handle and clamp.
- Remove the existing sharp rusted metal seats from within the teen shelter. Supply and cut Playgrade Buffalo Board to suit the existing seat dimensions.

- Installation of in-ground trampoline. This is to replace t to replace broken and boarded up trampoline.
- Replace loose springer baseplate. This involves cutting back and reinstating the surrounding safety surfacing.

2.4 Having considered the quotations received, it is recommended that the Council appoint the contractor able to undertake the complete package of required works. This approach will ensure all identified improvements can be delivered through a single contractor, reducing administrative complexity and avoiding the need to procure and manage multiple separate contracts. The works are expected to be completed over a two-day period and will not require closure of the play area, as the contractor will fence off individual items of equipment whilst works are undertaken. The total cost of the recommended works is £5,049.92.

3. Financial Implications

3.1 The cost of the proposed works is £5,049.92, to be funded from the Play Equipment Reserve.

3.2 The reserve stood at £22,752 at the beginning of the current financial year. The proposed expenditure represents approximately 22% of that opening balance and is therefore within the Committee's delegated authority to authorise the use of earmarked reserves, provided no more than 50% of the reserve balance at the start of the financial year is used. The financial impact is mitigated by the Council's established reserve strategy, under which £20,000 will be added to the reserve at the end of the current financial year to support future replacement and refurbishment of play equipment.

4. Issue for Decision and Recommendations

It is recommended that:

1. The release of £5,049.92 from the Play Equipment Reserve to fund the refurbishment works at Carvers Play Area be approved; and
2. The appointment of Infinity Playgrounds to undertake the works be authorised.

Ringwood
Town Council

COMMITTEE REPORT

Report title	Fire Door Closers and Fire Door Replacement – Carvers Clubhouse
Committee	Recreation, Leisure and Open Spaces
Date	2 December 2026
Report author	Charmaine Bennett, Town Clerk

Decision Summary

Purpose	To seek approval for the replacement of seven fire door closers and one FD30 glazed fire door at Carvers Recreation Ground in order to address fire safety and compliance concerns.
Decision type	To approve
Financial impact	£2160 plus VAT
Budget provision	Earmarked reserve
Confidential / exempt	No-

1. Introduction and reason for report

This report seeks approval for urgent works to improve the performance and compliance of fire doors at Carvers Recreation Ground.

Several fire doors are not consistently self-closing correctly. As these doors form part of the building's fire protection measures, this represents a health and safety concern that should be addressed as soon as practicable. Approval is therefore sought at this meeting to enable the works to be arranged and completed ASAP.

2. Background Information

Two quotations have been obtained for the necessary works. The lower quotation (£1,070) would retain the existing door closers and address issues with the fixing arrangements by fitting timber blocks and refixing the closer arms. The higher quotation (£2,160 plus VAT) includes:

- Replacement of all seven door closers with Arrone AR3500 units.
- Relocation of closer fixings directly into the door frames.
- Replacement of one existing solid door serving the Oak Room with a glazed FD30 fire door.

The lower quote does not address concerns regarding the existing door closers. Several doors do not consistently self-close correctly and the existing closers are considered to be operating at the upper end of what is appropriate for these solid fire doors.

Therefore officers recommend the higher quote to provide a more robust long-term solution and should improve the reliability and compliance of the fire door system.

3. Financial Implications

The cost of the recommended works is £2,160 plus VAT. The expenditure would be met from the Building Repairs Provision, which commenced the financial year with a balance of £38,504. A further £5,500 is currently proposed to be added during the year, giving an anticipated balance of approximately £44,000 prior to this expenditure.

Sufficient funds are available within the provision to meet the cost. The proposed expenditure also falls well within the Committee's delegated authority to approve expenditure of up to 50% of the reserve or provision in any one financial year.

4. Issues for Decision and Recommendations

Members are asked to

1. Approve the acceptance of the quotation in the sum of £2,160 plus VAT.
2. Authorise the works to be funded from the Building Repairs Provision.

Ringwood Town Council

COMMITTEE REPORT

Report title	Tree Management Budgets
Committee	Recreation, Leisure and Open Spaces
Date	2 December 2026
Report author	Tony Robinson, Grounds Manager

Decision Summary

Purpose	To consider a proactive tree management programme and the proposed 2027/28 annual tree management budget of £22,500.
Decision type	To approve
Financial impact	An increase of £10,020 per annum against the current combined budget of £12,480.
Budget provision	Proposed 2027/28 budget and ongoing
Confidential / exempt	No

1. Introduction and reason for report

The proposal seeks to supplement the existing annual tree inspection regime undertaken by the New Forest District Council Tree Officer through the introduction of a proactive programme of planned tree management works. The proposed 2027/28 tree management budget is £22,500, comprising planned, responsive and emergency tree works, an additional allowance for increased requirements, and surveys.

2. Background Information

Current inspection arrangements

The Council currently receives an annual tree survey from the New Forest District Council Tree Officer. The survey identifies defects, specifies recommended works and allocates priority timescales for completion. Whilst this provides a robust and defensible inspection programme, it is largely reactive and focused on defects identified at the point of inspection. The Council recently adopted a proactive approach within Ringwood Cemetery through management of mature Quercus ilex (Holm Oak) and removal of Chamaecyparis lawsoniana (Lawsons Cypress) causing infrastructure damage.

Climate change and tree resilience

Forest Research[1] identifies drought as a significant and increasing risk to trees, particularly in southern England. Published research notes that warmer temperatures, drier summers and more frequent drought events can increase water stress, reduce growth, cause crown dieback and increase

[1] Forest Research (FR) is the research agency of the Forestry Commission (FC) and Great Britain's principal organisation for forestry and tree-related research. Forest Research is internationally renowned for the provision of science, research, evidence, data and services in support of sustainable forestry.

susceptibility to pests, disease and mortality. Forest Research further notes that repeated droughts may have cumulative effects, with impacts becoming apparent several years later. Secondary impacts can include increased risk of windthrow and instability. These findings are particularly relevant given recent dry summers experienced across southern England and support a more proactive approach to management of high target value tree populations.

Legal and risk management considerations

The Council has duties under the Occupiers Liability Acts 1957 and 1984, the Health and Safety at Work etc. Act 1974 and associated risk management legislation to take reasonable and proportionate measures in managing risks arising from trees. The National Tree Safety Group advocates a balanced and proportionate approach combining inspection, risk assessment and planned management. The proposed programme would strengthen the Councils ability to demonstrate proactive risk management.

Proposed programme

Following the completion of the annual inspection, the grounds manager would meet with the NFDC Tree Officer and identify one priority location each year for proactive management. Planned works may include crown reductions, canopy management, investigative testing, selective removals, habitat improvements and other arboricultural interventions designed to improve long term resilience.

Priority sites

An initial priority location for 2027/28 is the Euston Grove/Hightown Rd tree belt opposite Ringwood Cemetery and North Poulner Play Area. These locations contain tree populations which may benefit from planned management.

Benefits

- Reduce unforeseen failures through early intervention.
- Reduce future storm response costs and emergency call outs.
- Protect residents, visitors, infrastructure and property.
- Improve long-term retention of significant trees.
- Allow works to be planned and competitively procured rather than undertaken as costly emergencies.

Environmental implications

The proposal supports sustainable long term tree retention, climate resilience and improved management of the Councils tree assets while balancing biodiversity, public safety and infrastructure protection.

3. Financial Implications (if applicable)

The proposed annual tree management budget for 2027/28 is £22,500, made up of £5,500 for responsive tree works identified through NFDC inspections based on the current year spend, £6,800 for proactive management of a priority area (initially Euston Grove), £3,500 separately allocated for emergency works, £5,000 as an additional allowance for potentially increased tree work requirements, and £1,700 for tree surveys. This compares with the current combined works and survey budget of £12,480, an increase of £10,020.

The £6,800 proactive allowance is an initial planning figure, informed by the budget for works involving five Holm Oaks this year. Euston Grove/Hightown Rd is substantially larger, and the extent and cost of

works will need to be assessed before commitments are made. The additional £5,000 reflects advice received about the potential for increased tree maintenance requirements following the exceptional summer; it is a prudent allowance rather than a confirmed programme of work. The latest NFDC inspection for 26/27 are still awaited.

Separating the emergency provision from routine and proactive works will allow officers to progress planned maintenance throughout the year without having to hold back part of the general tree works budget against possible storms or other unforeseen incidents. The survey budget is proposed at £1,700 in recognition of year-to-year variation in survey costs.

4. Issues for Decision and Recommendations

Members are asked to:

- Support the introduction of a proactive annual tree management programme.
- Recommend to the Policy and Finance Committee the inclusion of £22,500 within the proposed 2027/28 budget for tree management, comprising £20,800 for tree works and £1,700 for surveys, an increase of £10,020 on the current combined budget.
- Receive annual progress updates on completed works and future priorities.

Ringwood
Town Council

COMMITTEE REPORT

Report title	Vehicle and machinery replacement and maintenance 2027/28
Committee	Recreation, Leisure and Open Spaces
Date	2 December 2026
Report author	Charmaine Bennett, Town Clerk & Tony Robinson, Grounds Manager

Decision Summary

Purpose	To review vehicle and machinery requirements and inform the 2027/28 budget.
Decision type	To approve
Financial impact	£32,000 reserve contribution and £4,070 servicing provision.
Budget provision	Proposed 2027/28 revenue budget and Vehicle and Machinery Replacement Reserve.
Confidential / exempt	No

1. Introduction and reason for report

To present the review of the Council's vehicle and machinery requirements and seek members' views on the proposed replacement, disposal and maintenance arrangements. The report informs recommendations to Policy and Finance Committee for the 2027/28 budget.

2. Background information

On 4 June 2025, the Committee approved the Vehicle and Machinery Replacement Plan 2025-2036 (minute OS/6461). In September 2025, Members agreed that the potential to bring forward replacement of the Caddy van should be reviewed, together with the associated financial implications. On 7 January 2026, Members identified scope to review both the equipment included in the replacement programme and the proposed replacement timescales (minute OS/6522). No changes were recommended for 2026/27, but the Grounds Manager was asked to review the plan to inform the following year's budget process. This report presents the outcome of that review.

The main changes proposed are as follows:

Equipment that will no longer be routinely replaced

Items shaded brown in the revised schedule are proposed for removal from the replacement programme. They would either remain in service until no longer safe or economical to maintain, or be sold if no longer required.

The woodchipper and aerator would be retained for their remaining useful lives, with future requirements met through hire where appropriate. This would reduce storage, insurance and asset management requirements for infrequently used equipment.

Disposal of surplus equipment

Members are asked to support the sale of roller-mower attachment 2 (Major 8400). Since cricket ceased at Carvers it is no longer required, occupies storage space and presents a potential health and safety concern in its current location.

Replacement of the Caddy van with an electric vehicle

The approved plan identified the possibility of replacing the Caddy with an electric vehicle. Having considered both purchase and leasing options, officers conclude that outright purchase currently offers better value.

The revised schedule therefore proposes bringing forward replacement from 2028/29 to 2027/28 at an estimated cost of £25,920, funded from the Vehicle and Machinery Replacement Reserve.

Although the vehicle has passed its MOT, reliability is deteriorating and there is a risk it may become unserviceable before the planned replacement date. Members are therefore asked to consider granting delegated authority for officers to bring forward the replacement, within the approved reserve provision, if necessary.

Servicing provision

The review identified annual servicing requirements of £4,070. Providing for this expenditure within the revenue budget would help maintain reliability, extend asset life and support the proposed approach of retaining equipment for longer where safe and economical to do so.

Reserve contributions and replacement dates

The forecast identifies a potential funding pressure in 2033/34 when several major replacements, including both ride-on mowers, are scheduled to fall in the same year.

Officers therefore recommend retaining the adopted contribution programme and reviewing replacement dates annually. Subject to asset condition and operational requirements, rescheduling significant purchases may help smooth future expenditure. Costs, disposal values, grant opportunities and replacement dates will continue to be reviewed, although no grant funding has been assumed within the forecast.

3. Financial implications

The proposed reserve contribution remains £32,000 for 2027/28, increasing to £37,000 per annum from 2028/29 under the adopted plan, subject to annual review.

An annual revenue budget provision of £4,070 is proposed for vehicle and machinery servicing. The forecast van replacement cost of £25,920 would be funded from the Vehicle and Machinery Replacement Reserve.

The forecast will continue to be reviewed annually to reflect actual expenditure, equipment condition, current prices and disposal values.

4. Issues for decision and recommendations

1. Support the revised Vehicle and Machinery Replacement Plan, including:

- removal of the brown-shaded items from the routine replacement programme;
- disposal of roller-mower attachment 2 in accordance with the Council's disposal procedures; and
- replacement of the Caddy van with an electric vehicle in 2027/28.

2. Recommend to Policy and Finance Committee provision within the 2027/28 budget for:

- a £32,000 contribution to the Vehicle and Machinery Replacement Reserve; and
- annual servicing provision of £4,070.

3. Recommend to Policy and Finance Committee that the Town Clerk be given delegated authority to bring forward replacement of the van, if it becomes unserviceable, at a cost not exceeding £25,920 from the Vehicle and Machinery Replacement Reserve, subject to sufficient funds being available.

4. Note the potential funding pressure identified for 2033/34 and the intention to review the replacement programme, reserve adequacy, funding opportunities and asset condition annually.

Machinery & Vehicles Replacement Plan

TG TG

Vehicles

MG Make sure this is member friendly so do not include notes

Type	Make & Model (current)	Purchase Date	Purchase Cost	Servicing Cost Last full year 2027-2028	Planned Replacement Year	subsequent replacement year	Estimated Replacement Cost June 25 (gross) *Actuals*	Estimated disposal proceeds (selected) *Actuals*	Estimated Replacement Cost (net) *Actuals June 2025*	Illustrative replacement Make & Model and notes
Tipper Truck	Ford Transit 350 (EF66 AVD)	Jan-17	£24,500.00	£600.00	2031-32		£35,000.00	£3,000.00	£32,000.00	
Large tractor	John Deere 5085M (HJ15 XJW)	Jul-15	£30,500.00	£550.00	2028-29		£59,950.00	£15,000.00	£44,950.00	
Medium Tractor	Kubota M4062 (HF69 DRX)	Dec-19	£19,145.00	£550.00	2032-33		£39,500.00	£5,000.00	£34,500.00	
Front-deck ride-on mower and flail deck and beacon	John Deere 1570 (RX25 APK)	Sep-25	£31,630.00	£600.00	2033-34	2041-42	*£70,000.00*	*£15,000.00*	*£55,000.00*	
Ride-on tractor mower	John Deere X940 (RX25 AOZ)	Sep-25	£15,950.00	£450.00	2033-34	2041-42	*£30,000.00*	*£7,500.00*	*£22,500.00*	
Small van	Volkswagen Caddy (WR08 WWJ)	Aug-20	£2,500.00	*N/A*	2027-28		*£24,000.00*	*£0.00*	*£24,000.00*	

Machinery, Plant & Tools

Type	Make & Model (current)	Purchase Date	Purchase Cost	Servicing Cost Last full year	Planned Replacement Year		Estimated Replacement Cost	Estimated disposal proceeds (R/A	Estimated Replacement Cost (net)	Illustrative replacement Make & Model
Wood-chipper	Timber Wolf TW PTO/150H	Jul-15	£4,583.00	£250.00	N/A		£13,000.00	£4,500.00	£8,500.00	
Roller-mower attachment #1	Major 8400	Jun-26	£7,550.00	£250.00	N/A		£9,000.00	£750.00	£8,250.00	
Roller-mower attachment #2	Major Swift	May-18	£5,500.00	N/A	2028-29		£6,500.00	£500.00	£6,000.00	
Twin-axle trailer	Ifor Williams 8' x 4'	2008	£1,340.00	£200.00	2029-30		£3,295.00		£3,295.00	
30-inch cylinder mower	Dennis FT610	2009	£3,850.00	£0.00	N/A		£7,000.00	£200.00	£6,800.00	
Walk-behind litter vacuum	Parker Vac 35	1998	£2,260.00	£0.00	N/A	N/A	N/A	N/A	N/A	
Aerator	Weidenmann XP6/160	2007	£16,250.00	£200.00	N/A	N/A	N/A	N/A	N/A	
Boom sprayer attachment	Team Club	Jul-21	£4,793.00	£220.00	2033-34		£6,000.00		£6,000.00	
Walk-behind sprayer	Supaturf Evenspray Professional	Jul-20	£943.59	£0.00	N/A		£1,188.00	£0.00	£1,188.00	
Slitter	Twose	2005	£983.00	£200.00	2033-34		£2,000.00	£0.00	£2,000.00	
Spring tine harrow attachment	Twose	2005	£1,300.00	£0.00	2030-31		£1,300.00	£0.00	£1,300.00	
Battery-powered hand tools #1	Various	2023	£6,680.00	£0.00	2028-29	2032-33	£5,910.00	£0.00	£5,910.00	
Batteries for hand tools #1	Various	2023	£4,010.00	£0.00	2028-29	2032-33	£5,110.00	£0.00	£5,110.00	
Powered hand tools #2	Various	2025	£3,330.00	£0.00	2029-30	2033-34	*£5,000.00*	£0.00	*£5,000.00*	
Trailer	Trailer 6' x 3' MGW 500kg	1999	£530.00	£0.00	2028-2029		£1,000.00	£0.00	£1,000.00	
Topple Tester	Topple Tester S No. 0080/EE11707	2002	£650.00	£0.00	N/A		£1,000.00	£0.00	£1,000.00	
Pressure Washer	Clarke Model PLS265B	2023	£1,000.00	£0.00	2028-2029		£1,000.00	£0.00	£1,000.00	
Mower	Hayter Harrier 41 Model CODE373,	2024	£953.00	£0.00	2029-2030		£1,200.00	£0.00	£1,200.00	
Line Marker	(for use on sports pitches)	Sep-26	£965.00	£0.00	2029-2030		£1,000.00	£0.00	£1,000.00	

Current Total Book Value: **£190,730.59** **Total net Replacement Cost @ June 2025:** **£277,503.00**

Notes

1. This schedule authorises the replacement of assets included for the current financial year. Planned replacements in future years are indicative only and will be reviewed annually and brought forward for Member approval as required.
2. The schedule includes vehicles, machinery, plant and equipment with an estimated replacement cost of approximately £1,000 or more.

3. Some assets have been excluded where there is currently no expectation that they will require replacement during the life of the plan, or where replacement is not considered necessary.

4. The purpose of the schedule is to support long-term financial planning by identifying future replacement requirements and informing the level of contributions required to the Vehicle and Machinery Replacement Reserve.
5. Replacement values were reviewed during 2025 and are stated at June 2025 prices. For forecasting purposes, inflation has been applied from 2026/27 onwards using:

Inflation Assumptions 4.0% per annum for vehicles; and 2.5% per annum for machinery, plant and equipment.

Key:

Replace in 2026-2027
Replace in next 4 years 2027-2030
Replace 4 years + 2031+
Do NOT replace, lease

Purchase replacement prices were checked in 26-27 by Tony and checked with Mat England

Vehicles		£	£	£	£	£	£	£	£	£	£	£
Tipper Truck	Ford Transit 350 (EF66 AVD)						35,000					
Large tractor	John Deere 5085M (HJ15 XJW)				59,950							
Medium Tractor	Kubota M4062 (HF69 DRX)							39,500				
Front-deck ride-on mower and flail deck a	John Deere 1570 (RX25 APK)								70,000			
Ride-on tractor mower	John Deere X940 (RX25 AOZ)								30,000			
Small van	Volkswagen Caddy (WR08 WWJ)		24,000									
Total Items Per Year		0	24,000	0	59,950	0	35,000	39,500	100,000	0	0	0
Inflation factor :		4%	4%	4%	4%	4%	4%	4%	4%			
Forecast replacement costs (exc Disposal of Item)		0	25,920	0	69,542	0	43,400	50,560	132,000			
Less Disposal Value of Item June 25					-15,000		-3,000	-5,000	-22,500			
Forecast replacement costs (inc Disposal of Item)		**0**	**25,920**	**0**	**54,542**	**0**	**40,400**	**45,560**	**109,500**	**0**	**0**	**0**

Machinery, Plant & Tools												
Roller-mower attachment #2	Major Swift			6,000								
Twin-axle trailer	Ifor Williams 8' x 4'				3,295							
30-inch cylinder mower	Dennis FT610											
Walk-behind litter vacuum	Parker Vac 35											
Aerator	Weidenmann XP6/160											
Boom sprayer attachment	Team Club								6,000			
Slitter	Twose								2,000			
Spring tine harrow attachment	Twose					1,300						
Battery-powered hand tools #1	Various			5,910				5,910				
Batteries for hand tools #1	Various			5,110				5,110				
Powered hand tools #2	Various				5,000				5,000			
Trailer	Trailer 6' x 3' MGW 500kg			1,000								
Pressure Washer	Clarke Model PLS265B			1,000								
Mower	Hayter Harrier 41 Model CODE373A				1,200							
Line Marker	(for use on sports pitches)				1,000							
Total Items Per Year		**0**	**0**	**19,020**	**10,495**	**1,300**	**0**	**11,020**	**13,000**	**0**	**0**	**0**
Inflation factor :		2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%			
Forecast replacement costs		**0**	**0**	**20,447**	**11,545**	**1,463**	**0**	**12,949**	**15,600**	**0**	**0**	**0**

Ringwood Town Council

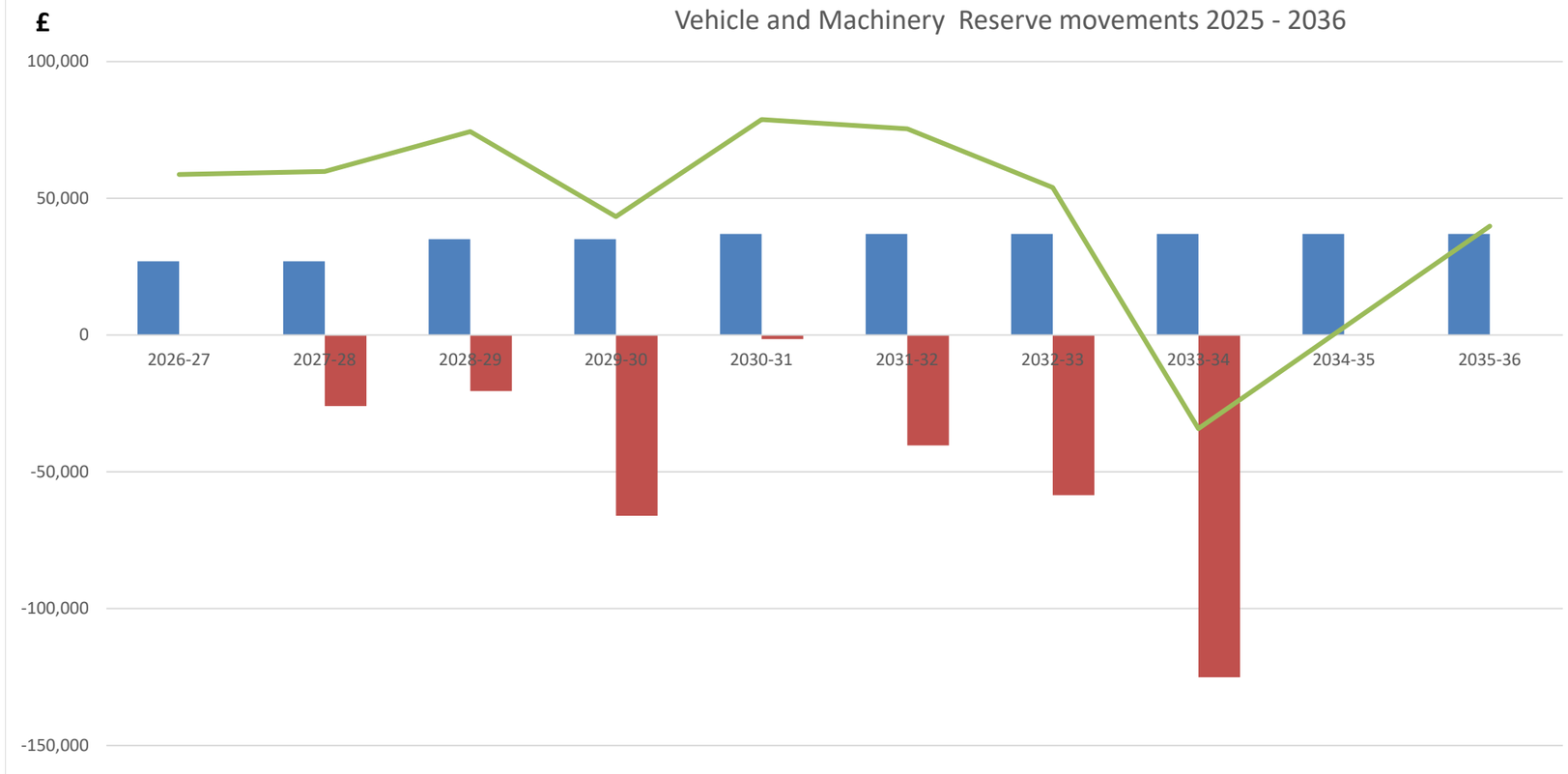
Vehicle and Machinery Replacement Plan 2025-2036 DRAFT

Status:DRAFT

E

Financial Year	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34
Start of year reserve balance	£ 31,721.10	£ 58,721.10	£ 59,801.10	£ 74,354.60	£ 43,268.10	£ 78,805.60	£ 75,405.60	£ 53,897.10
Planned transfer in	*£ 27,000.00*	*£ 27,000.00*	*£ 35,000.00*	*£ 35,000.00*	*£ 37,000.00*	*£ 37,000.00*	*£ 37,000.00*	*£ 37,000.00*
Additional transfers in	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Disposal proceeds								
Transfers out (planned purchases) net	£ -	*-£ 25,920.00*	*-£ 20,446.50*	*-£ 66,086.50*	*-£ 1,462.50*	*-£ 40,400.00*	*-£ 58,508.50*	*-£ 125,100.00*
Transfers out (other)	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
End of year reserve balance	**£ 58,721.10**	**£ 59,801.10**	**£ 74,354.60**	**£ 43,268.10**	**£ 78,805.60**	**£ 75,405.60**	**£ 53,897.10**	**-£ 34,202.90**

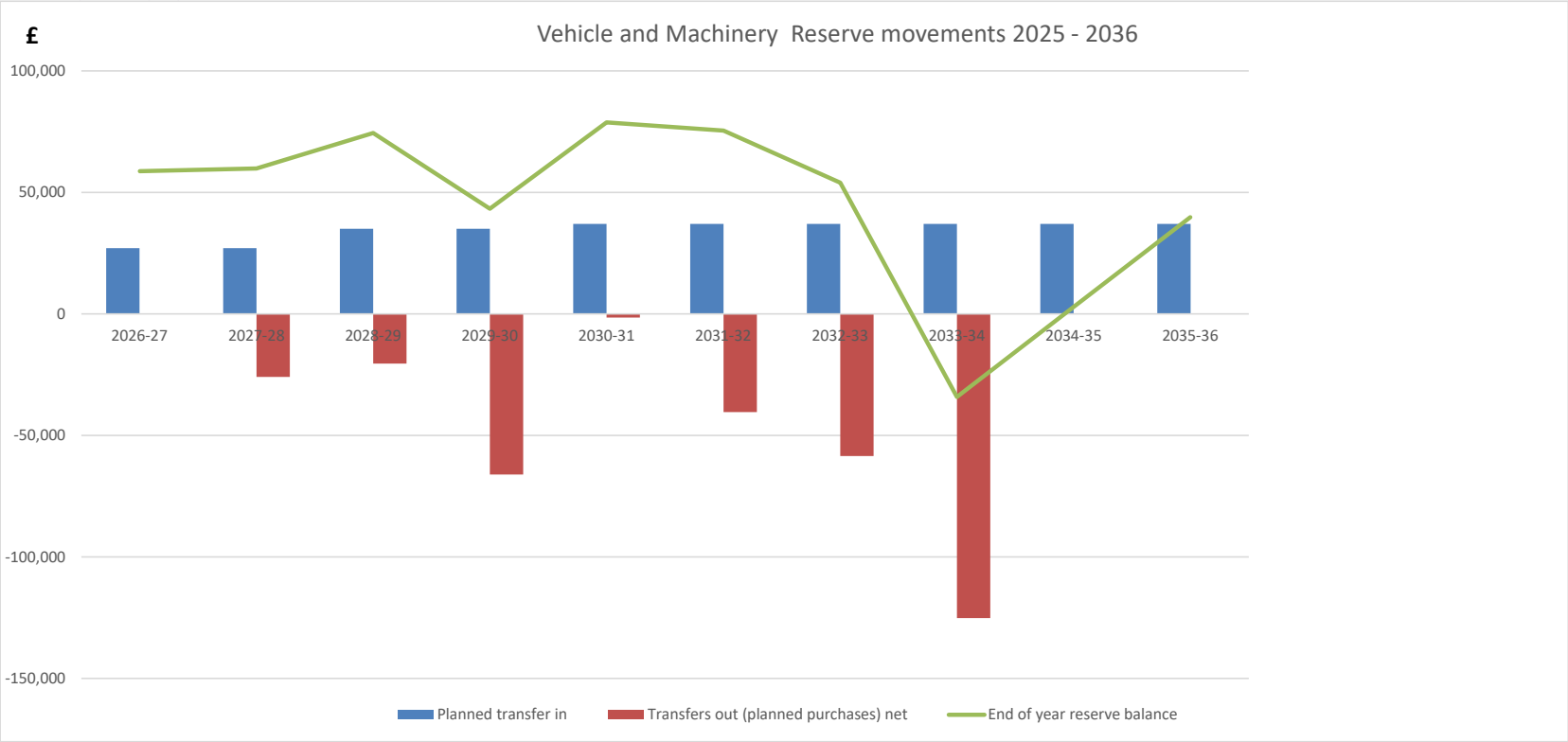
Election years in purple



E

Financial Year	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34	2034-35	2035-36
Start of year reserve balance	£ 31,721.10	£ 58,721.10	£ 64,801.10	£ 79,354.60	£ 48,268.10	£ 83,805.60	£ 80,405.60	£ 58,897.10		
Planned transfer in	£ 27,000.00	£ 32,000.00	£ 35,000.00	£ 35,000.00	£ 37,000.00	£ 37,000.00	£ 37,000.00	£ 37,000.00		
Additional transfers in	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Disposal proceeds										
Transfers out (planned purchases) net	£ -	-£ 25,920.00	-£ 20,446.50	-£ 66,086.50	-£ 1,462.50	-£ 40,400.00	-£ 58,508.50	-£ 125,100.00	£ -	£ -
Transfers out (other)	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
End of year reserve balance	£ 58,721.10	£ 64,801.10	£ 79,354.60	£ 48,268.10	£ 83,805.60	£ 80,405.60	£ 58,897.10	-£ 29,202.90	£ -	£ -

Election years in purple



36
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NB suggested reducing contribution to reserves from 32 to 27 in 27/28 and then down to 35 from 37. HOWEVER, we need to make sure that we keep money set aside for any leasing or hiring

Ringwood
Town Council

COMMITTEE REPORT

Report title	Carvers Clubhouse deep dive findings and next steps
Committee	Recreation, Leisure and Open Spaces
Date	26 November 2026
Report author	Charmaine Bennett, Town Clerk

Decision Summary

Purpose	To consider the deep dive findings and agree further work.
Decision type	To note findings and agree next steps.
Financial impact	N/A
Budget provision	Existing budgets. Any additional expenditure requires separate approval.
Confidential / exempt	No

1. Introduction and reason for report

The deep dive was undertaken to give Members a fuller understanding of how Carvers Clubhouse operates, its costs, community benefits and opportunities for development. Two councillors volunteered to help scope the review and provided feedback on the detailed report.

The report was circulated to Members and discussed at an informal briefing on 4 November 2026. No formal decisions were taken. This report summarises the findings and discussion and proposes further work through the Carvers Working Party.

2. Background Information

2.1 Purpose and development

The Clubhouse was developed from a business plan prepared by Ringwood School pupils, seeking a permanent, inclusive place where young people could meet, socialise and develop skills. Its youth focus reflected a locally identified need, rather than an intention to operate a profit-making business.

The original operating model did not succeed as intended, and the building developed a negative reputation. The Council subsequently broadened the offer and worked to rebuild confidence among young people, families and other users. This took time, with COVID interrupting activities and the return of regular groups.

The building has limited visibility from the road, no dedicated car park and an approach that is less welcoming during dark winter afternoons and evenings. The Council is adapting an existing building and site to support the present service, alongside the Carvers Master Plan.

2.2 Community use and the wider recreation ground

Users include parents and carers with babies, home-educating families, young carers, Youth Riders, teenagers using the skate park and Carvers Courts, and families and grandparents visiting the recreation ground. Provision includes Under Ones, Stay and Play and Parent Hub sessions, alongside partner activities and free school lunches. Toilets, refreshments, shelter, a pool table and sports equipment support informal use. The Clubhouse has also previously provided warm-room sessions.

The team supports activities and bookings across the recreation ground, reaching a broader audience than the Clubhouse's youth and family provision alone. This complements the Carvers Master Plan's ambition to make the recreation ground more welcoming and useful to the whole community. Tree planting, seating and recently secured funding for outdoor gym equipment contribute to that ambition. The team supports use through bookings, communication, access arrangements and coordination with other users. Benefits from proposed access improvements should be assessed as they are delivered.

2.3 Room hire and activities

Not all use generates room-hire income. Some arrangements involve paid hire, others cover staffing costs or generate activity income, while some community provision is supported without a hire charge. Room-hire income therefore captures only part of the building's use.

The Main Hall and adjoining Oak Room cannot generally be let independently to separate groups because access and activities overlap, including where safeguarding considerations apply. They are used together or as alternatives. The upstairs meeting room can be hired separately, although toilet access limits some out-of-hours uses.

Regular bookings are generally easier to administer than one-off hires, which require individual arrangements for paperwork, payment and access. Charges need to reflect the local market and the ability of small activity providers to accommodate increases. Quieter term-time and seasonal periods offer scope to increase participation and bookings; school-holiday use shifts towards families, young people and the summer programme.

2.4 Youth partnership

Members have agreed to work with local organisations to develop youth provision linked to the school and plans for a weekly Clubhouse session. Partner delivery still requires Council input into planning, marketing, building arrangements and health and safety. Establishing sustainable provision offers an opportunity to strengthen the Clubhouse's original purpose.

5 Staffing and responsibilities

Function	Average hours/week	FTE
Café supervisors and assistants	44.25	1.20
Clubhouse Manager and Assistant allocations	29.60	0.80
Cleaning	3.17	0.09
Total	77.02	2.08

Based on the annual rota and a 37-hour full-time week. Individual FTE figures are rounded; café hours vary between summer and winter.

The Manager has 18 of 30 contracted hours allocated to the Clubhouse; the Assistant has 11.6 of 20 hours allocated. Remaining hours support Council events, with salary costs charged separately. The Assistant's additional kitchen supervisor work is included within café operations.

Clubhouse Manager

- Leads operations and development, identifying opportunities for activities, partnerships, bookings and increased use.
- Line-manages staff and oversees staffing, cover and safe working arrangements.
- Oversees building management, health and safety, inspections, maintenance and repairs, commissioning work where required.
- Develops the activities and summer programme and manages events and grounds bookings.
- Leads wider youth partnership work, police liaison and incident follow-up, including relevant CCTV enquiries. Attends STARF (Stronger Together Across Ringwood and Fordingbridge) family-support meetings.

Clubhouse Assistant

- Coordinates room hire and activity bookings, including enquiries, paperwork, risk assessments, insurance information, keys and access arrangements.
- Leads website, social media and marketing activity.
- Coordinates café rotas, food and supplies ordering, and food hygiene arrangements.
- Prepares rooms and equipment, manages changeovers and checks equipment, reporting faults.
- Provides operational cover during the Manager's absence, including opening, closing, admitting hirers and resolving day-to-day issues; provides café cover when required.

Together, the roles share responsibilities that previously depended heavily on one person. This provides continuity and capacity for development and partnerships, while enabling leave and busy periods to be managed through flexible hours and time off in lieu.

Staffing also supports safe public access. Weekday management presence supports café supervision; café assistants provide longer cover at weekends to minimise lone working. Winter hours reflect demand and darkness. Staff are not youth workers. Procedures, colleague support and liaison with police and NFDC, including its CCTV provision, support responses to antisocial behaviour.

3. Financial Implications

3.1 Income and Council contribution

£ rounded	2022/23	2023/24	2024/25	2025/26	2026/27 budget
Expenditure	101,254	104,285	102,171	118,048	119,732
Income	26,545	29,172	28,039	30,779	30,000
Net contribution	74,709	75,112	74,132	87,268	89,732
Income recovery	26.2%	28.0%	27.4%	26.1%	25.1%

Net contribution is before reserve transfers. Totals are calculated before rounding. The historical comparison excludes grant-funded expenditure where matching grant income was recorded elsewhere in the Council's accounts. Where both were recorded within the Clubhouse, they remain included. These adjusted figures therefore differ from the original accounting reports.

The 2026/27 budget provides £79,902 for staffing, equivalent to 66.7% of expenditure, compared with 69.2% in 2025/26. The previous year included staff transition and sickness-cover costs. The budgeted net Council contribution of £89,732 is equivalent to approximately 12% of the £748,842 precept. This is after allowing for Clubhouse income and is not an additional household charge.

As at 26 November 2026, income had reached approximately £29,000 against the £30,000 annual budget, representing around 97% of the income target. Income is seasonal, with stronger summer takings, so this should not be extrapolated across the remaining months but does show a positive direction of travel following recent staff changes.

3.2 What the expenditure covers

2025/26 expenditure	£ rounded
Café supervisors and assistants	46,712
Clubhouse Manager and Assistant	31,641
Cleaning	3,390
Total staffing	81,743
Premises	9,271
Supplies and services	11,066
Café purchases and contract costs	15,968
Total expenditure	118,048

Premises covers maintenance, vandalism repairs, utilities, health and safety and rates. Supplies and services includes activities, licences, equipment, furniture, telephone and broadband, and training; it is not wholly discretionary activity expenditure.

Café staffing, including employer National Insurance and pension contributions, plus food purchases and the coffee machine contract, cost £62,680 in 2025/26. Sales of £26,095 covered approximately 42% of these direct costs, leaving a Council contribution of £36,585. This excludes management, cleaning and shared building costs.

Café staff also support supervised access to toilets, seating, shelter, games and other facilities without requiring a purchase. The funding gap is not an automatic saving from closure. Any reduction in opening needs to account for achievable savings, lost income and effects on access and activities. Some building and management costs would remain; continued access would require appropriate staffing.

4. Issues for Decision and Recommendations

4.1 Informal Member briefing

Members at the briefing expressed support for the Clubhouse as a community asset and recognised the importance of provision for young people alongside its wider community role. Members also acknowledged officers' professional expertise in managing the service and balancing different demands on the recreation ground. The general view was that the facility should not be expected to generate a profit.

Questions were raised about the Council subsidy, staffing costs and quieter periods of use. There was interest in increasing participation and income, supporting the developing youth partnership and promoting Carvers Courts. These views provide a basis for considering how the service should develop.

Discussion considered the growth of events and grounds hire following the departure of cricket. Assessing bookings involves balancing opportunities to reach a wider community with ground conditions, neighbours and other users. It also involves appropriate charges for commercial, charitable and community activities, where reduced charges can support local organisations and their fundraising for other causes. Some Members wanted clearer communication about forthcoming bookings and events.

Including an externally organised event in the programme does not mean that the Council organises or delivers it. The circus and car show were suggested as examples for comparison, showing hire income, additional café contribution after associated costs, extra staffing and other expenditure, officer time and community benefit. These details need checking before conclusions are drawn. Time off in lieu affects capacity even where no overtime payment arises.

4.2 Proposed further work

The deep dive provides a baseline for assessing financial performance and community benefit. It is proposed that the Carvers Working Party, supported by officers, develops recommendations on:

- Increasing participation during quieter periods and supporting sustainable youth provision.
- Broad types, scale and frequency of events and grounds use, including community benefit, appropriate charging and communication with Members.
- Practical priorities for the next three years, their resource implications and proportionate measures of progress.

Officers would provide the September room-use snapshot and checked event comparisons as supporting information. This work should complement the Carvers Master Plan and youth partnership arrangements. The Working Party would consider strategic priorities, with officers continuing to manage day-to-day operations.

Progress should be assessed through participation, repeat use, community feedback, bookings, income and the net Council contribution. Income alone does not capture all benefits, while community benefit does not remove the need to examine costs and opportunities for improvement.

No service changes, additional expenditure or detailed three-year plan are being approved through this report.

4.3 Recommendations

1. Notes the deep dive findings and the range of views expressed at the informal Member briefing.

2. Refers the work in section 4.2 to the Carvers Working Party for consideration and recommendations.

3. Requests that the Working Party reports back to RLOS with proposed priorities, measures of progress and resource implications, with budget proposals referred through the Council's usual approval process.

Ringwood
Town Council

COMMITTEE REPORT

Report title	Revised budget 2026/27 and draft budget 2027/28
Committee	Recreation, Leisure and Open Spaces
Date	2 December 2026
Report author	Charmaine Bennett, Town Clerk

Decision Summary

Purpose	Review the revised budget, next year's proposals and related reserves, and provide recommendations to Policy and Finance Committee.
Decision type	To note the current position and recommend budget and reserve provision.
Financial impact	Budget totals and overall change to be confirmed. Key pressures and choices are set out in section 3.
Budget provision	Revised 2026/27 budget, proposed 2027/28 budget and relevant earmarked reserves.
Confidential / exempt	No

1. Introduction and reason for report

To consider the revised budget for 2026/27 and the draft budget for 2027/28 for the services within this Committee's remit, together with related reserves and strategic priorities, and make recommendations to Policy and Finance Committee.

2. Background information

The budget covers allotments, Carvers Clubhouse and youth services, cemeteries, events, and recreation and open spaces. This report highlights significant movements, proposed changes and matters requiring members' views.

The Finance Manager has reviewed individual budgets and applied inflation assumptions appropriate to different costs. Some budget headings have also been combined or reorganised to make expenditure easier to manage. The financial implications are set out below.

3. Financial implications

3.1 Revised budget 2026/27

The principal movements identified in the revised budget are summarised below. Reserve funding is shown separately so that additional expenditure can be distinguished from the remaining pressure on revenue funding.

Budget area	Budget movement	Explanation and funding
Fireworks Event	£3,298 adverse	Expenditure was £3,706 below budget, but ticket income was £7,004 below budget. The combined effect is a £3,298 deterioration against the budgeted position.
Tree surgery and safety work	£12,284 adverse	Scheduled works exceeded the budget by £12,284. Of this, £9,185 was funded from reserves, leaving £3,099 after the identified reserve funding.
Machinery purchases	£6,800 adverse	Purchase of a Wessex RMX240 machine. The expenditure was fully funded from reserves, with no additional requirement from current-year revenue funding.
Football Development Project	£25,576 adverse	An adjustment for costs attributable to 2024/25, identified and corrected in 2026/27. It affects the reported current-year position but relates to earlier expenditure.

Allotments. Water expenditure is substantially higher than budgeted. The revised budget reflects the higher expenditure anticipated.

Ringwood Wanderland. The event has not yet taken place at time of writing. Most costs and much of the anticipated income are known, but grotto receipts and some miscellaneous income remain outstanding. The forecast will be updated following the event.

3.2 Draft budget 2027/28

Allotments

Water and pest control are the main cost pressures. The water provision should reflect the latest bills, recognising that higher costs will likely continue and that consumption will also depend on weather conditions. Members are asked to consider whether the Council should continue to absorb these additional costs or whether allotment rents should make a greater contribution. Any increase would take effect from September 2027, and budgeted income would need to reflect that timing.

Alongside consideration of rents, officers or Councillors could work with plot holders to encourage rainwater collection and more efficient watering.

Pest control costs are also expected to rise following restrictions on the permitted use of rodenticides in open areas. Increased provision is proposed to meet the anticipated cost of the service.

Carvers Clubhouse

Operating costs. The proposed increases in existing expenditure lines reflect anticipated price rises. The Finance Manager has applied different inflation assumptions, including 4% for electricity and 7.5% for water charges. These are budgeting allowances rather than confirmed increases in charges.

Supplies and services. Budgets have been reorganised into clearer categories, with some existing lines combined and former headings removed. Proposed increases are generally limited to inflationary allowances and small adjustments to individual budgets.

Youth service contribution.
The draft includes £4,000 towards youth provision in 2027/28. Following recruitment difficulties, a full-time youth worker has now been appointed for Ringwood. Delivery in schools is beginning, with an initial youth club launch at Carvers Clubhouse planned for December and a fuller launch in January.

Initial discussions explored a Council contribution of approximately £7,000 annually, equivalent to one-fifth of a youth worker's cost, supporting around one day a week of Clubhouse-based and detached youth work. Members previously wished to see the service operating before considering further funding. The delivery partner has since advised that funding secured elsewhere enables the service to proceed without a Council payment at this stage, and recognises use of the Clubhouse as support in kind.

Members are asked whether to retain, remove or increase the £4,000 provision, or retain it provisionally for review in January following the initial sessions. Budget provision would not itself commit the Council to making a payment.

Cemetery

The proposed budget broadly continues existing provision, with adjustments for anticipated costs. Income estimates remain cautious, recognising that receipts can fluctuate from year to year.

Events

Recorded fireworks expenditure varies because two years' invoices were charged in one financial year. The proposed budget therefore reflects a more representative annual cost, rather than assuming this year's lower recorded expenditure will recur.

The three-year agreement with Aurora has ended. The supplier has indicated that maintaining the display's quality at the existing funding level would be difficult. The Events Manager will review the options and whether additional provision for the fireworks is required.

Approximately 5,500 tickets were sold this year. Other event income met expectations. Recent years had benefited from cancellations of other local displays, and previous event reviews had highlighted that those attendance levels should not be assumed each year.

Members are asked to consider a realistic income assumption, including the £27,000 figure discussed. A cautious estimate would show a greater budgeted funding requirement; a higher estimate would increase the risk of a shortfall if sales fall below expectations. The income assumption, display costs and any contribution from the Events Reserve can be reviewed before the final budget recommendation.

Recreation and open spaces

The separate tree management report proposes £22,500 for 2027/28, comprising £20,800 for tree works and £1,700 for surveys. This would support planned, responsive and emergency work. The report identifies an increase of £10,020 against its stated existing provision. The vehicle and machinery review proposes £4,070 for annual servicing to maintain reliability and extend equipment life. This is separate from the replacement reserve contribution.

3.3 Reserves and the strategic plan

Budget provision and reserve contributions should support the Council's strategic priorities within this Committee's remit, including cemetery development, the Grounds Department facility, further development of Carvers and play provision. Inclusion in the strategy does not itself authorise project expenditure.

The vehicle and machinery review proposes a £32,000 contribution to the replacement reserve in 2027/28 and a £25,920 drawdown for replacement of the Caddy van. These are separate movements. An earlier replacement, if approved and required, would bring the drawdown into the year of purchase. The review also identifies a potential funding pressure in 2033/34, to be kept under annual review.

3.3 Reserves and the strategic plan

Budget provision and reserve contributions should support the Council's strategic priorities within this Committee's remit, including cemetery development, the Grounds Department facility, further development of Carvers and play provision. Inclusion in the strategy does not itself authorise project expenditure. The main reserve proposals are outlined below.

Cemetery. A withdrawal of £4,000 is proposed in 2027/28 for trees and hedging to complete the avenue of trees begun this year with external funding.

Vehicle and machinery replacement. The replacement programme and reserve requirements are covered in the separate vehicle and machinery report on this agenda.

Play equipment. The proposed contribution is £10,000 from the revenue budget, matched by £10,000 from Community Infrastructure Levy (CIL) funding. This supports replacement of equipment that breaks or becomes unserviceable, as covered elsewhere on the agenda, while building a reserve for future improvements. The play review is a strategic priority. Building the reserve will provide funding towards the resulting priorities, including match funding for external grant applications. Members are asked to recommend continuation of the £10,000 annual revenue contribution.

Carvers Clubhouse equipment. Some equipment is now around ten years old and approaching replacement. The reserve supports a planned replacement cycle so that costs can be spread over time.

Events. The Events Reserve is considered alongside the event budgets and income assumptions elsewhere in this report.

Buildings. Carvers Clubhouse is the principal building relevant to this budget. The intention is to complete the previously discussed door repairs in 2026/27. Further work is anticipated in 2027/28 on guttering, window frames and external doors.

An indicative allowance has been included in the reserve forecast because the scope and costs are not yet confirmed. This will be reviewed once the works have been assessed and quotations obtained.

4. Issues for decision and recommendations

Members are asked to:

1. Note the revised 2026/27 position and the significant movements outlined in section 3.1.
2. Consider the draft 2027/28 budget and identify amendments for recommendation to Policy and Finance Committee.
3. Provide a view on whether allotment rents should increase from September 2027 to contribute towards additional water and pest control costs, alongside measures to reduce avoidable water use.
4. Indicate whether the £4,000 youth service provision should be retained, removed, increased or retained provisionally for review in January.
5. Provide a view on the Fireworks Event income assumption and request that display options, costs and any proposed reserve contribution are reviewed before the final budget recommendation.
6. Consider the reserve contributions and project funding within the Committee's remit, including the separate tree management and vehicle and machinery proposals, and make recommendations to Policy and Finance Committee.

ALLOTMENTS

Col. 1	2	3	4	5	6	7	8		9	10
Code CC	Description	Budget Manager	Actual 23/24 £	Actual 24/25 £	Actual 25/26 £	Budget 26/27 £	Rev Budget 26/27 £		%	Budget 27/28 £
	EXPENDITURE									
	Establishment									
3300/1/1	--Water	TR	994	568	2,232	941	2,620		7.5%	2,900
	Total Establishment		994	568	2,232	941	2,620			2,900
	Maintenance									
3300/2/1	--Allotments Maintenance	TR	3,215	828	4,981	520	520		0.0%	750
3300/2/2	--Pest Control	TR	440	485	410	532	860		0.0%	2,400
	Total Maintenance		3,655	1,313	5,391	1,052	1,380			2,400
	Employee Costs									
3301/1	--Allocated Office Staff	CB	10,063	10,542	8,068	8,827	8,774		3.5%	9,220
3301/2	--Allocated Groundstaff	CB	9,006	9,782	9,748	10,506	10,376		3.5%	10,838
	Total Employee Costs		19,069	20,324	17,815	19,333	19,150			20,058
	Other									
3300/3/1	--Competition	NV	0	0		312	0		0.0%	0
	Total Other		0	0	0	312	0			0
	TOTAL EXPENDITURE		23,718	22,205	25,438	21,638	23,150			25,358
	INCOME									
330/1	--Allotment Rents	NV	-7,116	-6,978	-7,520	-7,128	-7,128		0.0%	-7,150
330/2	--Other Allotment Income	NV	-675	0			0			0
	TOTAL INCOME		-7,791	-6,978	-7,520	-7,128	-7,128			-7,150
	Transfer From Provisions									
	--Transfer from Provisions (rev)									
	-Surplus/+Deficit		15,927	15,226	17,918	14,510	16,022			18,208

Carvers Club House

1	2	3	4	5	6	7	8	9	10
Code CC	Description	Bud. Man.	Actual 23/24 £	Actual 24/25 £	Actual 25/26 £	Budget 26/27 £	Rev Budget 26/27 £	%	Budget 27/28 £
EXPENDITURE									
	Premises & Building Costs								
3802/1/1	Repairs & Maintenance	CK	3,767	3,427	2,420	3,666	3,667	0.0%	4,000
3802/1/2	Vandalism Repairs & prevention	CK	538	1,033	708	1,000	1,000	0.0%	1,000
3802/1/3	Electricity	CK	7,189	3,564	2,222	2,068	2,500	4.0%	2,600
3802/1/4	Water Charges	CK	741	548	599	627	777	7.5%	835
3802/1/5	Building Health & Safety Compliance	CK			43	104	200	0.0%	500
New Code	Street Lighting Maintenance Contract						0		
3802/1/6	Business Rates	MG	2,592	2,345	2,374	2,442	2,156	3.0%	2,221
	Total Premises Related		14,827	10,918	8,367	9,907	10,300		11,156
	Supplies & Services								
3802/2/1	General Supplies & Services	CK	5,051	9,044	6,945	2,438	2,476	0.0%	1,300
	Photocopier Lease & Charges						-		783
3802/2/5	Digital & Communication Services						-		1,439
~~3802/2/5~~	~~Telephone Line & Broadband~~	~~CK~~	~~349~~	~~329~~	~~552~~	~~512~~	~~475~~	~~0.0%~~	
~~3802/2/7~~	~~Activities - Expenditure~~	CK				4,000	4,000	0.0%	-
~~3802/2/2~~	~~{Equipment purchases~~	Ck	936		1,833	708	708	0.0%	-
~~3802/2/3~~	~~{Furniture~~	CK	584	1,808	480	1,664	1,664	0.0%	-
3802/2/2	{Equipment, furniture, Fixtures & Fittings Exp			1,963			-		2,372
~~3802/2/4~~	~~Grant Funded Expenditure~~	CK	41	6,789	3,322	0	-	0.0%	-
~~3802/2/8~~	~~Partnership - Youth Service Contribution~~	Ck	1,500			4,000	4,000	0.0%	-
~~3802/3/1~~	~~Food Purchases for re-sale - Expenditure~~	CK	14,155	14,108	15,946	16,600	16,600	0.0%	-
	Community Activites & Partnerships								
3802/2/7	Activities				190		-		4,000
3802/2/8	Youth Service Partnership Contribution						-		4,000
	Cafe Trading Operations								
3802/3/1	Food Purchases for re-sale						0		17,000

	Total Supplies & Services		22,616	34,041	29,269	29,922	29,923		30,894
	Employee Costs								
3801/1	Management/Youth Services Salary Allocation exc café	CB	46,790	24,478	35,480	38,743	38,717	3.5%	39,862
	Cleaning Staff & Relief Cover						-		3,155
3801/2	Café & caretaking staff cost	CK	14,046	37,048	43,889	40,639	40,464	3.5%	41,321
~~3802/2/6~~	~~Training~~	CK	507	243	732	520	520	0.0%	-
	Total Employees		61,343	61,768	80,100	79,902	79,701		84,338
TOTAL EXPENDITURE			98,786	106,727	117,736	119,731	119,924		126,388
INCOME									
	Income Streams								
380/1	Room Hire	CK	-1,657	-2,225	-4,368	-2,500	-2,500	0.0%	-3,500
380/3	Activities	Ck	-1,284	-687	-367	0	-2,188	0.0%	0
380/2	Cafe Sales	CK	-26,187	-24,172	-26,095	-27,500	-27,500	0.0%	-28,500
New Code	Grounds						-		-2,000
380/4	Other Income	CK		-100	50	0	-1,851		0
TOTAL INCOME			-29,128	-27,184	-30,779	-30,000	-34,039		-34,000
	-Surplus/+Deficit		69,658	79,542	86,956	89,731	85,885		92,388

Cemetries

Col. 1	2	3	4	5	6	7	8	9	10
Code CC	Description	Budget Manager	Actual 23/24 £	Actual 24/25 £	Actual 25/26 £	Budget 26/27 £	Rev Budget 26/27 £	%	Budget 27/28 £
	Establishment								
3200/1/1	Electricity - Cemetry Mortuary Hightown Rd	TR	3,355	2,503	1,041	952	1,199	4.0%	1,164
3200/1/2	--Water	TR	263	358	585	376	300	7.5%	350
3200/1/3	--Sewerage Expenses	TR	172		190	212	212	7.5%	228
~~3200/1/4~~	~~--Cleaning materials~~	~~TR~~	~~231~~	~~156~~	~~144~~	~~1~~	~~0~~	~~0.0%~~	~~0~~
3200/1/5	--Business Rates	TR	2,223	2,720	2,470	2,573	2,475	3.0%	2,550
3200/1/6	--Telephone	TR				0	0	0.0%	0
3200/1/7	--Refunds	SB		1,058		0	0	0.0%	0
	Total Establishment		**6,244**	**6,794**	4,430	**4,114**	**4,187**		**4,292**
	Maintenance								
3200/2/1	--Buildings	TR	1,224	609	726	541	541	0.0%	750
~~3200/2/2~~	~~--Chemicals~~	~~TR~~	~~28~~	~~976~~	~~40~~	~~0~~	~~60~~	~~0.0%~~	~~0~~
~~3200/2/3~~	~~--Trees & Tree Planting Prog~~	~~TR~~				~~0~~	~~0~~	~~0.0%~~	~~0~~
3200/2/4	--Memorial Safety	TR				0	0	0.0%	0
3200/2/5	--Grounds	TR	558	71	1,038	0	0	0.0%	0
3200/2/6	--War Graves Maintenance	TR		662		0	0	0.0%	0
3200/2/7	--Digital records Management	NV	90			180	180	0.0%	180
~~3200/2/9~~	~~--cemetery memorial purchases~~	~~TR~~	~~996~~	~~149~~	~~17~~	~~0~~	~~0~~	~~0.0%~~	~~0~~
	Total Maintenance		**2,896**	**2,468**	1,820	**721**	**781**		**930**
	Employee Costs								
3201/1	--Allocated Office Staff	CB	20,001	20,899	20,248	21,948	21,716	3.5%	22,725
3201/2	--Allocated Groundstaff	**CB**	35,951	39,050	38,386	41,966	41,432	3.5%	43,293
	Total Employee Costs		**55,952**	**59,949**	58,634	**63,914**	**63,148**		**66,017**
	TOTAL EXPENDITURE		**65,092**	**69,210**	**64,884**	**68,749**	**68,115**		**71,239**
	INCOME								
320/1	--Burials	NV	-15,210	-16,538	-19,291	-15,628	-15,322	0.0%	-13,500
320/2	--Purchase of Plots	NV	-14,815	-10,305	-14,110	-10,405	-14,000	0.0%	-14,000
320/3	--Grave Maintenance	NV	-1,198	-1,580	-312	-1,045	-1,045	0.0%	-1,045
320/4	--Legacy	NV	-120	-122	-126	-107	-107	0.0%	
320/5	--Memorials	NV	-6,645	-3,380	-6,975	-5,566	-4,000	0.0%	-4,000
320/6	--War Graves	NV	-832	-832		-832	0	0.0%	0
320/7	--Memorial Benches & Installations	NV	-1,584	-355	-2,598	-622	-1,808	0.0%	0
320/8	--Transfer of exclusive rights of burial	NV		-100	-100	-437	-306	0.0%	-400
320/9	--Other Cemetery Fees & Charges	NV	2,415	-715	-300		-512		0
	TOTAL INCOME		**-37,989**	**-33,927**	-43,812	**-34,642**	**-37,100**		**-32,945**
	-Surplus/+Deficit		**27,103**	**35,283**	**21,073**	**34,107**	**31,016**		**38,294**

Events

1	2	3	4	5	6	7	8	9	10
Code CC	**Description**	**Bud Man.**	**Actual 23/24 £**	**Actual 24/25 £**	**Actual 25/26 £**	**Budget 26/27 £**	**Rev Budget 26/27 £**	**%**	**Budget 27/28 £**
3100/1	Fireworks Event	CK	10,063	13,465	17,170	14,500	10,794	2.5%	15,663
3100/2	Christmas Event	CK	7,908	8,008	8,781	8,500	8,930	0.0%	9,500
3100/3	Queens Jubilee/Coronation	CK				0	0		0
~~3100/4~~	~~Remembrance Day /WW1 Commemoration~~	~~CB~~	~~226~~	~~325~~	~~799~~	~~750~~	~~750~~	~~0.0%~~	~~0~~
3100/5	Other Events	CK	759	5,778	1,477	0	140	0.0%	160
3100/7	--King's Coronation	CK	5,644			0	0		0
3100/8	--D Day commemoration	CK	36	1,371		0	0		0
3100/9	800th Anniversary Events	CK				20,000	10,586		0
3100/10	800th Anniversary Merchandise	CK					4,342		0
3101	**Employee Costs**								
3101/1	--Allocated Office Staff	CB	16,569	16,590	25,027	25,817	26,277	3.5%	27,623
3101/2	--Allocated Groundstaff	CB	151			0	0	0.0%	0
	TOTAL EXPENDITURE		41,356	45,537	53,255	69,567	61,819	0	52,946
	INCOME								
310/1	Fireworks Event	CK	-37,323	-31,251	-37,844	-34,000	-26,996	0.0%	-27,000
310/2	Christmas Events	CK	-8,135	-12,189	-11,298	-7,500	-9,958	0.0%	-10,000
310/3	Queen's Jubilee/coronation street party	CK				0	0		0
310/4	Remembrance Events	CB				0	0		0
310/5	Other Events	CK	-937		-50	0	-30		0
310/7	--King's Coronation	CK	-3,462	-75		0	0		0
310/8	--D Day commemoration	CK							0
310/9	800th Anniversary Events Income				-50	-10,000	-2,277		0
310/10	800th Anniversary Merchandise					0	-1,686		0
						0			
	TOTAL INCOME		-49,857	-43,515	-49,243	-51,500	-40,946		-37,000
	-Surplus/+Deficit		-8,501	2,022	4,012	18,067	20,873		15,946

RECREATION & LEISURE COMMITTEE

Col. 1	2	3	4	5	6	7	8	9	10
Code CC	**Description**	**Budget Manage**	**Actual 23/24 £**	**Actual 24/25 £**	**Actual 25/26 £**	**Budget 26/27 £**	**Rev Budget 26/27 £**	**%**	**Budget 27/28 £**
	Establishment								
3000/1/1	Electricity - Sports Pavilion	TR	1,669	1,874	588	944	1,823	4.0%	640
3000/1/2 pl	Cleaning mats/consumables	TR	46	82	152	503	503	0.0%	550
~~3000/1/3~~	~~Environmental Agency~~	~~TR~~	~~3,162~~	~~6,049~~	~~2,031~~	~~0~~	~~0~~	~~0.0%~~	~~0~~
3000/1/4	{ Health & Safety/Protective Clothing	TR			98	243	843	0.0%	870
~~3000/1/5~~	~~{ Protective Clothes~~	~~TR~~	~~322~~	~~484~~	~~704~~	~~600~~	~~0~~	~~0.0%~~	~~0~~
3000/1/6	Mobile Phones & Broadband	TR	910	1,317	798	1,040	849	4.0%	720
3000/1/7	Travel Expense	TR				100	100	0.0%	100
3000/1/8	Water	TR	2,350	1,417	3,070	2,334	2,930	7.5%	3,225
3000/1/9	Playground Inspections	TR	285	300	308	451	450	0.0%	1,500
3000/1/10	Fuel	TR	6,530	6,196	6,674	7,000	7,000	0.0%	9,000
	Total Establishment		**15,274**	**17,720**	14,423	**13,215**	**14,499**		**16,604**
	Maintenance of facilites we have								
3000/2/1	Buildings Maintenance & Security	TR	819	771	1,508	1,000	1,250	0.0%	2,200
~~3000/2/2~~	~~Carvers Pavilion maintenance~~	~~TR~~	~~431~~	~~77~~		~~0~~	~~0~~	~~0.0%~~	~~0~~
~~3000/2/3~~	~~Grounds - Carvers~~	~~TR~~	~~562~~	~~542~~	~~330~~	~~0~~	~~0~~	~~0.0%~~	~~0~~
3000/2/4	Maint in Closed Churchyard	TR	0	16	50	520	520	0.0%	550
~~3000/2/5~~	~~Long Lane Mtnc~~	~~TR~~	~~205~~	~~280~~	~~604~~	~~0~~	~~0~~	~~0.0%~~	~~0~~
~~3000/2/6~~	~~The Bickerley/Pocket Park~~	~~TR~~	~~169~~	~~736~~		~~0~~	~~0~~	~~0.0%~~	~~0~~
~~3000/2/7~~	~~Poulner Lakes~~	~~TR~~	~~738~~			~~0~~	~~0~~	~~0.0%~~	~~0~~
~~3000/2/8~~	~~War Memorial~~	~~TR~~	~~5~~	~~1,557~~		~~0~~	~~0~~	~~0.0%~~	~~0~~
3000/2/9	{ Open Spaces Management	TR	5,708	6,090	4,925	8,000	12,515	0.0%	13,765
~~3000/2/10~~	~~{ Fencing~~	~~TR~~	~~775~~		~~675~~	~~520~~	~~0~~	~~0.0%~~	~~0~~
3000/2/11	Tree Surgery & Safety Work	TR	5,160	5,659	6,840	10,800	23,084	0.0%	17,300
3000/2/12	Tree Safety Surveys	TR		2,754	575	1,680	1,000	0.0%	1,700
New Code	Provision For Emergency Tree Works						1,000		3,500
3000/2/13	Pest Control	TR	400		150	500	125	0.0%	1,600
~~3000/2/14~~	~~Street Furniture Maintenance~~	~~TR~~	~~173~~	~~52~~	~~102~~	~~300~~	~~0~~	~~0.0%~~	~~0~~
~~3000/2/15~~	~~Ash Grove Play Area~~	~~TR~~				~~0~~	~~0~~	~~0.0%~~	~~0~~
3000/2/16	Small Repairs to Play Areas	TR	690	61	7,292	1,591	1,591	0.0%	2,000
3000/2/17	Waste Bin Replacement Programme	TR	1,938			0	0	0.0%	1,000
~~3000/2/18~~	~~Footpaths maintenance~~	~~TR~~	~~48~~			~~0~~	~~0~~	~~0.0%~~	~~0~~
3000/2/19	Gateway Square Maintenance Exp to go to Committee						0		250
	Total Maintenance		**17,821**	**18,594**	23,050	**24,911**	**41,085**		**43,615**
	Plant & Equipment								
3000/3/1	Small Tools Purchase	TR	831	493	444	750	750	0.0%	800
3000/3/2	Machine Maintenance (non Road Vehicles)	TR	7,782	10,082	8,764	12,000	12,000	0.0%	12,500
3000/3/3	--Machine Purch (funded from reserves)	TR	10,689	2,337	39,950	5,750	6,800	0.0%	0
~~3000/3/4~~	~~--Hiring Costs~~	~~TR~~		~~202~~		~~0~~	~~0~~	~~0.0%~~	~~0~~

3000/3/5	Tipper truck service/maint (Road Vehicle)	TR	716	3,033	555	724	1,034	0.0%	1,750
	Total Machinery Costs		**20,018**	**16,148**	**49,714**	**19,224**	**20,584**		**15,050**
	Employee Costs								
3002/2	--Other Employee costs	CB		400		0	0	0.0%	0
~~3002/1~~	~~--Staff Training~~	~~TR~~	~~1,150~~	~~1,068~~	~~230~~	~~2,000~~	~~2,000~~	~~0.0%~~	~~0~~
3001/1	--Office Staff Allocated Costs	CB	47,229	49,533	51,680	58,864	56,656	3.5%	61,626
3001/2	--Groundstaff Allocated Costs	CB	123,633	134,253	135,414	144,722	142,599	3.5%	149,326
	Total Employee Costs		**172,012**	**185,254**	**187,324**	**205,586**	**201,255**		**210,952**
	Planters								
~~3000/4~~	~~--Planters For Floral Displays~~	~~TR~~	~~0~~	~~0~~	~~0~~	~~0~~	~~0~~	~~0.0%~~	~~0~~
	Total Planters		**0**	**0**	**0**	**0**	**0**		**0**
	Activities Expenses								
~~3000/5/1~~	~~--Cricket~~	~~TR~~	~~5~~	~~66~~		~~0~~		~~0.0%~~	~~0~~
~~3000/5/2~~	~~--Floodlighting~~	~~TR~~				~~0~~		~~0.0%~~	~~0~~
~~3000/5/3~~	~~--Tennis Courts~~	~~TR~~		~~160~~		~~0~~		~~0.0%~~	~~0~~
~~3000/5/4~~	~~--Poulner School Expenses~~	~~TR~~				~~0~~	~~430~~	~~0.0%~~	~~450~~
~~3000/5/5~~	~~--Football~~	~~TR~~	~~179~~	~~32~~		~~0~~		~~0.0%~~	~~0~~
~~3000/5/6~~	~~Ringwood Junior School Expenses~~	~~TR~~				~~0~~	~~360~~	~~0.0%~~	~~380~~
~~3000/5/7~~	~~--Rugby~~	~~TR~~				~~0~~		~~0.0%~~	~~0~~
~~3000/5/8~~	~~Open Spaces (Open Grass Areas)~~	~~TR~~	~~1,205~~			~~2,515~~	~~0~~	~~0.0%~~	~~0~~
~~3000/5/9~~	~~--Flower Beds~~	~~TR~~	~~2,370~~	~~1,733~~	~~195~~	~~1,180~~	~~0~~	~~0.0%~~	~~0~~
~~3000/5/10~~	~~--Skate Park Expenses~~	~~TR~~	~~825~~			~~0~~		~~0.0%~~	~~0~~
~~3000/5/11~~	~~--Young Childrens' Entertain~~	~~TR~~				~~0~~		~~0.0%~~	~~0~~
~~3000/5/12~~	~~--Income refunds~~	~~TR~~		~~107~~				~~0.0%~~	~~0~~
	Total Activities Expenses		**4,584**	**2,098**	**195**	**3,695**	**790**		**830**
	Other								
3000/6/1	Refuse/Dog Waste Collection	TR	2,380	2,413	2,597	4,428	5,800	0.0%	6,200
~~3000/6/3~~	~~--Travellers~~	~~TR~~	~~2,406~~		~~295~~	~~0~~	~~0~~	~~0.0%~~	~~0~~
	Total Other		**4,786**	**2,413**	**2,892**	**4,428**	**5,800**		**6,200**
	Total Revenue Expenditure		**234,495**	**242,227**	**277,598**	**271,059**	**284,013**		**293,251**

	Capital Expenditure - Fixed Assets								
~~3350/1~~	~~--Carvers Recreation Ground Improvements~~	~~CB~~	~~1,883~~	~~90~~	~~21,558~~	~~0~~	~~0~~		~~0~~
~~3350/2~~	~~--Carvers feasibility~~	~~CB~~	~~925~~	~~6,146~~		~~0~~	~~0~~		~~0~~
~~3350/12~~	~~--Skateramp, North Poulner play area~~	~~JH~~		~~5,330~~	~~11,130~~	~~0~~	~~0~~		~~0~~
~~3350/13~~	~~--MUGA, Carvers~~	~~CB~~		~~6,807~~	~~74,052~~	~~0~~	~~0~~		~~0~~
~~3350/14~~	~~--Poulner Lakes Access improvements~~	~~CB~~			~~900~~	~~0~~	~~0~~		~~0~~
~~3350/8~~	~~--Playground Safety surface repairs~~	~~TR~~		~~16~~		~~0~~	~~0~~		~~0~~
~~3350/4~~	~~--Pocket Park Boardwalk~~	~~TR~~				~~0~~	~~0~~		~~0~~
~~3350/5~~	~~--Open Spaces Security measures~~	~~TR~~	~~94~~			~~0~~	~~0~~		~~0~~
~~3350/10~~	~~--Football Development Project~~	~~CB~~	~~2,042,331~~	~~326,647~~	~~101,407~~	~~0~~	~~596~~		~~0~~
~~3350/11~~	~~--Memorial tree & bench~~	~~TR~~	~~1,646~~		~~820~~	~~0~~	~~1,129~~		~~0~~
~~3350/6~~	~~--Cemeteries Digital Records Management~~	~~CB~~			~~90~~	~~0~~	~~0~~		~~0~~
~~3350/7~~	~~--Columbarium~~	~~CB~~		~~2,944~~		~~0~~	~~0~~		~~0~~
	Total Capital Expenditure		**2,046,879**	**347,980**	**209,957**	**0**	**1,724**		**0**
	COMMITTEE EXPENDITURE		**2,281,374**	**590,207**	**487,554**	**271,059**	**285,737**		**293,251**
	REVENUE INCOME								
300/1	--Wayleaves	TR	-146	-8	-146	-128	-146	0.0%	-146
300/2	--The Bickerley	TR				0	0	0.0%	0
~~300/3~~	~~--Carvers~~	~~TR~~				~~0~~	~~0~~	~~0.0%~~	~~0~~
~~300/4~~	~~--Cricket~~	~~TR~~	~~-1,428~~	~~-2,023~~	~~-1,430~~	~~0~~	~~0~~	~~0.0%~~	~~0~~
~~300/5~~	~~--Floodlighting~~	~~TR~~				~~0~~	~~0~~	~~0.0%~~	~~0~~
~~300/6~~	~~--Tennis~~	~~TR~~	~~-3~~			~~0~~	~~0~~	~~0.0%~~	~~0~~
300/7	--Castleman Trail	TR	-1,828	-1,036	-1,057	-989	-1,147	4.0%	1,193
300/8	--Poulner Junior School	TR	-16,688	-11,125	-11,519	-11,125	-11,912	0.0%	-11,912
300/9	--Poulner Infant School	TR	-2,570	-2,570	-3,190	-2,570	-3,190	0.0%	-3,190
300/10	--Football	TR	-166		-73	0	-75	0.0%	-75
~~300/11~~	~~Ringwood Comprehensive School~~	~~TR~~				~~-249~~	~~0~~	~~0.0%~~	~~0~~
300/12	--Ringwood Junior School	TR	-640	-624	-903	-622	-360	0.0%	-360
300/13	--Bowling	TR	-3,673	-1,941	-3,275	-1,640	-2,116	0.0%	-2,150
~~300/14~~	~~--Rugby~~	~~TR~~		~~-808~~	~~-807~~	~~-311~~	~~0~~	~~0.0%~~	~~0~~
300/15	--Grounds - Other Income	TR	-4,185	-8,527	-3,909	-4,974	-2,625	0.0%	-2,730
300/16	Open Spaces - Sponsorship of Planters	TR	-3,867	-4,261	-4,795	-3,233	3,497	0.0%	-3,497
	Total Revenue Income		**-35,194**	**-32,924**	**-31,103**	**-25,841**	**-18,074**		**-22,867**
	CAPITAL INCOME/FINANCE								
~~350/1~~	~~--Capital Grants Football Dev Project~~	~~MG~~	~~-1,927,248~~	~~-302,367~~	~~-186,190~~	~~0~~	~~25,576~~		~~0~~
	Total Capital Income/Finance		**-1,927,248**	**-302,367**	**-186,190**	**0**			
	TOTAL COMMITTEE INCOME		**-1,962,442**	**-335,291**	**-217,294**	**-25,841**	**7,501**		**-22,867**
	-Surplus/+Deficit		**318,932**	**254,916**	**270,261**	**245,218**	**293,238**		**270,384**

RINGWOOD TOWN COUNCIL PROPOSED RESERVES SCHEDULE 2027/28

PART A | WHAT HAS HAPPENED AND WHAT IS PROPOSED? £

Earmarked reserve	1 Apr 2026 £	Added 2026/27 from revenue £	Added 2026/27 from CIL or other source £	Withdrawn 2026/27 £	Forecast 31 Mar 2027 £	Proposed revenue contribution 2027/28 £	Proposed CIL or other contribution 2027/28 £	*Estimated* and expected spend 2027/28 £	Forecast 31 Mar 2028 £
9. Cemetery	£27,032	–	£17,973	£29,501	£15,504	–	£41,300	£45,300	£11,504
10. Buildings Repairs Provision	£38,504	£5,500	–	–	£44,004	£5,500	–	*£15,000*	£34,504
12. Vehicle & Machinery	£31,721	£27,000	–	£6,800	£51,921	£27,000	–	£25,920	£53,001
13. Play Equipment	£22,752	£10,000	£10,000	–	£42,752	£10,000	£10,000	*£10,000*	£52,752
15. Christmas Lights Provision	£4,283		–	£4,283	–	–	–	–	–
16. Carvers Equipment	£4,022	£1,000	–	–	£5,022	£1,000	–	*£4,000*	£2,022
18. Ringwood Events Reserve	£17,833	–	–	£8,005	£9,829	–	–	–	£9,829
26. Grounds Team Building	–	–	£10,000	–	£10,000	–	£40,000	*£40,000*	£10,000
19. Infrastructure and open spaces fund	£18,371	£3,000	–	£9,185	£12,186	£3,000	–	–	£15,186
25. Open spaces security measures	£1,406	–	–	–	£1,406	–	–	*£1,406*	£0

PART B | WHY DO WE HOLD IT AND WHAT IS THE DECISION?

Earmarked reserve & purpose	Management	Proposed approach for budget setting
Cemetery - to meet future capital costs of either extending or improving the cemetery and managed by the council, or of maintenance works to memorials there or to the closed churchyard for which the Council is liable. The Council is expected to provide further cemetery capacity once the existing cemetery is full.	The reserve will contribute towards the cemetery development programme, alongside proposed CIL funding. The 2027/28 programme includes £45,300 of expenditure, of which £41,300 is proposed to be funded from CIL and £4,000 from this reserve. The need for further annual contributions will be reviewed in light of the approved CIL programme and future cemetery maintenance requirements.	Continue to use the reserve to support cemetery development works and review future contributions following consideration of CIL funding proposals.

Buildings - To act as a sinking fund to meet the cost of major building repairs for which the Council is liable at Greenways, Carvers Clubhouse and 92 Southampton Road. Expenditure is not currently expected to exceed £75,000.	The reserve has an existing target of £75,000, supported by annual contributions of £5,500. A wider review of building condition, maintenance liabilities and future requirements was commissioned during 2026/27 and is expected to continue into 2027/28. Initial assessments indicate that Carvers Clubhouse may require investment shortly but the amount is TBC. It is therefore proposed to maintain the annual contribution pending completion of the review, which will inform the future target and funding requirements.	Maintain annual contribution pending completion of the buildings review.
Vehicle & Machinery — To fund the planned replacement of vehicles and major machinery used by the Council's Grounds Maintenance Team.	The reserve is supported by an approved ten-year replacement programme, with contributions varying according to anticipated replacement requirements. The proposed contribution and expenditure for 2027/28 reflect the updated programme.	Continue contribution and expenditure in accordance with the approved replacement programme.
Play Equipment- To fund the replacement, upgrading and major repair of children's play equipment at sites owned or managed by the Council.	The Council has identified the development of a Play Strategy in 2027/28, followed by implementation from 2028/29, as a strategic priority. The anticipated scale of investment is expected to exceed the previous allowance of £40,000 per replacement cycle. It is therefore proposed to maintain annual contributions of £10,000 from the revenue budget, alongside indicative annual CIL allocations of £10,000 for eligible improvements, subject to approval and funding availability.	Maintain annual contribution and continue to consider CIL funding opportunities for eligible improvements.
Christmas Lights Provision- To meet costs associated with the provision, replacement or improvement of Christmas lights.	The remaining reserve balance is forecast to be used during 2026/27. No further contribution is currently proposed for 2027/28.	Close reserve from 2027/28 following planned use of remaining balance.
Carvers Clubhouse Equipment: To meet the costs of replacing and improving furniture, kitchen equipment and other significant items at Carvers Clubhouse.	Some furniture and larger kitchen equipment is approaching the point where replacement is needed. It is proposed to maintain the annual contribution of £1,000	Maintain annual contribution of £1000
Ringwood Events Reserve: Purpose: To provide a contingency against losses on Council-organised public events and to support eligible grants towards events organised by other organisations.	The reserve has been used as planned to support the town's 800th anniversary celebrations in 2026/27. With no comparable large-scale events currently planned for 2027/28, it is proposed to retain the remaining balance as a contingency against future event losses. Event surpluses may continue to be transferred into the reserve.	Retain reserve as a contingency for future event-related risks and continue current funding arrangements.
Grounds Building Project: To provide funding towards the replacement of accommodation and associated facilities used by the Grounds Maintenance Team, including design, feasibility and professional fees.	The project has progressed to consideration of further works for a replacement or improved Grounds Building. Proposed CIL funding of £40,000 is identified for 2027/28.	Continue to utilise the reserve and proposed CIL funding to support project development.

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Infrastructure & Open Spaces Fund: To meet the costs of replacing or undertaking major repairs to infrastructure such as benches, bus shelters, boardwalks and noticeboards, and significant tree or environmental works not covered by annual budgets.	The reserve has an established target of £24,000, with annual contributions of £3,000. Following expenditure during 2026/27, it is proposed to continue the existing contribution to maintain provision for future repairs and improvements.	Maintain annual contribution of £3000
Open Space Security Measures: available to urgently protect sites and prevent unauthorised encampments	Fund was created in 23/24. Likely to be spent in 27/28	Members to consider whether the reserve should be retained following anticipated expenditure in 2027/28.

Ringwood
Town Council

COMMITTEE REPORT

Report title	Cemetery Extension – Drainage Investigation
Committee	Recreation, Leisure and Open Spaces
Date	2 December 2026
Report author	Charmaine Bennett/Tony Robinson

Decision Summary

Purpose	To seek approval to use the cemetery reserve to fund an initial investigation into existing drainage infrastructure within the cemetery extension land.
Decision type	To approve
Financial impact	Up to £500 plus VAT
Budget provision	Earmarked reserve
Confidential / exempt	No

1. Introduction and reason for report

The Council is seeking to establish the location and extent of existing underground drainage infrastructure within the former allotment land, which is being brought back into use as a cemetery extension.

Members are asked to approve expenditure from the cemetery reserve to enable an initial specialist investigation.

2. Background Information

An existing private septic tank and associated drainage arrangements are located within Council-owned land.

Initial legal and technical advice has been obtained, together with a report commissioned by the adjoining property owners. Although this has clarified the nature and apparent condition of the system, the location and extent of the underground drainage field remain unknown.

Understanding the drainage arrangements is important for planning future burials and determining whether any areas of land need to be protected from excavation or whether further environmental assessment is required.

A specialist CCTV survey has been proposed as an initial means of tracing the underground pipework. While this may not establish the full extent of the drainage field, it should help identify what further investigation, if any, is necessary.

3. Financial Implications (if applicable)

A quotation has been received for a CCTV survey at £350 plus VAT for the first two hours, with subsequent time charged at £135 per hour. The quotation also requires the septic tank to be emptied before the survey, at an additional cost.

There is no available provision within the existing revenue budget, and it is therefore proposed that the costs be met from the cemetery reserve.

Before commissioning the work, officers will clarify the scope, likely total cost and whether the survey can provide a plan identifying the drainage infrastructure.

Any expenditure will be subject to an agreed maximum, and further work beyond that limit will require separate approval.

4. Issues for Decision and Recommendations

Members are asked to approve expenditure from the cemetery reserve and authorise officers to commission the proposed CCTV survey, subject to officers being satisfied that the survey will provide the information required, represents value for money and that the total cost falls within the Committee's delegated financial authority.

Recreation, Leisure and Open Spaces
Project Oversight Report - November 2026

1. Introduction and reason for report
This report provides the Committee with an overview of live projects within its remit, enabling members to monitor progress, risks, and financial implications, and to identify where further information or a separate report is required for decision-making.

2. Background
The project planner is updated weekly by officers and forms part of the Council's wider arrangements for project oversight and governance. Projects are reported by exception, with operational delivery managed by officers under existing delegations.

3. Scope of report
This report includes projects within the remit of this Committee only. Projects governed through other Committees are reported separately and are not included here.

Project title	Purpose/intended outcome	Status	Progress update	Key risks/issues	Next milestone/ decision point	Committee interaction required	Senior Officer (oversight)	Delivery lead	Financial poistion
Grounds Department Sheds Replacement	To replace the Grounds team's sub-standard workshop, garaging, office and storage facilities with a fit-for-purpose building, improving operational efficiency, health and safety, and long-term asset resilience.	In progress	The working party has met and its minutes are presented to the Committee at this meeting. Two responses have been received from architectural practices. The Town Clerk and the Chair of the working party have been delegated the decision on which practice to appoint and are reviewing the responses.	Financial: Construction and professional fees remain subject to detailed design and procurement. Delivery: Appointment of appropriate professional support and agreement of the delivery route are required before the project can progress to detailed design and tender stage.	Consider the appointed architectural practice's report and agree the next steps for the project.	RLOS: Grounds, Facilities and Projects Sub-Committee to review options and make recommendations. Policy & Finance Committee approval may be required for future expenditure and project progression.	Town Clerk	Town Clerk	Propsed budget provision of £10,000 for next stage
Poulner Lakes track maintenance	To establish a sustainable and cost-effective approach to maintaining and improving the access tracks at Poulner Lakes to an acceptable standard, ensuring continued safe use while clarifying long-term maintenance responsibilities.	In progress – awaiting confirmation of delivery arrangements	NFDC continues to include the access improvements within its recreational mitigation work programme. No substantive project developments have occurred since the last report. A meeting with NFDC officers is scheduled to further discuss project scope, delivery arrangements and programme timescales. RTC continues to seek confirmation that the full track length, associated repairs and any agreed site enhancements can be incorporated within the proposed works.	Delivery: Project programme remains dependent on NFDC timescales and delivery arrangements. Timing: Works will need to take account of Fishing Club activities and suitable ground/weather conditions. Scope: Final extent of works and any associated site enhancements remain to be confirmed.	Meeting with NFDC officers to obtain an update on project scope, programme and procurement arrangements. Confirmation of delivery approach and indicative timescales.	Members to be updated following discussions with NFDC. Any significant changes to scope, enhancements or future site naming proposals to be considered by the appropriate committee.	Town Clerk	Grounds Manager	£15000 from RTC CIL agreed. No change

Cemetery Development	To secure the Council's future cemetery capacity through phased development of the former allotment land, while providing improved options for the interment and scattering of cremated remains, memorialisation and a Garden of Remembrance.	In progress – site establishment and detailed planning	The Grounds Manager has ordered the trees and hedging funded by RACE. The Town Clerk and Cemetery Officer will visit a local cemetery to see a memorial tree similar to the one being considered and look at how the area around it has been landscaped.	Design/capacity: The layout needs to make effective long-term use of the available land while providing appropriate areas for burials, ashes, memorialisation and a Garden of Remembrance. Service offer: Decisions are required on the types of plots, memorialisation and other options the Council intends to make available. Financial: Subsequent development and landscaping costs will depend on the agreed layout, facilities and phasing.	The Cemetery Working Party will meet to consider the proposed layout and memorial options once the plans are further developed.	Working Party to develop the next-stage layout and recommendations, with proposals subsequently reported to Committee as required.	Town Clerk	Grounds Manager	Cemetery Development Reserve available. £10,000 RACE funding has been requested for release. Costs for the next phase will be developed once the layout, service offer and proposed enhancements are agreed.
Youth Work – Initial Scoping and Partnership Development	To develop sustainable youth work provision in the town through a partnership-based model aligned to Council priorities and identified community need.	In progress – ready for launch	A youth worker has been appointed and will work full-time in Ringwood. A soft launch of the youth club at Carvers Clubhouse is planned for December 2026. Partners are establishing regular meetings to agree priorities and coordinate the development of youth work across the town.	Delivery: Final arrangements with delivery partners, staffing and safeguarding requirements need to be confirmed before activities can commence. Sustainability: A longer-term funding and delivery model will be required if the service proves successful. Participation: Future attendance levels and community demand will inform the scale and frequency of provision.	Hold the soft launch at Carvers Clubhouse in December 2026 and use early feedback to inform the next phase of delivery.	Members to be kept informed of implementation progress and initial participation levels. Further reports to be brought forward if additional resources, funding or longer-term commitments are required.	Town Clerk	Clubhouse Manager	£4,000 approved for initial/pilot youth work activity in 2026/27. Funding has not yet been drawn down/paid.
Christmas lights review	To review the existing Christmas light display and identify proportionate improvements that enhance the town centre's festive offer, while ensuring value for money and operational practicality.	In progress	The Christmas lights were installed on 25 and 26 November 2026. The Council approved funding to repair a faulty residual current device (RCD) on the High Street. The repair was needed in any event and will allow the lights to operate as scheduled. The alternatives were to leave that section lit continuously, which could affect residents in nearby flats, or leave it unlit for the festive period.	Heritage and conservation constraints may limit the extent of enhancements that can be delivered within the Market Place. Operational arrangements must ensure that lighting fixings are suitable and do not damage buildings or trees. Any additional enhancements remain subject to available budget and contractor capacity.	Confirm that the High Street lights operate as scheduled ahead of the switch-on on 29 November.	The existing scheme budget applies. The Council has approved funding for the High Street RCD repair.	Town Clerk		Existing scheme budget applies. Any additional expenditure arising from enhancements to be identified and approved as required.
Externally Led Projects – Council Oversight and Engagement									

North Poulner and The Mount – Access and Open Space Enhancements (know as Ri9)	Part of the Greenway Project, led by New Forest District Council and funded through Community Infrastructure Levy (CIL), aimed at protecting sensitive sites within the National Park by improving local walking routes and encouraging more sustainable use.	In progress	NFDC has confirmed that the project is within its programme and considers community engagement to be the appropriate next stage before proposals are developed further. NFDC will prepare an engagement plan, talking points and consultation materials. RTC will identify relevant community groups and support member involvement. Opportunities for complementary enhancements, including public art/wooden sculptures, are also being explored.	Dependency: Programme and delivery remain led by NFDC. Community: Early engagement will be important to identify local concerns and issues, including any known antisocial behaviour considerations. Funding: Public art or similar enhancements would fall outside recreational mitigation funding and require alternative	NFDC to provide community engagement material and brief RTC members, anticipated November/December 2026, ahead of community engagement.	Members to receive an update before public engagement and be appropriately involved in the engagement process.	Town Clerk		No direct financial implications for the Town Council.
North Ringwood - walking route improvements project (known as Ri6 by NFDC)	NFDC-led recreational mitigation project to replace the bridge providing pedestrian access to the Poulner Lakes recreational area.	In progress – external delivery	NFDC is progressing the replacement bridge and has asked whether RTC would be willing to take on future management responsibility. Members have previously indicated broad support in principle, subject to understanding the associated long-term liabilities.	Asset liability: RTC needs to understand the future inspection, maintenance, repair and replacement obligations before accepting responsibility for the bridge. Dependency: Delivery remains dependent on NFDC's project programme.	NFDC to provide details of ongoing maintenance requirements and costs, together with a proposed Memorandum of Understanding.	Decision required on whether RTC should accept future management responsibility once the maintenance information and proposed MoU have been received.	Town Clerk		Replacement project funded/delivered externally by NFDC. Potential future financial liability for RTC if it accepts ongoing management responsibility.

4. Recommendation Members are asked to note the contents of this report.

For further information, please contact:
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