



29 November 2023

TO MEMBERS OF THE POLICY & RESOURCES COMMITTEE, you are hereby summoned to attend a meeting of Lymington & Pennington Town Council's **POLICY & RESOURCES COMMITTEE** which will be held in the Council Chamber, Town Hall, Lymington on **Tuesday 5 December 2023 at 10.30am** for the purpose of transacting the following business.

PUBLIC PARTICIPATION

Members of public may speak via video conferencing in accordance with the Council's public participation scheme on anything which is in the specific remit of the Council, at the beginning of the meeting. Any request to speak must be received no less than two clear working days before the commencement of the meeting. A link to the virtual meeting will then be emailed to the member of public. In certain circumstances, for matters which are included on the Agenda, they may be specifically invited by the Chairperson to speak when the Agenda item is called. In these circumstances they may only speak before members have started to debate the item. No member of the public shall speak for more than three minutes in total at any one meeting.

Members of the public may attend via video conferencing. Upon request, a link to the virtual meeting can be sent to the member of public.

Please note that this meeting will be recorded.

Louise Young
CEO/Town Clerk

MEMBERS OF PUBLIC MAY ATTEND

AGENDA

- 1. Apologies for absence**
- 2. Declarations of Interest**
To receive any declarations of interest on any items on the Agenda.
- 3. Public Participation**
To note any matters raised during the public participation period.
- 4. Minutes of previous Policy & Resources Meeting held on 3 October 2023**
To approve and sign as a correct record the Minutes of the previous Policy & Resources Meeting.

- 5. Grant to Lymington Community Centre**
To consider report
- 6. Budget Control Report: April 2023 – October 2023**
To note the report.
- 7. Revised Budget 2023/24**
To consider report.
- 8. Budget 2024/25**
To consider the budget.
- 9. Internal Auditor Appointment**
To consider report
- 10. Grant Aid**
To consider recommendations from the Grant Aid Panel Sub-Committee.
- 11. Nominations to the Citizen of the Year Award Sub-committee**
To receive nominations for the fourth member of the sub-committee
(Meeting to be held 6th December 11.30am)
- 12. Next Meeting**
To confirm the next meeting of the Policy & Resources Committee will be held on **Tuesday 30 January 2024.**

Members: Cllr Morgan (Chairperson), Cllr Davies (Deputy Chairperson & Town Mayor), Cllr Gray, Cllr Phillips, Cllr Lewis, Cllr Brindley, Cllr Penson, and Cllr England & Cllr McCarthy (Deputy Mayor).



**Minutes of the Meeting of Lymington & Pennington Town Council's
Policy & Resources Committee
held in the Council Chamber, Town Hall, Lymington
on 3 October 2023 at 10.30am**

<u>PRESENT:</u>	Councillors	Cllr. Morgan (Chairperson) Cllr. Davies (Mayor) Cllr. Gray Cllr. Phillips Cllr. Lewis Cllr. Brindley Cllr. Penson Cllr. England Cllr. McCarthy
	Officers	Louise Young CEO/Town Clerk Sue Finnimore, Responsible Finance Officer C Lodwidge, Committee Manager and Project Support

15. **Apologies for Absence**
None.

16. **Declarations of Interest**
None.

17. **Public Participation**
None.

18. **Minutes of Previous Policy & Resources Meeting held on 19 July 2023**

Resolved: That the minutes of the Policy & Resources meeting held on 19 July 2023 be signed as a correct record.

Proposed by Cllr Davies, seconded by Cllr McCarthy. All in favour.

19. **Payments List: July 2023 – September 2023**

Resolved: That members accept and authorise payments for the period July 2023 – September 2023.

Proposed by Cllr Davies, seconded by Cllr McCarthy. All in favour.

20. Budget Control Report: April 2023 – August 2023

Resolved: That Councillors note report.

21. Motion – Cllr Davies

Cllr Davies asked members to consider introducing an award for the many individuals who volunteer their time and expertise for the good of the community.

Cllr Gray asked the cost of the award. Cllr Davies confirmed it would come out of the Mayors Allowance.

Cllr Brindley suggested it should be called the 'Citizen of the Year Award' rather than the Mayors Award. Cllr Davies was happy to accept the suggestion.

Resolved: That the Town Council recognises and celebrates individuals who have volunteered their time and energy to help others or benefit the town, through an annual 'Citizen of the Year Award' to be presented to the most deserving individuals.

Proposed by Cllr Davies, seconded by Cllr McCarthy. All in favour.

22. Citizen of Year Award Policy

Resolved:

i. That Councillors approved the Policy with the following changes:

- A Review Panel of the Mayor, Deputy Mayor and Chair of Policy and Resources plus 2 other Councillors will discuss nominations and select the chosen individual for the award.

- Certificates will be produced for all shortlisted nominees.

ii. That the policy is reviewed within a year.

Proposed by Cllr Davies, seconded by Cllr McCarthy. All in favour.

23. Next Meeting

The next meeting of the Policy & Resources Committee will be held on **5 December 2023** at 10.30am in the Council Chamber.

Meeting concluded at 11.00am.

Date: Chairperson's Signature:

Grant to the Lymington Community Association

Report to the Policy and Resources: 5th December 2023

1.0 Introduction

- 1.1 The Lymington Community Association has contacted the Town Council in October 2023 requesting support for the Centre towards maintenance costs over the next 2 years. (2024/25 and 2025/26) (See Appendix 1)

2 Discussion

- 2.1 The Council has been supporting the Lymington Community Centre for many years, the current grant amount, due to be paid in December 2023 is £7500. This funding is allocated from Support for Town Amenities, which is budgeted at £10,000 per year.

3.0 Recommendation

- 3.1 That the Policy and Resources Committee consider the grant request of £10,000, for the budget years 2024/25 and 2025/26, to The Lymington Community Association for the purposes of maintaining the facilities and services of the Centre.

Louise Young
CEO/Town Clerk



THE
LYMINGTON
COMMUNITY ASSOCIATION

The Lymington Community Association

New Street Lymington SO41 9BQ
01590 672337-(Registered Charity 1188765)

The Town Clerk
Louise Young
Lymington and Pennington Town Council
Avenue Road
Lymington

4th October 2023

Dear Louise

We trust you are well. In November/December 2023 we are due to receive our last agreed payment of the Grant Awarded by the Lymington and Pennington Town Council of £7,500. Please can we ask to you extend our sincere thanks to the Town Council. This money has been very helpful to us and vital to fund the ongoing urgent maintenance activities of the Community Centre's infrastructure.

It has enabled us to deal with leaking roofs, the provision of replacement cameras for the CCTV system, some re-decoration of meeting rooms over the summer holidays, together with general maintenance.

All these works cannot be delayed since they are essential to keeping the Centre open and running. Ensuring we can continue to operate the day-to-day services is vital to our community users. For this reason we hope that the Council will be able to provide this year's £7500 Revenue funding annual award.

We understand that this Grant is up for review at the next Policy and Resources Meeting to be held at the beginning of December 2023 for the next two financial years 2024/2025 and 2025/2026. We would be extremely grateful if you would be kind enough to ask the Council on our behalf to review the Grant for these periods and consider an increased grant of £10,000 towards the major maintenance and energy challenges, we face here at the Community Centre. The Gates Hall is at an age where we will need to re-paint the exterior of the building and update some of the services and facilities within it.

Thank you very much for the continued support of the Lymington Community Centre, financial assistance of this kind is imperative to the continued success of the services and facilities we provide for the local community.

We look forward to hearing from you.

Yours sincerely

Norman Browne
Acting Chair of the Board of Trustees

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REPORT TO POLICY & RESOURCES COMMITTEE – 5th December 2023

BUDGETARY CONTROL REPORT FOR PERIOD APRIL TO OCT 2023

1. BACKGROUND

The purpose of this budgetary control report is to inform Members of the actual income and expenditure for the 7 months April to October 2023.

2. OVERVIEW APRIL TO OCTOBER 2023

This report sets out our actual costs and income for these seven months against the budget for the whole year.

Page 2 of appendix 1 attached to this report shows that the Total Net Committees' Expenditure for the 7 months ending 31st October 2023 is **£532,818** compared with the budget of £1,786,765 (before making transfers from reserves of £897,400).

3. FINANCIAL IMPLICATIONS

Revenue Budget -. Total revenue expenditure for the seven months to the end of October 2023 was £705,008 compared to the total budgeted expenditure for the whole year of £1,218,659.

This represents 58% and is in line with expenditure for seven months out of the total 12 months budget.

The attached budget management statement does highlight a small number of budget pressures, generally due to the difficult economic conditions currently being felt.

Revenue Expenditure	Percentage incurred	Comment
Tree Surgery	114.5%	The first expense for medium priority tree work has now been incurred. As reported to the June Council meeting, the cost of the tree works required will exceed the budget for this year, but the spend was approved and will be taken from general reserves, and this will be covered in the revised budget.
Election costs	117.9%	The budget for the cost of the election which was held in May was based on an estimate of the cost which was given to us by NFDC. The invoice for the charges has now come in and is much higher than the forecast, this is due to changes in the election process and the Local Government Boundary.
Maintenance Costs	62.5%	This expense includes all the costs of maintaining and repairing our properties and facilities, which are not covered by

		another specific budget. The budget allows for the small ongoing costs of maintenance, such as light bulbs, fixings, paint etc but also includes larger repair bills for items which require attention in the year – and this year there have been quite a few items which have needed significant repairs. Due to the large number of repairs and the impact of rising prices this budget continues to be stretched and continues to be closely monitored.
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Income – Income received is shown in the top half of page 2 of the appendix. A total of **£300,410** has been received in seven months, which represents 84% of the revised budget for the year.

Some income streams have exceeded budget as follows:

Income Type	Amount received	Total budget	Comment
CIL monies received	£32,516	£18,000	This item is very difficult to budget for in advance. All income is now received for this financial year, but whilst it looks much higher than budget some of this is likely to be carried forward to reflect any future plans for allocating CIL funds.
Interest Received	£40,784	£15,000	Interest received has increased significantly compared to budget due to the increase in interest rates.

Capital Budget – Page 2 of appendix 1 shows the actual capital spend for the seven months. A total of **£128,220** was spent in the period on capital items.

Some items appear to have exceeded budget. Key variances are explained below:

Capital Details	Budget	Actual Spend	Comments
New Plant	£8,000	£29,418	A new vehicle had been included in the budget for last year, but due to supply issues has only just been received. The overspend here is covered by a transfer from reserves from last year's budget.
Drinking water fountain	£0	£2,495	This item was included in the budget for last year, but the project was not completed in that year. The remaining costs of £2,495 are largely covered by grant income which is also included this year.

Item 6

Woodside Pavilion alterations	£0	£5,585	This cost was for alterations required at Woodside Pavilion. This had been approved in last years revised budget, but the work was not completed in the year. The overspend here is covered by a transfer from reserves from last year's budget.
Replacement Bins	£10,000	£14,833	Due to the number of bins we needed to consider this project had been phased over more than one year. The spend included in the budget for this year would not have completed the project, at the June Council meeting it was agreed to cover the cost required to complete this project from reserves.
Security of Council Land	£0	£9,800	This spend is for height barriers at some of our facilities. This item was approved at the June Council meeting and will be covered by CIL funds.

4. RECOMMENDATION

It is **RECOMMENDED** that Members

a) note this report

For further information please contact:
Sue Finimore RFO

BUDGETARY CONTROL REPORT FOR PERIOD:

APRIL TO OCT

Code	DESCRIPTION	ORIGINAL BUDGET 2023/24 £	ACTUAL APRIL TO OCT 2023/24 £	VARIATION FROM BUDG 2023/24 £	actual to date as % of budget
0104	Travel Allowances	500	143	357	28.6%
0105	Town Mayor's Allowance	1,500	288	1,212	19.2%
0106	Bank Charges	1,500	733	767	48.9%
0107	Training	3,000	180	2,820	6.0%
0108	Member's Expenses & Allowances	13,335	6,713	6,622	50.3%
0109	Rent - Offices/Chamber	11,000	7,500	3,500	68.2%
0110	Service Charge	9,900	8,553	1,348	86.4%
0111	Insurances	18,025	18,396	-371	102.1%
0112	Audit Fees	4,200	3,775	425	89.9%
0113	Telephone	10,800	6,214	4,586	57.5%
0114	Stationery/Printing	1,200	830	370	69.1%
0115	Photocopying	1,200	795	405	66.3%
0116	Subscriptions	3,255	3,090	165	94.9%
0117	Furniture Equipment	1,000	941	59	94.1%
0118	Professional & Technical Fees	7,500	4,388	3,112	58.5%
0120	Public Relations/Advertising	3,150	2,013	1,137	63.9%
0122	Pitch care materials	21,000	17,448	3,552	83.1%
0123	Cleaning	39,900	35,204	4,696	88.2%
0124	Solicitors Fees	4,000	514	3,486	12.9%
0125	Maintenance/Materials	66,000	41,228	24,772	62.5%
0126	Inspection Fees	1,500	585	915	39.0%
0127	Office Supplies	1,500	915	585	61.0%
0128	Tree Surgery	7,500	8,588	-1,088	114.5%
0129	Shrubs, Plants, wildflower seeds	8,100	6,924	1,176	85.5%
0130	Electricity	60,000	24,459	35,541	40.8%
0131	Waste Disposal/Dust Mats	1,500	671	829	44.8%
0133	Water	8,800	6,513	2,287	74.0%
0134	SWB treatment costs	25,000	16,920	8,080	67.7%
0135	Business Rates	33,495	21,006	12,489	62.7%
0136	Sewerage	5,500	3,207	2,293	58.3%
0137	Pump Maintenance/Hire	1,500	0	1,500	0.0%
0138	Staff Uniform	1,575	1,150	425	73.0%
0139	Health & Safety	1,950	1,736	214	89.1%
0142	Plans/Maps/Publications	550	524	26	95.2%
0146	Waste Transfer	10,000	4,598	5,402	46.0%
0147	Signs	500	80	420	16.0%
0150	Fuel	11,500	7,463	4,037	64.9%
0151	Licences	1,600	1,181	419	73.8%
0152	Spares/Small Tools	6,300	6,298	2	100.0%
0153	Plant Hire	1,000	60	940	6.0%
0155	IT support and equipment	13,000	8,579	4,421	66.0%
0158	CCTV	15,485	6,993	8,492	45.2%
0159	Elections	14,000	16,512	-2,512	117.9%
0160	Grants -General	16,000	7,500	8,500	46.9%
0163	Grants -CANF	5,000	0	5,000	0.0%
0162	Support for Town Amenities	10,000	0	10,000	0.0%
0166	Support towards Saturday bus service	16,000	0	16,000	0.0%
0165	Dog Waste & litter collection	8,250	3,897	4,353	47.2%
0143	Natural England - re Penn Common	5,000	2,426	2,574	0.0%
0167	Civic Expenses	500	0	500	0.0%
0172	Christmas Lighting & bunting	22,550	7,862	14,688	34.9%
0173	Town celebrations	25,000	15,766	9,234	63.1%
0170	Postage	1,020	400	620	39.2%
0178	Payroll Contractor	1,200	533	668	44.4%
0179	Wages Temporary	1,500	0	1,500	0.0%
0180	Salaries	195,761	110,613	85,148	56.5%
0181	Employer's N.I. Salaries	18,112	8,948	9,164	49.4%
0182	Employer's Superan Salaries	104,339	57,885	46,454	55.5%
0185	Gross Wages-Market Inspectors	11,950	5,697	6,253	47.7%
0190	Gross Wages-Groundstaff	293,805	164,582	129,223	56.0%
0191	Groundstaff -Employers' N.I.	28,852	14,991	13,861	52.0%
	TOTAL REVENUE EXPENDITURE	1,218,659	705,008	513,651	57.9%

BUDGETARY CONTROL REPORT FOR PERIOD:

APRIL TO OCT

Code	DESCRIPTION	ORIGINAL BUDGET 2023/24 £	ACTUAL APRIL TO OCT 2023/24 £	VARIATION FROM BUDG 2023/24 £	actual to date as % of budget
	INCOME				
0350	Income-Rent Tennis Club	-7,276	-3,549	-3,727	48.8%
0351	Income-Rent SWB offices	-12,840	-7,499	-5,341	58.4%
0352	Income-Rent Bowls	-6,449	-6,328	-121	98.1%
0353	Income-Rent Woodside Cottages	-22,000	-13,894	-8,106	63.2%
0354	Income-Rent Football	-3,306	-794	-2,512	24.0%
0356	Income-Rent Pennington Common	-200	0	-200	0.0%
0355	Income - Pennington Pavilion	-10,316	-6,673	-3,643	64.7%
0357	Income-Rent Cricket Club	-5,121	-5,055	-66	98.7%
0358	Income-Rent Pavilion Woodside Park	-4,800	-2,800	-2,000	58.3%
0359	Income-Rent Allotments	-3,126	-3,251	125	104.0%
0360	Income - Croquet	-1,184	-1,185	1	100.1%
0376	Income Other	-12,000	-12,560	560	104.7%
0374	Grant receivable - PennCommon	-1,826	0	-1,826	0.0%
0361	Recharges	-2,500	-1,800	-700	72.0%
0378	Grants received	-5,000	-2,000	-3,000	40.0%
0379	CIL monies received	-18,000	-32,516	14,516	180.6%
0392	Interest On Deposits	-15,000	-40,784	25,784	271.9%
	Loan repayment Cricket Club	-800	0	-800	0.0%
0399	Donations & event	-5,000	-4,363	-637	87.3%
0393	Market Income	-147,000	-94,396	-52,604	64.2%
0394	Insurance Income	-200	0	-200	0.0%
0395	Electricity Income	-20,000	-13,134	-6,866	65.7%
0396	Games Fees Income	-4,950	-3,390	-1,560	68.5%
0397	Entry/Hire- SWB	-48,000	-44,439	-3,561	92.6%
	TOTAL REVENUE INCOME	-356,894	-300,410	-56,484	84.2%
	CAPITAL EXPENDITURE				
0580	Capital-New Plant & Equipment	8,000	29,418	-21,418	
	Security	0	9,800	-9,800	
0579	Total of Alexandra Road Pot	790,000	0	790,000	
	Capital- Christmas lights	6,000	0	6,000	
	Replacement Bins	10,000	14,833	-4,833	
0589	Market	5,000	2,589	2,411	
0587	Capital - playground refurbishment	30,000	0	30,000	
0595	Neighbourhood Plan	10,000	1,103	8,897	
	Drinking water fountain	0	2,495	-2,495	
0581	Tennis centre fencing and courts	63,000	62,397	604	
	Woodside pavilion alterations	0	5,585	-5,585	
	TOTAL CAPITAL EXPENDITURE	922,000	128,220	793,780	
	TOTAL NET COMMITTEES' EXPENDITURE	1,783,765	532,818	1,250,947	
Add	Net Transfer from Provisions	-878,000			
Add	Transfer to General Fund Balance	-19,400			
PRECEPT		886,365	532,818		

REVISED BUDGET 2023/24

REPORT TO POLICY AND RESOURCES COMMITTEE – 5th Dec

2023 1 BACKGROUND

Next month the Council will be required to set the following:

- Revised Budget for 2023/24
- Budget for 2024/25
- Precept for 2024/25

In this report Members are now requested to consider proposals for inclusion in the **revised budget for 2023/24**

The proposals for the budget for 2024/25 will be considered in the next report.

2 REVISED OVERVIEW BUDGET 2023/24

To assist members in the review of the total Council revised budget for 2023/24 the following appendices are attached as part of the next report on the agenda.

Appendix 1 : Draft summary budget for the Council, Amenities, Planning and Policy and Resources Committee

Appendix 2 : Only applies to agenda item number 8

Appendix 3 : Proposed revised transfers to and from provisions and the general reserve

Appendix 4 : Draft detailed budget for the Council

3 REVISED DETAIL BUDGETS 2023/24

3.1 The following table shows the headline totals for the original budget 2023/24 and the draft revised budgets for 2023/24:

	OE 2023/24	RE 2023/24
	£	£
Revenue expenditure	1,218,659	1,275,031
Income	-356,894	-411,026
Capital expenditure	922,000	1,017,720
Transfer to reserves (appendix 3)	-878,000	-940,460
Total	905,765	941,265
Transfer to General reserve	-19,400	-54,900
Precept	886,365	886,365

3.2 The main highlights to note are:

Revenue expenditure

	OE 2023/24	RE 2023/24	Variation £000	Reason for variation
Tree surgery	£7,500	£35,5000	+28	The additional spend was agreed at the Council Meeting in June 2023, and is a result of the tree work required being much greater than anticipated in the budget. This is in part due to the large number of fully crowned oak trees at Woodside Park.
Elections	£14,000	£16,000	+2	The additional £2k is due to the actual costs of the election being greater than the forecast cost provided by NFDC. This is largely due to the changes in the election process.
Grants	£16,000	£23,500	+7.5	The additional funding was agreed at the April Council meeting to cover a grant award for the Pennington Youth Project.
Support for Saturday bus service	£16,000	£17,800	+2.0	The budget for the bus service had not allowed for the cost to be increased in line with rpi.
Ground staff salaries	£293,805	£306,052	+12	The local government pay award for 2023/24 has just been agreed and rather than a fixed percentage across all pay scales it has been settled at a flat rate for all pay scales. This results in a much higher percentage increase than budgeted where many of the staff are paid at the lower end of the pay scales
Office wages	£195,761	£199,347	+4	See above for salary increases

Capital expenditure

	OE 2023/24	RE 2023/24	Variation £000	Reason for variation
Woodside Pavilion alterations	£0	£11,680	+12	This spend is made up of two different parts. The first part was for works to the Pavilion to enable the kiosk to operate as a separate unit– this item was originally in the budget for 2022/23 but the work was only completed in 2023/24. The second part was work required following the Health & Safety visit in July and was agreed at the September Council meeting to come from reserves.

ITEM 7

Drinking water fountain	£0	£2,500	+2.5	This item was originally included in the revised budget for 2022/23. However, the installation could not be completed that year, and these costs are the remaining costs to complete. Some funding was obtained towards the fountain and part of the grant is also reflected in this year, on completion of the project, to offset the cost.
Replacement bins	£10,000	£15,000	+5	This extra spend on this project was agreed at the Council Meeting in June 23 to come out of reserves. This will mean this project can be completed in 2023/24 rather than carry forward a further year.
Security of Council Land	£0	£10,000	+10	As reported to the Council in June 2023, works were required to improve the access points to some of our land to try and improve security. This amount was agreed at that meeting.
Tennis Centre Courts and fencing	£63,000	£93,000	+30	The project to refurbish the tennis courts and fencing has complex and has been ongoing for some time. The initial budget to start the work was included in 2022/23 but the work didn't start until 2023/24, and so the extra spend in this year is covered by a transfer from reserves from last year's budget.
Plant & Equipment	£8,000	£29,500	+21.5	A new vehicle had been included in the budget for 2022/23, but due to supply issues the vehicle has only been received in 2023/24. The overspend here is covered by a transfer from reserves from last year's budget.
Repayment of locality grant	£0	£14,040	+14	In 2022/23 a grant was awarded from the Locality Fund, towards very specific work on the High Street. Unfortunately, the majority of the work has not been able to go ahead due to planning restraints and despite our best efforts the grant has had to be repaid. This will come from reserves.

Income

	OE 2023/24	RE 2023/24	Variation £000	Reason for variation
Interest on deposits	£15,000	£57,500	+42.5	Due to the very uncertain economic conditions, interest rates have been increased as a measure to control inflation. This has had a positive impact on interest we receive on deposits.
CiL monies	£18,000	£30,000	+12	Receipts from CiL monies have exceeded budget in year. These are always difficult to forecast, however some of this will be transferred to a reserve for future spend.

4 RECOMMENDATIONS

It is recommended that:-

4.1 The Revised total budget for 2023/24 of **£941,265** as set out in the appendices is agreed.

4.2 The proposed revised transfers to reserves and provisions as detailed in Appendix 3 as recommended are agreed.

4.3 The Committee is requested to make recommendations to Council on the revised budget for 2023/24

For further information please contact:
Sue Finnimore RFO

DRAFT ORIGINAL BUDGET AND PRECEPT FOR 2024/25

REPORT TO POLICY AND RESOURCES COMMITTEE – 5th Dec 2023

1 BACKGROUND

1.1 The purpose of this report is for Members to consider the **draft budget for 2024/25** for the full range of Council Services and make recommendations to Council regarding

- Budget 2024/25
- Precept 2024/25

In making these recommendations Members are required to have due regard to the level of general fund balance that the Council should hold.

1.2 In 2023/24 we have felt the impact of rising prices which are being experienced across the economy, and the budget for 2024/25 has had to reflect these inflationary pressures, in order to be able to continue to deliver the same services to the Community.

1.3 Members of the Amenities Committee considered details of the proposed Amenities budget for 2024/25 on November 27th, and their proposals are included within these figures.

1.4 To assist members in the review of the total draft Council budget for 2024/25 the following appendices are attached:

Appendix 1: Draft summary budget for the Council, Amenities, Planning and Policy and Resources Committee

Appendix 2: Schedule of proposed new capital for 2024/25

Appendix 3: Proposed transfers to provisions & the General Reserve

Appendix 4: Draft detailed budget for the Council for 2024/25

2 DRAFT OVERVIEW BUDGET 2024/25

2.1 The following table is a summary of the current proposed budget for 2024/25.

The total proposed figure for 2024/25 is **£1,023,189**, before any transfer from the general reserve.

	Total (all Services)	Amenities	Policy and Resources
	£000	£000	£000
Total Revenue expenditure	1,349	783	566
Capital proposals	145	135	10
Total Income	(406)	(173)	(233)
Net transfers from provisions	(65)	(67)	2
Total proposed for 2024/25	1,023	678	345

Page 1 of Appendix 1 shows a summary of the budget for both 2023/24 and 2024/25 and gives a breakdown by Committee and by expenditure type and income.

3 BUDGET HIGHLIGHTS 2024/25

3.1 Revenue Expenditure

Appendix 4 shows the detail of the budget on a line by line basis.

The main areas where there is a significant variance from 2023/24 are as follows:

Maintenance – many of the items we use in our maintenance budget are being hit by the inflationary pressures currently being experienced, and in this current budget year we are struggling to keep the costs of maintenance required within the budget. We have therefore allowed for an increase in these costs of 15%.

Electricity – in the past year or so we have been hit by the large increase in the costs of domestic energy due to the extreme conditions affecting the global energy market. It is hoped that in 2024/25 our electricity costs will drop back slightly.

Staff Costs – the local government pay settlement for 2023/24 has been accepted by unions at a flat rate for all pay bands as opposed to a percentage increase. This is clearly designed to benefit those employees who are paid at the lower end of the pay scales and struggling particularly with the cost of living crisis. This will impact our staff costs and we have had to allow for a similar settlement in 2024/25. In addition, our current staff budget has been restricted during the years of the covid pandemic and does not allow for any contingency to cover temporary staff should we need it due to staff sickness.

Election costs – this year we have had to pay for the costs of the election which was recharged by NFDC. The final cost came to just over £16k. A small amount is transferred each year into a provision for this cost, however the actual charge is only incurred every four years.

Tree surgery – as discussed in item 7, the spend this year on tree surgery was much greater than budget and the additional spend has had to be covered by reserves. We anticipate these costs will be high again in 2024/25 and are trying to cover this in the budget.

Sea Water Baths treatment costs - – as part of the licence agreement with the operator of the baths, the Council is responsible for meeting the cost of cleaning and testing the water in the pool. The licence agreement includes a clause for the cost of the cleaning to be increased in line with rpi. The total paid to the operator has not previously increased in line with rpi, as dictated by the agreement. As per the agreement the budget figure must be set to include previous rpi increases and help towards the actual chemical cost.

3.2 Anticipated Income

The following are the main variations in income:

Interest on deposits - due to the very uncertain economic conditions, interest rates have been increasing as a measure to control inflation. This has had a positive impact on interest we receive on deposits. We are anticipating that interest received will stay at a higher level for next year, although this is dependant on interest rates staying at the current level.

Other income –the budget for 2023/24 includes an amount of £10,000 which had been left to the Council as a legacy to be used on Christmas lights. The majority of this money has been used in this year's budget and so other income will return to a much lower value in 2024/25.

Market Income – the market has been performing well after the restrictions which were imposed during the covid lockdowns. The fee charged to market traders has not increased since April 2018 and actually was effectively decreased in April 2020 when the number of free weeks to permanent traders in a year was increased. In order to reflect our increasing costs total market income for 2024/25 is based on the fee charged to traders being increased by approximately 10%.

3.3 Capital proposals – Appendix 2

The capital bids which have been included in the draft budget total **£145,000** and these are detailed in **appendix 2**.

Policy and Resources Capital

Neighbourhood Plan

A budget of £5,000 has been provided in 2024/25 to cover further professional fees to enable the completion of the draft plan.

Market investment

The Lymington Charter Market is a consistent source of income for the Town Council. A budget of £5k is allocated for publicity and marketing of the Lymington Charter market.

Amenities Capital Projects

The Amenities Committee discussed the capital projects totalling £135,000. These were approved for recommendation to Council on November 27th 2023.

4. PRECEPT 2024/25

4.1 This section summarises the current proposed budget for 2024/25, and what this will mean in terms of precept to be set by the Council.

The District Council has given us an indication of the Tax base (ie number of 'Band D' properties) for Lymington and Pennington Town Council, and this number of properties together with our proposed budget is how our share of the Council Tax is calculated.

2023/24	7531.10
2024/25	7529.60

The following table provides a summary of the budget and precept proposals for 2024/25:

	Total (all Services)
	£000
Total proposed for 2024/25	1,023
Transfer to/from general reserve	-50
Total proposed budget for 2024/25	973
Precept required	973
Proposed tax per band D Dwelling 2024/25	£129.25
(based on 7529.60 Band D properties)	
Actual precept in 2023/24	886
Actual tax per band D Dwelling 2023/24	£117.69
(based on 7531.10 Band D properties)	

Note – The proposed budget as it is presented, would result in a Council Tax of £129.25, an increase of £11.56 for the year or **9.82%**.

It has only been possible to keep the increase to households to this level by planning to meet some of the costs from general reserves. Please see the next item on the level of reserves.

5. PROVISIONS AND GENERAL RESERVE BALANCE

5.1 In order to include all the capital bids listed for 2024/25 it is proposed to fund approx. **£85k** out of specific provisions, including CIL reserve brought forward. These are all detailed in **appendix 3** together with the accumulated balances on the reserves and provisions.

5.2 It is generally recommended that the level of general reserves held should be between three to twelve months of net revenue expenditure. With the current budget this is between £235k to £942k.

5.3 At the start of this financial year the general reserves stood at £404k. The revised budget for 2023/24 allows for a drawdown on this reserve of approximately £55k. This is based on the budget for 2023/24 and some further drawdowns to fund additional expenditure which was approved at Council Meetings in April and June. The budget for 2024/25 would make a further drawdown from the general reserve of £50k, leaving the forecast balance at £280k.

6. FEES AND CHARGES

6.1 Appendix 5 lists the fees and charges for 2023/24 and the proposed charges for 2024/25.

6.2 The charges which are determined by the Amenities Committee were approved at the Amenities Meeting on November 27th.

6.3 The full schedule of fees presented to this meeting also includes the fees chargeable to market traders.

6.4 The charges for some of our facilities are set according to terms within the lease, and these charges will be finalised when the annual rent is due.

6.5 Increases are proposed to some of our other charges as follows:

Pitch hire	increases proposed to adult pitch hire only
Sea Water Baths	increases proposed in line with recent levels of rpi
Market fees	increases proposed in line with recent levels of rpi

7. CONCLUSIONS

- i. The draft budget requirement, including the transfers from the general reserves and other provisions is **£973,189**. This would produce an estimated Council Tax at Band D of **£129.25** for 2024/25.
- ii. The estimated level of the General Reserve as at 31 March 2025 would be **£280k**, and the total of other provisions as detailed in Appendix 3 would be **£534k** if no further transfers, other than those proposed in this report are approved.

8. RECOMMENDATION

8.1 Subject to any amendments that Members wish to make at this meeting it is recommended that:-

1. The draft budgets for 2024/25 for Policy and Resources, Amenities and planning as set out in Appendix 1, and including the new bids as recommended are agreed.
2. The proposed transfers to reserves and provisions as detailed in Appendix 3 as recommended are agreed.
3. The schedule of fees and charges for 2024/25 as presented at this meeting, or as amended, is agreed and recommended to Full Council

- 8.2 Subject to any further amendments at this meeting the Committee is requested to make recommendations to Council on the budget and the precept for 2024/25.

For further information please contact:

S Finnimore RFO

COUNCIL SUMMARY

	Original Budget 2023/24 £	Revised Budget 2023/24 £	Original Budget 2024/25 £
<u>REVENUE EXPENDITURE</u>			
AMENITIES COMMITTEE	682,428	731,934	782,335
PLANNING COMMITTEE	550	550	605
POLICY & RESOURCES COMMITTEE	535,681	542,547	565,675
Sub Total	1,218,659	1,275,031	1,348,615
<u>CAPITAL EXPENDITURE</u>			
AMENITIES COMMITTEE	117,000	198,680	135,000
POLICY & RESOURCES COMMITTEE	805,000	819,040	10,000
Sub Total	922,000	1,017,720	145,000
TOTAL EXPENDITURE	2,140,659	2,292,751	1,493,615
<u>INCOME</u>			
AMENITIES COMMITTEE	-152,268	-148,900	-152,900
POLICY & RESOURCES COMMITTEE	-184,800	-230,300	-233,200
CAPITAL EXPENDITURE FINANCE	-19,826	-31,826	-19,826
Sub Total	-356,894	-411,026	-405,926
<u>TRANSFER TO/ -FROM PROVISION</u>			
AMENITIES COMMITTEE	-78,000	-126,420	-67,000
POLICY & RESOURCES COMMITTEE	-800,000	-814,040	2,500
NET COMMITTEES' EXPENDITURE	905,765	941,265	1,023,189
Transfer to General Reserve	-19,400	-54,900	-50,000
PRECEPT	886,365	886,365	973,189

AMENITIES COMMITTEE

	Original Budget 2023/24		Revised Budget 2023/24		Original Budget 2024/25
	£		£		£
REVENUE EXPENDITURE					
Play Areas	32,365		35,415		35,748
Outdoor Sports	199,225		197,200		205,734
Sea Water Baths	63,450		65,470		76,715
Sea Water Baths Office	2,000		2,000		2,200
Open Spaces	137,870		168,420		180,148
Memorials	2,965		3,965		3,578
Woodside and Depot	181,978		196,689		211,838
Litter, Signs and Seats	8,825		8,825		8,990
Other Services	7,250		8,150		7,595
Vehicle and Plant	46,500		45,800		49,790
TOTAL REVENUE EXPENDITURE	682,428		731,934		782,335
CAPITAL EXPENDITURE	117,000		198,680		135,000
TOTAL COMMITTEE EXPENDITURE	799,428		930,614		917,335
INCOME					
Outdoor Sports	-65,902		-66,534		-64,392
Sea Water Baths	-48,000		-43,000		-48,500
Royal Ocean Racing Club	-13,040		-13,040		-13,682
Open Spaces	-200		-200		-200
Woodside	-22,000		-23,000		-23,000
Other Services	-3,126		-3,126		-3,126
TOTAL REVENUE INCOME	-152,268		-148,900		-152,900
CAPITAL EXPENDITURE FINANCE	-19,826		-31,826		-19,826
TRANSFERS FROM PROVISIONS	-78,000		-126,420		-67,000
TOTAL COMMITTEE INCOME	-250,094		-307,146		-239,726
NET COMMITTEE EXPENDITURE	549,334		623,468		677,609

AMENITIES COMMITTEE

New bids included in 2024/25 budget

Capital Bids

Vehicle & Plant Replacement
 Cricket Nets
 Playground refurbishment

	25,000
	10,000
	100,000
	135,000

New Capital Bids

PLANNING COMMITTEE

	Original Budget 2023/24 £		Revised Budget 2023/24 £		Original Budget 2024/25 £
REVENUE EXPENDITURE	500		550		605
NET COMMITTEE EXPENDITURE	500		550		605

POLICY AND RESOURCES COMMITTEE

	Original Budget 2023/24		Revised Budget 2023/24		Original Budget 2024/25
	£		£		£
REVENUE EXPENDITURE					
Establishment	408,851		408,382		442,590
Market	63,345		61,780		65,375
Grants Paid	31,000		38,500		39,000
Notice Boards	2,000		1,800		2,150
Community Safety	14,985		14,985		14,985
Elections	14,000		16,000		0
Bus Shelters	1,500		1,100		1,575
TOTAL REVENUE EXPENDITURE	535,681		542,547		565,675
CAPITAL EXPENDITURE	805,000		819,040		10,000
TOTAL EXPENDITURE	1,340,681		1,361,587		575,675
INCOME					
Establishment	-37,800		-80,300		-63,200
Market	-147,000		-150,000		-170,000
TOTAL COMMITTEE INCOME	-184,800		-230,300		-233,200
TRANSFER TO/ -FROM PROVISION	-800,000		-814,040		2,500
NET COMMITTEE EXPENDITURE	355,881		317,247		344,975
New bids included in 2024/25 budget					£
	Capital Bids				
	Market Investment				5,000
	Neighbourhood plan				5,000
					10,000

LYMINGTON AND PENNINGTON TOWN COUNCIL

TOTAL CAPITAL BUDGET 2024/25

Narrative	Incl in Budget 2024/25	Method of Finance			
		Provision	CiL	Grant	Gen Fund
Capital Programme					0
Plant & Machinery					
Mini compact tractor	20,000	5000			15,000
Small trailer for tractors	5,000	5000			0
Neighbourhood plan	5,000				5,000
Market Investment	5,000				5,000
Playground refurbishment	100,000	45,000	30000		25,000
Cricket nets	10,000				10,000
Capital Schemes Total Expend	145,000	55,000	30,000	0	60,000

LYMINGTON AND PENNINGTON TOWN COUNCIL**PROVISIONS AND GENERAL RESERVE 2024/25**

	Forecast of Provisions 31/03/2023	Transfers per original Budget 2023/24	Forecast of Provisions 31/03/2024	Transfers per revised Budget 2023/24	Forecast revised Provisions 31/03/2024	Transfers per original Budget 2024/25	Forecast revised Provisions 31/03/2025
Reserves							
Alexandra Road 'pot'							
Lymington Community Association	439,000	-445,000	-6,000	-439,000	0		0
Pennington area projects	347,602	-330,000	17,602	-336,000	11,602		11,602
Lymington Quay project	86,090		86,090		86,090		86,090
Sea Water Baths - refurbishment	25,482	-15,000	10,482	-15,000	10,482		10,482
Lymington Council big pot	4,000	0	4,000	0	4,000		4,000
	902,174	-790,000	112,174	-790,000	112,174	0	112,174
Walhampton monument	0		0		0		0
Retained CIL receipts	47,124	-40000	7,124	-10000	37,124	-12000	25,124
					0		0
Woodside car park,path& storage	49,500		49,500		49,500		49,500
Woodside improvements	14,000	0	14,000	-4000	10,000		10,000
Locality funding	15,000		15,000	-14040	960		960
Neighbourhood Plan	650		650		650		650
Election	10,000	-10000	0	-10000	0	2500	2,500
Parks & Open Space improvement	81,469		81,470	-15500	65,969	-5000	60,969
Youth	25,000	0	25,000	0	25,000	0	25,000
Playgrounds, play equip & skateboarding	75,000		75,000		75,000	-45000	30,000
Vehicles & plant	49,630	-8000	41,630	-29000	20,630	-5000	15,630
Sea Water Baths	169,000		169,000	-1920	167,080	0	167,080
Buildings	37,000		37,000	-6000	31,000	0	31,000
Tennis Maintenance	63,900	-30000	33,900	-60000	3,900	0	3,900
	1,539,447	-878,000	661,448	-940,460	598,987	-64,500	534,487
General Reserve	403,897	-19,400	384,497	-54,900	329,597	-50,000	279,597
TOTAL CAPITAL	1,943,344	-897,400	1,045,945	-995,360	928,584	-114,500	814,084

SUMMARY BUDGET 2024/25

Code	DESCRIPTION	Original Budget 2023/24	Actual 6 m/e 30/09/2023	Revised Budget 2023/24	Original Budget 2024/25
	EXPENDITURE				
0104	Travel Allowances	500	143	500	500
0105	Town Mayor's Allowance	1,500	243	1,500	1,500
0106	Bank Charges	1,500	594	1,500	1,500
0107	Training	3,000	180	3,000	3,000
0108	Member's Expenses & Allowances	13,335	5,759	13,335	14,000
0109	Rent - Offices/Chamber	11,000	7,500	11,000	12,000
0110	Service Charge	9,900	8,553	11,050	10,700
0111	Insurances	18,025	18,396	18,525	20,200
0112	Audit Fees	4,200	3,775	3,800	4,400
0113	Telephone	10,800	4,947	10,800	11,340
0114	Stationery/Printing	1,200	810	1,200	1,320
0115	Photocopying	1,200	756	1,200	1,320
0116	Subscriptions	3,255	3,090	3,255	3,418
0117	Furniture Equipment	1,000	546	1,000	1,000
0118	Professional & Technical Fees	7,500	3,999	7,500	7,875
0120	Public Relations/Advertising	3,150	1,878	3,150	3,300
0122	Pitch care materials	21,000	15,524	21,000	22,100
0123	Cleaning	39,900	20,162	40,600	43,000
0124	Solicitors Fees	4,000	-	4,000	4,000
0125	Maintenance/Materials	66,000	41,767	67,000	76,000
0126	Inspection Fees	1,500	585	1,500	1,650
0127	Office supplies	1,500	856	1,500	1,650
0128	Tree Surgery	7,500	8,588	35,500	30,000
0129	Shrubs, Plants, Wildflower Seeds	8,100	5,751	8,100	8,910
0130	Electricity	60,000	21,112	60,000	51,000
0131	Waste Disposal	1,500	363	1,500	1,500
0133	Water	8,800	4,764	9,350	9,240
0134	SWB treatment costs	25,000	16,920	26,920	34,500
0135	Business Rates	33,495	18,211	29,495	32,000
0136	Sewerage	5,500	2,707	6,500	6,600
0137	Pump Maintenance/Hire	1,500	-	1,500	3,000
0138	Staff Uniform	1,575	938	1,575	1,750
0139	Health & Safety	1,950	1,573	4,950	4,950
0142	Plans/Maps/Publications	550	44	550	605
0146	Waste Transfer	10,000	4,376	10,000	10,500
0147	Signs	500	80	500	500
0150	Fuel	11,500	6,903	11,500	13,225
0151	Licences	1,600	1,181	1,600	1,760
0152	Spares/Small Tools	6,300	5,587	6,300	6,930
0153	Plant Hire	1,000	60	1,000	1,100
0155	IT support and equipment	13,000	7,816	13,000	14,300
0158	CCTV	15,485	6,993	15,485	15,485
0159	Elections	14,000	-	16,000	0
0160	Grants - General	16,000	7,500	23,500	16,000
0161	Grants -CANF	5,000	-	5,000	5,000
0162	Support for Town Amenities	10,000	-	10,000	18,000
0165	Dog Waste & Litter Collection	8,250	3,897	8,250	11,000
0143	Natural England - Pennington Com.	5,000	2,426	5,000	5,000
0167	Civic Expenses	500	-	500	500
0172	Christmas lighting & bunting	22,550	7,862	20,550	22,000
0166	Support towards Saturday bus service	16,000	-	17,800	18,700
0173	Town celebrations	25,000	9,244	20,000	20,000
0170	Postage	1,020	475	1,020	1,171
0178	Payroll Contractor	1,200	443	1,200	1,300
0179	Wages Temporary	1,500	-	1,500	1,500
0180	Office Salaries	195,761	94,763	199,347	222,213
0181	Office Employer's N.I. Salaries	18,112	7,657	17,464	19,181
0182	Employer's Total Pensions & Superan Salaries	104,339	49,477	107,727	116,042
0185	Gross Wages-Market Inspectors	11,950	4,748	12,735	13,665
0190	Groundstaff Salaries	293,805	141,052	306,052	331,927
0190	Groundstaff Employer's N.I. contributions	28,852	12,847	28,145	31,720
	TOTAL REVENUE EXPENDITURE	1,218,659	596,421	1,275,030	1,348,615

SUMMARY BUDGET 2024/25

Code	DESCRIPTION	Original Budget 2023/24	Actual 6 m/e 30/09/2023	Revised Budget 2023/24	Original Budget 2024/25
	INCOME				
0350	Income-Rent Tennis Club	-7,276	-3,549	-7,098	-7,640
0351	Income-Rent SWB offices	-12,840	-6,428	-12,840	-13,482
0352	Income-Rent Bowls	-6,449	-6,328	-6,329	-6,771
0353	Income-Rent Woodside Cottages	-22,000	-11,902	-23,000	-23,000
0354	Income-Rent Football	-3,306	-794	-3,306	-3,471
0356	Income-Rent Pennington Common	-200	0	-200	-200
0355	Income-Pennington Pavilion	-10,316	-5,720	-11,316	-12,400
0357	Income-Rent Cricket Club	-5,121	-5,055	-5,051	-5,377
0358	Income-Rent Pavilion Woodside Park	-4,800	-2,400	-4,800	-5,040
0359	Income-Rent Allotments	-3,126	-3,278	-3,126	-3,126
0360	Income-Croquet	-1,184	-1,185	-1,184	-1,243
0361	Recharges	-2,500	-1,516	-2,500	-2,500
0378	Grants received	-5,000	-2,000	-5,000	-5,000
0379	CiL monies received	-18,000	-3,336	-30,000	-18,000
0374	Grant receivable-Pen Com Steward	-1,826	0	-1,826	-1,826
0392	Interest On Deposits	-15,000	-34,050	-57,500	-50,000
0390	Loan repayment - cricket club	-800	0	-800	-800
0393	Market Income	-147,000	-80,781	-150,000	-170,000
0394	Insurance Income	-200	0	-200	-200
0395	Electricity Income	-20,000	-10,934	-20,000	-15,000
0396	Games Fees Income	-4,950	-2,610	-4,950	-4,950
0397	Entry/Hire - SWB	-48,000	-34,655	-43,000	-48,500
0398	Other income	-12,000	-12,229	-12,000	-2,400
0399	Donations	-5,000	-4,363	-5,000	-5,000
	TOTAL REVENUE INCOME	- 356,894	- 233,113	- 411,026	- 405,926
	CAPITAL EXPENDITURE				
0580	Capital-New Plant & Equipment	8,000	29,418	29,500	25,000
0579	Total of Alexandra Road 'projects'	790,000	0	790,000	0
	Repay locality grant unused	0	0	14,040	0
	Drinking water fountain	0	2,495	2,500	0
	Replacement bins	10,000	14,833	15,000	0
0584	Neighbourhood Plan	10,000	550	10,000	5,000
0598	Capital - Xmas lights	6,000	0	7,000	0
0587	Playground refurbishment	30,000	0	30,000	100,000
0589	Market	5,000	2,589	5,000	5,000
0590	Woodside Pavilion alterations	0	5,585	11,680	0
0594	Security of Council Land	0	9,800	10,000	0
	Cricket Nets	0	0	0	10,000
	Tennis centre courts and fencing	63,000	62,397	93,000	0
	TOTAL CAPITAL EXPENDITURE	922,000	127,667	1,017,720	145,000
	TOTAL NET COMMITTEES' EXPENDITURE	1,783,765	490,975	1,881,724	1,087,689
Add	Net Transfer to Provisions	-878,000	0	-940,460	-64,500
	Transfer to General Fund Balance	-19,400		-54,900	-50,000
	PRECEPT	886,365	490,975	886,365	973,189

Site
LYMINGTON SPORTS GROUND
Football
Lymington Football Club – Annual Rental (plus electricity recharges)
Cricket
Lymington Cricket Club – Annual Rental (plus electricity recharges)
Cricket Club - Pennington/Sway
Bowls
Lymington Bowling Club – Annual Rental
Tennis
Lymington Tennis Club – Annual Rental
Croquet
Lymington Croquet Club – Annual Rental

2023/24		
Net £	Vat £	Total £
1051.04 +rpi	210.21+ RPI	tba
2232.42+ RPI	n/a	tba
1,239.33	247.87	1,487.20
3,365.52	n/a	3,365.52
450.00	n/a	450.00
1,138.18	227.64	1,365.82
5,190.16	n/a	5,190.16
1,260.00	252.00	1,512.00
5,880	n/a	5,880
1,185	n/a	1,185

2024/25		
Net £	Vat £	Total £
1051.04 +rpi	210.21+ RPI	tba
2232.42+ RPI	n/a	tba
1239.33+ RPI	247.87+ RPI	tba
3365.52 + RPI	n/a	tba
450.00+RPI	n/a	tba
1138.18+RPI	227.64+RPI	tba
5190.16+RPI	n/a	tba
1260.00+RPI	252.00+RPI	tba
5880.00+RPI	n/a	tba
1,245	n/a	1,245

PENNINGTON RECREATION GROUND
Pavilion hire
Football
Occasional matches – Seniors
Occasional matches – Juniors (full-size pitch)
Occasional matches – Juniors (mini pitch)
Cricket
Occasional matches
WOODSIDE PARK
Pavilion hire
Football
Occasional matches – Seniors
Occasional matches – Juniors (full-size pitch)
Occasional matches – Juniors (mini pitch)
Cricket
Colts
Occasional matches
Rugby
Occasional matches – Seniors
Occasional matches – Junior
Market
Permanent Trader per foot
Casual Trader per foot, plus surcharge
£10 premium per each 10ft from 1 May to 30 Sept
£5 premium per each 10ft from 1 Oct to 30 April
Allotments
Up to 200 sq metres
Over 200 sq metres
Sea Water Bath
Adults
Children
Spectator
Open Spaces
Initial day
Ongoing days

11,440.00	2,288.00	tba
70.00	n/a	70.00
35.00	n/a	35.00
20.00	n/a	20.00
70.00	n/a	70.00
15.00 per hr	3.00	18.00 per hr
70.00	n/a	70.00
35.00	n/a	35.00
20.00	n/a	20.00
35.00	n/a	35.00
70.00	n/a	70.00
70.00	14.00	84.00
35.00	7.00	42.00
2.50	n/a	2.50
2.50	n/a	2.50
27.00	n/a	27.00
54.00	n/a	54.00
3.33	0.67	4.00
1.67	0.33	2.00
2.08	0.42	2.50
500.00	n/a	500.00
200.00	n/a	200.00

11,440 +rpi	2288+rpi	tba
75.00	n/a	75.00
35.00	n/a	35.00
20.00	n/a	20.00
75.00	n/a	75.00
tbc		
75.00	n/a	75.00
35.00	n/a	35.00
20.00	n/a	20.00
35.00	n/a	35.00
75.00	n/a	75.00
75.00	n/a	75.00
35.00	n/a	35.00
2.75	n/a	2.75
2.75	n/a	2.75
27.00	n/a	27.00
54.00	n/a	54.00
3.75	0.75	4.50
1.88	0.37	2.25
2.08	0.42	2.50
525.00	n/a	525.00
210.00	n/a	210.00

INTERNAL AUDIT 2023/24

Report to the P&R Committee: 5th December 2023

1.0 INTRODUCTION

- 1.1 For the last six years our internal audit service has been provided by Southern Internal Audit (HCC).
- 1.2 The RFO will approach HCC – Southern Internal Audit Partnership again to provide a quote to carry out the annual internal audit.

2.0 DISCUSSION

- 2.1 Funds of £2000 have been identified within the 2023/24 budget to carry out the internal audit.
- 2.2 The RFO is seeking delegated authority is given to the Town Clerk, the Chair of Policy and Resources, and the RFO to approve the appointment of an Internal Auditor for 2023/24.

3.0 RECOMMENDATION

It is recommended that:

- 3.1 That the Chair of Policy and Resources, the Town Clerk, and the RFO be given delegated authority to appoint internal auditors for 2023/24 and agree the internal audit programme.

S Finnimore
Responsible Finance Officer

GRANT AID REQUESTS

Report to Policy and Resources 5th December 2023

1. Introduction

- 1.1. Each year the Town Council allocates £16,000 towards a Grant aid Fund. These grants are aimed at local community groups
- 1.2. The main criteria to qualify for a grant are that the community group:
 - Help the Town's voluntary groups and organisations improve the general wellbeing of the Town.
 - Support organisations which meet the needs of people experiencing social and economic difficulties.
 - Ensure there is equality of access and opportunity for all residents to the services it provides and funds.
 - Enable the local community to be involved with and participate in local clubs and organisations.

2. Discussion

- 2.1. This year we have received requests from 12 local organisations that meet the criteria.
- 2.2. The Grant Aid Panel reviewed all applications and have made recommendations for the grant amounts to be awarded. See appendix 1. The total spend of the recommended grant awards is £8850. This leaves £7150 remaining in the Grant fund.
- 2.3. An additional grant request has been received after the Grant Aid Panel met. See appendix 2. This application meets the criteria for the grant fund and has provided the appropriate accounts information.
- 2.4. If there is underspend on the grant fund, we continue to advertise until the end of the financial year for further grant requests. Any funds left unspent are either transferred back to general reserves or may be recommended for a virement against budget items that have an overspend.

3. Recommendation

- 3.1. That the Grant requests are approved as per the recommendation from the Grant Aid Panel.
- 3.2. That the additional grant request is considered by the Policy and Resources Committee.

L Young
CEO/Town Clerk

GRANT AID 2024

ORGANISATION	AMOUNT	PROJECT	AWARDED
All Saints Luncheon	£600	<p>To provide a free 2 course meal free of charge, free transport and entertainment every 6 weeks to enable our elderly friends to meet in a safe warm environment.</p> <p>Benefits 36 people. Meet at the Sea Scout Hall where we pay rent. Have several disabled guests and 2 adults with learning difficulties. For 10 of the table guests this is their only/main social interaction. We have young people offering their services free of charge which elderly folk love, often the young people provide entertainment.</p>	£600
Honeypot	£1000	<p>We are requesting a contribution to the cost of supporting young carers aged 5-12 from Lymington and Pennington Town Council area with Honeypot's Wrap-Round support services, including annual residential breaks.</p> <p>Honeypot children are young carers who perform a surrogate adult role as a carer for a loved one, often single-handedly, from as young as five years old. As well as providing emotional support, young carers undertake practical tasks such as administering medication, completing household chores like cooking family meals, cleaning, and shopping, and assisting with personal care. Although still children, some of them care for up to 30 hours a week, 365 days a year.</p> <p>This responsibility is a heavy mental and physical burden which puts their wellbeing at significant risk. Data collected from Honeypot children shows:</p> <ul style="list-style-type: none"> • 35% struggle to concentrate at school, • 45% report excessive tiredness, • 82% say they lack confidence and self-esteem, • 56% of our children suffer with loneliness, • 27% are also bullied. <p>These children often miss out on the opportunity to learn skills, try new things, feel a sense of achievement, and make friends. The issue most frequently expressed to us by young carers is a chronic feeling of isolation and wishing to belong to a social group of like-minded young people, who know and understand the challenges of caring. Our services are designed to support children, so that they gain confidence to give activities a go, improve their self-esteem and reduce these feelings of isolation.</p> <p>£1,000 is enough to fund a 3 day / 2 night residential respite break at Honeypot House, our beautiful fun-filled 7 acre site in the New Forest for two young carers. Each break is full of lots of activities, friendships and laughter. The bikes, go karts, trampolines, swings and zip wire are well used and enjoyed. The children explore the grounds with treasure hunts, they go pond dipping in the lake and build dens. We bake cookies, create art & craft masterpieces, play party games, eat popcorn during movie nights and even have spontaneous trips to the beach, paddle in the sea and build sandcastles.</p> <p>This funding would also enable 4 young carers to join in Honeypot online themed activity sessions during the school holidays including Arts and Crafts, baking, quizzes, and children's parties or zoom in to 1 hr Afterschool Swarm sessions which we run twice a week in term time to ensure they can access some Honeypot fun and support when they feel they need it.</p> <p>By supporting Honeypot this year, Lymington and Pennington Town Council would also ensure our new Pastoral Support Service is available to all the Honeypot young carers in the SO41 postcode area to provide additional support for children and families who are struggling to cope, particularly after the impact of the pandemic. Our Pastoral team support families in tasks such as requesting referrals to other charities and services, drafting letters to ensure young carers get the right support in school and liaising with social workers and other professionals to contribute to the multi-disciplinary teams around our Honeypot families.</p> <p>Currently there are 11 Honeypot children living in the Lymington/Pennington area and this funding will directly benefit 6 of these young carers. However, your support will enable Honeypot to offer all 11 of them access to our pastoral support and online activity workshops and Afterschool Swarm sessions so they can access Honeypot support when they feel they need it. Your support will enable us to continue to spread the word about Honeypot to local schools and support services, with the aim of providing more local young carers aged 5-12 with the opportunity to take a break from looking after someone they love and simply have fun being children.</p>	£1000

Lymington Armed Forces & Vets	£1000	<p>We have several areas where grant aid would help hugely with us being more effective in reaching veterans and their families in our area who may be feeling isolated, with specific needs generally unique to the veteran community. For instance, transitioning to civilian life, resettling in an unfamiliar area, remote from friends and family.</p> <p>A large part of what we're about is encouraging those people to 'Return To The Tribe'. To meet with likeminded people with a shared background. In doing this, we go a long way to preventing social isolation and providing an avenue where, via our networks, we can guide people to agencies who can better assist with their specific needs, should that be material or personal health related.</p> <p>In the 5 plus years since we started, we have mostly relied on social media to reach those people, but we know there are many more veterans in our area we can better reach via other forms of advertising. Print media being the most obvious one. That does however come at a cost, so this is where grant aid could help massively. As an example, a one-off ad in The Adver/Times can be as much as £140 plus.</p> <p>2024 will see the country commemorating Dday 80. The 80th anniversary of the Normandy Landings. In 2019, we were the lead in organising the Lymington tribute. I've attached a clip from the paper for reference. We had great success in finding local people who had involvement in 1944. This year we aim to pull out all the stops once again to find as many who may still be surviving as, sadly, this may well be the last opportunity they and us will have to say, Thank You. We were entirely self-funded last time, grant support would really help us to scale the event.</p> <p>June 29th 2024 is national Armed Forces Day. We have previously organised events in the town, bringing in for instance the Military Wives Choir from Marchwood and others. Grant support would assist greatly.</p> <p>Another area where we have been really effective is, on occasion, providing immediate material support to local veterans. Also helped by various councillors in arranging accommodation/housing for individuals and families. Again, grant aid could help underpin and help us provide that 'immediate' very often, out of the Blue, help.</p> <p>It's always difficult to give specific examples due to confidentiality and privacy concerns, but we have been able to intervene and help local veterans at risk of self-harm, a veteran whose home was flooded, a veteran undergoing treatment for cancer who was self employed and was assisted with immediate aid by us and guided to ongoing assistance.</p>	£1000
Lymington Dementia Action Group	£350	<p>To provide help and support to people in Lymington who live with dementia and their carers. We do this through signposting, support groups and activities. A Dementia and Carers support group runs every Tuesday at the United Reform Church in Lymington. The aim is to provide support and friendship to people living with dementia and their carers. This would benefit approximately 20 people. This group costs approximately £55 per week to run (rent etc) Attendees pay a donation only. We request any help with the running costs.</p>	£350
Lymington Players	£2500	<p>New audiences and new members are critical to the future existence and success of the Lymington Players. Whilst many of our current members devote a significant amount of time to ensuring the staging of our productions can go ahead, we need to proactively attract and acquire new people to join the organisation. Historically, our audience and member engagement has been through local newspaper adverts and mainly traditional methods, plus a Facebook page. We have had a website but the hosting and upkeep of this has been reliant upon favours from members with a limited knowledge in website hosting and design, and this has very much been on an ad-hoc basis, resulting in a clunky, technically-unsupported website.</p> <p>To really improve our audience and member engagement and in order to encourage more local residents to get involved with The Lymington Players, we want to invest in a robust and stable website.</p> <p>Our request is to fund the website design and execution, plus stable hosting capability ensuring relevant cyber-security and data compliance. The new website will be modern, engaging and welcoming to all users, with the aim of significantly increasing audience and member numbers.</p> <p>Our group has around 100 members and we entertain 500+ local residents at each of our productions. Recently a new member has taken responsibility for the Social Media strategy, giving our Facebook page an overhaul and delivering more engaging content. As a result of this overhaul and relaunch, statistics from our Facebook page indicate audiences are keen to engage with us. Statistics indicate that based upon recent social</p>	£750 Large amount towards a website

		<p>media posts these have achieved a reach of 10.5k and resulted in 630 visits to our Facebook page (up 55% on the previous month before the relaunch), bearing in mind this Facebook page currently only has 380 followers. k</p> <p>We have sought 3 quotes and these range from £2,500 - £8,400. The preferred option is the cheapest and is a supplier who has undertaken the same piece of work for New Forest Players and has priced it favourably based upon us being a voluntary organisation. Funding request: £2,500</p>	
Lymington International Twinning Association	£500	<p>A grant is sought towards costs of entertaining up to 50 visitors from Mosbach in April 2024. A dinner will be held for 90 + at a local venue (including Lymington Hosts) and a day trip will be provided to a place of interest. Total projected costs expected to be circa £4,500. Indirectly this will benefit all residents and local businesses as they should benefit from the promotion Lymington's image to the international visitors.</p>	<p>£250 The Council is supporting the Twinning in other ways</p>
Parkinsons New Forest	£500-£750	<p>We have held two Newly Diagnosed Seminars this year and our plan is to hold 4/5 Seminars next year to cover the four stages of Parkinson's. These Seminars are funded entirely by our Group and are supported by the local Parkinson's Consultants & Parkinson's Nurses as they are vital to help people come to terms with their diagnosis.</p> <p>In order to try and reach people who have been newly diagnosed with Parkinson's in our area we have set up 'Newly Diagnosed' Seminars for those people to attend. We have done this in conjunction with the Lymington Hospital Movement Disorder Clinic. This is a very difficult time for them and their family and friends, as they have to come to terms with what is actually a life-changing condition and what it might mean for them. They will have many questions and not know where to turn for answers. The Seminars will help them to overcome these difficulties and we hope that when they hear about our Support Group and activities, they will become members and benefit from being with others in the same position and from our help and support.</p> <p>We had a very positive response from the local Parkinson's Consultants and Parkinson's nurses who were keen to collaborate with us in this project. We felt that their expertise and knowledge would make all the difference to the quality of information and resources that would be available. We asked this local team to invite all their newly diagnosed patients to these Seminars and make them aware of the benefits of attending. We also aimed to have representatives from other medical departments like Occupational Health and Physiotherapy attending. Local teachers of Exercise and Dance classes, the Coates Centre and more would also be asked to give talks on their activities that are available in the community.</p> <p>We held our first Newly Diagnosed Seminar at the end of June and it was very well attended and very successful. Those who had been newly diagnosed were very grateful to be amongst people who were in the same position as them and to know that they were not alone. Their partners were also very happy to know that there was support for them and we gained a lot of new members for our Group! We had too many applications for our first seminar, so we have another one planned before the end of this year.</p> <p>We plan to add further Seminars to our programme for the five different stages of Parkinson's too – as this disease progresses there are more challenging difficulties to face and overcome and these Seminars would help and support people all the way through their journey with Parkinson's.</p> <p>To this end we are seeking funding for the hire of a hall four or five times a year, the cost of professional speakers, the provision of refreshments, the printing of information and the purchase of any other information that would be useful – the anticipated cost would be £1800 per annum. As the need for these Seminars will be ongoing, we intend to keep running them each year so there will be a continuous need for funding. It is a big project but one that will be very worthwhile and very valuable for the community.</p> <p>We have about 150 members who are supported by their Carers, friends and family. Although we cover the whole of the New Forest a large percentage of them live in Lymington and Pennington and the surrounding areas. We expect that this number will rise significantly due to the number of people being diagnosed and also due to our extensive advertising campaign. We are happy for anyone who has Parkinson's to come along to our activities even if they don't become members of the Group – we are there for everyone.</p>	<p>£750</p>

		<p>In line with Parkinson's UK National Policy the Group has no membership fees – we rely completely on voluntary donations from our members, our own fundraising efforts and on any grants that we may be given to keep our Group running. We have to take into account that Parkinson's is a long term degenerative condition which has financial consequences for our members as they will need mobility aids, carers , respite care or permanent care home placements.</p> <p>We are applying for a grant of £500-750 towards the costs of our two projects but any help you can give us would be gratefully received.</p>	
Pennington Community Hub	£1000	<p>To provide a Community Hub where residents of Pennington and local environs can access a variety of services, namely: The Pennington Mobile Food Larder, supplied by FareShare and New Forest Basics Bank, run by local volunteers.</p> <p>Access to visiting service providers: NFDC tenancy accounts officer / revenue & benefits officer (weekly), Step Up Safe Space (clothing / toy exchange)(weekly), Citizens Advice (weekly), NHS Social Prescribers (weekly), Lymington Library (a few times), The Environment Centre (advice on keeping homes warm, signposting to grants) (a few times), Southern Water (twice), while enjoying free tea / coffee / biscuits in the warm (provided by courtesy of NFBB).</p> <p>Pennington Community Hub also supports Pennington Community Events, Pennington Community Forum and the Pennington Community Speed Watch group. There is no charter or articles of association. The account is held by Lloyds Bank PLC in a community account and is open to inspection at any time.</p> <p>Since Jan 2021 we have run the Hub / Larder at St Mark's Community Hall, Pennington every Thursday from 1200 to 1400. I am in discussion with NHS Social Prescribers about starting a second regular, weekly event aimed at parents of children in the Pennington Infants and Junior Schools. A warm space with tea / coffee and with Health Visitors and other services that would benefit young parents. The location and funding have proved to be the sticking point so far.</p> <p>I am restricted on funds so costs have been kept to an absolute minimum. Principle cost is the hall hire at £13 per hour each week for 2 hours in the summer 6 months and 4 hours in the winter 6 months. Currently, the funding runs out on 08 Feb 2024.</p> <p>£1,000. For example, this would cover 4 months of hire of the hall in the winter. I also need to buy 3 x A boards to advertise the fact that the event is running. Ideally Pennington Community Hub has its own insurance policy. Currently NFBB kindly support the Hub with their policy free of charge. The premium will in the region of £600. These are options for use of the funds.</p>	£1000
Scarf	£3000	<p>Scarf is a parent-led charity based in the New Forest supporting families who have a child/young person with a disability/additional needs – as detailed below, we currently support 22 families in the Lymington/Pennington area. We have been running for over 30 years now and support families through organising regular term time clubs (Multi Sports, Drama and Youth Clubs) and holiday activities.</p> <p>Children/young people we support are aged 0 -25 years and have a range of disabilities including autism, cerebral palsy, learning difficulties, downs syndrome and other conditions. Scarf families face challenges and barriers when accessing mainstream sports, social and leisure provision due to their child's disability, both during term-time and school holidays. Scarf believes everyone should have access to sport, social and leisure activities to live a fulfilling life and through our services offer a wide range of activities and opportunities to address this need, delivered in a welcoming, supportive and inclusive environment.</p> <p>Although we cover the whole of the New Forest, we have many families who live in Lymington and Pennington – currently 22 of our families live in this parish, which represents over 20% of our growing membership of over 100 families. We often base our holiday activities in the Lymington area, regularly using the local facilities, including the cinema at the Community Centre, the Sea Water Baths in the summer, St Barbe's Museum, the Adventure Golf and regularly hiring local community halls/rooms for activities.</p> <p>We are seeking general ad hoc funding to support our work providing activities and term-time clubs to Scarf families living in Lymington/Pennington, particularly to support activities that take place in the Lymington area.</p> <p>We would like to request a grant of £3000 (or any contribution towards this would be a great help) to support the work we do with families who live in the Lymington/Pennington area. For example, this would be used to pay for two private sessions at the Sea Water Baths for families in the summer, several private film viewings at the cinema at Lymington Community Centre, a parents Christmas wreath making activity at the Community</p>	<p>£1500</p> <p>Whilst the work is invaluable for the families we feel this is a large uplift from £750 last year.</p>

		Centre, use of the Adventure Golf Course, and several other activities and hall hire over the year. Raising the funds to support our work is challenging, especially as we are a parent-led voluntary organisation. As our membership increases, we need to raise extra funds to provide the services families need. We would also like to continue to ensure that the activities we offer are affordable to families, particularly during the cost of living crisis which affects many families from this area.	
Silverlinks	£1000	<p>To offer free, comprehensive unbiased information and advice to help local people over 60 with problems and issues which they are finding difficult to understand or to deal with. We also work with other people and organisations in the area so that we understand current issues affecting local residents.</p> <p>Silverlinks aims to enable older people locally to have a healthier, better informed and less isolated lifestyle with better social and financial outlooks. We offer a free home visit to anyone requesting one who is over 65</p> <p>Silverlinks currently operates mainly in the SO41 area, Lymington, Pennington, Pilley, Boldre, Everton, Milford, Downton and occasionally Brockenhurst, New Milton and Barton.</p> <p>As in past years, the Care Navigators based in GP surgeries have been a major source of referrals to Silverlinks,, but we also received requests for visits from churches, individuals, friends, families and neighbours of older people needing help and support. We also work with Lymington Dementia Action Group and support the families of people diagnosed with dementia at Oakhaven Coates Centre. Silverlinks continues to work with other voluntary and statutory groups as part of the local medical and social support systems.</p> <p>In total, we have visited over 65 addresses in the past 12 months, some living on their own, some with partners and/or families, most are visited more than once and some are visited several times. Silverlinks currently has 2 volunteers, based in Lymington. Over half of our work involves Attendance Allowance, which brings much needed extra income to those over 65 who need help with personal care or supervision. We help clients complete the long, complicated form and achieve over 90% success. The funding comes from central government and is mostly spent close to home, thus benefitting the local economy by approximately £200,000 this (and every) year, cumulatively.</p> <p>ASKED FOR MORE INFORMATION ON WHAT THE MONEY REQUESTED WILL ACTUALLY BE SPENT ON/USED TOWARDS</p>	<p>£250</p> <p>Consistent with previous amounts without evidence that costs have increased</p>
St Barbe Museum	£1500	<p>We are requesting funding to continue our 'Tea and Memories' activities programme, which saw great success in 2022/23 with over 100 participants over eight sessions.</p> <p>Tea and Memories is a chance for older residents to look at photographs and objects from the Museum collection and to share their memories as a group. The programme aims to tackle loneliness and social isolation by promoting social group interaction and friendship in a supportive environment. Refreshments are also served as part of the programme. Last year's Tea and Memories took place at St Barbe Museum and Art Gallery in Lymington, as well as on-site at care homes and in village halls.</p> <p>Last year we received £1333 from Lymington and Pennington Town Council for Tea and Memories, and as part of that funding we started to involve our Ukrainian guests through a related project of shared remembering - an oral history project (also partly funded by the Museum Development Fund) to interview the Ukrainians about their experiences, which has been a great success.</p> <p>This year we have continued building relationships with local care homes, including Colton Care who have only just started to re-open to community projects after the impact of the pandemic. We are currently assisting Belmore Lodge in Pennington with their 20th anniversary by providing a small exhibition in their tearoom of the history of the care home, as well as Tea and Memories sessions.</p> <p>Lymington and Pennington Town Council's support has been vital in helping the community engage with and enhance our shared histories of Lymington and Pennington. In the coming year we would like to continue our community focused Tea and Memories workshops and continue expanding on the programme. The grant money will go towards staffing costs to facilitate this project, transport funding for staff and freelancers to</p>	£1000

		<p>visit the community spaces, advertising the programme and of course tea and refreshments for the sessions themselves.</p> <p>As a charity organisation we rely on the generosity of core funding to be able to deliver programmes to the community, and by providing core funding to support Tea and Memories Lymington and Pennington Town Council will have a real impact on improving socially isolated local residents in the community.</p> <p>Last year over 100 members of the community visited our sessions, this time we would expect these numbers to double to 200 as the programme gains further support and care homes are more open to activities.</p> <p>Feedback from our contacts and participants at local care homes shows these sessions to be a great success in terms of connecting the potential isolated older residents of Lymington and Pennington.</p>	
Victim Support	£200	<p>Victim Support is a charity that's provides free, independent and confidential support to anyone effected by crime and traumatic events. The service supports victims, witnesses and anyone affected by crime regardless of how long ago the crime took place. Residents referred into the service are contacted twice within 36 hours, this is often before the police are in touch following a report. Service users undergo a needs assessment, whereby we look at any adjustments that may need to be made for them to receive support as well as looking t how we can support on both an immediate basis as well as longer term basis. The five areas of support include safety, inform, validate, reflect and connect. Working in this way allows us to ensure we cover all elements of our support with a tailored support plan created. Following support, a staying safe and well toolkit is completed to help the service user reflect to the support they have received.</p> <p>We provide support to anyone living within Hampshire. Our teams work from home as well as two offices, Chandlers Ford and Basingstoke. Working in this way allows us to work across Hampshire, Isle of Wight, Southampton and Portsmouth whilst keeping costs down. Teams can offer support in person, telephone calls or email. Last year we supported approximately 350 Lymington and Pennington residents.</p>	<p>£400 This is an invaluable organisation that supports the community</p>

GRANT AID 2024

ORGANISATION	AMOUNT	PROJECT	AWARDED
New Forest Basics Bank	£1000	<p>The relief of poverty or financial hardship in the New Forest. The charity runs a book bank based in Cannon Street East car park in Lymington. The food bank is open 9 to 3 Monday to Friday except bank holidays. In the last 12 months we have packed and dispatched 4,864 parcels from the foodbank to local households referred to us by around 80 referral agencies. Our 'patch' covers the southern New Forest with approximately 35% of the food parcels going to households in Lymington and Pennington.</p> <p>Based in the food bank in Lymington, we are planning to provide between 640 to 650 Christmas bags to local households, nominated by our main referring agents, who are not in receipt of food parcels but are very close to requiring them. The bags will contain 10 festive items with the intention of allowing these households to participate in the festive season without stretching their financial further. They will be distributed on the 12/13/14 December.</p>	
Solent Mead Day Centre	£750	<p>We are a Day Centre for Older Adults based in Church Lane in Lymington. We offer activities and companionship throughout the day as well as a hot meal to those who otherwise may spend the day alone. The Day Centre also provides respite care for those who are caring for their loved one at home or comfort knowing their loved one is spending time with their peers and receiving a hot meal and is not feeling lonely.</p> <p>We are currently awaiting an outcome by Hampshire County Council as to whether the day service will continue following a consultation with the public to close Solent Mead Care Home which we are attached to. If Solent Mead Care Home closes, we will lose our building. With this in mind, we would like to make this Christmas and New year a very special one as it may be the last together in this building. We would like to ensure our service users participate in fun activities throughout December and the offer of a donation would go a long way to ensuring that we make it very special for them all.</p> <ul style="list-style-type: none"> • Visit to Otters Nursery to look at Christmas decorations and have an afternoon tea. • Decorating the Day Centre • Christmas Party with musical entertainment • New Years Party <p>I have worked in Social Care for nearly 30 years, and I can honestly say that this is my favourite job. We support the most wonderful service users and their families, and I leave at the end of every day feeling happy that we have supported individuals in our community who otherwise may be very lonely. I am lucky that I spend my working day laughing and smiling with the most wonderful service users and colleagues.</p>	