

MINUTES OF THE POLICY & FINANCE COMMITTEE

Held on Wednesday 19th February 2025 at 7.00pm

PRESENT: Cllr Mary DeBoos (Chairman)
Cllr Peter Kelleher (Vice Chair)
Cllr Andy Briers
Cllr Luke Dadford
Cllr Philip Day
Cllr Gareth DeBoos
Cllr Rae Frederick
Cllr Janet Georgiou
Cllr John Haywood
Cllr James Swyer
Cllr Glenys Turner

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

ABSENT: Cllr Michael Thierry
Cllr Becci Windsor

F/6383 PUBLIC PARTICIPATION

There were no members of the public present.

F/6384 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs Thierry and Windsor.

F/6385 DECLARATIONS OF INTEREST

There were none.

F/6386 MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the meeting held on 22nd January 2025 having been circulated, be approved and signed by the Chairman as a correct record.

F/6387 FINANCIAL REPORTS

Members considered the financial report presented as *Annex A*. The Finance Manager detailed transactions on the Imprest account over £1,000.

In relation to the statement of balances and transfer report, he explained that the actual balance at 31st January was £505,000 because the previously approved transfer was not requested until 17th February. As a result, the amount of transfer requested on this occasion had reduced to £50,000.

In relation to budget monitoring, the Finance Manager reported some good news. There had been a sudden increase in receipts in January, particularly with regards cemetery income. Further receipts are expected in February and this will exceed the revised budget. The revised budget underspend will be around £11,000, meaning that the transfer required from the General Reserve to balance the budget at year end will reduce to £26,000. It is hoped small unspent budgets may adjust this figure further.

The Town Clerk highlighted the work of the Carvers and Office teams, which has contributed to income receipts exceeding expectations in areas such as Clubhouse sales, allotment rent, facility bookings and cemetery receipts. In particular, it was acknowledged that Cemetery work has been incredibly busy in the last few weeks. Thanks were extended to all staff involved.

The Finance Manager reported, in relation to the capital projects, that the football project is carrying a cashflow deficit and this translates to a loss in revenue of £1,000 per month in interest.

The CIL report had been adjusted to show the actual spend against the columbarium project and the remaining amount converted back to unallocated funds, following the cancellation of the project.

- RESOLVED:**
- 1) That the list of payments made from the Imprest Account for January be received and authorised;
 - 2) That the Statement of Town Council Balances be received and Inter Account Transfers report be authorised;
 - 3) That the Finance Manager's budgetary control report be received;
 - 4) That the budget monitoring position and balance of reserves be noted
 - 5) That the report and levels of CIL reserves be noted.

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| ACTION R Fitzgerald |
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F/6388

CONTRACTS AND ARRANGEMENTS REVIEW

Members received the Finance Manager's report (*Annex B*). It provides details on arrangements (including legal agreements) with other local authorities, not-for-profit bodies and businesses. He explained it is a live document and is regularly reviewed. Since circulation, changes to the list include the grounds teams phones provider and the copier / scanner contract.

RESOLVED: The current financial arrangements be noted.

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| ACTION R Fitzgerald |
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F/6389

LICENSING OF MARKETS AND FAIRS

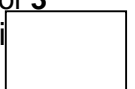
RESOLVED: That the Town Clerk's report (*Annex C*) be noted.

F/6390

ASSET REGISTER

The Finance Manager explained the asset register is presented to Committee annually. It is an inventory of land and assets (including buildings and office equipment) (*Annex D*) and is updated regularly. He highlighted changes this year being the football pavilion and all-weather pitch projects, minor items of equipment for the clubhouse and additional tools for the grounds team.

RESOLVED: That the asset register (*Annex D*) be noted.



F/6391

PROCUREMENT OF MUGA AND RELATED WORKS AT CARVERS

The Town Clerk updated Members on the progress of the tender process relating to multi-use Games area (MUGA). Thanks were extended to NFDC for its support in managing the tendering process through their procurement portal.

RESOLVED: 1) That the update on the MUGA be received; and
2) That Cllrs M DeBoos and Frederick, Town Clerk and Clubhouse Manager be appointed to the evaluation panel.

ACTION C Wilkins / C Bennett

F/6392

92 SOUTHAMPTON ROAD

Members received a verbal report from the Town Clerk. The decision had been made previously to refurbish the property and re-let as soon as practicable. A quote had been obtained and the building reserve would fund the work. Thanks were extended to Cllr Georgiou for the benefit of her experience and her help with co-ordination.

Works had been scheduled to start in January, however the house was broken into, items were taken and extensive damage was caused by flooding. A separate quote had been obtained for this work, however it is thought that that total cost could be reduced by rolling all the works in together with a precise specification and some renegotiation. The Councils' insurers have declined a claim for damage.

There was acknowledgement of new rules in relation to energy efficiency ratings for privately rented homes and Members wanted the works to future proof the property in this respect. Further discussion would take place to capture all essential work.

Members wished to proceed as planned. Even though this will have a more significant effect on the buildings reserve, there will remain a reasonable balance.

RESOLVED: That the Town Clerk be delegated authority to allocate up to £40,000 from the buildings reserve on the refurbishment of 92, Southampton Road.

ACTION C Wilkins / R Fitzgerald

F/6393

PROJECTS (current and proposed)

RESOLVED: That the update in respect of projects (*Annex D*) be noted.

There being no further business, the Chairman closed the meeting at 7:50pm.

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

RECEIVED
26th February 2025

APPROVED
19th March 2025

TOWN MAYOR

COMMITTEE CHAIRMAN

RINGWOOD TOWN COUNCIL

FINANCIAL REPORTS FOR

POLICY & FINANCE COMMITTEE MEETING

19th February 2025

Paid Expenditure Transactions

Start of year 01/04/24

paid between 01/01/25 and 31/01/25

A

| Payment Reference | Paid date | Tn no | Order no | Gross | Vat | Net | Cttee | Details | Heading | |
|-------------------|-----------|--------|-----------|---------|--------|---------|-------|--|---|-----------|
| DD 1 | 02/01/25 | 5330 | | £247.00 | £0.00 | £247.00 | RLOS | New Forest District Council | NFDC Rates Cemetery January 2025 | 3200/1/5 |
| DD 2 | 02/01/25 | 5331 | | £195.00 | £0.00 | £195.00 | RLOS | New Forest District Council | NFDC Rates Carvers Clubhouse January 2025 | 3802/1/6 |
| DD 3 | 02/01/25 | 5332 | | £250.00 | £0.00 | £250.00 | P&F | New Forest District Council | NFDC Rates Southampton Road January 2025 | 2100/3 |
| NFDC Tfr9 | 02/01/25 | 5333 | | £5.74 | £0.00 | £5.74 | P&F | New Forest District Council | NFDC Tfr9 Credit card charges December 2024 | 2000/1/18 |
| NFDC Tfr9 | 02/01/25 | 5334 | | £4.40 | £0.00 | £4.40 | RLOS | New Forest District Council | NFDC Tfr9 18/11/24 Purchases for resale | 3802/3/1 |
| NFDC Tfr9 | 02/01/25 | 5335 | | £48.91 | £0.00 | £48.91 | RLOS | New Forest District Council | NFDC Tfr9 28/11/24 Purchases for café resale | 3802/3/1 |
| NFDC Tfr9 | 02/01/25 | 5336 | | £1.20 | £0.00 | £1.20 | RLOS | New Forest District Council | NFDC Tfr9 02/12/24 Purchases for café sales | 3802/3/1 |
| NFDC Tfr9 | 02/01/25 | 5337 | | £3.90 | £0.00 | £3.90 | RLOS | New Forest District Council | NFDC Tfr9 09/12/24 Purchases for resale | 3802/3/1 |
| DD | 07/01/25 | 5338 | | £32.34 | £5.39 | £26.95 | RLOS | Sky Business | 05/01/25 - 04/02/25 | 3802/2/5 |
| | | 5341/1 | | £234.00 | £39.00 | £195.00 | P&F | Ryal Media Group Ltd T/A Today's Recruitment | 160mm x 130mm display box in Public Sector special - South East Recruitment Today - 12 December 2024 | 2000/1/17 |
| 2378 | 07/01/25 | 5341 | RTC806172 | £234.00 | £39.00 | £195.00 | | Ryal Media Group Ltd T/A Today's Recruitment | Job Vacancy Advertising - Finance Manager | 2000/1/17 |
| | | 5342/1 | | £570.00 | £95.00 | £475.00 | RLOS | New Forest District Council | Annual survey fee for 2024-25 (estimated) | 3000/2/12 |
| 2379 | 07/01/25 | 5342 | RTC805789 | £570.00 | £95.00 | £475.00 | | New Forest District Council | Tree safety survey fee | 3000/2/12 |
| | | 5343/1 | | £119.88 | £19.98 | £99.90 | P&F | Pitney Bowes | Ink cartridge DM60 | 2000/1/10 |
| 2381 | 07/01/25 | 5343 | RTC806029 | £119.88 | £19.98 | £99.90 | | Pitney Bowes | Franking machine ink cartridge - to be charged to RTC's Pitney Bowes account - will show on next monthly statement issued by Pitney Bowes | 2000/1/10 |
| | | 5344/1 | | £237.00 | £39.50 | £197.50 | RLOS | Surf & Turf Instant Shelters Ltd | gazebo weights- pairs | 3100/5 |
| | | 5344/2 | | £84.00 | £14.00 | £70.00 | RLOS | Surf & Turf Instant Shelters Ltd | weights for gazebos- to attach 2 gazebos together (pair) | 3100/5 |
| | | 5344/3 | | £25.00 | £4.17 | £20.83 | RLOS | Surf & Turf Instant Shelters Ltd | Shipping | 3100/5 |
| 2382 | 07/01/25 | 5344 | RTC806120 | £346.00 | £57.67 | £288.33 | | Surf & Turf Instant Shelters Ltd | gazebo weights paid on credit card - payment direct to Charmaine Bennett who has already paid this | 3100/5 |

Paid Expenditure Transactions

Start of year 01/04/24

paid between 01/01/25 and 31/01/25

A

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|-------------------|-----------|-------|-----------|------------|---------|------------|-------|---|---|-----------|
| | | | 5345/1 | £60.00 | £10.00 | £50.00 | RLOS | New Forest District Council | Tree Survey of 6 pine trees at Yew Tree Gardens | 3000/2/12 |
| 2380 | 07/01/25 | 5345 | RTC806191 | £60.00 | £10.00 | £50.00 | | New Forest District Council | Tree Survey of 6 pine trees at Yew Tree Gardens. | 3000/2/12 |
| | | | 5346/1 | £1,425.77 | £237.63 | £1,188.14 | RLOS | E G Coles | To Service Kubota Tractor | 3000/3/2 |
| 2383 | 07/01/25 | 5346 | RTC806171 | £1,425.77 | £237.63 | £1,188.14 | | E G Coles | To service Kubota Tractor | 3000/3/2 |
| | | | 5347/1 | £240.00 | £0.00 | £240.00 | P&F | SLCC Enterprises Ltd | 1 January 2025 to 31 December 2025 | 2000/1/16 |
| 2384 | 07/01/25 | 5347 | RTC806188 | £240.00 | £0.00 | £240.00 | | SLCC Enterprises Ltd | Renewal of Membership - Jo Hurd | 2000/1/16 |
| 2385 | 07/01/25 | 5348 | | £20.00 | £3.33 | £16.67 | P&F | Itec | Gateway December 2024 | 2000/1/9 |
| DD | 09/01/25 | 5357 | | £431.90 | £71.98 | £359.92 | RLOS | Yu Energy | December 2024 | 3802/1/3 |
| | | | 5350/1 | £468.26 | £78.04 | £390.22 | RLOS | PPL PRS Ltd | music license, runs from july 1st for 12 months | 3802/2/1 |
| 2388 | 14/01/25 | 5350 | RTC806183 | £468.26 | £78.04 | £390.22 | | PPL PRS Ltd | Music license for Carvers Clubhouse, runs from july 1st for 12 months | 3802/2/1 |
| | | | 5353/1 | £318.00 | £53.00 | £265.00 | RLOS | Ringwood & Fordingbridge Skip Hire | Replacement Skip For Cemetery | 3200/2/8 |
| 2389 | 14/01/25 | 5353 | RTC806196 | £318.00 | £53.00 | £265.00 | | Ringwood & Fordingbridge Skip Hire | Replacement Skip For Cemetery | 3200/2/8 |
| 2390 | 14/01/25 | 5354 | | £18.00 | £3.00 | £15.00 | RLOS | Insight Security & Facilities Ltd | December 2024 | 3000/2/1 |
| 2391 | 14/01/25 | 5355 | | £13.57 | £2.26 | £11.31 | RLOS | Itec | Carvers Clubhouse December 2024 | 3802/2/2 |
| 2392 | 14/01/25 | 5356 | | £831.60 | £138.60 | £693.00 | P&F | TC Group | Payroll Services Qtr 3 2024/25 | 2310/1 |
| BP | 15/01/25 | 5358 | | £11,605.71 | £0.00 | £11,605.71 | P&F | Hampshire County Council | Pension December 2024 | 2600/1/3 |
| BP | 16/01/25 | 5359 | | £1,700.00 | £0.00 | £1,700.00 | P&F | Prudential | January AVC RF | 2600/1/3 |
| DD 1 | 16/01/25 | 5361 | | £43.20 | £7.20 | £36.00 | RLOS | 3G | December 2024 | 3000/1/6 |
| DD 2 | 16/01/25 | 5362 | | £383.23 | £18.25 | £364.98 | P&F | British Gas | Greenways 08/12/24 - 31/12/24 | 2100/1 |
| | | | 5363/1 | £994.75 | £0.00 | £994.75 | P&F | Public Works Loan Board | Principle | 2500/1/2 |
| | | | 5363/2 | £13,971.46 | £0.00 | £13,971.46 | P&F | Public Works Loan Board | Interest | 2500/1/1 |
| DD 3 | 16/01/25 | 5363 | | £14,966.21 | £0.00 | £14,966.21 | | Public Works Loan Board | 640644 | 2500/1/2 |
| BP | 20/01/25 | 5360 | | £8,238.70 | £0.00 | £8,238.70 | P&F | Inland Revenue | December 2024 | 2600/1/2 |
| DD | 20/01/25 | 5364 | | £344.76 | £57.46 | £287.30 | P&F | Elite Business Systems UK Ltd (EBS Telecoms)/BT Openreach | January calls | 2000/1/11 |

Paid Expenditure Transactions

Start of year 01/04/24

paid between 01/01/25 and 31/01/25

A

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|-------------------|-----------|--------|-----------|------------|---------|------------|-------|---|-----------|
| | | 5365/1 | | £172.00 | £28.67 | £143.33 | RLOS | Presto Plumbing and Heating Ltd fix broken waste pipe | 3802/1/2 |
| 2393 | 21/01/25 | 5365 | RTC806198 | £172.00 | £28.67 | £143.33 | | Presto Plumbing and Heating Ltd call out and repairs to replace broken waste pipe | 3802/1/2 |
| | | 5366/1 | | £133.20 | £22.20 | £111.00 | RLOS | Alecta Technical Solutions water boiler PPM | 3802/1/1 |
| 2394 | 21/01/25 | 5366 | RTC806199 | £133.20 | £22.20 | £111.00 | | Alecta Technical Solutions Water boiler Planned Preventative maintenance | 3802/1/1 |
| 2395 | 21/01/25 | 5367 | | £98.80 | £16.47 | £82.33 | RLOS | Taste Vending Ltd 15/01/25 - 14/02/25 | 3802/3/1 |
| | | 5368/1 | | £2,765.76 | £460.96 | £2,304.80 | RLOS | ABR Ecology Ltd Ecological surveys at Carvers Recreation Ground | 3350/2 |
| 2396 | 21/01/25 | 5368 | RTC806101 | £2,765.76 | £460.96 | £2,304.80 | | ABR Ecology Ltd Ecology survey work | 3350/2 |
| DD | 22/01/25 | 5370 | | £213.98 | £35.66 | £178.32 | RLOS | BNP Parabis Quarterly charge | 3802/2/1 |
| BP | 24/01/25 | 5371 | | £30,692.50 | £0.00 | £30,692.50 | P&F | Salaries January 2025 | 2600/1/1 |
| | | 5372/1 | | £5.40 | £0.90 | £4.50 | P&F | Hampshire County Council 576236 Microfibre cloth x 10 | 2000/3/4 |
| | | 5372/2 | | £3.42 | £0.57 | £2.85 | P&F | Hampshire County Council 710508 Swing bin liner x 100 | 2000/3/4 |
| | | 5372/3 | | £25.88 | £4.31 | £21.57 | P&F | Hampshire County Council 819152 A4 copier paper | 2000/1/8 |
| | | 5372/4 | | £3.02 | £0.50 | £2.52 | P&F | Hampshire County Council 926555 Foil emergency blanket | 2000/1/4 |
| 2397 | 27/01/25 | 5372 | RTC806206 | £37.72 | £6.28 | £31.44 | | Hampshire County Council Stationary and caretaker supplies | 2000/3/4 |
| | | 5373/1 | | £88.00 | £0.00 | £88.00 | RLOS | Mike Coakley new led security light and cemetery | 3200/2/1 |
| 2398 | 27/01/25 | 5373 | RTC806208 | £88.00 | £0.00 | £88.00 | | Mike Coakley new led security light and sensor for cemetery | 3200/2/1 |
| | | 5374/1 | | £25.00 | £0.00 | £25.00 | P&F | Sam Bracher Eye sight test | 2310/3 |
| | | 5374/2 | | £60.00 | £0.00 | £60.00 | P&F | Sam Bracher Contribution towards glasses | 2310/3 |
| 2399 | 27/01/25 | 5374 | RTC806212 | £85.00 | £0.00 | £85.00 | | Sam Bracher Eye sight test and contribution towards cost of glasses, for which part of the prescription is for DSE use | 2310/3 |
| 2400 | 27/01/25 | 5375 | | £4,395.00 | £0.00 | £4,395.00 | P&F | New Forest District Council CCTV 6 Monthly charge 01/10/24 - 31/10/25 | 2400/15 |
| | | 5376/1 | | £600.00 | £100.00 | £500.00 | RLOS | Pete Best Stump Grinding At UK Allotmewnts | 3000/2/11 |
| 2401 | 28/01/25 | 5376 | RTC806161 | £600.00 | £100.00 | £500.00 | | Pete Best For stump grinding at UK Allotments | 3000/2/11 |
| | | 5377/1 | | £1,123.20 | £187.20 | £936.00 | RLOS | Pete Best Annual Tree Survey Work Pocket Park. | 3000/2/11 |

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Start of year 01/04/24

paid between 01/01/25 and 31/01/25

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|--------------------|-----------|--------|-----------|-----------|---------|-----------|-------|-----------------------------|---|
| | | 5377/2 | | £162.00 | £27.00 | £135.00 | RLOS | Pete Best | Annual Tree Survey Work. Folly Farm. 3000/2/11 |
| | | 5377/3 | | £0.00 | £0.00 | £0.00 | RLOS | Pete Best | Annual Tree Survey Work. Dr Little Gardens. See email KW 27/01/25 Payment for Dr Little Gardens already paid on previous invoice 3000/2/11 |
| 2402 | 28/01/25 | 5377 | RTC805744 | £1,285.20 | £214.20 | £1,071.00 | | Pete Best | Annual Tree Survey Work . Pocket Park. Folly Farm. Dr Little Gardens Work has been Paid as part of another Order so could be deleted from this order. 3000/2/11 |
| | | 5378/1 | | £2,671.00 | £0.00 | £2,671.00 | RLOS | New Forest District Council | Application fee for replacement grounds building 3350/2 |
| 2404 | 28/01/25 | 5378 | RTC806216 | £2,671.00 | £0.00 | £2,671.00 | | New Forest District Council | Planning services fee 3350/2 |
| PAY | 28/01/25 | 5379 | | £9.10 | £0.00 | £9.10 | P&F | Lloyds Bank | Bank charges January 2025 2000/1/18 |
| | | 5384/1 | | £337.50 | £0.00 | £337.50 | RLOS | DVLA | 12 months road tax 3000/3/5 |
| Lloyds CC Jan 25 1 | 30/01/25 | 5384 | RTC806164 | £337.50 | £0.00 | £337.50 | | DVLA | 12 months road tax for Ford LGV EY66 AVD - paid for on NV credit card 3000/3/5 |
| | | 5385/1 | | £920.00 | £153.33 | £766.67 | P&F | New Forest District Council | Parking clocks for RTC staff - long stay 2600/1/4 |
| | | 5385/2 | | £90.00 | £15.00 | £75.00 | P&F | New Forest District Council | Parking clocks for RTC staff - short stay 2600/1/4 |
| | | 5385/3 | | £70.00 | £11.67 | £58.33 | P&F | New Forest District Council | Parking clocks for RTC staff - Q1 long stay 2600/1/4 |
| Lloyds CC Jan 25 7 | 30/01/25 | 5385 | RTC806179 | £1,080.00 | £180.00 | £900.00 | | New Forest District Council | Parking clocks for RTC staff - Total £1,310 (to be paid on NV cc) 4 x long stay, 2 short stay & 1 Quart long stay. Originally paid for 5 long stay - only need 4 - refund received from NFDC for 1 long stay 2600/1/4 |
| | | | | | | | | | APPROX - See receipt 5 long stay (5 x £230 (£191 + £39 VAT) = £955+£195 VAT) = £1,150 1 Q1 long stay (Jan to Mar) £70 (£58.3 + £11.7 VAT) = £70 2 short stay (2 x £37.5 + £7.5 VAT)) = (£75 + £15 VAT) = £90 TOTAL = £1,310 (£1,088.3) + VAT (221.7) |
| | | 5396/1 | | £48.00 | £0.00 | £48.00 | P&F | Indeed UK Operations Ltd | 6 days advertising 5-10 December 2024 2000/1/17 |
| Lloyds CC Jan 25 3 | 30/01/25 | 5396 | RTC806186 | £48.00 | £0.00 | £48.00 | | Indeed UK Operations Ltd | Advertising for Grounds Operative Paid on NV credit card 2000/1/17 |

Paid Expenditure Transactions

Start of year 01/04/24

paid between 01/01/25 and 31/01/25

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|--------------------|-----------|--------|-----------|---------|--------|---------|-------|-----------------------------|--|
| | | 5397/1 | | £500.00 | £0.00 | £500.00 | P&F | Howdens Joinery Ltd | Deposit on replacement kitchen fittings and appliances for 92 Southampton Road |
| Lloyds CC Jan 25 4 | 30/01/25 | 5397 | RTC806184 | £500.00 | £0.00 | £500.00 | | Howdens Joinery Ltd | Kitchen fittings and appliances - paid on credit card |
| Lloyds CC Jan 25 5 | 30/01/25 | 5398 | | £237.60 | £39.60 | £198.00 | P&F | Microsoft | 18/12/24 - 17/01/24 |
| Lloyds CC Jan 25 6 | 30/01/25 | 5399 | | £177.12 | £29.52 | £147.60 | P&F | Microsoft | 18/12/24 - 17/01/25 |
| | | 5351/1 | | £305.40 | £14.54 | £290.86 | RLOS | Utility Warehouse | Energy |
| | | 5351/2 | | £34.20 | £5.70 | £28.50 | RLOS | Utility Warehouse | Phone & Broadband |
| | | 5351/3 | | £2.40 | £0.40 | £2.00 | RLOS | Utility Warehouse | Club |
| DD 1 | 31/01/25 | 5351 | | £342.00 | £20.64 | £321.36 | | Utility Warehouse | UW Cemetery December 2024 |
| | | 5352/1 | | £156.47 | £7.45 | £149.02 | RLOS | Utility Warehouse | Energy |
| | | 5352/2 | | £2.40 | £0.40 | £2.00 | RLOS | Utility Warehouse | Club |
| DD 2 | 31/01/25 | 5352 | | £158.87 | £7.85 | £151.02 | | Utility Warehouse | UW Sports Pavilion December 2024 |
| | | 5369/1 | | £77.65 | £12.94 | £64.71 | PT&E | SSE Southern Electric | AGR0219078 Continuous |
| | | 5369/2 | | £128.15 | £6.10 | £122.05 | PT&E | SSE Southern Electric | AGR0219079 |
| DD | 31/01/25 | 5369 | | £205.80 | £19.04 | £186.76 | | SSE Southern Electric | December 2024 |
| NFDC Tfr10 | 31/01/25 | 5380 | | £3.48 | £0.00 | £3.48 | P&F | New Forest District Council | NFDC Tfr10 Credit card charges January 2025 |
| NFDC Tfr10 | 31/01/25 | 5381 | | £3.79 | £0.00 | £3.79 | RLOS | New Forest District Council | NFDC Tfr10 16/12/24 Purchases for resale |
| NFDC Tfr10 | 31/01/25 | 5382 | | £8.20 | £0.00 | £8.20 | RLOS | New Forest District Council | NFDC Tfr10 06/01/25 Purchases for resale |
| | | 5383/1 | | £7.56 | £0.48 | £7.08 | RLOS | New Forest District Council | Purchases for resale |
| | | 5383/2 | | £8.00 | £0.72 | £7.28 | RLOS | New Forest District Council | Xmas 2024 Biscuits |
| NFDC Tfr10 | 31/01/25 | 5383 | | £15.56 | £1.20 | £14.36 | | New Forest District Council | NFDC Tfr10 13/01/25 |
| | | 5401/1 | | £34.95 | £0.00 | £34.95 | Counc | Ringwood Town Council | Tea coffee etc |
| | | 5401/2 | | £4.50 | £0.75 | £3.75 | Counc | Ringwood Town Council | Waitrose - Dishwasher tablets |
| | | 5401/3 | | £4.00 | £0.67 | £3.33 | Counc | Ringwood Town Council | The Works - Diary for new groundsman |
| | | 5401/4 | | £3.93 | £0.66 | £3.27 | Counc | Ringwood Town Council | Amazon - Leaving card |
| | | 5401/5 | | £60.80 | £0.00 | £60.80 | Counc | Ringwood Town Council | Car Key Remotes - Southampton Road Locks & keys |

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| | | 5401/6 | | £10.00 | £0.00 | £10.00 | Counc | Ringwood Town Council | Argos Gateway - Socket covers | 10000 |
| | | 5401/7 | | £1.10 | £0.00 | £1.10 | Counc | Ringwood Town Council | Sainsburys - Scourers | 10000 |
| Petty Cash Jan 2025 | 31/01/25 | 5401 | | £119.28 | £2.08 | £117.20 | | Ringwood Town Council | Petty Cash January 2025 | 10000 |
| Total | | | | £89,651.74 | £2,082.16 | £87,569.58 | | | | |

POLICY AND FINANCE COMMITTEE 22nd JANUARY 2025**BANK BALANCES & PROPOSED TRANSFERS**

| Account Name | Predicted | Actual at | Predicted | Proposed Transfers | | Predicted |
|--------------------------------|------------------|------------------|------------------|---------------------------|-----------------|------------------|
| | 31-Jan-25 | | | 31-Jan-25 | Movement | |
| | £ | £ | £ | £ | £ | £ |
| Imprest (Current) Account | 34,598 | 31,774 | -50,000 | | 65,000 | 46,774 |
| Business Account | 50,758 | 15,788 | | | 35,000 | 50,788 |
| Investment Accounts | 455,000 | 505,000 | | -100,000 | | 405,000 |
| Petty Cash - Imprest | 173 | 54 | | | | 54 |
| Petty Cash - Carvers Clubhouse | 50 | 50 | | | | 50 |
| VIC Change Float | 50 | 50 | | | | 50 |
| Information Desk Float | 75 | 75 | | | | 75 |
| TOTAL BANK BALANCES | 540,704 | 552,791 | -50,000 | -100,000 | 100,000 | 502,791 |

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

PROPOSED TRANSFER AUTHORISATIONS:

DATE

19/02/25

19/02/25

| | | |
|---------------------|-------------|----------------|
| Investment Accounts | CCLA | Instant access |
|---------------------|-------------|----------------|

Notes:

- 1 **Imprest Account** £
Anticipated net expenditure to end February 50,000
Net anticipated movement on imprest account **50,000**
- 2 **Investment Maturity**
No investments due to mature
- 3 The bank accounts were reconciled at 31st January
- 4 A nominal account has been implemented to reflect the float of £75.00 held by the Information Desk.
- 5 The Town Council's Imprest and Business bank accounts are held with Lloyds Bank plc

REPORT TO POLICY & FINANCE COMMITTEE – 19th February 2025
BUDGETARY CONTROL Period 10 – April 2024 to January 2025

1. BACKGROUND

- 1.1 The purpose of this report is to provide Members with a budget monitoring report for the first ten months of the financial year 2024-25.
- 1.2 In January 2024, the Council approved a net budget of £643,525, including planned transfers to and from earmarked reserves. In December a revised budget of £680,298 was approved which, in order to balance, will require a transfer from the general reserve of £36,733.
- 1.3 The approved and revised budget for 2024/25 may be summarised as follows:

| | Original | Revised |
|--|----------------|----------------|
| | £ | £ |
| Revenue Expenditure | 924,243 | 1,016,147 |
| Capital Expenditure | 235,000 | 341,865 |
| Plus transfers to earmarked reserves | 45,100 | 47,099 |
| Less Revenue Income | -312,500 | -282,062 |
| Less Capital Income (grants) | -153,633 | -276,041 |
| Less transfers from earmarked reserves | - 94,685 | -166,160 |
| Net budget requirement | 643,525 | 680,298 |
| Funded by: | | |
| Council Tax | 643,525 | 643,525 |
| Transfer from general Reserve | | 36,773 |

- 1.4 This report compares spend to the end of January against the revised budget and provides an updated prediction of the final outturn for the year. There is a further modest improvement in the outlook and the transfer from the general reserve is now predicted to reduce by around £11,000 to £25,700.
- 1.5 Reserves stood at £639,190 at the 1st of April including rent & key deposits. An updated schedule of planned and actual movements on reserves is included at Appendix 2. Note that there are several incomplete capital schemes from earlier years which may incur expenditure in the current year, but any such expenditure will be met from reserves.
- 1.6 A summary income & expenditure comparison report is included at Appendix 1. This compares actual income and expenditure for the year to date, together with outstanding commitments, with the revised income and expenditure budgets for the year as described in 1.3 above. The net budget deficit reported, of £156,384 is the figure before transfers to and from reserves, including the General Reserve, are taken into account.

2. INCOME & EXPENDITURE TO THE END OF JANUARY 2025

- 2.1 Total income recorded to the end of January amounts to £1,048,290 but this includes £643,525 precept together with £73,330 in respect of CIL, grant income and other payments all of which have been taken to reserves, and £66,960 in respect of the football project which has been used to defray expenditure. Income recorded to date against the revised revenue budget therefore amounts to £249,265, or 93.8% of the revised budget.

This represents an over-recovery of £29,423 assuming a linear pattern. Note, this figure includes due and unpaid transactions, that is, invoices that have been raised but which have not yet been settled.

- 2.2 Most of this apparent over-recovery is due to timing differences where income is received early in respect of the whole year. However, there is now strong evidence that in some areas, income receipts will exceed the revised budget. It should be noted that some of the additional income will be partially offset against additional expenditure as is the case, for example with Carvers café. Note also that the larger than predicted surplus on events will be taken to the events reserve.
- 2.3 However, Income generated is now expected to exceed the revised budget by more than £11,000. Most notably, cemetery receipts during January amounted to almost £6,000, representing almost 30% of the receipts for the whole year. This means that the revised budget prediction has now been exceeded. Similarly, interest receipts have now matched the revised budget with 2 months of the year remaining. Together, these two income streams account for around £8,500 of the predicted increase whilst Allotment income, clubhouse income and market stalls have all also performed better than expected and together should increase overall income by a further £2,500 by year end. All other budgeted income is on track to be received.
- 2.4 Expenditure to the end of January totalled £1,140,214. A credit balance on the tax and pensions control account, pending settlement of monies due to the Inland Revenue and Hampshire County Council, adds a further £14,488 making expenditure to the end of January £1,154,702. Excluding capital expenditure funded from reserves reduces this to £817,001 which is 80.4% of the revised budget. This represents a slightly reduced underspend, compared with the figure reported in January, of £29,788 assuming linear spend patterns and this is due to timing differences with some large, anticipated expenditure yet to be actioned.
- 2.5 A detailed analysis of the expenditure to date has revealed a range of overspends totalling around £12,500. These include items like expenditure on Southampton Road, additional advertising costs due to staff turnover, additional vehicle maintenance costs and repairs to the war memorial. However, underspends to a similar value have also been identified the most significant of which is the planned spend on Christmas lights for which the full budget is very unlikely to be applied this year. Much smaller underspends have also been identified in a wide range of other budgets including, for example, the budgets for fuel, tree safety, bank charges, Insurance and play areas, for example. There are in addition a small number of budgets against which no expenditure has been recorded but it is not yet certain whether the expenditure will be required before year end. These might potentially add a further £2,000 to the underspend.
- 2.6 Given that the identified additional expenditure is matched by identifiable underspends, the improved revenue receipts will improve the year end projection by just over £11,000 and reduce the transfer required from the general reserve to just over £25,700.

3. GROWTH & CAPITAL PROJECTS

- 3.1 The Council did not approve any new growth or capital items for 2024/25 but there are a few capital projects which were approved in earlier years which will continue to incur expenditure in 2024/25. There are also some new schemes including preliminary works in connection with the “Thriving Market Place” which is funded by grant money which has been received, a multi-use games area (MUGA) at Carvers which may commence this year and a Skate ramp at North Poulner, which will now commence this year as all of the funding for that has been received. In addition, grant funding has been received for the

provision of solar panels at Carvers Clubhouse and this project is also progressing in the current year. Note, the Columbarium project has now been cancelled.

- 3.2 All the expenditure incurred on these projects will be met from earmarked reserves and grants. The spend for the year to date is as follows:

| | Current Budget | Spend to January. |
|------------------------------------|----------------|-------------------|
| • Football Development Project | £300,000 | £ 326,027 |
| • Carvers Workshop Feasibility | £ 4,835 | £ 5,066 |
| • Machinery/equipment purchase | £ 36,000 | £ 2,337 |
| • Columbarium* | £ 13,200 | £ 2,944 |
| • MUGA at Carvers | £ 6,800 | £ - |
| • Skate ramp Nth Poulner | £ 16,290 | £ - |
| • Thriving Market Place | £ 10,000 | £ 10,000 |
| • Poulner lakes Access Improvement | £ - | £ 900 |
| • Carvers Clubhouse Solar Panels | <u>£ 550</u> | <u>£ 2,748</u> |
| Total | £387,675 | £ 350,022 |

*The Columbarium project has now been cancelled.

- 3.3 Members should note that as we approach the end of the contract for the provision of a new clubhouse and facilities at Long Lane, some of the funding is being withheld pending completion and the Town Council is carrying a short term deficit which is currently around £295,000 (plus VAT which is reclaimed quarterly). Whilst the funding is expected to be received, this deficit reduces the Town Council balances held with the CCLA and hence interest earned.

4. RESERVES & BALANCES

- 4.1 At the end of 2023/24 the total balance on reserves was £619,621, consisting of £254,457 in the general reserve and £365,165 earmarked reserves. A further £19,569 was held in the form of rent & key deposits on behalf of tenants, sports clubs and allotment holders. Total opening reserves were therefore £639,190.
- 4.2 Contributions to reserves, including the planned surplus on events, will add £54,914 to earmarked reserves whilst predicted capital expenditure will now reduce reserves by £162,655 (This includes the application of funds put aside to meet carried over expenditure from 2023/24). Additional receipts totalling £80,245 are anticipated, of which £73,330 has been received to date. This includes CIL receipts totalling £15,878. The balance of earmarked reserves is therefore expected to reduce to by £27,496 to £337,669.
- 4.3 The latest budget outturn forecast suggests a budget shortfall for the year of £25,700 which will have to be covered by the general reserve which is now expected to reduce to £228,757 by year end.
- 4.4 The revised schedule of reserves, together with planned movements for the year, is illustrated at Appendix 2. Note that the predicted closing balance of £586,445 assumes that the football project is substantially completed, that all of the funds held on behalf of the project are exhausted and that all of the outstanding funding that has been pledged has been received.

5. RECOMMENDATIONS

It is **recommended** that: -

- 6.1 The budget monitoring position is noted.
- 6.2 Members note the balances of Reserves.

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For further information please contact:

Chris Wilkins, Town Clerk

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Financial Budget Comparison

Comparison between 01/04/24 and 31/01/25 inclusive. Includes due and unpaid transactions. Includes commitments.

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

| | Revised | Reserve Movements | Actual Net | Balance |
|--|----------------------|----------------------|----------------------|---------------------|
| INCOME | | | | |
| Policy & Finance | | | | |
| 280 Carvers Club House Income | £0.00 | £0.00 | £0.00 | £0.00 |
| 999 Suspense | £0.00 | £0.00 | £0.00 | £0.00 |
| Total Policy & Finance | £0.00 | £0.00 | £0.00 | £0.00 |
| Recreation, Leisure & Open Spaces | | | | |
| 300 Revenue Income (RLOS) | £26,507.00 | £4,728.00 | £27,668.60 | -£3,566.40 |
| 310 Events | £30,000.00 | £0.00 | £41,905.21 | £11,905.21 |
| 320 Cemetery Income | £19,332.00 | £0.00 | £21,461.12 | £2,129.12 |
| 330 Allotment Income | £6,400.00 | £0.00 | £7,555.60 | £1,155.60 |
| 350 Capital Income | £276,041.00 | £0.00 | £66,960.00 | -£209,081.00 |
| 380 Carvers Clubhouse | £26,800.00 | £0.00 | £24,966.13 | -£1,833.87 |
| Total Recreation, Leisure & Open Spaces | £385,080.00 | £4,728.00 | £190,516.66 | -£199,291.34 |
| Planning, Town & Environment | | | | |
| 400 Income | £1,100.00 | £10,000.00 | £11,100.00 | £0.00 |
| Total Planning, Town & Environment | £1,100.00 | £10,000.00 | £11,100.00 | £0.00 |
| Council | | | | |
| 100 Precept | £643,525.00 | £0.00 | £643,525.00 | £0.00 |
| 102 Interest Business A/c | £0.00 | £0.00 | £340.74 | £340.74 |
| 110 Client Deposits | £0.00 | £0.00 | £0.00 | £0.00 |
| 200 Revenue Income | £171,923.00 | £58,602.20 | £202,807.81 | -£27,717.39 |
| Total Council | £815,448.00 | £58,602.20 | £846,673.55 | -£27,376.65 |
| Total Income | £1,201,628.00 | £73,330.20 | £1,048,290.21 | -£226,667.99 |

Financial Budget Comparison

Comparison between 01/04/24 and 31/01/25 inclusive. Includes due and unpaid transactions. Includes commitments.

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

| | | Revised | Reserve Movements | Actual Net | Balance |
|--|---|--------------------|----------------------|--------------------|--------------------|
| EXPENDITURE | | | | | |
| Policy & Finance | | | | | |
| 2000 | Establishment | £126,651.00 | £0.00 | £111,702.53 | £14,948.47 |
| 2100 | Maintenance | £93,680.00 | £0.00 | £53,539.47 | £40,140.53 |
| 2200 | Democratic Process (members Costs) | £14,482.00 | £0.00 | £10,392.65 | £4,089.35 |
| 2210 | Grants | £5,200.00 | £0.00 | £2,500.00 | £2,700.00 |
| 2300 | Employee Costs- Allocated Office Staff | £122,411.00 | £0.00 | £98,544.87 | £23,866.13 |
| 2310 | Employee overhead Costs | £4,742.00 | £0.00 | £5,895.03 | -£1,153.03 |
| 2400 | Other | £35,390.00 | £0.00 | £11,672.78 | £23,717.22 |
| 2500 | Capital Financing | £61,478.00 | £0.00 | £61,478.32 | -£0.32 |
| 2501 | Capital | £650.00 | £0.00 | £2,848.39 | -£2,198.39 |
| 2600 | Wages Control Account | £0.00 | £0.00 | -£14,487.54 | £14,487.54 |
| 2801 | Carvers Employee Costs | £0.00 | £0.00 | £0.00 | £0.00 |
| 2802 | Carvers Club House- Expenditure | £0.00 | £0.00 | £0.00 | £0.00 |
| 9999 | Suspense | £0.00 | £0.00 | £0.00 | £0.00 |
| Total Policy & Finance | | £464,684.00 | £0.00 | £344,086.50 | £120,597.50 |
| Recreation, Leisure & Open Spaces | | | | | |
| 3000 | Recreation & Leisure (Other) | £92,600.00 | £0.00 | £57,218.26 | £35,381.74 |
| 3001 | RL&OS -Employee Costs | £181,843.00 | £0.00 | £153,321.34 | £28,521.66 |
| 3002 | Employee Costs | £1,750.00 | £0.00 | £1,293.00 | £457.00 |
| 3100 | Events | £24,012.00 | £2,747.50 | £28,131.61 | -£1,372.11 |

Financial Budget Comparison

Comparison between 01/04/24 and 31/01/25 inclusive. Includes due and unpaid transactions. Includes commitments.

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

| | Revised | Reserve Movements | Actual Net | Balance |
|--|----------------------|----------------------|----------------------|--------------------|
| 3101 Events - Employee Costs | £16,736.00 | £0.00 | £13,850.91 | £2,885.09 |
| 3200 Cemetery | £9,360.00 | £0.00 | £8,802.97 | £557.03 |
| 3201 Cemetery -Employee Costs | £59,706.00 | £0.00 | £49,921.01 | £9,784.99 |
| 3300 Allotments | £2,200.00 | £0.00 | £1,900.47 | £299.53 |
| 3301 Allotments -Employee Costs | £20,294.00 | £0.00 | £16,808.60 | £3,485.40 |
| 3350 Capital Expenditure | £341,215.00 | £0.00 | £334,953.05 | £6,261.95 |
| 3801 Youth Services Employee costs | £58,069.00 | £0.00 | £53,037.72 | £5,031.28 |
| 3802 Carvers Clubhouse | £44,737.00 | £2,747.50 | £41,514.37 | £5,970.13 |
| Total Recreation, Leisure & Open Spaces | £852,522.00 | £5,495.00 | £760,753.31 | £97,263.69 |
| Planning, Town & Environment | | | | |
| 4000 Planning, Town & Environment | £3,550.00 | £0.00 | £3,153.83 | £396.17 |
| 4001 Employee Costs | £27,256.00 | £0.00 | £22,220.81 | £5,035.19 |
| 4050 Capital Expenditure | £10,000.00 | £10,000.00 | £10,000.00 | £10,000.00 |
| Total Planning, Town & Environment | £40,806.00 | £10,000.00 | £35,374.64 | £15,431.36 |
| Council | | | | |
| 10000 Petty Cash - Office | £0.00 | £0.00 | £0.01 | -£0.01 |
| 10001 Petty Cash - Youth | £0.00 | £0.00 | £0.00 | £0.00 |
| 10002 Petty Cash - Visitor Information Centre | £0.00 | £0.00 | £0.00 | £0.00 |
| 10003 Petty Cash - Information Desk | £0.00 | £0.00 | £0.00 | £0.00 |
| 10110 Deposit Refunds | £0.00 | £0.00 | £0.00 | £0.00 |
| 10111 Bank Charges | £0.00 | £0.00 | £0.00 | £0.00 |
| Total Council | £0.00 | £0.00 | £0.01 | -£0.01 |
| Total Expenditure | £1,359,212.00 | £15,495.00 | £1,140,214.46 | £251,535.04 |

Financial Budget Comparison

Comparison between 01/04/24 and 31/01/25 inclusive. Includes due and unpaid transactions. Includes commitments.

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

| | Revised | Reserve Movements | Actual Net | Balance |
|--------------------------|---------------------|------------------------------|--------------------|----------------|
| Total Income | £1,201,628.00 | £73,330.20 | £1,048,290.21 | -£226,667.99 |
| Total Expenditure | £1,358,012.00 | £15,495.00 | £1,140,214.46 | £233,292.54 |
| Total Net Balance | -£156,384.00 | | -£91,924.25 | |

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

| | Actual Balance 01/04/24 £ | Planned and Proposed Movements 2024/25: | | | | Capital & Other Receipts £ | between provisions £ | Estimated Balance 31/03/25 £ |
|---|------------------------------------|---|------------------|-----------------|---------------|----------------------------------|----------------------------|---------------------------------------|
| | | from Revenue £ | to revenue | | | | | |
| | | | base budget £ | Growth £ | | | | |
| <u>EARMARKED PROVISIONS</u> | | | | | | | | |
| I.T. & Equipment | 25,600 | 2,700 | | | | | 28,300 | |
| Gateway | 25,000 | 0 | | | | | 25,000 | |
| Cemetery | 26,033 | 1,000 | | | | | 27,033 | |
| Buildings Reserve | 64,502 | 5,500 | | -1,908 | 1,158 | | 69,252 | |
| Election | 0 | 5,000 | | | | | 5,000 | |
| Vehicle & Machinery | 33,883 | 20,000 | | -36,000 | | | 17,883 | |
| Play Equipment | 15,616 | 6,900 | | | | | 22,516 | |
| Memorials | 0 | 0 | | | | | 0 | |
| Christmas Lights | 0 | 0 | | | | | 0 | |
| Carvers Clubhouse equipment reserve | 6,682 | 1,000 | -500 | -2,748 | | | 4,435 | |
| Ringwood Events | 13,172 | 9,815 | -3,000 | -2,748 | | | 17,239 | |
| Memorial Lantern | 0 | 0 | | | | | 0 | |
| Carvers Grounds | 2,480 | 0 | | -90 | | | 2,390 | |
| Carvers Sheds Feasibility | 3,075 | | | -3,075 | | | 0 | |
| Infrastructure & Open Spaces | 17,370 | 3,000 | | -5,750 | | | 14,620 | |
| Open Spaces Security Measures | 1,406 | | | | | | 1,406 | |
| Neighbourhood Plan | 3,383 | 0 | | | | | 3,383 | |
| Football development Project | 23,959 | 0 | | -23,959 | | | 0 | |
| Budget Underspends retained for use in 2022/23* | 35,225 | 0 | | -35,225 | | | 0 | |
| Total Provisions | 297,387 | 54,915 | -3,500 | -111,502 | 1,158 | 0 | 238,457 | |
| <u>RESERVES</u> | | | | | | | | |
| Earmarked Reserves: | | | | | | | | |
| Dev Contribs | 14,765 | | -1,000 | -10,000 | 10,000 | | 13,765 | |
| Cem Maint | 500 | | -230 | | | | 270 | |
| Dev Cons(CIL) | 29,030 | | | -12,461 | 15,878 | | 32,447 | |
| Capital Receipts | 18,942 | | | | | | 18,942 | |
| Grants Unapplied | 4,540 | | | -22,386 | 48,481 | | 30,635 | |
| Loans Unapplied | 0 | | | | | | 0 | |
| Budget Underspends retained for use in 2022/23* | | | | -1,576 | 4,728 | | 3,152 | |
| Total Earmarked Reserves and Provisions | 365,165 | 54,915 | -4,730 | -157,926 | 80,245 | 0 | 337,669 | |
| General Reserve | 254,457 | | | -25,700 | | 0 | 228,757 | |
| Key & Rent Deposits | 19,569 | | | -150 | 600 | | 20,019 | |
| Total Reserves & Customer Deposits | 639,190 | 54,915 | -4,730 | -183,776 | 80,845 | 0 | 586,445 | |

Monthly CIL Reserve report to Policy & Finance Committee

CIL Reserve balance as at 1st February 2025: £44,908.67

Add contributions received:

| | | |
|--|-----------|-------------|
| Total received February 2025 | | £0.00 |
| <u>Deduct agreed allocations</u> | | |
| Columbarium/Memorial Wall - F/6248 22 Nov. 2023 | | |
| - Note, project cancelled. Spend incurred 2024/25: | £2,944.03 | |
| Carvers MUGA - F/6320 19 June 2024 | £8,250.00 | |
| Poulner Skate Ramp - F/6343 18 Sep 2024 | £2,710.00 | |
| | | -£13,904.03 |

Unallocated balance as at 19th February 2025 **£31,004.64**

Notes:

Agreed allocation amounts take account of expenditure incurred in previous financial years. Any expenditure incurred in the current financial year has not yet been transferred from the reserve. Cancelling any project would not therefore necessarily release the entire allocation to it back to the unallocated balance.

The unallocated balance takes no account of expenditure which has not been formally allocated for a particular purpose even if it known or highly likely that it will need to be met from the CIL reserve.

REPORT TO POLICY & FINANCE COMMITTEE – 21st FEBRUARY 2024

Arrangements, (including legal agreements) with other local authorities, not for profit bodies and businesses

1. Background

- 1.1 The Town Council has a range of agreements with other local authorities, charities, businesses and individuals. Some of these arrangements are long term and many have financial implications for the Town council.
- 1.2 This paper sets out the current arrangements that are in place and is divided into two sections:
- Schedule 1: Arrangements that incur financial commitments.
 - Schedule 2: Arrangements that generate income receipts.
- There are in addition a small number of arrangements which are either statutory in nature or have no significant or direct financial implications.
- 1.3 These lists should be reviewed by members at each annual meeting of the Council.
- 1.4 A motion requiring that an arrangement be reconsidered, not renewed upon expiry or terminated sooner if possible may be made at any time as a written motion requiring notice in accordance with standing orders.
- 1.5 Arrangements will continue until their specified expiry dates unless terminated sooner in accordance with a resolution to that effect and whatever termination process the arrangement includes.
- 1.6 Where this council is the buyer, officers will (where practicable) re-procure the relevant supply in accordance with the requirements laid down by standing orders and financial regulations.
- 1.7 Where this council is the supplier, officers will seek to renew current arrangements upon their expiry on the best terms achievable unless directed otherwise either by a resolution that an arrangement not be renewed or by standing orders (for example, the requirement, in the case of arrangements by deed, for a resolution authorising each use of the Council's seal).

2 Arrangements with Financial Implications

- 2.1 The following schedule lists all those arrangements that are in place that generate a financial commitment. For the most part, this commitment is known in advance, but several e.g., utilities raise charges based on usage.
- 2.2 The "pay type" refers to the terminology used by the bank when payment is taken. Most payments are "FPO" which simply means "Faster Payment Outwards" and is a bank transfer. Other methods include Standing Orders (SO) and Direct Debits (DD). The payments described as "Pay" are an amalgamation of pay types including payroll.

Schedule 1 – Arrangements that generate a financial commitment

| Organisation | Description | Annual Budget £ | Expiry Date/Notice | Pay Type | Notes |
|------------------------------------|---|------------------------------------|--|----------|---|
| NFDC & HCC | Gateway management and cost-sharing agreement | 46,100 | Open ended | Pay | RTC costs of shared building |
| The Urban Greening Co. Ltd | Gateways Sedum Roof maintenance | 1,000 | Initially 5 years, now a rolling contract | FPO | Costs included above |
| NFDC | Information Service service level agreement | 56,830 | New SLA from April 2024 | Pay | RTC direct cost of Information desk team |
| NFDC | Town centre CCTV service level agreement | 9,522 | Open ended | FPO | |
| Central Southern Security | Intruder alarms maintenance contract | 1,000 | One Year | FPO | Fixed fee plus call out charges |
| Insight Security | Alarms response & key-holding service | 500 | Open ended | FPO | Fixed fee plus call out charges |
| NFDC | Dog waste bin emptying service | 1,090 | Open ended | FPO | |
| Ringwood & Fordingbridge Skip Hire | Skip hire / waste collection contract | 1,350 | Open ended | FPO | Charge per skip emptied (circa 5pa) |
| Gala Lights | Christmas lights installation, hire and maintenance contract | 17,290 Plus £2,695 Xmas tree | New 3 year contract from Nov 2024 | FPO | Contract being reviewed |
| The Play Inspection Company | Play equipment safety inspection service | 300 | Annual | FPO | |
| Worknest | HR support and Health & Safety contract | 5,429 | New contract 2023 | FPO | Index linked |
| Utility Warehouse | Electricity and broadband services supply (Carvers and the Cemetery) and mobile phone hire membership | 4,500 | Initial contract term expired, now a rolling contract under review | DD | Some of this contract passed to YU Energy |
| YU Energy | Electricity at Carvers Clubhouse | 4,000 | Contract from July 2023 | DD | |
| Southern Audit Partnership | Internal audit service | 1,850 | Annual Contract | FPO | |
| BDO LLP | External Audit Service | 2,435 | Annual Contract | FPO | |

| | | | | | |
|------------------------|--|--------|---|-----|-----------------------------------|
| Lloyds Bank | Banking services, bank charges, service fees only | 450 | Open ended | DD | Includes credit cards etc. |
| Zurich Insurance | Insurance "long term agreement" | 11,678 | 3 years to 2025 | FPO | |
| Southern Electric SSE | Unmetered supplies Carvers street lighting/ Market Place | 2,200 | Open ended | DD | |
| Concentrate Ltd | Web site maintenance (includes Carvers Clubhouse) | 1,750 | New contract 2022 annual service charge | FPO | Inc domain name hosting |
| Worldpay / Sumup | To manage card payments, Carvers | 700 | Open ended | DD | Cost depends on turnover |
| Elite Business Systems | Gateway land line and broadband | 3,200 | Open ended | DD | |
| British Gas Business | Gas supply to Greenways | 2,000 | 3 years to 2024 | DD | Costs re-charged to tenants |
| ITEC | Photocopier usage mntnce Carvers and the Gateway | 470 | Open ended | FPO | Costs depend on usage |
| BNP Paribas | Photocopier/printer lease Carvers | 800 | Contract expired | DD | Costs depend on usage |
| Water2Business | Mount pleasant water supplies | 2,000 | Open ended | FPO | Costs depend on usage |
| Source 4 Business | Allotments & Cemetery water supplies | 2,500 | Open ended | FPO | Costs depend on usage |
| PWLB | Loans fund repayments | 61,478 | £20,796 2031 £10,750 2040 £29,932 2073 | DD | Repayment of 3 loans |
| Environment Agency | Waste permit fee Poulner Lakes | 0 | Open ended | FPO | Licence surrendered |
| K Hopper IT4Dorset | IT Support | 1,000 | New contract from 2022 | FPO | Costs will depend on support used |
| Microsoft | Product licensing | 4,147 | Rolling contract | DD | |
| Edge IT | Finance, allotments and cemetery management systems | 3,017 | Initial 5 year contract completed, now a rolling contract | FPO | |

| | | | | | |
|-----------------------|---|-------|---|------|---|
| Brightwater | Property management | 0 | Contract from July 23 Replaces Austin Wyatt contract | FPO | Contract Suspended whilst Southampton road remains vacant |
| EPTA | Air conditioning maintenance contract Carvers Clubhouse | 490 | Open Ended | FPO | |
| Parish On-Line | GIS software licensing | 450 | Open Ended | FPO | |
| Pear Technology | Cemetery Digital Records management system | 108 | Open ended | FPO | |
| Pitney Bowes | Franking Machine | 650 | Open ended | FPO | Costs depend on usage |
| Ringwood Pest Control | Annual contract – Upper Kingston allotments | 485 | Open ended | FPO | |
| Sky Business Systems | Telephone & Broadband @ Carvers Clubhouse | 388 | Initial contract expired – open ended | DD | |
| Taste Vending | Coffee machine rental Carvers Clubhouse | 1,185 | Open ended | FPO | |
| TC Group | Payroll Services | 2,772 | Open Ended | BACS | |

3 Agreements that generate income

3.1 The following schedule lists all of the income that is generated through continuing agreements and contractual arrangements. This accounts for around 70% of the total income generated in the year, (excluding the precept).

Schedule 2 – Agreements that generate income

| Organisation | Description | Annual Income | Expiry date/Notice | Notes |
|-----------------------|---|---------------|--------------------|--|
| Quantuma | Lease of Greenways ground & 1st floor office suites | 27,550 | | Gas and other costs re-charged in addition |
| [Private individual] | Tenancy of 92 Southampton Rd. | 0 | | Currently Vacant |
| [Private individuals] | Allotment Tenancy Agreements | 7,000 | Annual | |

| | | | | |
|------------------------------------|--|---------|--|---|
| Ringwood Town FC | Sports ground rent | £29,932 | New long term contract to be finalised | To cover cost of borrowing. Additional ad-hoc grounds maintenance charges apply |
| Poulner Junior School | Grounds maintenance | 11,125 | Sept 2026 | 3 year contract |
| Poulner Infants School | Grounds maintenance | 2,570 | Sept 2026 | 3 year contract |
| Ringwood Bowls Club | Lease of club house and premises | 1,441 | Annual contract | Also recharge water re Mount Pleasant |
| HCC | Grounds maintenance at Castleman Way | 855 | Annual contract | Additional ad-hoc charges apply |
| Fordingbridge Town Council | Grounds Maintenance | 2,770 | 3 year contract from 2023/24 | Additional ad-hoc charges apply |
| Ellingham Parish Council | Grounds Maintenance | 1,576 | 3 year contract from April 2024 | Paid in advance, funds held in reserves. |
| HCC | Parish Lengthsman Scheme | 1,100 | 31.03.2023 Unless renewed | |
| [Private individuals] | Maintenance of various grave spaces | 350 | Annual contract | |
| Commonwealth War Graves Commission | Maintenance of various war graves | 830 | Annual contract | |
| Knights Brown | Roundabout flower beds sponsorship | 3,000 | No contractual arrangement | |
| Various | Sponsorship of planters on Southampton Rd | 995 | Annual contract | Currently 2 sponsors |
| SSE | Wayleaves | 100 | Annual contract | |
| NFDC | Re-imbusement of management costs of the Gateway and Information service costs | 85,000 | Annual contract | Estimate only - Actual costs are reimbursed at year end |

4 Other Arrangements

- 4.1 There are a small number of arrangements in place which do not incur continuing costs or generate any income. These include licensing arrangements for grazing at Long Lane and licences to shoot vermin.

- 4.2 In addition, there are in place agreements to pay statutory sums by means of Direct Debits on the imprest bank account. These include business rates of around £5,000 per annum and payments to HMRC in respect of employee tax and national insurance of around £105,000 per annum.

5 Recommendation

It is **recommended** that:-

- 5.1 Members note the current financial arrangements in place at the Town Council.

For further information please contact:

Rory Fitzgerald, Finance Manager or

Chris Wilkins, Town Clerk

Tel: 01425 484723

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POLICY & FINANCE COMMITTEE

19th February 2025

Licensing of Markets and Fairs

1. Introduction and reason for report

- 1.1 This Council has responsibility for managing the use of Gateway Square, especially as a venue for markets and fairs. The Council has no wider power to licence such events in the town because, by virtue of an ancient Royal Charter, the market rights are in private ownership (and such events as the Council licences must also be approved by the rights owner). This committee oversees this function on behalf of the Council.
- 1.2 The purpose of this report is therefore to provide information about current licences granted and the policies being followed by officers in this regard.

2. Markets and Fairs currently licensed by the Council

- 2.1 The current licences are:

| Event | Licensee | Dates | Notes |
|---------------------------------|---------------------------------|---|--------------------------------|
| Farmers' Market | Hampshire Farmers' Markets Ltd. | Last Saturday of each month (special date in December) | Terminable on 3 months' notice |
| Antiques & Decorative Arts Fair | Ms. J. Edwards | First Saturday of every other month with a winter break (plus special date in December) | Terminable on 3 months' notice |
| Ringwood Artisan Market | Boston Artisan Holdings Ltd. | Monthly except Jan. & Feb. (extended from The Furlong Shopping Centre) | Terminable on 3 months' notice |

- 2.2 Dates of all markets are published on the Council's website.

3. Licensing policies

- 3.1 Unless directed otherwise by this Committee officers will:
- 3.1.1 Update this report at the meeting of the Committee every February; and
- 3.1.2 Renew existing licences if requested on substantially the same terms as existing.

4. Issues for decision and any recommendations

Members are invited to:

- 4.1 Note this report; and**
- 4.2 Consider any further directions to be given to officers**

For further information, contact:

Christopher Wilkins, Town Clerk
 Direct Dial: 01425 484720
 Email: chris.wilkins@ringwood.gov.uk

REPORT TO POLICY & FINANCE COMMITTEE – 19th FEBRUARY 2025

ASSET REGISTER UPDATE

1. BACKGROUND

- 1.1 The Town Council has invested in a wide range of assets over the years. The current value of these is estimated to be £6,977,024. The assets are recorded in an Asset register which is audited from time to time to ensure that the register is accurate and up to date.
- 1.2 The Asset register is divided between fixed assets such as land and buildings, vehicles, plant and machinery, office equipment and other assets. The book value of assets is recorded as the acquisition value which may differ widely from the market value, the replacement value or the insured value.
- 1.3 A physical audit of assets was last carried out at the beginning of March 2023 and the next audit is due during 2025. A summarised asset register together with the audited detailed schedules is included as an appendix to this report.

2. ASSET REGISTER UPDATE FEBRUARY 2025

- 2.1 The asset register was last presented to members in February 2024.
- 2.2 An audit of assets was last completed during March 2023. This confirmed that the asset register is accurate and correctly records all significant assets, i.e. assets with a purchase cost of £100 or more (All land assets are recorded irrespective of any acquisition cost).
- 2.3 The current book value of assets held by the Town Council is £6,977,024. The growth over the last year is almost entirely due to the construction of the all weather pitch and new pavilion at Long Lane recreation ground. Growth also includes some additional grounds maintenance equipment and play equipment at Carvers Clubhouse. Note the insurance value of the all weather pitch and new pavilion is yet to be confirmed.
- 2.4 The Asset register is included with this report and members are invited to comment on the structure and information held and whether any additional information might be usefully added.

3. FINANCIAL IMPLICATIONS

- 3.1 There are no financial implications other than that the current value of the asset register is reflected in the Town Council balance sheet at the end of the year.

4. RECOMMENDATION

It is **recommended** that:-

- 4.1 Members note the asset register and consider whether any additional information may be usefully recorded.

For further information please contact:

Rory Fitzgerald, Finance Manager or Chris Wilkins, Town Clerk

Tel: 01425 484723

Tel: 01425 484720

rory.fitzgerald@ringwood.gov.uk

Chris.wilkins@ringwood.gov.uk

RINGWOOD TOWN COUNCIL

ASSET REGISTER 2024/25: SUMMARY

| ASSET TYPE | | Book Value 31/03/2024 £ | Sum Insured 01/10/2024 £ |
|------------|--|-------------------------------|--------------------------------|
| 1. | BUILDINGS (with land) TOTAL | 1,565,237 | 2,707,000 |
| 2. | LAND | | |
| 2.1 | Amenity Open Spaces | 568,101 | 0 |
| 2.2 | Sports Grounds | 3,858,028 | 0 |
| 2.3 | Playgrounds | 29,800 | 0 |
| 2.4 | Skateboard Park | 155,858 | 155,858 |
| 2.5 | Cemetery | 160,000 | 0 |
| 2.6 | Allotments | 149,001 | 0 |
| | LAND TOTAL | 4,920,788 | 155,858 |
| 3 | ROAD VEHICLES & TRAILERS | | |
| 3.1 | ROAD VEHICLES | 104,001 | 104,001 |
| 3.2 | TRAILERS | 2,330 | 2,330 |
| | ROAD VEHICLES & TRAILERS Total | 106,331 | 106,331 |
| 4. | EXTERNAL EQUIPMENT & OFFICE EQUIPMENT | | |
| 4.1 | IT equipment Total | 14,575 | 14,862 |
| 4.2 | Furniture & Equipment Total | 25,458 | 31,750 |
| 4.3 | Open Spaces/Recreational Plant & Equipment Total | 84,629 | 91,881 |
| 4.4 | Football Goal Posts & Nets Total | 6,846 | 6,636 |
| 4.5 | Bus Shelters Total | 18,213 | 18,651 |
| 4.6 | Carvers Clubhouse Total | 42,017 | 42,215 |
| 4.7 | Other Total | 89,333 | 89,874 |
| 4.8 | Playground Equipment Total | 103,596 | 104,431 |
| | EXTERNAL EQUIPMENT & OFFICE EQUIP TOTAL | 384,668 | 400,300 |
| | ALL ASSETS TOTAL | 6,977,024 | 3,369,489 |

RINGWOOD TOWN COUNCIL

D

ASSET REGISTER 2024/25

| Name and Location | Construction Type | Alarm Y/N | Date Acq. | Sum Insured | Last Value Date | Next Value Date | Last Inspect Date | Book Value | Disposal Date | Disposal Value |
|--|---------------------------|-----------|-----------|------------------|-----------------|-----------------|-------------------|------------------|----------------|----------------|
| | | | | 01/10/2024 | | | | 31/03/2024 | | £ |
| 1. Land & Buildings | | | | | | | | | | |
| 1.1 Greenways 71 Christchurch Rd (Town Hall & offi | Brick | Tiles | N | 700,000 | | | 01/03/2023 | 416,633 | | |
| 1.2 92 Southampton Rd (Residential letting) | Brick | Tiles | N | 305,000 | | | 01/03/2023 | 178,558 | | |
| 1.3 Workshops and equipment store at Carvers | Corrugated | Corrugat | N | 98,000 | | | 01/03/2023 | 44,043 | | |
| 1.4 Cricket Pavilion at Carvers | Block work | Tiles | N | 260,000 | | | 01/03/2023 | 119,037 | | |
| 1.5 Carvers Clubhouse | Brick | Tiles | N | 780,000 | | | 01/03/2023 | 515,319 | | |
| 1.6 Bowling Pavilion at Carvers | Concrete sect | | N | 362,000 | | | 01/03/2023 | 142,846 | | |
| 1.7 Toiletsx2 at Cemetery | Brick | Tiles | N | 113,115 | | | 01/03/2023 | 83,325 | | |
| 1.8 Office (former mortuary) at cemetery | Stone | Slate | N | 56,558 | | | 01/03/2023 | 41,663 | | |
| 1.9 Garage at cemetery (Storage) | Concrete se | Asbestos | N | 32,327 | | | 01/03/2023 | 23,813 | | |
| | | | | Sub Total | | | | | | |
| | | | | | | | | 1,565,237 | | |
| 2 Open Spaces | | | | | | | | | | |
| | Area m² | | | | | | | | | |
| 2.1 Bickerley Village Green | 26,450 | | | 0 | | | | 132,250 | | |
| 2.2 Jubilee Gardens | 2,380 | | | 0 | | | | 11,900 | | |
| 2.3 War Memorial Gardens | 2,100 | | | 0 | | | | 10,500 | | |
| 2.4 Dr. Little Gardens | 3,360 | | | 0 | | | | 16,800 | | |
| 2.5 Kingfisher | 4,040 | | | 0 | | | | 20,200 | | |
| 2.6 North Poulner | 8,840 | | | 0 | | | | 44,200 | | |
| 2.7 Forest Edge | 3,680 | | | 0 | | | | 18,400 | | |
| 2.8 Poulner Lakes | 3,830 | | | 0 | | | | 19,150 | | |
| 2.9 North Poulner Road | 2,480 | | | 0 | | | | 12,400 | | |
| 2.10 Castleman Way | 6,630 | | | 0 | | | | 33,150 | | |
| 2.11 Pocket Park | 600 | | | 0 | | | | 3,000 | | |
| 2.12 Southampton Road - Parsonage Barn Lane | 4,100 | | | 0 | | | | 20,500 | | |
| 2.13 Southampton Road - Town Side | 4,410 | | | 0 | | | | 22,050 | | |
| 2.14 Former Nags Head Site | 2,160 | | | 0 | | | | 10,800 | | |
| 2.15 The Mount | 23,900 | | | 0 | | | | 119,500 | | |
| 2.16 Wooded open space at Folly Farm | | | | 0 | | | | 1 | | |
| 2.17 Carvers (former soccer pitch) | 9,260 | | | 0 | | | | 46,300 | | |
| 2.18 Land at Forestside Gardens | | | | 23/06/22 | | | | 27,000 | | |
| | | | | Sub Total | | | | | 568,101 | |

ASSET REGISTER 2024/25

| Name and Location | Area m ² | Date Acq. | Sum Insured | Last Value Date | Next Value Date | Last Inspect Date | Book Value | Disposal Date | Disposal Value | |
|--|---------------------|-----------|------------------|------------------|-----------------|-------------------|------------|------------------|----------------|---|
| | | | 01/10/2024 | | | | 31/03/2024 | | £ | £ |
| 3 Sports Grounds | | | | | | | | | | |
| 3.1 Carvers (cricket pitch) | 28,860 | | 0 | | | 01/03/2023 | 144,300 | | | |
| 3.2 10 Acre Field, Long Lane (5 football pitches) | 45,000 | | 0 | | | 01/03/2023 | 225,000 | | | |
| 3.3 Field adj 10 Acre Field (1 football pitch)-rented | 0 | | 0 | | | 01/03/2023 | 0 | | | |
| 3.4 Long lane (former Bernie Guy field) | | | 0 | | | 01/03/2023 | 243,566 | | | |
| 3.5 pavilion and all weather pitch at Long Lane | | | tbc | | | | 3,225,662 | | | |
| 3.6 Hard surface tennis courts X 3 | 3,900 | | 0 | | | 01/03/2023 | 19,500 | | | |
| | | | Sub Total | | | | | 3,858,028 | | |
| 4 Playgrounds | | | | | | | | | | |
| 4.1 Carvers | 1,000 | | 0 | | | 01/03/2023 | 5,000 | | | |
| 4.2 Ash Grove - | 3,500 | | 0 | | | 01/03/2023 | 17,500 | | | |
| 4.3 Toad Corner - | 1,460 | | 0 | | | 01/03/2023 | 7,300 | | | |
| | | | Sub Total | | | | | 29,800 | | |
| 5 Skateboard Park | | | | | | | | | | |
| 5.1 Carvers | 700 | | 155,858 | | | 01/03/2023 | 155,858 | | | |
| | | | Sub Total | | | | | 155,858 | | |
| 6 Cemetery | | | | | | | | | | |
| 6.1 Hightown Road BH241NH | 32,000 | | 0 | | | 01/03/2023 | 160,000 | | | |
| 6.2 Disused Burial Site (St Peters&St Pauls church) | | | 0 | | | | 0 | | | |
| | | | Sub Total | | | | | 160,000 | | |
| 7 Allotments | | | | | | | | | | |
| 7.1 Southampton Road | 8,100 | | 0 | | | | 40,500 | | | |
| 7.2 Upper Kingston | 16,900 | | 0 | | | | 84,500 | | | |
| 7.3 Hightown Road | 4,800 | | 0 | | | | 24,000 | | | |
| 7.4 Crow Arch Lane | 6,022 | | 0 | | | | 1 | | | |
| | | | Sub Total | | | | | 149,001 | | |
| Open Spaces, Sports, & Allotments Sub Total | | | | 155858 | | | | 4,920,788 | | |
| BUILDINGS & LAND TOTAL | | | | 2,862,858 | | | | 6,486,025 | | |

RINGWOOD TOWN COUNCIL

ASSET REGISTER 2024/25 ROAD VEHICLES

| Item No | Make & Model | Reg No. | Year Reg. | Sum Insured | Last Inspect Date | Location | Work Order Y/N | Still Rqrd Y/N | Actual or Prop Dispos Date | Dispos Value | Book Value | Notes | | |
|----------|------------------------------------|---------------------------------------|-----------------|--------------|-------------------|------------------|------------------|----------------|----------------------------|--------------|------------|--|---|---|
| | | | | 01/10/2024 | | | | | | | 31/03/2024 | | | |
| | | | | £ | | | | | | | | | £ | £ |
| 1 | Kubota Tractor M4062 | HF69DRX | 2019 | 19,145 | 01/03/2023 | Carvers Shed | Y | Y | | | 19,145 | Replaces Massey Ferguson MF2430 | | |
| 2 | Kubota ride on mower | VX18ECD | 2018 | 16,356 | 01/03/2023 | Cemetery Contain | Y | Y | | | 16,356 | Replaces Kubota ride on reg HF11AOZ - Dr Little, Nags Head Site, DCP, Castleman Way, Small Bits on Bickerley, Fronts of Poulner Sch, Back of Poulner Sch, Allotments, Ringwood Sch | | |
| 3 | John Deere 5085M Tractor | HJ15 XJW | 2015 | 30,500 | 01/03/2023 | Carvers Shed | Y | Y | 2030 | | 30,500 | Replaces New Holland Tractor | | |
| 4 | John Deere X750 Lawn Tractor S/No | HF16 VXR | 2016 | 11,000 | 01/03/2023 | Cemetery Contain | Y | Y | | | 11,000 | Replaces John Deere R904 PEL | | |
| 5 | Ford Transit 350 Double Cab Tipper | EF66 AVD | 2017 | 24,500 | 01/03/2023 | | Y | Y | | | 24,500 | Replaces Nissan Cabstar | | |
| 6 | VW Caddy Van | WR08WW | 2008 | 2,500 | 01/03/2023 | | Y | Y | | | 2,500 | purchased 2nd hand 2020 | | |
| | | | | TOTAL | 104,001 | | | | | | | 104,001 | | |
| Trailers | | | | | Date Acq | | | | | | | | Both tractors are also used to transport marking out gear and 2 men to Poulner School and 10 Acre Field, summer and winter. | |
| | 11 | Trailer for Mini Tractor 4'x3' | | 2005 | 330 | 01/03/2023 | Carvers Shed | Y | Y | | | 330 | | |
| | 12 | Trailer 4' x 3' | | 2020 | 130 | 01/03/2023 | Carvers Shed | Y | Y | | | 130 | bought 2nd hand 2020 | |
| | 13 | Trailer 6' x 3' MGW 500Kg | | 1999 | 530 | 01/03/2023 | Cemetery Rear Sh | Y | Y | | | 530 | | |
| | 14 | Ifor Williams Trailer Twin Axle 8'x4' | GD84TA(5445454) | 2008 | 1,340 | 01/03/2023 | Carvers Shed | Y | Y | | | 1,340 | | |
| | | | | TOTAL | 2,330 | | | | | | | 2,330 | | |

RINGWOOD TOWN COUNCIL

D

| ASSET REGISTER 2024/25 | | | | | |
|---|-----------------|-----------------|---------------------------------------|--------------------|---------------------|
| Office Equipment | | | | | |
| Location & Item | Ser. No. | Date Acq | Purchase Price/ book value | Sum Insured | Last Inspect |
| | | | | 01/10/2024 | Date |
| Location & Item | Ser. No. | Date Acq | | Sum Insured | Last Inspect |
| | | | | 01/10/2024 | Date |
| Gateway | | | | | |
| --Gateway Room No.G01 Back Office G.F. | | | | | |
| edcatt 9400 PC Tower | | 2019 | 604 | 604 | 01/03/2023 |
| liyama 22" monitor | 1120223003849 | 2013 | 125 | 150 | 01/03/2023 |
| liyama 22" monitor | 1120223003839 | 2013 | 125 | 150 | 01/03/2023 |
| LCD monitor Mod. GML 19P-1(for CCTV in recep) | 111000222 | 2012 | 100 | 120 | 01/03/2023 |
| --Room F3 (Server) 1st Floor | | | | | |
| Sonicwall TZ300 with 192 rack mount kit | 18B169E51E80 | 2019 | 1,443 | 1,443 | |
| Synology Sytorage device with 4x4tb NAS discs | D5918 | 2019 | 1,102 | 1,102 | |
| Steel shelf connected to NAS | | 2019 | 350 | 350 | |
| Backup Assist | | 2019 | 895 | 895 | |
| ASUS Monitor, keyboard & mouse | C9LMTF178707 | 2013 | 142 | 170 | |
| --Room F9 (T.C.) 1st Floor | | | | | |
| Dynadock docking station | | 2019 | 144 | 144 | 01/03/2023 |
| Toshiba Portege Notebook | | 2019 | 1,314 | 1,314 | 01/03/2023 |
| liyama 22" monitor | 1120223003960 | 2013 | 125 | 150 | 01/03/2023 |
| Sub Total | | | 6,469 | 6,592 | |
| Location & Item | Ser. No. | Date Acq | | Sum Insured | Last Inspect |
| | | | | 01/10/2024 | Date |
| IT Equipment | | | | | |
| Gateway--Room F10 (D.T.C.) 1st Floor | | | | | |
| Dynadock docking station | | 2019 | 144 | 144 | 01/03/2023 |
| Toshiba Portege Notebook | | 2019 | 1,314 | 1,314 | 01/03/2023 |
| liyama 22" monitor | 1120223003944 | 2013 | 125 | 150 | 01/03/2023 |
| --Room F11 1st Floor | | | | | |
| liyama 22" monitor | 1120223003843 | 2013 | 125 | 150 | 01/03/2023 |
| liyama 22" monitor | 1120223003961 | 2013 | 125 | 150 | 01/03/2023 |
| liyama 22" monitor | 1120223004019 | 2013 | 125 | 150 | 01/03/2023 |
| liyama 22" monitor | 1120223003941 | 2013 | 125 | 150 | 01/03/2023 |
| Dynadock docking station | | 2019 | 144 | 144 | 01/03/2023 |
| Dynadock docking station | | 2019 | 144 | 144 | 01/03/2023 |
| Dynadock docking station | | 2019 | 144 | 144 | 01/03/2023 |
| Dynadock docking station | | 2019 | 144 | 144 | 01/03/2023 |
| Toshiba Portege Notebook | | 2019 | 1,314 | 1,314 | 01/03/2023 |
| Toshiba Portege Notebook | | 2019 | 1,314 | 1,314 | 01/03/2023 |
| Toshiba Portege Notebook | | 2019 | 1,314 | 1,314 | 01/03/2023 |
| Toshiba Portege Notebook | | 2019 | 1,314 | 1,314 | 01/03/2023 |
| Sub Total | | | 7,915 | 8,040 | |

RINGWOOD TOWN COUNCIL

D

| | | | | | |
|---|--------------------|-----------------|---------------------------|--------------------|--------------------------|
| | | | Gateway Sub Total | 14,384 | 14,632 |
| --Cemetery | | | | | |
| HP digital keyboard KB-03 | B77550AU7RUFF L | 2008 | 25 | 30 | 01/03/2023 |
| HP deskjet printer 3650 | HU3BQIN3F5 | | 67 | 80 | 01/03/2023 |
| Samsung Mod E222ONW 22" screen (CS) | 17M | 2009 | 100 | 120 | 01/03/2023 |
| | | | Cemetery Sub Total | 192 | 230 |
| | | | IT equipment Total | 14,575 | 14,862 |
| Location & Item | Ser. No. | Date Acq | | Sum Insured | Last Inspect Date |
| | | | | 01/10/2024 | |
| | | | | £ | |
| <u>Furniture & Equipment</u> | | | | | |
| --Gateway Room No.G01 Back Office G.F. | | | | | |
| 2 x single desks, series T, 1400 x 800mm (Kinnarps) | | 2012 | 117 | 140 | 01/03/2023 |
| 2 x 3 drawer mobile pedestals 300 x 565mm (Bisley) | | 2012 | 83 | 100 | 01/03/2023 |
| 3 x Reply Task chairs, no arms (Steelcase) | | 2012 | 100 | 120 | 01/03/2023 |
| 1 x Storage units 800 x 1971mm, 4 shelves (Bisley) | | 2012 | 150 | 180 | 01/03/2023 |
| 3xstorage units 1000 x 1971mm 5 shelves (Bisley) | | 2012 | 500 | 600 | 01/03/2023 |
| 2 x 3 drawer mobile pedestals 400 x 600mm | | 2012 | 83 | 100 | 01/03/2023 |
| 2 x storage units 800 x 470 x 720mm, (Bisley) | | 2006 | 333 | 400 | 01/03/2023 |
| Bookcase 1080 x 980mm (Kinnarps) | | 2012 | 67 | 80 | 01/03/2023 |
| Table 1000 x 600 x 720mm | | 2012 | 67 | 80 | 01/03/2023 |
| Philips 725 dictation system type LFH0725/00 | 873507250011 | 2012 | 192 | 230 | 01/03/2023 |
| Pitney Bowes DM50 franking machine | 3006195 | 2012 | 800 | 960 | 01/03/2023 |
| Rexel shredder 2010 | | 2010 | 200 | 240 | 01/03/2023 |
| CombBind C95 comb binder | | 2009 | 58 | 70 | 01/03/2023 |
| Rexel LV340HS Laminator | 0708031100 | 2003 | 67 | 80 | 01/03/2023 |
| Sanyo TRC 7060 memo-scriber | P3803865G | 2004 | 158 | 190 | 01/03/2023 |
| | | | Sub Total | 2,975 | 3,570 |
| --Gateway Room No.G02 Interview Room G.F. | | | | | |
| Single desk, series T, 1400 x 800mm (Kinnarps) | | 2012 | 58 | 70 | 01/03/2023 |
| Reply Task chair, with arms (Steelcase) | | 2012 | 42 | 50 | 01/03/2023 |
| 3 drawer mobile pedestal 300 x 565mm (Bisley) | | 2012 | 42 | 50 | 01/03/2023 |
| Reply meeting chair, no arms (Steelcase) | | 2012 | 33 | 40 | 01/03/2023 |
| Reply meeting chair, with arms (Steelcase) | | 2012 | 42 | 50 | 01/03/2023 |
| | | | Sub Total | 217 | 260 |
| --Gateway Room No.G03 Lob/Foyer/Recep G.F. | | | | | |
| 3 x Reply Task chairs, with arms (Steelcase) | | 2012 | 125 | 150 | 01/03/2023 |
| 2 x 3 drawer mobile pedestals 410 x 565mm (Bisley) | | 2012 | 83 | 100 | 01/03/2023 |
| 1 x 3 drawer mobile pedestals 620 x 420mm | | 2012 | 167 | 200 | 01/03/2023 |
| 3 x Allermuir pedestal base meeting table 600 x 737mm | | 2012 | 125 | 150 | 01/03/2023 |
| Storage unit 1350 x480 x610 (Bisley) | | 2012 | 67 | 80 | 01/03/2023 |
| Storage unit 1000 x 720 | | 2012 | 67 | 80 | 01/03/2023 |
| Storage Unit 610x1040x485 oak | | 2013 | 104 | 125 | 01/03/2023 |
| Glass Display Cabinet | | 2015 | 142 | 170 | 01/03/2023 |
| Belt barrier | | 2012 | 108 | 130 | 01/03/2023 |
| | | | Sub Total | 988 | 1,185 |

RINGWOOD TOWN COUNCIL



| Location & Item | Ser. No. | Date Acq | | Sum Insured | Last Inspect Date |
|---|--------------|----------|--------------|--------------|-------------------|
| | | | | 01/10/2024 | |
| Furniture & Equipment | | | | £ | |
| --Gateway Room No.G03A Info Area G.F. | | | | | |
| 5 x Reply meeting chairs, no arms (Steelcase) | | 2012 | 167 | 200 | |
| 6 x Leaflet racks 120 x 110 | | 2012 | 350 | 420 | |
| Sub Total | | | 517 | 620 | |
| --Gateway Lobby No.G06 G.F. | | | | | |
| Safe ES-400 1600 x 640 x 830 | DRHC11110063 | 2012 | 833 | 1,000 | |
| Sub Total | | | 833 | 1,000 | |
| --Gateway Under Stairwell G.F. | | | | | |
| Metal racking 5 shelves | | 2012 | 58 | 70 | |
| Sub Total | | | 58 | 70 | |
| --Gateway Room No.G08 Kitchenette G.F. | | | | | |
| Integrated dishwasher NEFF S54M45X1 | 220140316 | 2012 | 250 | 300 | |
| Integrated fridge NEFF K4316X4 | FD9202 | 2012 | 208 | 250 | |
| Youngman alumin 2 piece extension ladder | | ? | 67 | 80 | |
| Aluminium step ladder | | ? | 67 | 80 | |
| Sack Truck | | 2012 | 42 | 50 | |
| Sub Total | | | 633 | 760 | |
| --Gateway Waiting Area No.G11 G.F. | | | | | |
| Hitch Mylius HM18 Ref P2 3 seater sofa | | 2012 | 417 | 500 | |
| 5x Connection Halo MHC3C dining chair compact 4 | | 2012 | 250 | 300 | |
| 3 x Storage units 800 x 717mm (Bisley) | | 2012 | 175 | 210 | |
| Old oak carver chair (RF RDC) | | | 250 | 300 | |
| 2 x Wall mirrors 1260 x 1800mm | | 2012 | 333 | 400 | |
| Aluminium folding A frame (V.I.C.) 640 x 1100mm | | 2012 | 100 | 120 | |
| Sub Total | | | 1,525 | 1,830 | |
| --Gateway Bin Store No. 12 G.F. | | | | | |
| Flymo garden vac 2700w Turbo | 22000082 | 2012 | 50 | 60 | |
| Wolf Carten hose pipe trolley & hose pipe | | 2012 | 75 | 90 | |
| 2 x Stirflow pedestal fan | | 2012 | 50 | 60 | |
| Numatic vacuum cleaner | | 2012 | 167 | 200 | |
| Sub Total | | | 342 | 410 | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| Location & Item | Ser. No. | Date Acq | | Sum Insured | Last Inspect Date |
| | | | | 01/10/2024 | |
| Furniture & Equipment | | | | £ | |
| --Gateway Room No.G13/14 Forest suite G.F. | | | | | |
| 12 x Vivante conference tables 1500x750x720 | | 2012 | 600 | 720 | |
| 30 x Reply meeting chairs, with arms (Steelcase) | | 2012 | 1,250 | 1,500 | |
| 29 x Reply meeting chairs, no arms (Steelcase) | | 2012 | 967 | 1,160 | |
| Chair trolley | | | 42 | 50 | |
| 1x storage unit 800 x 717mm (Bisley) | | 2012 | 58 | 70 | |
| 2 x sets curtains/blinds | | 2012 | 500 | 600 | |
| Viewsonic DLP o/h projector | | | 250 | 300 | |
| Viewsonic projection screen 2060 x 1200 | 2012/779/1 | 2012 | 167 | 200 | |
| Pulse MP3 Master & TASCAM CD-200i (CD IPOD DOC) & TOA PA Amplifier mod A-1803 | | | 667 | 800 | |
| Conference Sound & recording equipment | | 2015 | 5,750 | 6,900 | |
| Standard flag pole, base and ceremonial flag | | 2015 | 229 | 275 | |

RINGWOOD TOWN COUNCIL

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| | | | | | |
|--|--|-----------------|---------------|--------------------|--------------------------|
| 1x storage unit 800 x 1971mm (Bisley) | | 2012 | 150 | 180 | 01/03/2023 |
| HMS Securio Cross Cut Shredder | | 2012 | 283 | 340 | 01/03/2023 |
| 2 x 3 drawer mobile pedestals 300 x 565mm (Bisley) | | 2012 | 83 | 100 | 01/03/2023 |
| 1 x 3 drawer pedestals 62 x 42cm | | | 67 | 80 | 01/03/2023 |
| 3 x storage unit 800 X 470 tambour door | | 2012 | 750 | 900 | 01/03/2023 |
| 4 x 4 drawer filing cabinets | | 2015 | 250 | 300 | 01/03/2023 |
| 2 x 3 drawer mobile pedestals 400 x 600mm (Kinnarps) | | 2012 | 333 | 400 | 01/03/2023 |
| | Sub Total | | 2,925 | 3,510 | |
| Location & Item | Ser. No. | Date Acq | | Sum Insured | Last Inspect Date |
| | | | | 01/10/2024 | |
| Furniture & Equipment | | | | £ | |
| ----Gateway Room No.F11 Office 1st Fl | | | | | |
| Safe Secu 62cm x 43cm | | 2012 | 667 | 800 | 01/03/2023 |
| Helios pedestal fan | | 2004 | 17 | 20 | 01/03/2023 |
| | Sub Total | | 683 | 820 | |
| | | | | | |
| | Sub Total Gateway | | 25,042 | 31,250 | |
| | | | | | |
| --Cemetery | | | | | |
| 2 x Desks | | | 167 | 200 | 01/03/2023 |
| Heater Dimplex | | | 42 | 50 | 01/03/2023 |
| 3 x Chairs | | | 100 | 120 | 01/03/2023 |
| 3 drawer cabinet cream | | | 42 | 50 | 01/03/2023 |
| 4 drawer filing cabinet-light grey | | 2005 | 67 | 80 | 01/03/2023 |
| | Cemetery Sub Total | | 417 | 500 | |
| | | | | | |
| | Furniture & Equipment Total | | 25,458 | 31,750 | |
| | | | | | |
| | TOTAL I.T., FURNITURE & EQUIPMENT | | 40,034 | 46,612 | |

| |
|-------------------------------|
| ASSET REGISTER 2024/25 |
| Carvers Clubhouse |

| Location & Item | Ser. No. | Date Acq | Purchase Price/ book value 31/03/2024 | Sum Insured 01/10/2024 | Last Inspect | Location (at last inspection) |
|--|-----------------|----------|---|---------------------------|--------------|------------------------------------|
| Carvers Clubhouse | | | | | | |
| Contents | | | | | | |
| Xbox One Console 1540 | 065278745248 | 2015 | 242 | 290 | 01/03/2023 | Carvers Clubhouse |
| Xbox 360 wireless controller | 03880002125450E | 2015 | 18 | 21 | 01/03/2023 | Carvers Clubhouse |
| BT6510 Digital Cordless phone with Answering Mach | 1528885578 | 2015 | 50 | 50 | 01/03/2023 | Carvers Clubhouse |
| Four slice toaster AEG | | 2015 | 58 | 70 | 01/03/2023 | Carvers Clubhouse |
| Various kitchen/laundry items | | 2015 | 259 | 311 | 01/03/2023 | Carvers Clubhouse |
| 6 x Heavy duty folding tables | | 2015 | 166 | 199 | 01/03/2023 | Carvers Clubhouse |
| Mini football goals (Huck nets) | | 2021 | 653 | 653 | 01/03/2023 | Carvers Clubhouse |
| Key Cabinet and key safe | | 2015 | 46 | 55 | 01/03/2023 | Carvers Clubhouse |
| Titan II FS1273E Safe | | 2015 | 214 | 214 | 01/03/2023 | Carvers Clubhouse |
| George Hoover | | 2015 | 141 | 166 | 01/03/2023 | Carvers Clubhouse |
| Paper Guillotine | | 2015 | 76 | 60 | 01/03/2023 | Carvers Clubhouse |
| Furniture | | 2015 | 10,215 | 10,215 | 01/03/2023 | Carvers Clubhouse |
| - fridge (Polar) | | | | | 01/03/2023 | |
| - Dishwasher Maidaid C515 | | | | | 01/03/2023 | |
| - Cooker - 6 hob cooker/oven - Lincat | | | | | 01/03/2023 | |
| - Panini Grill, Lincat | | | | | 01/03/2023 | |
| - Double Pizza Oven - Sirman | | | | | 01/03/2023 | |
| - Fryers x 2 - Lincat | | | | | 01/03/2023 | |
| ASUS laptop | | 2019 | 1,000 | 1,000 | 01/03/2023 | Carvers Clubhouse |
| Dynadock docking station | | 2019 | 144 | 144 | 01/03/2023 | Carvers Clubhouse |
| Toshiba Portege Notebook | | 2019 | 1,314 | 1,314 | 01/03/2023 | Carvers Clubhouse |
| Sharp Cash Register XE-A217 | 73079681 | 2017 | 158 | 190 | 01/03/2023 | Carvers Clubhouse |
| Fire equipment for the Place | | 2013 | 530 | 530 | 01/03/2023 | Carvers Clubhouse |
| Washing machine and tumble drier for The Place | | 2013 | 483 | 483 | 01/03/2023 | Carvers Clubhouse |
| Three Roller Blinds supplied and fitted to The Place | | 2013 | 230 | 230 | 01/03/2023 | Carvers Clubhouse |
| 6 x picnic benches (recycled plastic) | | 2023 | 2,560 | 2,560 | 01/03/2023 | Carvers Clubhouse |
| Microwave for The Place | | 2015 | 88 | 88 | 01/03/2023 | Carvers Clubhouse |
| Hand Driers for the Place (supplied and fitted) | | 2015 | 304 | 304 | 01/03/2023 | Carvers Clubhouse |
| Truvox Multiwash 11440P Scrubber Dryer | | 2020 | 2,026 | 2,026 | 01/03/2023 | Carvers Clubhouse |
| All weather table tennis table | | 2020 | 612 | 612 | 01/03/2023 | Carvers Clubhouse |
| Adexa Freezer | | 2020 | 549 | 549 | 01/03/2023 | Carvers Clubhouse |
| "Thomas" rockin-Roller | | 2022 | 150 | 150 | 01/03/2023 | Carvers Clubhouse |
| Television to replace broken one (AO) | | 2024 | 249 | 249 | 29/07/2024 | Carvers Clubhouse |
| On site storage container x 2 (inc events container) | | 2024 | 5,495 | 5,495 | 26/07/2024 | Carvers Clubhouse |
| Sack Truck (Screwfix) | | 2024 | 125 | 125 | 28/08/2024 | Carvers Clubhouse |
| Café tables x 6 70x70cm | | 2024 | 1,434 | 1,434 | 01/07/2024 | Carvers Clubhouse |
| Ball Pool Castle plus extras | | 2024 | 644 | 644 | 22/04/2024 | Carvers Clubhouse |
| Soft Play set | | 2024 | 790 | 790 | 20/05/2024 | Carvers Clubhouse |
| Solar Panels | | 2025 | 10,994 | 10,994 | 10/02/2025 | Carvers Clubhouse |
| Carvers Clubhouse total: | | | 42,017 | 42,215 | | |

ASSET REGISTER 2024/25

General Plant & Equipment

| Item Description General Plant & Equipment | ID or Ser. No. | Date Acq | Purchase Price 31/03/24 | replacement / sum Insured 01 October 2024 | Last Inspect Date |
|--|------------------------------|----------|----------------------------|---|----------------------|
| | | | | £ | |
| Dennis FT610 Mower Engine No. 2244086 | FT241521 | 2009 | 3,850 | 4,620 | 01/03/2023 |
| Dennis Mower FT610 S.No.FT24587Eng No.F72610 | | 2000 | 2,433 | 2,920 | 01/03/2023 |
| Parker Vac 35 | | 1998 | 2,000 | 2,260 | 01/03/2023 |
| Container for equipment | | 2010 | 1,142 | 1,370 | 01/03/2023 |
| Stihl Strimmer FS410 | 185622957 | 2019 | 530 | 450 | 01/03/2023 |
| Stihl Strimmer FS410 | 185622680 | 2019 | 530 | 450 | 01/03/2023 |
| Stihl Strimmer FSA135 | 449892704 | 2024 | 409 | 409 | 09/12/2024 |
| Stihl HS82 Hedgetrimmer | 186489722 | 2019 | 360 | 432 | 01/03/2023 |
| Sissis Combirake | | 2007 | 267 | 320 | 01/03/2023 |
| Senci Sc3250w-ii generator (box 3) | 201603A82416 | 2016 | 270 | 270 | 01/03/2023 |
| Senci Sc3250w-ii generator (box 4) | 201603A82417 | 2016 | 270 | 270 | 01/03/2023 |
| Senci Sc3250w-ii generator (box 5) | 201603A82420 | 2016 | 270 | 270 | 01/03/2023 |
| Senci Sc3250w-ii generator (box 6) | 201603A82410 | 2016 | 270 | 270 | 01/03/2023 |
| MIGwelder MIGmate 105 | | 2000 | 200 | 240 | 01/03/2023 |
| Mountfield Mower HB470 | | 2006 | 117 | 140 | 01/03/2023 |
| Major Swift Roller Mower | MJ71-240 2018 | 2018 | 5,500 | 5,500 | 01/03/2023 |
| Major 8400 Rotary Roller Mower | | 2012 | 3,800 | 3,800 | 01/03/2023 |
| Twose Roller (tractor pulled) | | 2000 | 642 | 770 | 01/03/2023 |
| K100FINP5002 Fleetline Line Marker | KI020375 | 2014 | 367 | 440 | 01/03/2023 |
| Hayter Harrier 41 push mower Body S/N 401079707 | engine s/n 16122051 02784 | 2017 | 425 | 425 | 01/03/2023 |
| Wiedenmann XP6/160 Aerator | | 2007 | 16,250 | 18,600 | 01/03/2023 |
| Timberwolf TW PTO-150H | 60A3DS121002 | 2015 | 4,583 | 5,500 | 01/03/2023 |
| Twose Spring Tyne/Harrow | | 2005 | 1,300 | 1,300 | 01/03/2023 |
| 6' Slitter (Serial No. 16395) Ser no 16395 | | 2005 | 983 | 1,180 | 01/03/2023 |
| Paul Noble Grader 8'x4' | | 2008 | 833 | 1,000 | 01/03/2023 |
| Sitrex Hopper Spreader FS/150 | | 2001 | 783 | 940 | 01/03/2023 |
| Sarel Roller/Spiker | | 1991 | 500 | 500 | 01/03/2023 |
| Macwin Mk 3 Line Marker | | 1996 | 400 | 400 | 01/03/2023 |
| MCClub 600 Tractor mounted sprayer | | 2021 | 4,793 | 4,793 | 01/03/2023 |
| Briteliner 400 line painter with 2" and 3" wheels | | 2004 | 292 | 350 | 01/03/2023 |
| Linesman Marker with 3" wheel | | 2006 | 283 | 340 | 01/03/2023 |
| 25 gallon Mixatank for above | | 2006 | 275 | 330 | 01/03/2023 |
| Parkamatic Travelling Sprinkler | | 1990 | 208 | 250 | 01/03/2023 |
| Allen Walkover Sprayer 'The Groundsman' | | 1995 | 192 | 230 | 01/03/2023 |
| Socket & Tool Kit | | 1996 | 142 | 170 | 01/03/2023 |
| Broadcast Spreader-Earthway Ev-n-spreed | | 2000 | 133 | 160 | 01/03/2023 |
| CR-068 Crease Marker | | 2011 | 125 | 150 | 01/03/2023 |
| Tru-Lutes (x2) | | 2000 | 108 | 130 | 01/03/2023 |
| Ki/Kombi Line marker | K2_16314 | 2015 | 100 | 100 | 01/03/2023 |
| Container | | 2009 | 1,142 | 1,370 | 01/03/2023 |
| Hyundai DHY8000SELR Generator | 201607DHY8000SE 2R00060 | 2016 | 1,200 | 1,200 | 01/03/2023 |
| Bosch Breaker F-MK-GSH16-28 | 3611C3506 | 2009 | 725 | 870 | 01/03/2023 |
| Clark Petrol Compressor CFP 9ND | 101213 | 2013 | 625 | 750 | 01/03/2023 |
| Traffic Cones x 50 - Cemetery | | 2015 | 566 | 566 | 01/03/2023 |
| Stihl FS410C Brushcutter | 183625541 | 2017 | 540 | 540 | 01/03/2023 |
| Stihl FS410 Brushcutter | 183625447 | 2017 | 540 | 540 | 01/03/2023 |
| Stihl FS460 Brushcutter | 183433919 | 2017 | 515 | 515 | 01/03/2023 |
| Clark/Honda Generator CP505ON | 008107 | 2013 | 417 | 500 | 01/03/2023 |
| Stihl MS261C 15" Chainsaw | 186510174 | 2019 | 465 | 465 | 01/03/2023 |
| Stihl HS82 Hedgetrimmer | 186288209 | 2019 | 360 | 432 | 01/03/2023 |
| Stihl HS82 Hedgetrimmer | 186489739 | 2019 | 360 | 432 | 01/03/2023 |
| Stihl FS91R Strimmer | 510886633 | 2017 | 320 | 320 | 01/03/2023 |
| Stihl strimmer attachment | | 2022 | 255 | 255 | 01/03/2023 |
| Battery powered tools: | | 2023 | | | |
| Stihl FSA 130 Brushcutter reg. no. 51040112 | 445923829 | 2023 | 355 | 355 | |
| Stihl FSA 130 Brushcutter reg. no. 51040113 | 446022898 | 2023 | 355 | 355 | |

| | | | | | |
|---|-------------------------|------|---------------|---------------|------------|
| Stihl FSA 130 Brushcutter reg. no. 51040114 | 446022903 | 2023 | 355 | 355 | |
| Stihl FSA 130 Brushcutter reg. no. 51040115 | 446740473 | 2023 | 355 | 355 | |
| Stihl HSA 94R Hedge Trimmer reg. no. 51040116 | 446586334 | 2023 | 400 | 400 | |
| Stihl HSA 94R Hedge Trimmer reg. no. 51040117 | 446586338 | 2023 | 400 | 400 | |
| Stihl HTA135 Pole Pruner reg. no. 51040411 | 535117576 | 2023 | 575 | 575 | |
| Stihl BGA200 Blower reg. no. 51040118 | 536625374 | 2023 | 365 | 365 | |
| Stihl BGA200 Blower reg. no. 51040119 | 536625375 | 2023 | 365 | 365 | |
| Stihl BGA200 Blower reg. no. 51040120 | 536625378 | 2023 | 365 | 365 | |
| Stihl BGA300 Backpack Blower | 448852490 | 2024 | 445 | 445 | 09/12/2024 |
| Stihl HLA135 L/R Hedgetrimmer no. 51038896 | 537969740 | 2023 | 425 | 425 | |
| Stihl AR backpack battery x 2 | ST 48714900400 | 2023 | 290 | 290 | |
| Stihl AP 300 S battery x 6 | ST 48504006580 | 2023 | 1,230 | 1,230 | |
| Stihl AP 500 S battery x 2 | | 2024 | 530 | 530 | 09/12/2024 |
| Stihl AR3000L set battery reg no. 51040123 | 193994542 | 2023 | 1,250 | 1,250 | |
| Stihl AR3000L set battery reg no. 51040124 | 193994558 | 2023 | 1,250 | 1,250 | |
| Stihl AL301-4 batterycharger reg no. 51040125 | 710765461 | 2023 | 225 | 225 | |
| Stihl various battery power tool accessories | | 2023 | 1,360 | 1,360 | |
| | | | | | |
| Masport Mulcher Hand Mower | 0711195706748 | 2009 | 233 | 280 | 01/03/2023 |
| Senci Sc3250w-ii generator (box 1) | 201603A82401 | 2016 | 270 | 270 | 01/03/2023 |
| Senci Sc3250w-ii generator (box 2) | 201603A82418 | 2016 | 270 | 270 | 01/03/2023 |
| Clarke PW3 petrol water pump WA R39A | 7140645 168F-2A17002376 | 2018 | 240 | 240 | 01/03/2023 |
| Stihl BG86 Blower (4 Carvers) | 186142181 | 2019 | 190 | 190 | 01/03/2023 |
| Stihl BG86C Blower | 183436996 | 2017 | 171 | 170 | 01/03/2023 |
| Sealy Air Grinder and grinding blades-mod G5A67 | | 2010 | 140 | 140 | 01/03/2023 |
| Stihl MS180 12" chainsaw | 817703017 | 2019 | 112 | 134 | 01/03/2023 |
| Makita SDS Drill corded with SDS bits | | 2020 | 110 | 110 | 01/03/2023 |
| ToppleTesterS.No.0080/E20044 | | 2002 | 650 | 650 | 01/03/2023 |
| Comet FDX 12/140 Pressure Washer 31763311 | | 2005 | 525 | 525 | 01/03/2023 |
| Stihl HT133 Pole Pruner | 519867711 | 2019 | 561 | 560 | 01/03/2023 |
| Belle Cement Mixer | | 2015 | 300 | 300 | 01/03/2023 |
| Stihl BG86C Blower | 183820117 | 2017 | 179 | 179 | 01/03/2023 |
| Dewalt 18V Brushless Combi DLD 778 | 017639 | 2023 | 117 | 117 | 01/03/2023 |
| Dewalt 18V XR Grinder Bare | DLG 412 985235 | 2017 | 140 | 140 | 01/03/2023 |
| Glasdon Nestor Mk11 Bin | | 1996 | 150 | 180 | 01/03/2023 |
| Grit Bin 396 litres Yellow | | 2010 | 117 | 140 | 01/03/2023 |
| 1350 Bunded Fuel Dispenser Tank(TUFFA) 1200 ltr | | 2009 | 1,167 | 1,167 | 01/03/2023 |
| Oil Store Tnk(EcoSafe ES1225) Titan 1000 ltr | | 2005 | 833 | 833 | 01/03/2023 |
| Scaffold Tower | | 2015 | 812 | 974 | 01/03/2023 |
| Evans Spray professional pedestrian sprayer | | 2020 | 944 | 944 | 01/03/2023 |
| Metal lockable bin | | 2010 | 217 | 260 | 01/03/2023 |
| Salt Spreader 50LB-walk behind | | 2010 | 117 | 140 | 01/03/2023 |
| Cooper Pegler CP15 Knapsack Sprayer | | 2010 | 108 | 130 | 01/03/2023 |
| CP15 2000 Knapsack Sprayer 15litre | | 2017 | 120 | 120 | 01/03/2023 |
| Chain Harrow | | 1997 | 208 | 250 | 01/03/2023 |
| Pressure Washer, Model PLS265B | Serial No. 7330367 | 2023 | 769 | 769 | 03/11/2023 |
| Open Spaces/Recreational Plant & Equipment Total | | | 84,629 | 91,881 | |

ASSET REGISTER 2024/25
Sports equipment & Other Assets

| Location & Item | Ser. No. | Date Acq | Purchase Price Ex VAT | Sum Insured | Last Inspect Date | Book Value |
|---|----------|----------|-----------------------|--------------|-------------------|--------------|
| | | | | 01/10/2024 | | 31/03/2024 |
| --Football Goal Posts & Nets | | | | | | |
| Black and red football nets | | 2006 | | | | |
| Socketed goals | | 2007 | 778 | 933 | 01/03/2023 | 933 |
| F1 Socketed goals | | 2007 | 778 | 933 | 01/03/2023 | 933 |
| F2 Socketed goals - 12 x 6(pair) | | 2022 | 754 | 754 | 01/03/2023 | 870 |
| F6 Socketed goals | | 2007 | 458 | 550 | 01/03/2023 | 550 |
| Socketed goals 9v9 | | 2007 | 758 | 900 | 01/03/2023 | 900 |
| Socketed goals 9v9 | | 2015 | 1,200 | 1200 | 01/03/2023 | 1,200 |
| Socketed Aluminium goals Senior 21x7 | | 2022 | 806 | 806 | 01/03/2023 | 900 |
| Socketed aluminium goals 12 x 6 | | 2018 | 560 | 560 | 01/03/2023 | 560 |
| Football Goal Posts & Nets Total | | | | 6,636 | | 6,846 |
| | | | | | | |

| Location & Item | Ser. No. | Date Acq | | Sum Insured | Last Inspect Date | Book Value |
|---|-----------------|----------|--------|---------------|-------------------|----------------|
| | | | | 01/10/2024 | | 31/03/2024 |
| --Bus Shelters | | | | | | |
| | | | | £ | | £ |
| | | | 5,059 | 6,217 | 01/03/2023 | 6,071 |
| | | | 5,059 | 6,217 | 01/03/2023 | 6,071 |
| | | | 5,059 | 6,217 | 01/03/2023 | 6,071 |
| Bus Shelters Total | | | | 18,651 | | 18,213 |
| --Other | | | | | | |
| War memorial | | | 36,723 | 36,723 | 01/03/2023 | 36,723 |
| Jubilee lamp | | | 18,213 | 18,213 | 01/03/2023 | 18,213 |
| Flower Tubs - 1 circular, 18 square, 40 railings | | | 3,827 | 4,702 | 01/03/2023 | 4,592 |
| Town clock - Furlong car park | | | 8,532 | 10,585 | 01/03/2023 | 10,238 |
| Civic regalia | | | 4,437 | 5,408 | 01/03/2023 | 5,324 |
| CCTV Cemetery (moved from office equipment) | | 3/2015 | 583 | 700 | 01/03/2023 | 700 |
| CCTV Carvers | | 2014 | 7,695 | 9,234 | 01/03/2023 | 9,234 |
| Roger Reindeer & Elves Outfits - Gateway | | 2014 | 876 | 876 | 01/03/2023 | 876 |
| Defibrillator - Gateway | | 2023 | 1,130 | 1,130 | 01/03/2023 | 1,130 |
| T80 Quad Pack walkie talkie radios - Gateway | 175HRN4620, 175 | 2015 | 114 | 114 | 01/03/2023 | 114 |
| T80 Quad Pack walkie talkie radios - Gateway | Model No P14MAE | 2016 | 125 | 125 | 01/03/2023 | 125 |
| Heavy duty table sleeper sets x 2 on Carvers | | 2015 | 1,614 | 1,614 | 01/03/2023 | 1614 |
| Aluminium flagpole 9m two piece and ceremonial flag outside Gateway | | 2016 | 450 | 450 | 01/03/2023 | 450 |
| | | | | | | |
| Other Total | | | | 84,318 | 89,874 | 89,333 |
| --Playground equipment | | | | | | |
| Carvers Recreation Ground | | 2019 | 68,816 | 68,816 | 01/03/2023 | 68,816 |
| North Field Recreation Ground | | 2004 | 9,767 | 12,000 | 01/03/2023 | 11,720 |
| Ash Grove Recreation Ground | | 2012 | 19,217 | 23,615 | 01/03/2023 | 23,060 |
| Playground Equipment Total | | | | 97,799 | 104,431 | 103,596 |

Current Projects Update

E

| No. | Name | Status | Recent developments | Description and notes | Lead Officer/Member | Financing |
|--|--|--|---|---|-------------------------------------|--|
| Full Council | | | | | | |
| FC1 | Long Lane Football Facilities Development | In progress (legal and financial aspects only outstanding) | The artificial turf pitch and the new pavilion are both now completed and in use. The old pavilion has been demolished. A formal opening ceremony/open day took place on 1st November. | A joint venture with Ringwood Town Football Club and AFC Bournemouth Community Sports Trust to improve the football facilities for shared use by them and the community. | Town Clerk | The current expectation is that the Council's contribution to the project will, in effect, be limited to a modest loss of income from the site (but over a long term). |
| Planning Town & Environment Committee | | | | | | |
| PTE3 | Crow Stream Maintenance | Annual recurrent | Spraying of stream banks undertaken 19/06/24, annual flail was carried out in August and stream clearance by volunteers on 3 October. Working with various agencies and local landowners on developing wider project on holding back flood water and increasing outflow. | Annual maintenance of Crow Ditch and Stream in order to keep it flowing and alleviate flooding | Deputy Town Clerk | Budget of £1,000 funded by transfer from earmarked reserve |
| PTE6 | Shared Space Concept - Thriving Market Place | In progress | £10,000 released by NFDC from UKSPF to undertake options appraisal/feasibility study. Project Brief agreed and HCC instructed to carry out work outlined in Brief. Members received an informal briefing on draft proposals on 25/09/2024, prior to consultation with stakeholders. | Concept for town centre shared space identified through work on the Neighbourhood Plan. Working in partnership with NFDC and HCC. | Deputy Town Clerk | HCC funded survey work. £10,000 grant from UKSPF (via NFDC). NFDC Cabinet agreed on 02/10/2024 to allocate a share of £4.5 million CIL funds to the scheme. |
| | Greening Ringwood | In progress | Official launch of Phase 2 held on 20/04/2024 in Gateway Square. Update on activities presented to Committee in September 2024. | Greening Campaign Phase 2 to run from Sept 2023 to July 2024, focussing on making space for nature; energy efficient greener homes; climate impacts on health and wellbeing; waste prevention; and cycle of the seed. | | £50 signing up fee funded from General Reserve. |
| | Bus Shelters | In progress | Action Plan prepared. Awaiting response from HCC about possible funding before proceeding further. Action to install new bench beside shelter in Salisbury Road (A338 northbound) being progressed. | Review of Council owned bus shelters. | | No agreed budget |
| Projects being delivered by others which are monitored by the Deputy Clerk and reported to this committee: | | | | | | |
| | Crow Lane Footpath | In progress | Developers' contributions paid to HCC to implement. Additional funds required to progress and approved by NFDC Cabinet on 02/11/2022. HCC working on design, with expected delivery in summer 2025. | New footpath to link Beaumont Park with Hightown Road, alongside west of Crow Lane | Hampshire CC | Developers contributions |
| | Railway Corner | In progress | Project supported by RTC. Planning application approved (23/11081). Works on site commenced. | Project to improve and promote historical significance of triangle of land at junction of Hightown Road and Castleman Way. | Ringwood Society | No financial implications. |
| | Memorial Bench for Michael Lingam-Willgoss | In progress | Consent to install bench has been granted by HCC. Legal fees covered by County Cllr Thierry. Date for installation in first quarter of 2025 yet to be agreed. | Provision of memorial bench in Market Place in memory of Michael Lingam-Willgoss. | Ringwood Carnival / Ringwood Rotary | No financial implications. |
| Policy & Finance Committee | | | | | | |
| PF5 | Poulner Lakes Lease | On hold | | Negotiating a lease from Ringwood & District Anglers' Association of the part of the site not owned by the Council | Town Clerk | Some provision for legal advice or assistance may be needed eventually. |
| PF11 | 92 Southampton Road | In progress (commenced March 2023) | Vacant possession has been recovered. The planned refurbishment prior to re-letting has been delayed by a damaging break-in. | Reviewing the letting of this council-owned house | Town Clerk | The refurbishment will be funded from the buildings reserve. |
| Recreation, Leisure & Open Spaces Committee | | | | | | |
| RLOS4 | Grounds department sheds replacement | In progress (Commenced design work in April 2021.) | The planning application has been submitted. | A feasibility study into replacing the grounds maintenance team's temporary, dispersed & sub-standard workshop, garaging and storage facilities. Combined with a possible new car park for use by hirers of and visitors to the club-house. | Town Clerk | Revised capital budget of £4,000 (originally £10,000 until virement to RLOS19) |

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| RLOS5 | Cemetery development | Cancelled January 2024 | The proposed columbarium/memorial wall was scrapped following the cemetery base budget review. A panel has been appointed to consider alternative developments when officer time is available. | Planning best use of remaining space, provision for cremated remains, etc. | Town Clerk | Capital costs will be met from a combination of earmarked reserves. |
| RLOS10 | Waste bin replacement programme | In progress (Commenced April 2020) | Future needs are being assessed. | Three-year programme to replace worn-out litter and dog-waste bins | Grounds Manager | Budget of £2,000 a year. |
| RLOS14 | Poulner Lakes waste licence | In progress | The permit surrender application and associated report and forms has been submitted to Environment Agency. | Arranging to surrender our redundant waste licence to avoid annual renewal fees | Town Clerk | One-off costs of about £8,000 will save the council annual recurring charges of about £1,000 each. Yet to be settled |
| RLOS21 | Poulner Lakes track maintenance | In progress (under discussion since Jan. 2021) | NFDC has developed a concept design of an improved access on the basis that RTC will fund essential maintenance/improvements to the vehicular access element and NFDC will fund the rest. Solicitors have been instructed to implement an agreement to resolve the boundary discrepancies. | Devising a sustainable regime for maintaining the access tracks at Poulner Lakes to a more acceptable standard. | Town Clerk | |
| RLOS23 | North Poulner Play Area skate ramp request | In progress (commenced Mar. 2023) | A 'half-pipe' has been identified as a likely cheaper and easier option. The costs are now clearer and the funding arrangements were agreed at the P&F meeting on 18th September. | A local resident requested provision of a 'quarter-pipe ramp' at this site and has been fund-raising for it | Deputy Town Clerk | Total cost of project £16,290 to be funded by various donations (£7,665), an NFDC Community Grant of £5,915 and the remaining £2,710 from CIL funds held by RTC (F/6343 P&F 18/9/24). Staff time only |
| RLOS25 | Open Spaces Management Review | Commenced September 2024 | The task and finish group has agreed a list of sites and considered practical information about these. Preparation of reports for each site is now in hand. | A strategic priority project to review the council's management of all its public open and green spaces | Town Clerk | |
| RLOS26 | Carvers Development Phase 1 | Commenced Sept. 2024 | A public tender for the main elements is under way. | Replacing the tennis courts with a multi-use games area, creating a timber log walk with benches and boulders and pollinator planting. | Town Clerk | £68,072 (90% grant from Veolia Environmental Trust and 10% from RTC's CIL reserve) |
| RLOS27 | Carvers Clubhouse Solar Panels | Commenced Nov. 2024 | The contract award decision was made by the P&F committee on 20th November. Installation has been booked with the contractor. | Installing photo-voltaic panels on the Clubhouse roof to achieve a long-term saving in energy costs. | Town Clerk | £18,322.50. £15,000 grant from HCC Parishes Fund. £3,322.50 from RTC reserves. |
| RLOS28 | Skate Park Picnic Tables | Commenced November 2024 | Contribution of £750 offered by Ringwood Carnival Committee. Order now placed. | Replacing the two large picnic tables beside the skate park at Carvers which are beyond further repair | TBA | Est. £3,000. £750 grant received from Carnival Club. Balance TBA |

Staffing Committee

None

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Proposed/Emerging Projects Update

| No. | Name | Description | Lead | Recent developments | Progress / Status Stage reached | Estimated cost | Funding sources |
|--|--|---|-------------|--|--|----------------|--------------------------|
| Full Council | | | | | | | |
| | None | | | | | | |
| Planning Town & Environment Committee | | | | | | | |
| | Roundabout under A31 | Planting and other environmental enhancements | | Area being used by National Highways for storage of materials during works to widen the A31. | Floated as possible future project | | |
| | Lynes Lane re-paving Rear of Southampton Road | Ringwood Society proposal Proposal by Ringwood Society to improve appearance from The Furlong Car Park and approaches | | | Floated as possible future project Floated as possible future project | | |
| | Dewey's Lane wall | Repair of historic wall | | Re-build/repair options and costs are being investigated | Shelved as a TC project | | |
| | Signage Review | Review of signs requiring attention - e.g. Castleman Trailway, Pocket Park, Gateway Square | Cllr Day | | Floated as possible future project | | |
| | Crow ditch | Investigate works required to improve capacity and flow of ditch alongside Crow Lane, between Hightown Road and Moortown Lane | | | | | Developers contributions |
| Policy & Finance Committee | | | | | | | |
| | Paperless office | Increasing efficiency of office space use | Cllr. Heron | Discussions with Town Clerk and Finance Manager | | | |
| Recreation, Leisure & Open Spaces Committee | | | | | | | |
| | None | (Current projects expected to absorb available resources for several years) | | | | | |
| Staffing Committee | | | | | | | |
| | None | | | | | | |

Closed Projects Report

| No. | Name | Description | Outcome | Notes |
|---|--|---|--|---|
| Full Council | | | | |
| FC2 | Strategic Plan | Exploring ideas for medium term planning. Aim to have complete for start of budget-planning in Autumn 2022. | Completed in October 2022 | |
| Planning, Town & Environment Committee | | | | |
| | Pedestrian Crossings - Christchurch Road | Informal pedestrian crossings to the north and south of roundabout at junction of Christchurch Road with Wellworthy Way (Lidl) | Completed by HCC | |
| | Cycleway signage and improvements | New signage and minor improvements to cycleway between Forest Gate Business Park and Hightown Road | Completed by HCC | |
| | Carvers footpath/cycle-way improvement | Creation of shared use path across Carvers between Southampton Road and Mansfield Road | Completed by HCC | |
| | Replacement Tree - Market Place | New Field Maple tree to replace tree stump in Market Place. | Completed in January 2022 by HCC | |
| PTE4 | Climate Emergency | Funds used to support Greening Campaign, community litter-pick and Flood Action Plan leaflets. | Completed March 2023 | |
| | A31 widening scheme | Widening of A31 westbound carriageway between Ringwood and Verwood off slip to improve traffic flow; associated town centre improvements utilising HE Designated Funds | Scheme completed by National Highways and road re-opened in November 2022. | |
| | SWW Water Main Diversion (associated with A31 widening scheme) | Diversion of water main that runs along the A31 westbound carriageway. Diversion route included land in RTC's ownership at The Bickerley. | Scheme completed by SWW in 2022. | |
| | Surfacing of Castleman Trailway | Dedication and surfacing of bridleway between old railway bridge eastwards to join existing surfacing. | Surfacing works completed by HCC early April 2022. | |
| | Bus Shelter Agreement | Request by ClearChannel in Nov. 2020 for RTC to licence the bus shelters in Meeting House Lane and the advertising on them. Despite various communications, we have had no contact for over a year and therefore regard the original request to be defunct. | Request not followed up by ClearChannel, therefore defunct and removed from project list October 2023. | |
| PTE5 | Human Sundial | Work to refurbish human sundial and install surrounding benches complete. Time capsule cover stone replaced on 21/07/2023. Interpretation board with details of sundial, Jubilee Lamp etc. to be considered as part of Thriving Maret Place project. | Completed. | |
| PTE2 | Neighbourhood Plan | The Ringwood Neighbourhood Plan was adopted (made) by NFDC and NFNPA in July 2024 (83% of residents voted "yes" in the Referendum on 04/07/2024) and is now part of the Development Plan for both authorities and must be taken into consideration in the determination of planning applications. | Completed, but will be monitored and reviewed. | |
| PTE1 | | | | |
| Policy & Finance Committee | | | | |
| PF1 | New Council website | Arranging a new website that is more responsive, directly editable by Council staff and compliant with accessibility regulations. | Completed | |
| PF2 | Greenways planning permission | Consideration of applying to renew planning permission for bungalow in garden previously obtained | Decided not to renew | |
| PF3 | Detached youth outreach work | To provide youth workers for trial of detached outreach work | Transferred to Recreation Leisure & Open Spaces Committee (see RLOS20) | |
| PF4 | Review of governance documents | A major overhaul of standing orders, financial regulations, committee terms of reference, delegated powers, etc. Routine periodic reviews will follow completion of this work. | Completed in July 2022 | All governance documents will now receive routine annual reviews. |
| PF6 | Health & Safety Management Support Re-procurement | Re-procuring specialist advice and support for discharge of health and safety duties | Completed in February 2023 | |
| PF7 | Financial Procedures Manual | Preparation of a new manual for budget managers and other staff detailing financial roles, responsibilities and procedures | Completed in September 2022 | Will be updated by Finance Manager as necessary |
| PF8 | Bickerley Legal Title | An application to remove land from the Council's title was made | Completed in October 2023 | Application successfully resisted |
| PF9 | Greenways office leases | The tenant of the first floor suite gave notice and left. The building was re-let as a whole to the tenant of the ground floor suite. | Completed in November 2022 | |
| PF10 | Councillors' Email Accounts | Providing councillors with official email accounts (and devices, if required) to facilitate compliance with data protection laws. | Completed in August 2023 | |

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| PF12 | Base budget review | A review by members and officers of the council's base (revenue) budget, probably focused on a few types of expenditure or areas of activity, to identify possible options for change and/or savings. | Completed in January 2025 |
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Recreation, Leisure & Open Spaces Committee

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|--------|--------------------------------|---|--|---|
| RLOS1 | War Memorial Repair | Repair by conservation specialists with Listed Building Consent with a re-dedication ceremony after. | Completed in 2021-22 | |
| RLOS2 | Bickerley Tracks Repair | Enhanced repair of tracks to address erosion and potholes (resurfacing is ruled out by town green status) and measures to control parking. | Fresh gravel laid in 2021-22. | No structural change is feasible at present. |
| RLOS3 | Public open spaces security | Review of public open spaces managed by the Council and implementation of measures to protect the highest priority sites from unauthorised encampments and incursions by vehicles | Completed in 2021-22 | |
| RLOS6 | Community Allotment | Special arrangement needed for community growing area at Southampton Road | Ongoing processes adapted | Agreed to adopt as informal joint venture with the tenants' association |
| RLOS7 | Bowling Club lease | Renewal of lease that expired in April 2023. | Completed in July 2023 | New lease granted for 14 years. |
| RLOS8 | Ringwood Youth Club | Dissolution of redundant Charitable Incorporated Organisation | Completed in July 2023 | Charity removed from Register of Charities |
| RLOS9 | Aerator Repair | Major overhaul to extend life of this much-used attachment | Completed in 2021-22 | |
| RLOS11 | Ash Grove fence repair | Replacing the worn-out fence around the play area | Completed in 2021-22 | |
| RLOS12 | Van replacement | Replacing the grounds department diesel van with an electric vehicle | Suspended in 2023 | Van will be replaced in accordance with Vehicle & Machinery replacement plan |
| RLOS13 | Bickerley compensation claim | Statutory compensation claim for access and damage caused by drainage works | Completed March 2022 | Settlement achieved with professional advice |
| RLOS15 | Acorn bench at Friday's Cross | Arranging the re-painting of this bespoke art-work | Completed in 2021-22 | Labour kindly supplied by Men's Shed |
| RLOS16 | Town Safe | Possible re-paint of this important survival, part of a listed structure | Suspended indefinitely in September 2022 | Complexity and cost judged disproportionate to benefit |
| RLOS17 | Crow Arch Lane Allotments Site | The transfer to this Council (pursuant to a s.106 agreement) of a site for new allotments off Crow Arch Lane | Completed in November 2023 | |
| RLOS18 | Cemetery Records Upgrade | Creation of interactive digital cemetery map and scanning of cemetery registers as first stage in digitizing all cemetery records to facilitate remote working, greater efficiency and improved public accessibility. | Completed in 2021 | Cost £5,467. Further upgrades are needed to digitize the records fully |
| RLOS19 | Carvers Masterplan | Devising a strategic vision and plan for the future of Carvers Recreation Ground pulling together proposals for additional play equipment and other features | Completed in 2024 but subject to implementation and review | Completed within the £6,000 budget. |
| RLOS20 | Detached youth outreach work | Trialling the provision of detached outreach work by specialist youth workers. | Completed in May 2022 | |
| RLOS22 | Bickerley parking problem | Unauthorised parking on the tracks crossing the Bickerley is causing damage and obstruction | Closed off in September 2023 | Additional signage has been installed. An estimate of £5,510 to move the "dragon's teeth" was judged disproportionate to the problem. |
| RLOS24 | Poulner Lakes circular path | HCC has funded the creation of a circular path for pedestrians and cyclists to improve accessibility and so encourage greater use | Completed in May 2024 | RTC is now responsible for maintenance |

Staffing Committee

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