

MINUTES OF THE POLICY & FINANCE COMMITTEE

Held on Wednesday 14th December 2022 at 7.00pm

PRESENT: Cllr Jeremy Heron (Chairman)
Cllr Philip Day
Cllr Gareth DeBoos (*ex-officio*)
Cllr Rae Frederick (*ex-officio*)
Cllr John Haywood
Cllr Peter Kelleher

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

ABSENT: Cllr Andy Briers
Cllr Gloria O'Reilly
Cllr Steve Rippon-Swaine (Vice Chairman)
Cllr Glenys Turner

F/6113 PUBLIC PARTICIPATION

There was one member of the public present for the Grant aid application.

F/6114 APOLOGIES FOR ABSENCE

The Town Clerk reported that apologies for absence had been received from Cllrs Briers, Rippon-Swaine and Turner.

F/6115 DECLARATIONS OF INTEREST

Cllr Day declared a pecuniary interest in relation to payments 3143/1 and 3079/1 to Lacey's solicitors as he is a partner in the firm.

F/6116 MINUTES OF THE PREVIOUS MEETING

RESOLVED: That the minutes of the meeting held on 23rd November 2022, having been circulated, be approved and signed by the Chairman as a correct record.

F/6117 GRANT AID

Members considered a Grant Aid application from Avon Valley Concerts (*Annex A*). They wished to offer their support and made an award.

RESOLVED: That, in exercise of the Power of General Competence, a grant of £550 be Avon Valley Concerts towards the cost of presenting a series of classical concerts.

ACTION R Fitzgerald

Page 1 of 3
Chairman's initials

F/6118
FINANCIAL REPORTS

Members considered the financial reports presented as *Annex B*. The Finance Manager provided details of payments, in excess of £1,000, from the Imprest account for November. He highlighted the higher-than-normal pension, inland revenue and salary bills which was backpay following the pay settlement.

He requested a draw down from CCLA investment account on the basis that there would not be any large payments, however the Town Clerk indicated that another invoice was due in relation to the football project and, if so, additional funds would need to be drawn. Members were content for this to be left to officers to manage the best outcome in terms of timescales and interest.

RESOLVED: 1) That the list of payments made from the Imprest Account for November be received and authorised;
2) That the total amount of Petty Cash payments for November of £100.99 be noted;
3) That the Statement of Town Council Balances be received and Inter Account Transfers report be authorised;
4) That the Finance Manager's budgetary control report be received and the revised budget for 2022/23 be approved; and
5) That the budget monitoring position and projected balance of reserves be noted.

ACTION R Fitzgerald

F/6119
COUNCIL BUDGET 2023 / 24

The Finance Manager indicated changes to the draft budget since it was presented at the last meeting. The Recreation, Leisure and Open Spaces Committee had requested the budget for the coronation event be increased by £1,000 and that earmarked reserves were applied to the purchase replacement equipment (F/6120 refers). The growth in the Council Tax base rate was lower than anticipated adding £2,000 to the budget deficit. Interest on investments had not been built into the draft budget, but an estimated amount of £10,000 had now been included. As a result a balance of £5,000 had been achieved.

A discussion followed and it was decided, given the impact on the General Reserve this year due to pay and inflationary increases and the unknown income and expenditure for 2023 events, that it would be prudent to remain at the proposed 10% increase to Council Tax. This equates approximately to an increase across the year (for a Band D property) of £10. There may be potential for an additional income stream, a more positive outlook from events and a change to inflation rate assumptions, but these could not be factored in at this time.

RESOLVED: 1) That the changes to the revised budget for 2022/23 and the projected outturn be noted;
2) That the additional events funding proposed by the Recreation, Leisure and Open Spaces Committee be approved;
3) That the proposed draft budget be noted (*Annex B*).

ACTION R Fitzgerald

F/6120
MACHINERY AND VEHICLE REPLACEMENT RESERVE

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Members considered a recommendation from Recreation, Leisure and Open Spaces Committee to fund battery-powered equipment for the grounds team from the Vehicle and Machinery reserve (*OS/6220 refers*). The Finance Manager confirmed the amount as £15,750. It was noted that this amount is the purchase price and there is no information available, at this stage, on trade-in value.

The Town Clerk explained this matter had emerged from discussions relating to Committee budgets. He apologised for the request not being accompanied with an updated vehicle and machinery replacement plan, but he was not aware the matter was going to be raised. He hoped to present this at the next meeting once it has been reviewed thoroughly and in consultation with the Finance Manager and Grounds Manager.

He explained the impact of reducing the reserve by this amount and that, in future years, transfers to the fund would need to increase significantly to ensure the level has built up to a level where larger items can be replaced as planned.

Members wished to proceed with the replacement of equipment due to anticipated price increases in the near future.

RESOLVED: That replacement of battery-powered equipment for the grounds team be funded from the Vehicle and Machinery Reserve, up to £15,750.

ACTION R Fitzgerald

F/6121

PROJECTS (current and proposed)

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

F/6122

EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED: That, in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public were excluded because publicity would be prejudicial to the public interest by reason of the confidential nature (*Annex E – Confidential minute*)

F/6123

LEGAL MATTERS

RESOLVED: That the verbal update from officers on litigation and on expenditure on legal services against budget be noted.

There being no further business, the Chairman closed the meeting at 7:52pm.

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

RECEIVED
21st December 2022

APPROVED
18th January 2022

TOWN MAYOR

COMMITTEE CHAIRMAN

Page 3 of 3
Chairman's initials

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POLICY & FINANCE COMMITTEE 14TH DECEMBER 2022

GRANTS 2022/2023

<u>GRANTS REQUESTED</u>	<u>PREVIOUS GRANTS PAID</u>			
	2019/20	2020/21	2021/22	Requested
	£	£	£	£
Avon Valley Concerts	500		550	1,000

2022/23 FUNDS AVAILABLE

	£
2022/23 Budget	9,900
Total Funds available	9,900
Less Paid	5,600
Total Unspent @ 14/12/22	4,300

2022/23 GRANTS PAID TO DATE

	Min Ref	£
Poulner Junior School	F/6022	2,000
Ringwood Netball Centre	F/6033	2,000
Crowe Hill Woman's Institution	F/6074	600
Citizens Advice New Forest	F/6074	1,000
	TOTAL	5,600

2022/23 GRANTS DEFERRED

	Meeting	Min Ref	Reason deferred

2022/23 GRANTS REJECTED

	Meeting	Min Ref	Reason Rejected
Homestart Hampshire	18/05/22	F/6033	Generic application.



Ringwood Town Council Grant Aid

A

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

APPLICATION FOR GRANT AID

Applicant's Details

Name of Organisation requesting grant	Avon Valley Concerts
Charity Registration Number (if appropriate)	289919
Postal Address for the organisation (if there is one)	[REDACTED]
Please tick to confirm that contact details have been provided on page 1	<input checked="" type="checkbox"/>

Details of Grant Request

Amount requested	£ 1000
What is the purpose of the grant?	<p>We present a series of 6 classical concert, 4 in Ringwood and 2 in Fordingbridge by national and international artists. Although we have had to increase our ticket price for the first time in 6 years, from £15 to £18, this still represents very good value for local people, especially Senior Citizens who are unable to travel long distances. Under 25's are free, in order to encourage young people to come. In addition, one local member is providing more information on our concerts and details of the music being played to local schools.</p>

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How would the people of Ringwood benefit from your receiving this grant?	This would enable us to plan and confirm artists for next season, as our reserves have been considerably depleted post covid.	
How many Ringwood people would benefit?	Up to 125	
Total cost of project	£ 8,000	

Information about your Organisation

Membership:	What facilities do you provide? A season ticket for all 6 concerts for £84, which includes membership fee of £20
Subscription: £	
Names of competing or similar organisations	None that we are aware of.
Please tick to confirm that payment details have been provided on page 1	<input checked="" type="checkbox"/>

Funds available to your organisation

(apart from this grant application)

Cash in hand: £	Annual income: £8,000	
Other sponsoring bodies and amounts donated by them		£
		£
		£
Have you applied, or do you intend to apply, to any other sponsoring bodies for funding? If so, please give details.	Fordingbridge Town Council	

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

AVON VALLEY CONCERTS

(Charity Registration Number: 289919)

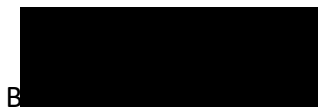


**ANNUAL REPORT
AND ACCOUNTS OF THE TRUSTEES**

FOR THE YEAR ENDED 30th APRIL 2022

CHAIRMAN OF TRUSTEES:

Canon John Turpin



BANKERS:

NatWest Bank Plc
11 High Street
Ringwood BH24 1BA

CCLA Investment Management Ltd
COIF Charity Funds
85 Queen Victoria Street
London EC4V 4ET

INDEPENDENT EXAMINER:

Ray Crocker



**AVON VALLEY CONCERTS
TRUSTEES ANNUAL REPORT FOR YEAR ENDED 30th APRIL 2022**

Background

Avon Valley Concerts was formed in 1983. Its original constitution was adopted on 23rd September in that year and registered with the Charity Commission on 8th August 1984

Objects of the Charity.

To promote, improve, develop and maintain public interest in and appreciation of the art and science of music in all its aspects by the presentation of public concerts and recitals and by such other ways as the Society through its committee shall determine from time to time.

Area of Operation

Within the local area of the New Forest and Avon Valley in Hampshire, Dorset and Wiltshire.

Trustees

The Trustees who held office during the year ended 30th April 2022 were:

Canon John Turpin	Chairman	appointed 20 th July 2000
Angela Cox	Secretary	appointed 20 th July 2016
Eileen Lattimer	Treasurer	appointed 8 th July 2015
Robert Maddock	Programme Secretary	appointed 11 th July 2011
Verity Ruecker	Publicity	appointed 4 th July 2007
Roger Bettle		appointed 4 th July 2007
Gill Bettle		appointed 3 rd July 2019
Lynne Pearson		appointed 8 th July 2015
John Radford		appointed 4 th October 2021

President

Leon McCawley became President of the Society in July 2013 and has continued in office. We appreciate his interest in the Society and thank him both for his performance and for his suggestions especially in recommending artists.

Review of Aims and Achievements

This has been a challenging season. Like many similar societies, concert halls and theatres, we witnessed a consequence of the pandemic that had caused the cancellation of the programme planned for the previous year which was perhaps understandable but none the less very disappointing. For a number of reasons including a reluctance for people, especially the elderly and the vulnerable, who comprise much of our audience to come out into relatively crowded places and the loss of the habit of going out, our audience numbers were, with the exception of the guitar concert in January which filled the Trinity Centre, lower than we would have hoped. We had for many seasons offered school children and students a much reduced ticket price. This season we extended the free tickets to all under 25 years of age. It is the intention of the Trustee to continue with this policy.

As well as what we believe to have been an attractive programme of 6 concerts, three in Ringwood and three in Fordingbridge, we arranged a free open air concert in the Ringwood Furlong with a string quartet of members of the Bournemouth Symphony Orchestra. This proved popular especially among the shopkeepers and the Furlong Management. We have therefore arranged a repeat concert during the Platinum Jubilee holiday. These two concerts we saw as being within the purpose of the Society and also served to keep our name alive.

Tickets for the concerts continue to be available through the Society's website and we are grateful to Verity Ruecker for making this possible. Our thanks are also due to Greyfriars, the Fordingbridge Book Shop and Grants Estate Agents in Ringwood for acting as ticket agents for the Society. We have continued links with other local Chamber Music Societies and offer reciprocal discounts for their members and ours.

We are thankful to the Ministers and Elders of Fordingbridge United Reformed Church and Trinity Church Ringwood for their continued welcome and hospitality in making their Churches available to us at rents we can afford. We continued hiring the Greyfriars minibus to take people from Ringwood to Fordingbridge and vice versa but the take up was poor and we could not justify the loss. Next season it is planned to run the service when concerts are in Fordingbridge but making a small charge.

The accounts for the year show a considerable excess of expenditure over income. This was almost entirely occasioned by the very expensive final concert, organised in conjunction with the Elgar Society, which involved a string quartet as well as a pianist and of course, the hire of a piano. Despite the piano being required for more concerts than usual, the other five concerts more or less broke even. This was in part due to a most generous grant from Hampshire County Council obtained through the good services of Cllr. Michael Thierry, and to other smaller grants and donations.

Our programme secretary Bob Maddock has put together an imaginative programme for the coming year and we hope that it will prove popular and attract or bring back more audience numbers. We will publicise the programme as widely as possible, not just by our brochure but also in the local free newspapers.

The Society is grateful for all those who have helped in so many ways during the past year to make the concerts possible and an enjoyable experience. Special thanks are due to those who have met, cared for and fed our artists, those who have provided internal refreshments, raffle prizes, floral decorations and not least, advertising our concerts. We have some new offers of help for the coming year but we cannot stress too strongly the need to recruit new helpers in all these areas if we are to keep the Society moving forward in pursuit of our aims in the coming years.

John Radford, who has written excellent programmes notes for each concert for some time, was invited on to the Board of Trustees during the year and on a personal note I wish to put on record my thanks to all the Trustees for their hard work in helping to maintain concerts of the highest professional levels in the Avon Valley.

On behalf of the Trustees

Canon John Turpin, Chairman

AVON VALLEY CONCERTS
(Charity Registration Number: 289919)
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES
FOR THE YEAR ENDED 30th APRIL 2022

I report on the financial statements of the Charity for the year ended 30th April 2022 set out on pages 6 to 8.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND THE INDEPENDENT EXAMINER

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is desirable.

It is my responsibility to:

- examine the financial statements under section 145 of the Charities Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act; and
- to state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S REPORT

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement below.

INDEPENDENT EXAMINER'S STATEMENT

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that, in any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act

have not been met; or(2) to which in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

1a Highfield Avenue
Ringwood BH24 1RH

Ray Crocker
Date:

**AVON VALLEY CONCERTS
RECEIPTS AND PAYMENT ACCOUNTS
FOR THE YEAR ENDED 30th APRIL 2022**

RECEIPTS		Unrestricted Funds 2022 £	Unrestricted Funds 2021 £
Patrons and Members		2,478	230
Grants & Donations	1	2,178	0
Ticket sales		5,820	15
Misc concert sales	2	964	0
Investment Income		6	5
TOTAL RECEIPTS		11,446	250
PAYMENTS			
Fees paid to Artists		9,150	500
Hire of instruments & Venues	3	3,055	0
Publicity	4	1,258	301
Administration	5	619	265
TOTAL PAYMENTS		14,082	1,066
NET RECEIPTS/(EXPENSES) FOR THE YEAR		(2,636)	(816)
Cash funds at start of year		11,423	12,239
Cash funds at end of year		8,787	11,423

**AVON VALLEY CONCERTS
STATEMENT OF ASSETS AND LIABILITIES
AT 30th APRIL 2022**

	Unrestricted Funds 2022 £	Unrestricted Funds 2021 £
CASH FUNDS		
COIF Charities Deposit Funds	5,000	8,000
Nat West bank	6,053	3,251
Petty Cash	134	172
Creditor	(2,400)	0
	8,787	11,423

Approved by the Trustees and signed on their behalf by:

Canon John Turpin
Chairman

AVON VALLEY CONCERTS
SUPPLEMENTARY NOTES – YEAR ENDED 30th APRIL 2022

INCOME	NOTES	2022	2021
		£	£
Grants and Donations	1		
Hampshire County Councillor		1,000	0
Ringwood Town Council		550	0
Elgar Society		500	0
Sundry Donations		128	0
Total		2,178	0
Miscellaneous Concert Sales	2		
Refreshments		353	0
Raffles		386	0
Programmes		225	0
Total		964	0
 PAYMENTS			
Hire of Instruments & Venues	3		
Piano Hire, transport and tuning		2,625	0
Venues		430	0
Total		3,055	0
Publicity	4		
On-line service		332	214
Brochures		85	0
Posters		650	87
Refreshments		191	0
Total		1,258	301
Administration	5		
Affiliation Fee - Making Music		130	185
Greyfriars		0	37
Insurance		43	43
Tickets		115	0
Travel costs for artists		100	0
Prior year refunds & next season's costs.		180	0
Miscellaneous		51	0
Total		619	265

RINGWOOD TOWN COUNCIL

FINANCIAL REPORTS FOR

POLICY & FINANCE COMMITTEE MEETING

14th December 2022

Paid Expenditure Transactions

Start of year 01/04/22

paid between 01/11/22 and 30/11/22

B

Payment Reference	Paid date	Tn no	Order no	Gross	Vat	Net	Cttee	Details	Heading	
			3067/1	£456.00	£76.00	£380.00	RLOS	Newlands Training	Pole saw training for 2 people.	3002/1
1211	01/11/22	3067	RTC804743	£456.00	£76.00	£380.00		Newlands Training	Pole saw Training for 2 people.	3002/1
			3068/1	£4.70	£0.78	£3.92	P&F	Hampshire County Council	343220 Fork - pack of 12 (for Gateway kitchen)	2000/3/2
			3068/2	£23.27	£3.88	£19.39	P&F	Hampshire County Council	819050 A4 copier paper - 5 reams	2000/1/8
			3068/3	£4.22	£0.70	£3.52	P&F	Hampshire County Council	737515 Key fobs	2000/1/8
1212	01/11/22	3068	RTC804827	£32.19	£5.36	£26.83		Hampshire County Council	Forks, A4 paper, labels	2000/3/2
			3069/1	£250.00	£0.00	£250.00	PT&E	H & W Creative Limited	Exhibition Board Design	4000/1/6
			3069/2	£210.00	£0.00	£210.00	PT&E	H & W Creative Limited	Printing and Production of Exhibition Boards	4000/1/6
1213	01/11/22	3069	RTC804829	£460.00	£0.00	£460.00		H & W Creative Limited	Neighbourhood Plan exhibition boards	4000/1/6
			3070/1	£118.34	£19.72	£98.62	RLOS	Letters & Logos Ltd	fireworks tickets	3100/1
1214	01/11/22	3070	RTC804852	£118.34	£19.72	£98.62		Letters & Logos Ltd	Fireworks tickets	3100/1
			3071/1	£24.00	£4.00	£20.00	RLOS	Letters & Logos Ltd	date patch to reuse correx boards from 2021	3100/1
1215	01/11/22	3071	RTC804864	£24.00	£4.00	£20.00		Letters & Logos Ltd	date patches for correx boards for fireworks	3100/1
			3072/1	£21.42	£3.57	£17.85	RLOS	Letters & Logos Ltd	patches for remembrance day signs	3100/4
1216	01/11/22	3072	RTC804866	£21.42	£3.57	£17.85		Letters & Logos Ltd	Patches for remembrance day road closed signs	3100/4
			3073/1	£46.20	£7.70	£38.50	P&F	Letters & Logos Ltd	Update to Mayor's board in foyer of Gateway	2200/1/5
1217	01/11/22	3073	RTC804899	£46.20	£7.70	£38.50		Letters & Logos Ltd	To supply and fit black cut vinyl lettering for Mayors board at Ringwood TC offices "Cllr G DeBoos 2022" and an additional 1 off "2022" to go after T Ring entry.	2200/1/5
			3074/1	£90.72	£15.12	£75.60	RLOS	Letters & Logos Ltd	correx boards	3100/1
1218	01/11/22	3074	RTC804889	£90.72	£15.12	£75.60		Letters & Logos Ltd	Signage for fireworks event REF35811/1	3100/1
DD 1	01/11/22	3154		£409.00	£0.00	£409.00	RLOS	New Forest District Council	Rates Cemetery November 2022	3200/1/5
DD 2	01/11/22	3155		£193.00	£0.00	£193.00	RLOS	New Forest District Council	NFDC Rates Carvers Clubhouse November 2022	3802/1/6
			3156/1	£2,293.50	£0.00	£2,293.50	P&F	Public Works Loan Board	Interest	2500/1/1
			3156/2	£3,081.46	£0.00	£3,081.46	P&F	Public Works Loan Board	Principal	2500/1/2
DD 3	01/11/22	3156		£5,374.96	£0.00	£5,374.96		Public Works Loan Board	Long Lane loan repayment	2500/1/1

Paid Expenditure Transactions

Start of year 01/04/22

paid between 01/11/22 and 30/11/22

B

Payment Reference	Paid date	Tn no	Order no	Gross	Vat	Net	Cttee	Details	Heading	
FPI	01/11/22	3157		-£12.99	£0.00	-£12.99	P&F	Hampshire County Council	Repayment for purchase of lead - NV paid out of Petty Cash	2000/1/12
PAY	03/11/22	3158		£2,400.00	£0.00	£2,400.00	RLOS	Ringwood Town Council	Chq7944 Glass deposit for Fireworks 2022	3100/1
Lloyds CC Nov 22 1	04/11/22	3165		£27.60	£0.00	£27.60	PT&E	Google	October 2022	4000/1/6
Lloyds CC Nov 22 2	04/11/22	3166		£36.00	£6.00	£30.00	P&F	Microsoft	October 2022	2000/1/15
Lloyds CC Nov 22 3	04/11/22	3167		£218.16	£36.36	£181.80	P&F	Microsoft	October 2022	2000/1/15
Lloyds CC Nov 22	04/11/22	3168		£32.00	£0.00	£32.00	P&F	Lloyds Bank	Credit card annual fee 1644	2000/1/18
		3169/1		£30.00	£5.00	£25.00	RLOS	In-Excess	wood for seats Pocket Park	3000/2/9
Lloyds CC Nov 22 5	04/11/22	3169	RTC804881	£30.00	£5.00	£25.00		In-Excess	Credit Card Payment, for timber seats in Pocket park.	3000/2/9
Lloyds CC Nov 22 6	04/11/22	3170		-£26.19	-£4.37	-£21.82	RLOS	Amazon	Re order 804843 Items returned Oct 22 CC original cost £30.21 - postage has been deducted in the refund	3802/1/1
		3211/1		£211.71	£23.21	£188.50	RLOS	Booker	food for resale	3802/3/1
Lloyds CC Nov 22 7	04/11/22	3211	RTC804894	£211.71	£23.21	£188.50		Booker	Food for resale paid on credit card order number 75569661	3802/3/1
		3212/1		£134.95	£12.48	£122.47	RLOS	Booker	food for resale	3802/3/1
Lloyds CC Nov 22 8	04/11/22	3212	RTC804877	£134.95	£12.48	£122.47		Booker	75504215 order number paid on credit card	3802/3/1
		3213/1		£305.24	£31.20	£274.04	RLOS	Booker	food for resale	3802/3/1
Lloyds CC Nov 22 9	04/11/22	3213	RTC804908	£305.24	£31.20	£274.04		Booker	food for resale order number 75638422 paid on credit card	3802/3/1
		3214/1		£94.80	£15.80	£79.00	RLOS	SUMUP Payments Ltd	card reader	3100/1
Lloyds CC Nov 22 10	04/11/22	3214	RTC804863	£94.80	£15.80	£79.00		SUMUP Payments Ltd	Card reader for events	3100/1
		3215/1		£10.90	£1.82	£9.08	RLOS	Baker Ross	printer card for grotto tickets	3100/2
Lloyds CC Nov 22 11	04/11/22	3215	RTC804862	£10.90	£1.82	£9.08		Baker Ross	Printer card paid on credit card	3100/2
		3216/1		£114.80	£0.00	£114.80	RLOS	Iceland	food for resale	3802/3/1
Lloyds CC Nov 22 12	04/11/22	3216	RTC804909	£114.80	£0.00	£114.80		Iceland	food for resale order number 245392698 paid on credit card	3802/3/1

Paid Expenditure Transactions

Start of year 01/04/22

paid between 01/11/22 and 30/11/22

B

Payment Reference	Paid date	Tn no	Order no	Gross	Vat	Net	Cttee	Details	Heading
			3217/1	£8.98	£1.50	£7.48	RLOS	Amazon lanyards for events	3100/5
			3217/2	£17.67	£2.94	£14.73	RLOS	Amazon clickers	3100/1
			3217/3	£10.99	£1.83	£9.16	RLOS	Amazon tape measure	3100/5
Lloyds CC Nov 22 13	04/11/22	3217	RTC804964	£37.64	£6.27	£31.37		Amazon paid on credit card	3100/5
			3218/1	£98.88	£0.00	£98.88	RLOS	Iceland food for resale	3802/3/1
Lloyds CC Nov 22 14	04/11/22	3218	RTC804895	£98.88	£0.00	£98.88		Iceland Food for resale order 245139749 paid on credit card see CB email 6/12/22 for copy of invoice	3802/3/1
Lloyds CC Nov 22 15	04/11/22	3219		£10.99	£1.83	£9.16	RLOS	Canva Monthly subscription October 22	3802/2/1
			3220/1	£31.85	£5.31	£26.54	RLOS	Vital Parts UK replacement feet for clubhouse furniture	3802/1/1
Lloyds CC Nov 22 15	04/11/22	3220	RTC804875	£31.85	£5.31	£26.54		Vital Parts UK Credit Card payment, new feet for clubhouse furniture to replace order 804857 that was wrong	3802/1/1
			3225/1	£221.52	£26.32	£195.20	RLOS	Booker food for resale	3802/3/1
Lloyds CC Nov 22 16	04/11/22	3225	RTC804969	£221.52	£26.32	£195.20		Booker food for resale 75440920	3802/3/1
			3075/1	£2,704.50	£450.75	£2,253.75	P&F	Terry Case Carpet Contracts Ltd Half share of new carpets at Greenways first floor	2100/2
1219	05/11/22	3075	RTC804839	£2,704.50	£450.75	£2,253.75		Terry Case Carpet Contracts Ltd Carpet fitting	2100/2
			3076/1	£264.00	£44.00	£220.00	PT&E	Ringwood & Fordingbridge Skip Hire Green waste from crow stream	4000/1/7
1220	05/11/22	3076	RTC804867	£264.00	£44.00	£220.00		Ringwood & Fordingbridge Skip Hire Skip for rubbish from Crow Stream	4000/1/7
			3077/1	£91.20	£15.20	£76.00	P&F	Edge IT Systems Ltd Epitaph finance online training session	2310/2
1221	05/11/22	3077	RTC804872	£91.20	£15.20	£76.00		Edge IT Systems Ltd Staff training	2310/2
			3078/1	£2.80	£0.47	£2.33	P&F	Hampshire County Council 784321 Yellow sticky notes - 12 pack	2000/1/8
			3078/2	£1.61	£0.27	£1.34	P&F	Hampshire County Council 858303 Packaging Tape	2000/1/8
			3078/3	£23.26	£3.88	£19.38	P&F	Hampshire County Council 819050 Elements A4 copier paper (box of 5 reams)	2000/1/8
1222	05/11/22	3078	RTC804891	£27.67	£4.62	£23.05		Hampshire County Council Post - it notes, parcel tape and A4 copier paper	2000/1/8
			3079/1	£720.00	£120.00	£600.00	P&F	Laceys Solicitors Fee for conference with counsel	2400/21

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1223	05/11/22	3079	RTC804893	£720.00	£120.00	£600.00		Laceys Solicitors	2400/21	
		3080/1		£45.00	£7.50	£37.50	RLOS	B & S Chains	BS08F/AC Chains for flat swing 2400mm frame	3000/2/16
		3080/2		£291.60	£48.60	£243.00	RLOS	B & S Chains	BS32/R Cradle Seats	3000/2/16
		3080/3		£85.20	£14.20	£71.00	RLOS	B & S Chains	BS07F/AC Chains for flat swing 2100mm frame	3000/2/16
		3080/4		£97.20	£16.20	£81.00	RLOS	B & S Chains	BS06C/AC Chains for cradle swing 1800mm frame	3000/2/16
		3080/5		£46.20	£7.70	£38.50	RLOS	B & S Chains	BS42S/B Large flat swing seat	3000/2/16
		3080/6		£38.30	£6.38	£31.92	RLOS	B & S Chains	Shipping	3000/2/16
1224	05/11/22	3080	RTC804911	£603.50	£100.58	£502.92		B & S Chains	Chains and swing seats for all three play areas	3000/2/16
		3081/1		£327.00	£0.00	£327.00	P&F	SLCC Enterprises Ltd	Clerk's sub for year commencing 1.12.2022	2000/1/16
1225	05/11/22	3081	RTC804910	£327.00	£0.00	£327.00		SLCC Enterprises Ltd	Membership subscription fee	2000/1/16
		3082/1		£54.00	£9.00	£45.00	RLOS	Insight Security & Facilities Ltd	Insight Callout Charges for September	3200/2/1
1226	05/11/22	3082	RTC804915	£54.00	£9.00	£45.00		Insight Security & Facilities Ltd	Callout Charges for September.	3200/2/1
		3083/1		£186.00	£31.00	£155.00	RLOS	Taste Vending Ltd	service and filter	3802/3/1
1227	05/11/22	3083	RTC804921	£186.00	£31.00	£155.00		Taste Vending Ltd	Filter for coffee machine invoice number 39590	3802/3/1
1228	05/11/22	3084		£98.80	£16.47	£82.33	RLOS	Taste Vending Ltd	Monthly rental 15/8/22 - 14/9/22	3802/3/1
		3085/1		£335.00	£0.00	£335.00	RLOS	Killick, Mr. & Mrs. T. G.	Re-purchase of rights to NH036	3200/2/9
1229	05/11/22	3085	RTC804900	£335.00	£0.00	£335.00		Killick, Mr. & Mrs. T. G.	Buy-back of grave rights	3200/2/9
		3088/1		£1,000.00	£0.00	£1,000.00	RLOS	Swing Unlimited Big Band	performance fee	3100/1
1230	07/11/22	3088	RTC804690	£1,000.00	£0.00	£1,000.00		Swing Unlimited Big Band	for performing at Ringwood Fireworks	3100/1
		3089/1		£900.00	£0.00	£900.00	RLOS	South Coast Hire Group	stage with cover	3100/1
		3089/2		£1,203.75	£0.00	£1,203.75	RLOS	South Coast Hire Group	sound	3100/1
1231	07/11/22	3089	RTC804688	£2,103.75	£0.00	£2,103.75		South Coast Hire Group	Stage and sounds for fireworks	3100/1
		3090/1		£2,100.00	£0.00	£2,100.00	RLOS	Alpha EMS Ltd	to provide first aid services	3100/1
1232	07/11/22	3090	RTC804840	£2,100.00	£0.00	£2,100.00		Alpha EMS Ltd	To provide medical cover at Ringwood Fireworks	3100/1

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			3094/1	£144,096.94	£24,016.16	£120,080.78	RLOS	Tiger Turf (UK) Ltd	Valuation No. 1 3350/10
1233	07/11/22	3094	RTC804904	£144,096.94	£24,016.16	£120,080.78		Tiger Turf (UK) Ltd	Football project works 3350/10
1234	09/11/22	3118		£15.92	£0.00	£15.92	RLOS	Source 4 Business	Standpipe 22/4-17/10/22 3000/1/8
1235	09/11/22	3119		£54.60	£0.00	£54.60	P&F	Source 4 Business	Greenways 21/4 - 17/10/22 2100/1
1236	09/11/22	3120		£110.91	£0.00	£110.91	RLOS	Source 4 Business	Carvers Clubhouse 13/4 - 10/10/22 3802/1/4
1237	09/11/22	3121		£276.98	£0.00	£276.98	RLOS	Source 4 Business	Cemetery 5/4 - 10/10/22 3200/1/2
1238	09/11/22	3122		£470.81	£0.00	£470.81	RLOS	Source 4 Business	SR Allots 8/4 - 13/10/22 3300/1/1
1239	09/11/22	3123		£509.14	£0.00	£509.14	RLOS	Source 4 Business	MP 4109 03 13/4 - 13/10/22 3000/1/8
1240	10/11/22	3124		£123.30	£0.00	£123.30	RLOS	Source 4 Business	MP 4109 04 13/4 - 13/10/22 3000/1/8
1241	10/11/22	3125		£813.84	£0.00	£813.84	RLOS	Source 4 Business	Uk Allots 13/4 - 19/10/22 3300/1/1
			3126/1	£180.00	£0.00	£180.00	RLOS	D&P Entertainments	entertainment at fireworks 3100/1
1242	10/11/22	3126	RTC804702	£180.00	£0.00	£180.00		D&P Entertainments	to provide children's entertainment at ringwood fireworks (Paul Carter) 3100/1
			3127/1	£142.50	£23.75	£118.75	RLOS	Solent Fire Safety Services	Fire extinguisher servicing 3000/2/2
1243	10/11/22	3127	RTC804847	£142.50	£23.75	£118.75		Solent Fire Safety Services	Fire extinguisher servicing for Cemetery Carvers Pavilion Work Sheds and Clubhouse. Cost based on 2021 price for purposes of raising PO To be booked in for Nov22 3000/2/2
			3128/1	£306.00	£51.00	£255.00	RLOS	Peter Noble Ltd	New strimmer attachment 3000/3/1
			3128/2	£144.00	£24.00	£120.00	RLOS	Peter Noble Ltd	new blade for hedge cutter 3000/3/2
1244	10/11/22	3128	RTC804878	£450.00	£75.00	£375.00		Peter Noble Ltd	New strimmer attachment for use in high risk areas. New blade for hedge cutter. 3000/3/1
			3129/1	£29.16	£4.86	£24.30	RLOS	Peter Noble Ltd	Bio-Fuel Cleaner 3000/1/10
1245	10/11/22	3129	RTC804886	£29.16	£4.86	£24.30		Peter Noble Ltd	Bio-Fuel Cleaner. 3000/1/10
			3130/1	£58.80	£9.80	£49.00	RLOS	Elliott Brothers Ltd	Ballast 3000/2/9
			3130/2	£35.94	£5.99	£29.95	RLOS	Elliott Brothers Ltd	Cement 3000/2/9
1246	13/11/22	3130	RTC804885	£94.74	£15.79	£78.95		Elliott Brothers Ltd	Ballast for Pocket Park Seats. Cement for Pocket Park Seats. 3000/2/9
			3131/1	£467.59	£77.93	£389.66	RLOS	Gee-Tee Bulb Company	Bulbs for Gateway Square planting sponsored by RACE 3000/2/9

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1248	13/11/22	3131	RTC804892	£467.59	£77.93	£389.66		Gee-Tee Bulb Company	Bulbs for Gateway Square planting sponsored by RACE	3000/2/9
		3132/1		£11.78	£1.96	£9.82	P&F	Hampshire County Council	604604 Toilet rolls 9x4 (case of 36)	2000/3/4
1248	13/11/22	3132	RTC804907	£11.78	£1.96	£9.82		Hampshire County Council	Toilet rolls for Gateway	2000/3/4
		3133/1		£49.00	£0.00	£49.00	RLOS	Taste Vending Ltd	cappuccino topping for resale	3802/3/1
1249	13/11/22	3133	RTC804913	£49.00	£0.00	£49.00		Taste Vending Ltd	cappuccino topping, 39716	3802/3/1
		3134/1		£9.65	£1.61	£8.04	RLOS	Hunt Forest Group	1 box of 6 3.2mm chjain saw files	3000/3/2
		3134/2		£7.46	£1.24	£6.22	RLOS	Hunt Forest Group	Recoil spring for Stihl blower.	3000/3/2
		3134/3		£2.48	£0.41	£2.07	RLOS	Hunt Forest Group	stihl hedge cutter bolts for blade	3000/3/2
		3134/4		£3.24	£0.54	£2.70	RLOS	Hunt Forest Group	washers for hedgecutter blade	3000/3/2
		3134/5		£2.63	£0.44	£2.19	RLOS	Hunt Forest Group	sleve for hedgecutter blade	3000/3/2
		3134/6		£1.08	£0.18	£0.90	RLOS	Hunt Forest Group	nuts for hedgecutter blade	3000/3/2
1250	13/11/22	3134	RTC804916	£26.54	£4.42	£22.12		Hunt Forest Group	3.2 mm box of 6 Chain-saw files, nuts and bolts for hedge cutter blade.	3000/3/2
		3135/1		£1,320.00	£220.00	£1,100.00	PT&E	O'NeillHomer	2 days @ £550 per day	4000/1/6
		3135/2		£60.00	£10.00	£50.00	PT&E	O'NeillHomer	Travel Expenses to attend LPA liaison meeting - 18 October 2022	4000/1/6
1251	13/11/22	3135	RTC804917	£1,380.00	£230.00	£1,150.00		O'NeillHomer	Ringwood Neighbourhood Plan consultancy fees Preparation for and attendance at LPA liaison meeting - 18 October 2022 Preparation of new SEA/HRA screening letter Preparation of policies and NP template	4000/1/6
		3136/1		£114.72	£19.12	£95.60	RLOS	Letters & Logos Ltd	A board posters	3100/1
1252	13/11/22	3136	RTC804920	£114.72	£19.12	£95.60		Letters & Logos Ltd	Posters for a-boards	3100/1
		3137/1		£61.80	£10.30	£51.50	RLOS	Ringwood Motor Company Ltd	find and repair leak around lights on transit van roof	3000/3/5
1253	13/11/22	3137	RTC804926	£61.80	£10.30	£51.50		Ringwood Motor Company Ltd	To find and repair leak around lights on Transit Van roof.	3000/3/5
		3138/1		£55.03	£0.00	£55.03	PT&E	Electronic Partners	Diagnosis of faulty panel in defib cabinet	4000/1/1
1254	13/11/22	3138	RTC804914	£55.03	£0.00	£55.03		Electronic Partners	Partial repair to fully diagnose (40061700) faulty panel in defibrillator cabinet	4000/1/1
		3142/1		£198.00	£33.00	£165.00	RLOS	Abbas Cabins	cabins (toilets) for wanderland event	3100/2

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			3142/2	£72.00	£12.00	£60.00	RLOS	Abbas Cabins	delivery and collection	3100/2
1256	14/11/22	3142	RTC804825	£270.00	£45.00	£225.00		Abbas Cabins	cabins (toilets) for winter wanderland	3100/2
		3159/1		£159.90	£26.65	£133.25	P&F	Austin & Wyatt	Fees	2400/19
		3159/2		£150.00	£0.00	£150.00	P&F	Austin & Wyatt	Transfer in funds for gas safety check	2100/3
BGC	14/11/22	3159		£309.90	£26.65	£283.25		Austin & Wyatt	November 2022	2400/19
		3143/1		£1,800.00	£0.00	£1,800.00	P&F	Laceys Solicitors	Disbursements only invoice	2400/21
1257	15/11/22	3143	RTC804937	£1,800.00	£0.00	£1,800.00		Laceys Solicitors	Supply of legal services	2400/21
		3144/1		£141.80	£0.00	£141.80	P&F	Riley Dunn & Wilson Ltd	Binding council minues 4 volumes	2200/1/5
		3144/2		£39.60	£6.60	£33.00	P&F	Riley Dunn & Wilson Ltd	Courier	2200/1/5
1258	15/11/22	3144	RTC804870	£181.40	£6.60	£174.80		Riley Dunn & Wilson Ltd	Binding of Council minutes 4 volumes@ £35.45 = £141.80 (no VAT) Courier 16.50 x 2 = £33.00 (plus VAT)	2200/1/5
		3145/1		£120.00	£0.00	£120.00	RLOS	Ringwood Pest Control	Vermin at Ringwood Cemetery	3000/2/13
1259	15/11/22	3145	RTC804925	£120.00	£0.00	£120.00		Ringwood Pest Control	To controll Vermin at Ringwood Cemetery Sheds.	3000/2/13
		3146/1		£120.00	£0.00	£120.00	RLOS	Ringwood Pest Control	Pest Control at Carvers	3000/2/3
1260	15/11/22	3146	RTC804930	£120.00	£0.00	£120.00		Ringwood Pest Control	Pest control at Carvers.	3000/2/3
		3147/1		£35.69	£5.95	£29.74	RLOS	Eco Sustainable Solutions	Top soil for Cemetery	3200/2/5
1261	15/11/22	3147	RTC804929	£35.69	£5.95	£29.74		Eco Sustainable Solutions	Top soil for Cemetery	3200/2/5
		3148/1		£580.11	£96.69	£483.42	RLOS	Glen Acres Nursery	Town Roundabout Winter Planting.	3000/5/8
		3148/2		£580.10	£96.68	£483.42	RLOS	Glen Acres Nursery	Town Winter Planting Tubs and Baskets.	3000/5/9
1262	15/11/22	3148	RTC804933	£1,160.21	£193.37	£966.84		Glen Acres Nursery	To supply plants and compost for winter planting.	3000/5/8
1263	15/11/22	3149		£54.00	£9.00	£45.00	RLOS	Insight Security & Facilities Ltd	Call out charges October 2022	3000/2/1
1264	15/11/22	3150		£98.80	£16.47	£82.33	RLOS	Taste Vending Ltd	Monthly rental 15/11/22 - 15/12/22	3802/3/1
1265	15/11/22	3151		£360.83	£0.00	£360.83	P&F	New Forest District Council	NFDC Rates during vacancy	2100/2
1266	15/11/22	3152		£135.96	£0.00	£135.96	RLOS	Source 4 Business	Crow Lane 14/4 - 19/10/22	3000/1/8
1267	15/11/22	3153		£89.91	£0.00	£89.91	P&F	Water2Business	Greenways 21/4 - 17/10/22	2100/1
BGC	17/11/22	3160		-£150.00	£0.00	-£150.00	P&F	Austin & Wyatt	Refund of transfer to funds	2100/3

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BP	17/11/22	3161		£7,254.44	£0.00	£7,254.44	P&F	Hampshire County Council	October 2022	2600/1/3
DD	18/11/22	3164		£312.40	£52.07	£260.33	P&F	Elite Business Systems UK Ltd (EBS Telecoms)/BT Openreach	November 2022 Calls	2000/1/11
DD	21/11/22	3162		£103.40	£17.23	£86.17	RLOS	Worldpay	November 2022	3802/3/1
FPI	22/11/22	3163		£6,104.82	£0.00	£6,104.82	P&F	Inland Revenue	October 2022	2600/1/2
		3173/1		£600.00	£100.00	£500.00	P&F	The Urban Greening Co	Sedum Roof Gateway Maintenance - OCTOBER 2022 (bi-annual)	2000/3/4
1268	23/11/22	3173	RTC804906	£600.00	£100.00	£500.00		The Urban Greening Co	Sedum Roof Gateway Maintenance - April 2022 (bi-annual)	2000/3/4
		3174/1		£10.82	£1.80	£9.02	RLOS	screwfix	Metal Cutting discs,	3000/3/1
		3174/2		£3.59	£0.60	£2.99	RLOS	screwfix	coach bolts	3000/2/1
1269	23/11/22	3174	RTC804936	£14.41	£2.40	£12.01		screwfix	Metal cutting discs, coach bolts.	3000/3/1
1270	23/11/22	3175		£1,663.20	£277.20	£1,386.00	RLOS	New Forest District Council	Tree enquiries 2021/22	3000/2/12
		3176/1		£162.00	£27.00	£135.00	RLOS	Lagenfeld Ltd TA GI Surplus	camo netting	3100/2
1271	23/11/22	3176	RTC804942	£162.00	£27.00	£135.00		Lagenfeld Ltd TA GI Surplus	Supplies for Christmas Grotto	3100/2
		3177/1		£7.90	£0.00	£7.90	PT&E	Electronic Partners	For return shipping of PCB from repair	4000/1/1
1272	23/11/22	3177	RTC804939	£7.90	£0.00	£7.90		Electronic Partners	For return shipping of PCB from repair.	4000/1/1
		3178/1		£112.43	£18.74	£93.69	RLOS	Itec	Carvers Clubhouse	3802/2/2
		3178/2		£47.87	£7.98	£39.89	P&F	Itec	Gateway	2000/1/9
		3178/3		-£93.92	-£15.65	-£78.27	RLOS	Itec	Credit Carvers Clubhouse	3802/2/2
1273	23/11/22	3178		£66.38	£11.07	£55.31		Itec	November 2022	3802/2/2
DD	25/11/22	3179		£41,338.74	£0.00	£41,338.74	P&F	Salaries	November 2022	2600/1/1
PAY	28/11/22	3180		£26.52	£0.00	£26.52	P&F	Lloyds Bank	Bank Charges November 2022	2000/1/18
		3181/1		£189,767.36	£31,627.89	£158,139.47	RLOS	Tiger Turf (UK) Ltd	Valuation No. 2	3350/10
1274	29/11/22	3181	RTC804931	£189,767.36	£31,627.89	£158,139.47		Tiger Turf (UK) Ltd	Football project works	3350/10
		3202/1		£7,548.33	£0.00	£7,548.33	P&F	Public Works Loan Board	Principal	2500/1/2
		3202/2		£2,849.66	£0.00	£2,849.66	P&F	Public Works Loan Board	Interest	2500/1/1
DD 1	30/11/22	3202		£10,397.99	£0.00	£10,397.99		Public Works Loan Board	Loan PW499351	2500/1/2
		3203/1		£52.07	£2.48	£49.59	RLOS	Utility Warehouse	Energy	3000/1/1

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			3203/2	£2.40	£0.40	£2.00	RLOS	Utility Warehouse	Club	3000/1/1
DD 2	30/11/22		3203	£54.47	£2.88	£51.59		Utility Warehouse	UW Sports Pavilion October 2022	3000/1/1
			3204/1	£45.90	£2.19	£43.71	RLOS	Utility Warehouse	Energy	3200/1/1
			3204/2	£35.53	£5.92	£29.61	RLOS	Utility Warehouse	Mobile	3000/1/6
			3204/3	£31.20	£5.20	£26.00	RLOS	Utility Warehouse	Phone & Broadband	3000/1/6
			3204/4	£2.40	£0.40	£2.00	RLOS	Utility Warehouse	Club	3200/1/1
DD 3	30/11/22		3204	£115.03	£13.71	£101.32		Utility Warehouse	UW Cemetery October 2022	3200/1/1
			3205/1	£199.62	£9.51	£190.11	RLOS	Utility Warehouse	Energy	3802/1/3
			3205/2	£27.00	£4.50	£22.50	RLOS	Utility Warehouse	Mobile	3000/1/6
			3205/3	£31.54	£5.26	£26.28	RLOS	Utility Warehouse	Phone & Broadband	3802/2/5
			3205/4	£2.40	£0.40	£2.00	RLOS	Utility Warehouse	Club	3802/1/3
DD 4	30/11/22		3205	£260.56	£19.67	£240.89		Utility Warehouse	UW Carvers Clubhouse October 2022	3802/1/3
NFDC Tfr8	30/11/22		3206	£8.17	£1.36	£6.81	RLOS	New Forest District Council	NFDC Tfr8 Café Sales 17/10/22	3802/3/1
NFDC Tfr8	30/11/22		3207	£31.73	£5.29	£26.44	RLOS	New Forest District Council	NFDC Tfr8 Café sales 24/10/22	3802/3/1
NFDC Tfr8	30/11/22		3208	£26.17	£1.37	£24.80	RLOS	New Forest District Council	NFDC Tfr8 Café sales 10/10/22 & 17/10/11	3802/3/1
NFDC Tfr8	30/11/22		3209	£28.17	£0.56	£27.61	RLOS	New Forest District Council	NFDC Tfr8 Café sales 31/10/22	3802/3/1
NFDC Tfr8	30/11/22		3210	£17.73	£0.83	£16.90	RLOS	New Forest District Council	NFDC Tfr8 Café Sales 07/11/22	3802/3/1
			3221/1	£12.55	£0.00	£12.55	Counc	Ringwood Town Council	Milk	10000
			3221/2	£12.99	£0.00	£12.99	Counc	Ringwood Town Council	HCC Extension lead fully refunded	10000
			3221/3	£9.98	£0.00	£9.98	Counc	Ringwood Town Council	Surplus stores gloves for caretaker	10000
			3221/4	£9.98	£0.00	£9.98	Counc	Ringwood Town Council	Surplus stores Mats for Forest Suite	10000
			3221/5	£27.99	£4.67	£23.32	Counc	Ringwood Town Council	Halfords wiper for van	10000
			3221/6	£17.50	£2.92	£14.58	Counc	Ringwood Town Council	Sainsburys chocolates for Christmas event	10000
			3221/7	£10.00	£0.00	£10.00	Counc	Ringwood Town Council	Allotment key refund Collins UK45A	10000
Petty Cash Nov 22	30/11/22		3221	£100.99	£7.59	£93.40		Ringwood Town Council	Petty Cash Nov 2022	10000
Total				£434,403.69	£58,040.77	£376,362.92				

POLICY AND FINANCE COMMITTEE 14th DECEMBER 2022**BANK BALANCES & PROPOSED TRANSFERS**

Account Name	Predicted 30-Nov-22	Actual at 30-Nov-22	Predicted Movement	Proposed Transfers		Predicted 31-Dec-22
	£	£	£	Cash Out £	Cash In £	£
Imprest (Current) Account	87,415	68,594	-50,000		50,000	68,594
Business Account	31,560	31,563			50,000	81,563
Investment Accounts	1,000,000	1,000,000		-100,000		900,000
Greenways Rent Deposit	0	0				0
Petty Cash - Imprest	191	99				99
Petty Cash - Carvers Clubhouse	50	50				50
VIC Change Float	50	50				50
Information Desk Float	75	75				75
TOTAL BANK BALANCES	1,119,341	1,100,431	-50,000	-100,000	100,000	1,050,431

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

PROPOSED TRANSFER AUTHORISATIONS:

DATE

14/12/22

14/12/22

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

Notes:

- 1 **Imprest Account** £
Anticipated net expenditure to end December 50,000

- Net anticipated movement on imprest account **50,000**

- 2 **Investment Maturity**
No investments due to mature

- 3 The bank accounts were reconciled as at 30th November 2022
- 4 A temporary nominal account has been implemented to act as a change float for the VIC. This will be in operation only for the period when the VIC is open during the spring and summer at weekends and bank holidays. The balance is £50.00.
- 5 A nominal account has been implemented to reflect the float of £75.00 held by the Information Desk.
- 6 The Town Council's Imprest and Business bank accounts are held with Lloyds Bank plc

REPORT TO POLICY & FINANCE COMMITTEE – 14th December 2022**BUDGETARY CONTROL Period 8 – April to November 2022****1. BACKGROUND**

1.1 The purpose of this report is to provide Members with the budget monitoring report for the first eight months of the year 2022-23. Comparisons will be made with the revised budget from now until the end of the year.

1.2 The original and revised budgets are summarised below :

	Original	Revised
	£	£
Expenditure	808,927	3,202,255
Plus transfers to earmarked reserves	38,400	38,400
Less Income	-243,568	-2,189,539
Less transfers from earmarked reserves	<u>-42,369</u>	<u>-403,379</u>
Net budget requirement	561,390	647,737
Funded by:		
Council Tax	553,949	553,949
Plus transfer from the General Reserve	<u>7,441</u>	<u>93,788</u>
	561,390	647,737

1.3 Earmarked reserves stood at £298,687 at the 1st of April including the sums held in respect of the carried over underspends and receipts held in advance. Additional sums amounting to £445,605 have been added to reserves in the current year most of which is in respect of the football development project. These plans will now see a net transfer from earmarked reserves of £364,979 with a projected balance of £379,313 at year end, of which £108,830 is held in respect of the football development project.

1.4 The general reserve balance was £304,241 at the 1st of April. These plans will see a reduction of £93,788 although that figure is entirely dependent on the budget outturn and current outturn predictions see that figure increasing albeit marginally. An updated schedule of actual and predicted movements on reserves is included at Appendix 2.

1.5 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 approved income and expenditure budgets for the year as described above. The net budget deficit reported represents the net transfers to and from reserves per paragraph 1.3. The summary comparison report is presented Committee by committee and reflects the new budget structure with Events and Carvers Clubhouse budgets included within Recreation, Leisure and Open Spaces Committee.

2 INCOME & EXPENDITURE TO THE END OF NOVEMBER 2022

2.1 Total receipts to the end of November amount to £1,384,990 but this includes £451,271 in respect of grants, rent deposits and other unbudgeted capital receipts and £553,949 precept. The figure also includes £182,719 in respect of the football development project. For the purposes of a meaningful comparison of income and expenditure against budget, the football development project will be taken separately.

2.2 The revised income budget, excluding anticipated income for the football development project is £256,039 and income received to the end of November is £197,051 or around 77% of the revised budget. The slight over recovery is largely due to timing differences

with, in particular, the NFDC re-charge in respect of the information desk received in November. Events income is also better than expected with receipts for the fireworks event of just under £21,000 after allowing for the return of a temporary float taken out to support the event. Whilst this remains lower than the amount generated in 2021, it is some £4,000 better than the revised budget anticipated, despite the bad weather on the day. Note, however, that costs have also increased and so the net cost of events remains broadly unchanged. Other significant income streams are generally on track.

- 2.3 The revised expenditure budget for the year is £3,202,255. This is made up of £2,260,000 in respect of the football development project and £942,255 other expenditure.
- 2.4 Expenditure to the end of November totalled £859,967. 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 £30,030 making expenditure to the end of October £889,697. Excluding the football development project reduces the expenditure to £609,754 or 65% of the revised budget for other expenditure. This small underspend is almost entirely explained by timing differences. Otherwise, expenditure is broadly in line with predictions assuming linear spend.
- 2.5 The Football development project continues to progress with the all weather pitch substantially complete. For budgeting purposes it has been assumed that around 75% of expenditure will be incurred in the current year, matched by 75% of the anticipated grant income and PWLB loan although there may be some significant slippage into next year. The balance of expenditure will be funded from developers contributions which are held by the Town Council. Income and expenditure to date is as follows:

	Budget £	Actual to November £
Income (Football Foundation Grant)	1,933,500	182,719
Expenditure	2,260,000	280,243

- 2.6 The total project budget is £3,140,665 and the amount that will be incurred in the current year will depend on the rate of progress in the project. Any difference between the expenditure incurred and the funding received will be met from the developer's contributions held for this purpose and for which the estimate for this year is £326,500.

3. RESERVES & BALANCES

- 3.1 The opening reserves balance was £618,049 at the 1st of April. This was made up of Earmarked Reserves of £298,687, Customer deposits of £15,121 and a General Reserve of £304,241. Annual contributions to earmarked reserves from the revenue budget will add £38,400 whilst additional receipts of £435,330 in respect of the football development project, £5,590 in respect of CIL, £3,067 in respect of Developer's Contributions, £1,119 in respect of Covid, "re-opening of the High Street safely" grant and £500 in respect of the disposal of redundant equipment have been received as at the 30th November. A further £5,666 has been received for rent and key deposits whilst £2,692 has been returned.
- 3.2 Earmarked reserves of £403,379 will be used to support planned expenditure. The latest outturn prediction suggests that £94,520 will be required from the general reserve to balance the budget. The predicted closing balance of reserves is therefore £607,129 consisting of £379,313 earmarked reserves, £209,721 general reserve and £18,095 key deposits.

- 3.3 A schedule of the planned and actual movements to date on reserves is included at Appendix 2.

8. RECOMMENDATIONS

It is **recommended** that Members:-

- 8.1 note the budget monitoring position.
8.2 note the projected balances of Reserves.

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Financial Budget Comparison

Comparison between 01/04/22 and 30/11/22 inclusive. Includes due and unpaid transactions. Includes commitments.

Excludes transactions with an invoice date prior to 01/04/22

		Revised	Reserve Movements	Actual Net	Balance
Policy & Finance					
Income					
200	Revenue Income	£121,990.00	£442,842.33	£534,237.48	-£30,594.85
280	Carvers Club House Income	£0.00	£0.00	-£24.00	-£24.00
999	Suspense	£0.00	£0.00	£0.00	£0.00
Total Income		<u>£121,990.00</u>	<u>£442,842.33</u>	<u>£534,213.48</u>	<u>-£30,618.85</u>

Financial Budget Comparison

Comparison between 01/04/22 and 30/11/22 inclusive. Includes due and unpaid transactions. Includes commitments.

Excludes transactions with an invoice date prior to 01/04/22

		Revised	Reserve Movements	Actual Net	Balance
Expenditure					
2000	Establishment	£114,442.00	£0.00	£83,017.64	£31,424.36
2100	Maintenance	£44,050.00	£2,457.50	£11,541.01	£34,966.49
2200	Democratic Process (members Costs)	£12,419.00	£0.00	£6,824.96	£5,594.04
2210	Grants	£9,900.00	£0.00	£5,600.00	£4,300.00
2300	Employee Costs- Allocated Office Staff	£109,827.00	£0.00	£73,841.14	£35,985.86
2310	Employee overhead Costs	£4,110.00	£0.00	£2,461.00	£1,649.00
2400	Other	£73,176.00	£0.00	£19,817.24	£53,358.76
2500	Capital Financing	£42,545.00	£0.00	£31,545.90	£10,999.10
2501	Capital	£29,848.00	£0.00	£29,847.95	£0.05
2600	Wages Control Account	£0.00	£0.00	-£30,030.41	£30,030.41
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 Expenditure		<u>£440,317.00</u>	<u>£2,457.50</u>	<u>£234,466.43</u>	<u>£208,308.07</u>

Financial Budget Comparison

Comparison between 01/04/22 and 30/11/22 inclusive. Includes due and unpaid transactions. Includes commitments.

Excludes transactions with an invoice date prior to 01/04/22

		Revised	Reserve Movements	Actual Net	Balance
Recreation, Leisure & Open Spaces					
Income					
300	Revenue Income (RLOS)	£26,621.00	£0.00	£19,308.51	-£7,312.49
310	Events	£28,646.00	£0.00	£33,744.35	£5,098.35
320	Cemetery Income	£42,467.00	£0.00	£27,735.43	-£14,731.57
330	Allotment Income	£5,465.00	£0.00	£6,095.77	£630.77
350	Capital Income	£1,933,500.00	£0.00	£182,719.00	-£1,750,781.00
380	Carvers Clubhouse	£25,000.00	£0.00	£21,362.64	-£3,637.36
Total Income		<u>£2,061,699.00</u>	£0.00	<u>£290,965.70</u>	<u>-£1,770,733.30</u>

Financial Budget Comparison

Comparison between 01/04/22 and 30/11/22 inclusive. Includes due and unpaid transactions. Includes commitments.

Excludes transactions with an invoice date prior to 01/04/22

	Revised	Reserve Movements	Actual Net	Balance	
Expenditure					
3000	Recreation & Leisure (Other)	£62,557.00	£0.00	£36,478.28	£26,078.72
3001	RL&OS -Employee Costs	£162,159.00	£0.00	£109,078.63	£53,080.37
3002	Employee Costs	£2,750.00	£0.00	£1,425.00	£1,325.00
3100	Events	£32,149.00	£0.00	£37,358.77	£-5,209.77
3101	Events - Employee Costs	£12,767.00	£0.00	£9,014.11	£3,752.89
3200	Cemetery	£10,348.00	£0.00	£6,667.37	£3,680.63
3201	Cemetery -Employee Costs	£53,659.00	£0.00	£35,795.80	£17,863.20
3300	Allotments	£2,075.00	£0.00	£2,038.03	£36.97
3301	Allotments -Employee Costs	£17,925.00	£0.00	£11,652.60	£6,272.40
3350	Capital Expenditure	£2,268,775.00	£0.00	£282,806.00	£1,985,969.00
3801	Youth Services Employee costs	£56,038.00	£0.00	£40,848.95	£15,189.05
3802	Carvers Clubhouse	£37,811.00	£0.00	£27,565.85	£10,245.15
Total Expenditure		<u>£2,719,013.00</u>	<u>£0.00</u>	<u>£600,729.39</u>	<u>£2,118,283.61</u>

Financial Budget Comparison

Comparison between 01/04/22 and 30/11/22 inclusive. Includes due and unpaid transactions. Includes commitments.

Excludes transactions with an invoice date prior to 01/04/22

	Revised	Reserve Movements	Actual Net	Balance
Planning, Town & Environment Income				
400 Income	£5,850.00	£0.00	£5,850.00	£0.00
Total Income	<u>£5,850.00</u>	<u>£0.00</u>	<u>£5,850.00</u>	<u>£0.00</u>

Financial Budget Comparison

Comparison between 01/04/22 and 30/11/22 inclusive. Includes due and unpaid transactions. Includes commitments.

Excludes transactions with an invoice date prior to 01/04/22

		Revised	Reserve Movements	Actual Net	Balance
Expenditure					
4000	Planning, Town & Environment	£18,375.00	£0.00	£8,517.45	£9,857.55
4001	Employee Costs	£24,550.00	£0.00	£16,221.85	£8,328.15
4050	Capital Expenditure	£0.00	£0.00	£0.00	£0.00
Total Expenditure		<u>£42,925.00</u>	£0.00	<u>£24,739.30</u>	<u>£18,185.70</u>

Financial Budget Comparison

Comparison between 01/04/22 and 30/11/22 inclusive. Includes due and unpaid transactions. Includes commitments.

Excludes transactions with an invoice date prior to 01/04/22

		Revised	Reserve Movements	Actual Net	Balance
Council Income					
100	Precept	£553,949.00	£0.00	£553,949.00	£0.00
102	Interest Business A/c	£0.00	£0.00	£11.94	£11.94
110	Client Deposits	£0.00	£0.00	£0.00	£0.00
Total Income		<u>£553,949.00</u>	£0.00	<u>£553,960.94</u>	<u>£11.94</u>

Financial Budget Comparison

Comparison between 01/04/22 and 30/11/22 inclusive. Includes due and unpaid transactions. Includes commitments.

Excludes transactions with an invoice date prior to 01/04/22

		Revised	Reserve Movements	Actual Net	Balance
Expenditure					
10000	Petty Cash - Office	£0.00	£0.00	-£9.45	£9.45
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	£34.00	-£34.00
10111	Bank Charges	£0.00	£0.00	£7.00	-£7.00
Total Expenditure		<u>£0.00</u>	<u>£0.00</u>	<u>£31.55</u>	<u>-£31.55</u>

Financial Budget Comparison

Comparison between 01/04/22 and 30/11/22 inclusive. Includes due and unpaid transactions. Includes commitments.

Excludes transactions with an invoice date prior to 01/04/22

	Revised	Reserve Movements	Actual Net	Balance
Total Income	£2,743,488.00	£442,842.33	£1,384,990.12	
Total Expenditure	£3,202,255.00	£2,457.50	£859,966.67	
Total Net Balance	-£458,767.00		£525,023.45	

RESERVES AND PROVISIONS - MOVEMENT & ESTIMATED BALANCES

1st April 2022 to 31st March 2023

Appendix 2

B

	Actual Balance 01/04/22 £	Planned and Proposed Movements 2022/23:					Estimated Balance 31/03/23 £
		from Revenue £	to revenue		Capital & Other Receipts £	between provisions £	
			base budget £	Growth £			
<u>EARMARKED PROVISIONS</u>							
I.T. & Equipment	18,400	4,500		0			22,900
Gateway	25,000	0		0			25,000
Cemetery	19,533	4,000		0			23,533
Buildings Reserve	33,567	5,000	-200	-2,000			36,367
Election	11,042	1,500		0			12,542
Vehicle & Machinery	22,572	11,000		0			33,572
Play Equipment	3,031	6,900		-1,000			8,931
Memorials	0			0			0
Christmas Lights	0			0			0
Carvers Clubhouse	29,525	2,500	-500	-1,600	500		30,425
Ringwood Events	16,768		-14,388	-2,380			0
Memorial Lantern	1,354			0			1,354
Carvers Grounds	11,300			-6,675			4,625
Infrastructure & Open Spaces	12,685	3,000					15,685
Neighbourhood Plan	6,473		-6,473	0			0
Football development Project	0			-326,500	435,330		108,830
Budget Underspends retained for use in 2022/23*	8,243		-8,243				0
Total Provisions	219,495	38,400	-29,804	-340,155	435,830	0	323,765
<u>RESERVES</u>							
Earmarked Reserves:							
Dev Contribs	3,213		-750	0	3,067		5,530
Cem Maint	980		-230	0			750
Dev Cons(CIL)	51,449			-31,048	5,590		25,990
Capital Receipts	20,334		-1,392	0	0		18,942
Grants Unapplied	3,217		0	0	1,119		4,335
Loans Unapplied	0			0	0		0
Total Earmarked Reserves and Provisions	298,687	38,400	-32,176	-371,203	445,605	0	379,313
General Reserve	304,241	0	-94,520			0	209,721
Key Deposits	15,121		-2,692		5,666		18,095
Total Reserves & Customer Deposits	618,049	38,400	-129,388	-371,203	451,271	0	607,129

POLICY & FINANCE COMMITTEE – 23rd NOVEMBER 2022
REVISED BUDGET 2022/2023 & DRAFT BUDGET 2023/24

1. INTRODUCTION

- 1.1 The Town Council is required to approve an annual income and expenditure budget for the Town Council. The budget will be further developed over the next two months and a recommendation to Council on its overall budget and precept for 2023/24 will be made at the meeting of this committee in January 2023.
- 1.2 A preliminary draft budget was discussed at the November meeting of this committee. The draft budget proposals have now been discussed by the other committees and their proposals are now included in the revised draft budget.
- 1.3 Further consideration has been given to the budget proposals and some modest changes have been brought into the budget model. These are detailed below.
- 1.4 In addition, further consideration has also been given to the revised budget for the current year. One additional item, to be funded from reserves has been proposed. and whilst there is no change to the net budget , the impact of the predicted outturn on reserves has been updated.
- 1.5 The revised budget proposals are set out in Appendix 1. The updated reserves projections are set out in Appendix 2.

2. REVISED BUDGET 2022-23

- 2.1 One additional item has been added to the budget for the current year. Recreation and Leisure Committee have approved a request for some replacement grounds maintenance equipment which will be funded from the equipment reserve. The proposal is to replace a selection of petrol powered tools such as hedge cutters, strimmers, chain saws and so on with battery powered equivalents. The total cost is estimated at £15,750. There may be some offsetting capital receipts from the disposal of the equipment being replaced but this will be returned to the vehicles and equipment reserve and have no impact on the revenue budget.
- 2.2 Whilst no further changes are proposed, members should note that both income and expenditure on events have exceeded the revised budget predictions. The income generated from events is some £2,500 more than predicted whilst costs are some £3,500 more than anticipated. This will increase the amount of drawdown required from the general reserve.
- 2.3 It is too early to predict the outturn of other budgets but expenditure is currently at 65% of the budget which is very close to the budget assuming linear spend. There are likely to be more significant variations on capital expenditure but as these are funded from reserves and other sources, they will not have any bearing on the revenue budget or the general reserve.

3. DRAFT BUDGET 2023-24

- 3.1 At the last meeting of this committee, a draft budget was presented that required a small contribution of around £2,200 from the general reserve in order to balance.

- 3.2** It was confirmed at that meeting that the Council Tax base would increase by just 0.18% instead of the 0.5% that had been modelled. An increase of 1% on the tax base generates approximately £5,500 so this reduction increases the funding gap by approximately £1,800 and the consequent draw on the General Reserve to £4,000.
- 3.3** However, no account had been taken of the higher interest receipts generated by Town Council investments following the rise in interest rates. On the assumption that these rates will not fall in the short term, interest income of around £10,000 might reasonably be expected, based on an average investment balance of around half the current balance. (i.e. an increase of £9,500).
- 3.4** The additional interest income provides some limited flexibility to both eliminate the draw on the General Reserve and increase budget provision if necessary. An identified need to provide funds to support services of remembrance has therefore been addressed, adding £300 to the budget requirement.
- 3.5** No further adjustments to inflation assumptions have been made and so the budget remains based on the following inflation rates:

Inflation	%
- Pay	7.0%
- Utilities	12.0%
- Other Expenditure	10.0%
- Non contractual expenditure	0.0%
- Income	10.0%
- Fixed expenditure (i.e. no inflation)	0.0%
Council Tax Base increase	0.18%

Members also approved a target Council Tax increase of 10% which will bring the band D equivalent Council Tax to £111.50, an increase of £10.14 per annum. The Budget assumptions are summarised in Appendix 3.

- 3.6** Individual committee budgets have been discussed by each committee and with the exception of Recreation and Leisure Services Committee, no additional budget proposals have been proposed.
- 3.7** At their meeting on the 7th December, RLOS Committee approved a bid for a further £1,000 to be added to the events budget to support the King's Coronation celebrations. This is in addition to the Columbarium project which was previously included and is funded from reserves.
- 3.8** The above adjustments, including the additional investment interest, will reduce the net budget requirement for 2023/24 by just over £6,600. Eliminating the use of the General reserve will leave a balance of £4,400 given a Council Tax increase of 10%, or alternatively a balanced budget with a Council Tax increase of 9.25%. Note that the budget is being supported by Covid Relief grant funds of £4,335 which will not be available in future years.
- 3.9** Work will continue to identify opportunities for savings. Members should note that 1% on the Council tax is equivalent to £5,549 and each additional £1,000 on the precept will add 18.3p to the Band D equivalent Council tax.

4. RECOMMENDATIONS

- 4.1 In order to progress development of the budget for 2023/24 members are asked to:
- note the changes to the revised budget for 2022/23 and the projected outturn.
 - Approve the additional events funding proposed by Recreation and Leisure Services Committee.
 - consider inflation and whether the inflation assumptions should be further adjusted in the draft budget for 2023/24.
 - Consider whether any further adjustments to the proposed budget should be made.

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RINGWOOD TOWN COUNCIL
BUDGET AND REVISED BUDGET 2022/23 AND
DRAFT BUDGET 2023/24

C

1	2	4	5	6	7	8	9	10	11
	Committee	Actual 19/20 £	Actual 20/21 £	Actual 21/22 £	Budget 22/23 £	Revised 22/23 £	Inflation £	Known Changes* £	Budget 23/24 £
	Policy & Finance								
	Expenditure	366,239	333,478	346,301	417,725	440,317	22,789	-49,766	391,214
	Income	-125,766	-120,533	-118,043	-121,080	-121,990	-7,504	-6,412	-134,996
	Net Expenditure	240,473	212,945	228,258	296,645	318,327	15,285	-56,178	256,219
	Transfers to Reserves	24,792	14,000	16,900	14,000	14,000	0	0	10,700
	Transfers from Reserves	-26,168	-6,146	-1,732	-37,948	-37,948	0	0	-750
	Growth bids and adjustments (net of transfers from reserves and income)								0
	Committee net expenditure	239,097	220,799	243,426	272,697	294,379	15,285	-56,178	266,169
	Recreation & Leisure								
	Expenditure	223,763	219,923	244,177	2,488,990	2,511,991	23,546	-1,535,766	1,007,770
	Income	-34,273	-33,984	-38,289	-1,966,007	-1,960,121	-863	1,277,282	-689,588
	Net Expenditure	189,490	185,939	205,888	522,983	551,870	22,683	-258,484	318,182
	Transfers to Reserves	19,900	17,900	27,452	17,900	17,900	0	0	17,900
	Transfers from Reserves	-35,500	-14,654	-33,684	-344,043	-357,860	0	235,213	-139,830
	Growth bids and adjustments (net of transfers from reserves and income)								0
	Committee net expenditure	173,890	189,185	199,656	196,840	211,910	22,683	-23,271	196,252
	Events								
	Expenditure	13,351	6,679	17,892	25,482	48,348	384	-3,700	37,908
	Income	-15,988	-3,085	-32,425	-15,000	-31,346	0	0	-28,000
	Net Expenditure	-2,637	3,594	-14,533	10,482	17,002	384	-3,700	9,908
	Transfers to Reserves	2,392	0	7,940	3,488	0	0	0	0
	Transfers from Reserves	0	-4,529	0	-10,482	-11,388	0	0	0
	Growth bids and adjustments (net of transfers from reserves and income)								0
	Committee net expenditure	-245	-935	-6,593	3,488	5,614	384	-3,700	9,908
	Cemeteries								
	Expenditure	43,687	42,913	51,123	59,005	64,007	4,341	115	66,253
	Income	-34,073	-36,240	-51,314	-40,550	-42,467	-3,710	0	-44,512
	Net Expenditure	9,614	6,673	-191	18,454	21,540	631	115	21,741
	Transfers to Reserves	4,000	4,000	4,000	4,000	4,000	0	0	2,500
	Transfers from Reserves	-230	-230	-5,141	-230	-230	0	0	-230
	Growth bids and adjustments (net of transfers from reserves and income)								0
	Committee net expenditure	13,384	10,443	-1,332	22,224	25,310	631	115	24,011
	Allotments								
	Expenditure	11,782	11,725	13,246	18,457	20,000	1,287	-165	21,407
	Income	-5,209	-5,374	-5,585	-5,465	-5,465	-547	0	-6,012
	Net Expenditure	6,573	6,351	7,661	12,992	14,535	740	-165	15,395
	Transfers to Reserves	0	0	0	0	0	0	0	0
	Transfers from Reserves	0	0	-950	0	0	0	0	0
	Growth bids and adjustments (net of transfers from reserves and income)								0
	Committee net expenditure	6,573	6,351	6,711	12,992	14,535	740	-165	15,395
	Carvers Clubhouse								
	Expenditure	63,276	57,346	83,005	85,758	93,849	0	0	95,801
	Income	-14,717	-3,494	-23,123	-18,865	-25,000	0	0	-25,273
	Net Expenditure	48,559	53,852	59,882	66,893	68,849	0	0	70,528
	Transfers to Reserves	5,000	2,500	2,500	2,500	2,500	0	0	2,500
	Transfers from Reserves	0	-2,026	0	-5,022	-4,480	0	0	-1,000
	Growth bids and adjustments (net of transfers from reserves and income)								0
	Committee net expenditure	53,559	54,326	62,382	64,371	66,869	0	0	72,028
	Planning, Town & Environment								
	Expenditure	20,985	25,600	32,498	41,533	42,925	1,763	-13,567	28,861
	Income	-1,100	-9,225	-16,299	-10,100	-5,850	0	9,000	-1,100
	Net Expenditure	19,885	16,375	16,199	31,433	37,075	1,763	-4,567	27,761
	Transfers to Reserves	0	0	3,473	0	0	0	0	0
	Transfers from Reserves	-5,170	-1,120	-450	-6,473	-7,223	0	5,473	-1,000
	Growth bids and adjustments (net of transfers from reserves and income)								0
	Committee net expenditure	14,715	15,255	19,222	24,960	29,852	1,763	906	26,761

RINGWOOD TOWN COUNCIL
 BUDGET AND REVISED BUDGET 2022/23 AND
 DRAFT BUDGET 2023/24

C

Total Base Expenditure	743,083	697,664	788,242	3,136,950	3,221,437	1,649,214
Total Income	-231,126	-211,935	-285,078	-2,177,068	-2,192,239	-929,480
Total transfer to reserves	56,084	38,400	62,265	41,888	38,400	33,600
Total Transfer from reserves	-67,068	-28,705	-41,957	-404,198	-419,129	-142,810
Total New Bids						0
Less funded from earmarked reserves						0
Total Budget Requirement	500,973	495,424	523,472	597,572	648,469	610,524
Precept	497,549	519,907	531,856	553,949	553,949	606,189
Covid Relief grant			4,071	0	0	4,335
Transfer to/-from General Reserve	-3,424	24,483	12,455	-43,623	-94,520	0



RESERVES AND PROVISIONS - MOVEMENT & ESTIMATED BALANCES

1st April 2022 to 31st March 2024

	Actual Balance 01/04/22 £	Transfers 2022/23 :				Balance 01/04/23 £	Planned and Proposed Movements 2023/24:					Estimated Balance 31/03/24 £
		from Revenue £	to Revenue £	Cash Receipts £	between provisions £		from Revenue £	to revenue		Capital & Other Receipts £	between provisions £	
								base budget £	Growth £			
EARMARKED PROVISIONS												
I.T. & Equipment	18,400	4,500	0			22,900	2,700		0			25,600
Gateway	25,000	0	0			25,000	0		0			25,000
Cemetery	19,533	4,000	0			23,533	2,500		-17,000			9,033
Buildings Reserve	33,567	5,000	-2,200			36,367	4,000	-750	0			39,617
Election	11,042	1,500	0			12,542	1,000		0			13,542
Vehicle & Machinery	22,572	11,000	-15,750			17,822	11,000		0			28,822
Play Equipment	3,031	6,900	-1,000			8,931	6,900		0			15,831
Memorials	0		0			0	0		0			0
Christmas Lights	0		0			0	0		0			0
Carvers Clubhouse	29,525	2,500	-2,100	500		30,425	2,500	-1,000	0			31,925
Ringwood Events	16,768		-16,768			0	0		0			0
Memorial Lantern	1,354		0			1,354	0		0			1,354
Carvers Grounds	11,300		-6,675			4,625	0		0			4,625
Infrastructure & Open Spaces	12,685	3,000	0			15,685	3,000		0			18,685
Neighbourhood Plan	6,473		-6,473			0	0		0			0
Football development Project			-326,500	435,330		108,830	0		-108,830			0
Budget Underspends retained for use in 2022/23*	8,243		-8,243			0	0	0				0
Total Provisions	219,495	38,400	-385,709	435,830	0	308,015	33,600	-1,750	-125,830	0	0	214,035
RESERVES												
Earmarked Reserves:												
Dev Contribs	3,213		-750	3,067		5,530		-1,000	0			4,530
Cem Maint	980		-230			750		-230	0			520
Dev Cons(CIL)	51,449		-31,048	5,590		25,990			-14,000			11,990
Capital Receipts	20,334		-1,392	0		18,942			0	0		18,942
Grants Unapplied	3,217		0	1,119		4,335		-4,335	0			0
Loans Unapplied	0		0	0		0			0	0		0
Total Earmarked Reserves and Provisions	298,687	38,400	-419,129	445,605	0	363,563	33,600	-7,315	-139,830	0	0	250,018
General Reserve	304,241		-94,520			209,721	0	0			0	209,721
Key & Rent Deposits	15,121		-2,692	5,666		18,095						18,095
Total Reserves & Customer Deposits	618,049	38,400	-516,341	451,271	0	591,379	33,600	-7,315	-139,830	0	0	477,834

BUDGET ASSUMPTIONS 2023/24



Inflation (RPI) is currently running at 14.2% (for the year to October 2022). CPIH is 9.6% for the same period whilst the CPI is 11.1%.

Note that some costs and expenditure are linked to inflation, whereas some "non contractual" expenditure is more discretionary and inflationary cost increases may be absorbed by reducing spend, although this may not be without consequence. Other expenditure may be fixed with no inflationary adjustment required. Each expenditure component in the budget has been allocated an inflation type (1-6) which may be modelled on this page.

ASSUMPTIONS:

The Band D equivalent Council Tax for 2022/23 is: 101.36

1 Inflation

	%	Type
- Pay	7.0%	1
- Utilities	12.0%	2
- Other Expenditure	10.0%	3
- Non contractual expenditure	0.0%	4
- Income	10.0%	5
- Fixed expenditure (i.e. no inflation)	0.0%	6

A target Council Tax increase of : 10.0%
 would increase the Council Tax to: 111.50

And require an additional transfer from reserves of: -£4,240
 which would reduce the general reserve to £ 213,961 by March 2023
 (given the assumptions in 1 - 3 on the left) or 35.3% of the annual precept

2 Council Tax Base increase

0.18%
5,465.0

An increase of 0.18% (assumption 2) will increase the Council Tax base to: 5,474.9

3 Use of General Reserve

0
4,335

The General Reserve is expected to be £209,721 at April 1st 2023. This transfer will reduce it to £209,721 by March 2024

The balance of this grant available at 31st March 2024 would then be £0,000

Net Budget Requirement and consequent Band D equivalent Council Tax

Based on the above assumptions together with any proposed new bids and adjustments:

	£
Base Budget 2023/2024	719,734
Net transfers to/from earmarked reserves	-109,210
Growth Bids & Adjustments	0
- Less funded from earmarked reserves (inc. borrowing)	0
- Less additional income generated	0
Net Budget requirement	610,524
Less funded from general reserve/Covid relief Grant	-4,335
Sum to be funded from Council Tax Payers (Precept)	606,189

Summary movement on reserves:

Opening reserves 1/4/2023:	£
General Reserve	209,721
Earmarked Reserves & Provisions	363,563
Total Reserves 1/4/2023	573,284
Planned transfers in	33,600
Planned transfers out	-147,145
Plus Capital Receipts 23/24	0
Less Funding for growth	0
Less use of general reserve	0

Predicted reserves 31/3/2024 :

General Reserve	209,721
Earmarked Reserves	250,018
Predicted Reserves 31/3/2024	459,739

(nb excludes rent & key deposits)

Band D equivalent Council Tax 2023/24

110.72

The budget requirement and resulting precept, as modelled, represents an increase of 9.24 % in the Council Tax

The Council Tax for 2022/23 is £101.36 per Band D Equivalent

An increase of one percent on the Council Tax will generate an increased precept of : £5,549
 For each increase of £1,000 in the precept requirement, a further £0.183 will be added to the Band D Council Tax

D

Current Projects Update

Note: Projects marked as "on hold awaiting officer availability" are reviewed fortnightly. Numbers (where given) indicate position in the queue for resumption.

No.	Name	Status	Recent developments	Description and notes	Lead Officer/Member	Financing
Full Council						
FC1	Long Lane Football Facilities Development	In progress (scheduled for completion in 2023)	The application for the PWLB loan is with DLUHC. Work on the artificial turf pitch is running to programme. A Pre-contract Services Agreement for the pavilion and other works has been entered into.	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						
PTE1	Neighbourhood Plan	In progress	It is anticipated that the pre-submission draft Plan will be presented to Full Council in January for approval, after which there will be a period of public consultation.	To prepare a Neighbourhood Plan for the civil parish of Ringwood but limited in scope to a few specified themes.	Deputy Clerk	Budget of £21,500 (£3,800 in 2021/22 budget, £3,000 in General Reserve and £14,700 to be funded by Locality grant)
PTE2	Human Sundial	Complete, with exception of interpretation board	Work to refurbish human sundial and install surrounding benches now complete. Interpretation board with details of sundial, Jubilee Lamp etc. to be designed and costed.	Replacement of damaged sundial and surrounding paviers; installation of removable benches to protect it for the future - working with HCC (Principal Designer and Contractor)	Deputy Clerk	£5,295.15 spent from budget of £10,657 to be funded from CIL and contribution of £5,249.15 from Carnival
PTE3	Crow Stream Maintenance	Annual recurrent	Spraying of stream banks undertaken 21/04/2022, annual flail carried out in August and stream clearance carried out on 29th September.	Annual maintenance of Crow Ditch and Stream in order to keep it flowing and alleviate flooding	Deputy Clerk	£1,120 spent to be funded by transfer from earmarked reserve
PTE4	Climate Emergency	In progress	Funds used to support Greening Campaign, community litter-pick and Flood Action Plan leaflets.	Minor funding to support local initiatives.	Cllr Deboos	Budget of £1,000
PTE5	Bus Shelter Agreement	In progress	Response awaited from ClearChannel on the financial complications and on request for use of advertising space.	Request by ClearChannel in Nov. 2020 for RTC to licence the bus shelters in Meeting House Lane and the advertising on them. Completion dependent on clarification of financial issues (VAT treatment and non-domestic rates revaluation).	Town Clerk	No financial implications
PTE6	Shared Space Concept - Thriving Market Place	In progress	Meeting held with NFDC & HCC on 17/10/2022 to consider desires and opportunities in more detail. Further meeting scheduled for 28/11/2022. NFDC preparing a concept plan/visualisation.	Concept for town centre shared space identified through work on the Neighbourhood Plan.	Deputy Town Clerk	
Projects being delivered by others which are monitored by the Deputy Clerk and reported to this committee:						
	A31 widening scheme	Complete	Scheme complete and road re-opened on 19 November.	Widening of A31 westbound carriageway between Ringwood and Verwood off slip to improve traffic flow; associated town centre improvements utilising HE Designated Funds	Highways England (HE)	HE funded
	SWW Water Main Diversion (associated with A31 widening scheme)	Complete	Bickerley reinstatement works being monitored.	Diversion of water main that runs along the A31 westbound carriageway.	South West Water / Kier	HE funded
	Moortown drainage improvements	In progress		HCC considering a controlled opening of the system in Moortown Lane to alleviate highway flooding	Hampshire CC	Developers contributions
	Pedestrian crossing Castleman Way	On hold	Site does not meet HCC criteria for toucan crossing. Agreed to revisit following promotion of cycle path through Forest Gate Business Park.	Toucan crossing in Castleman Way to improve pedestrian and cycle route between town centre and Moortown	Hampshire CC	Developers contributions
	Crow Lane Footpath	In progress	Developers' contributions paid to HCC to implement. Additional funds required to progress and approved by NFDC Cabinet on 02/11/2022 - report indicates delivery in 2024/25.	New footpath to link Beaumont Park with Hightown Road, alongside west of Crow Lane	Hampshire CC	Developers contributions
	Surfacing of Castleman Trailway	Complete	Surfacing works completed early April 2022.	Dedication and surfacing of bridleway between old railway bridge eastwards to join existing surfacing	Hampshire CC	Developers contributions
	Railway Corner	In progress	Project supported by RTC.	Project to improve and promote historical significance of triangle of land at junction of Hightown Road and Castleman Way.	Ringwood Society	

Policy & Finance Committee

PF5	Poulner Lakes Lease	On hold	Awaiting track maintenance solution - see Recreation Leisure & Open Spaces Committee item RLOS21.	Negotiating a lease from Ringwood & District Anglers' Association of the part of the site not owned by the Council	Town Clerk	Some provision for legal advice or assistance may be needed eventually.
PF6	Health & Safety Management Support Re-procurement	In progress (commenced mid-2021 and aiming complete actions from initial audit by 31 Dec. 2022)	Worknest appointed. The initial audit report has now been received and officers are dealing with the recommended actions in priority order.	Re-procuring specialist advice and support for discharge of health and safety duties	Town Clerk	Support cost is included in contract for both H&S and employment support and factored into relevant budget. The costs of all control measures needed will be assessed and factored into the next budget round.
PF8	Bickerley legal title	In progress (Commenced Dec 2020. Progress dependent on legal procedures)	The Council has resolved to maintain its objection to the application and this will now be considered by the Tribunal. For legal reasons, only basic information will appear here. Councillors can obtain further details from the Town Clerk if needed.	An application to remove land from the Council's title has been made	Town Clerk	Staff time plus cost of external legal support (one-off budget agreed so far by members)
PF10	Councillors' use of email	In progress (Commenced May 2022. Aiming to incorporate agreed plan in budget for 2023-24)	The Council's IT support provider has advised on options. The committee agreed further steps in September about which officers are seeking further cost information.	Researching options and costs for equipping councillors with official email accounts and devices to facilitate compliance with data protection laws.	Town Clerk	The research phase is not expected to cost anything but staff time. Final costs will depend on member decisions yet to be made.

Recreation, Leisure & Open Spaces Committee

RLOS4	Grounds department sheds replacement	In progress (Commenced design work in April 2021. Aiming to establish planning prospects and likely cost by December 2022.)	Initial drawings prepared by Cllr Briers and showing the scale and overall design concept were considered and approved by Carvers Working Party when it met on 4th May. Pre-application planning advice has been received from NFDC and considered. Officers are in discussions with a planning consultant.	A feasibility study into replacing the grounds maintenance team's temporary, dispersed & sub-standard workshop, garaging and storage facilities. Combined with a possible new car park for use by hirers of and visitors to the club-house.	Town Clerk	Revised capital budget of £4,000 (originally £10,000 until virement to RLOS19)
RLOS5	Cemetery development	In progress (Commenced design work in April 2021. Aiming to establish planning prospects and likely cost by December 2022.)	CDS has produced a detailed design which was approved in principle at the committee meeting in September. Funding arrangements were agreed at the Policy & Finance Committee meeting on 21st September. Officers proceeding with contract procurement.	Planning best use of remaining space, columbarium, etc.	Town Clerk	Capital budget of £25,000 (carried into an earmarked reserve)
RLOS7	Bowling Club lease	In progress (Club renewed request for new lease in Jan 2022. Progress depends on negotiations.)	Renewal terms have been agreed in outline and arrangements for preparation of a new lease are in hand.	Request by Ringwood Bowling Club for existing lease to be renewed (current lease expires at the end of April 2023). The lease terms will also be reviewed for suitability to current and future needs.	Town Clerk	Staff time only (unless outside legal assistance is deemed necessary). The rental income will be reviewed as part of the renewal.
RLOS8	Ringwood Youth Club	In progress	Winding-up process and requirements are being researched.	Winding up the redundant CIO to terminate filing requirements	Town Clerk	
RLOS10	Waste bin replacement programme	In progress (Commenced April 2020)	The first 17 bins have been installed. The next batch have been received and will be installed by Christmas.	Three-year programme to replace worn-out litter and dog-waste bins	Grounds Manager	Budget of £2,000 a year.
RLOS12	Van replacement	On hold awaiting officer availability. 1		Replacing the grounds department diesel van with an electric vehicle	Grounds Manager	
RLOS14	Poulner Lakes waste licence	In progress	Surrender requirements are being researched.	Arranging to surrender our redundant waste licence to avoid annual renewal fees	Town Clerk	
RLOS17	New allotments site	In progress (Commenced March 2020, progress dependent on progress of legal formalities with other party)	Decision to proceed agreed. Legal work has been held up by a pending application to Land Registry.	The transfer to this Council (pursuant to a s.106 agreement) of a site for new allotments off Crow Arch Lane	Town Clerk	Staff time only
RLOS18	Cemetery map and registers digitisation	In progress (Commenced September 2020 and proceeding in phases)	All registers have been scanned. A digital map is now live. Options for completing data entry from registers are being researched.	Digitisation of cemetery records to facilitate remote working, greater efficiency and, eventually, direct public access	Town Clerk	Revised capital budget of £5,467 (originally £5,000).
RLOS19	Carvers Strategic Development	In progress (Commenced Feb. 2021)	Landscape designer New Enclosure has been appointed and met with members. A topographic survey has been done. An initial sketch of the 'masterplan' is expected imminently.	Devising a strategic vision and plan for the future of Carvers Recreation Ground pulling together proposals for additional play equipment and other features	Carvers Manager	Revised budget of £6,000 (virement from RLOS4).

D

RLOS21	Poulner Lakes track maintenance	In progress (under discussion since Jan. 2021)	Costs estimates for re-surfacing schemes obtained from two suppliers. NFDC officers have been consulted about related mitigation schemes and possible support.	Devising a sustainable regime for maintaining the access tracks at Poulner Lakes to a more acceptable standard.	Town Clerk	Yet to be settled
RLOS22	Bickerley parking problem	In progress (under discussion since Jan. 2019)	"No Parking" signs have been installed. Replacement timber for "dragon's teeth" has been bought and is being installed progressively. A decorative sign reinforcing the message has also been installed.	Unauthorised parking on the tracks crossing the Bickerley is causing damage and obstruction	Town Clerk	The Council is wholly responsible for the cost of whatever measures are taken including staff time. Six No Parking signs cost £156.72. Estimated cost of decorative sign is £1,244.

D

Staffing Committee

None

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	
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.
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
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	
Recreation, Leisure & Open Spaces Committee				
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
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	
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
RLOS20	Detached youth outreach work	Trialling the provision of detached outreach work by specialist youth workers.	Completed in May 2022	
Staffing Committee				
S1	HR support contract renewal	Renewal of contract for the supply to the Council of specialist human resources law and management support	Completed in 2021-22	
S2	Finance Staffing Review	Reassessing staffing requirements and capacity for finance functions and re-negotiating staff terms	Completed in 2021-22	