

# Romsey Town Council

Town Hall  
1, Market Place  
Romsey  
SO51 8YZ

## **BUILDINGS & COMMUNITY COMMITTEE**

Agenda for the meeting on Tuesday 3<sup>rd</sup> October 2023 at 7.30p.m.

1. **APOLOGIES**
2. **DECLARATION OF INTERESTS**
3. **MINUTES**  
To receive the Buildings and Community Committee Meeting Minutes of 1<sup>st</sup> August 2023  
Matters Arising
4. **PUBLIC PARTICIPATION**
5. **ARCHIVIST REPORT**
6. **UPDATE - TOM CRUTCHFIELD TVBC LANDSCAPE ARCHITECT**  
TVBC Offices - Romsey Former Magistrates Court Proposed Outside Improvements
7. **REVIEW OF BOOKINGS**  
To review latest Bookings Graph
8. **FINANCE REPORT**  
To receive latest Finance Report
9. **TOWN HALL BUILDING SECURITY**
10. **BUILDING MANAGER'S REPORT**  
Work completed/Work in Progress 2023/24  
Work Proposed 2023/24
11. **PROPOSED BUILDINGS & COMMUNITY BUDGET 2024-25**  
To receive proposed Buildings & Community Budget for 2024-25
12. **BUSINESS, EVENTS & TOURISM OFFICER'S REPORT**
13. **ROMSEY TOWN COUNCIL NEWSLETTER**  
To receive proposal from Suzi Shilling – Business, Events & Tourism Officer for Romsey  
Town Council Newsletter to be a Community Newsletter
14. **ROMSEY EXTRA DISPLAY BOARD – COUNCIL CHAMBER**  
**RECOMMENDATION:** to confirm display board detail for Romsey Extra Parish Council
15. **PROJECTS LIST WORKING GROUP**  
Update
16. **FINANCING PROJECTS**

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## **BUILDINGS & COMMUNITY COMMITTEE**

Agenda for the meeting on Tuesday 3<sup>rd</sup> October 2023 at 7.30p.m.

Former Magistrates Court

### **17. SHOPLIFTING CONCERNS – ROMSEY**

### **18. PROPOSAL TO CONTACT HAMPSHIRE POLICE AND CRIME COMMISSIONER**

To receive email reply dated 9<sup>th</sup> August 2023 from Hampshire's Police and Crime Commissioner's office

### **19. PROPOSED CCTV – OLD BURIAL GROUND (deferred from meeting held on 1<sup>st</sup> August 2023)**

**RESOLUTION NO. 23/05 (from meeting 1<sup>st</sup> August 2023)**

It was **RESOLVED** to defer a decision until the next meeting on 3<sup>rd</sup> October 2023

**PROPOSED:** Cllr. J. Critchley

**SECONDED:** Cllr. S. Gidley

**CARRIED**

### **20. ROMSEY FUTURE**

Update

### **21. MAYORAL AWARD SCHEME/ENVIRONMENTAL AWARD**

Nominations

### **22. GRANTS**

Test Valley Young Entrepreneurs Contest 2023 - £250.00

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## **BUILDINGS & COMMUNITY COMMITTEE MEETING**

Minutes of the Meeting held on Tuesday 1<sup>st</sup> August 2023

**In the Chair: Councillor S. Wilkinson**

**Attendance:**

P Councillor C. Birkett	P Councillor A. Goddard
A Councillor C. Burgess	A Councillor N. Gwynne
P Councillor J. Burnage	P Councillor R. Kohli
P Councillor M. Cooper	P Councillor J. Parker
P Councillor J. Critchley	P Councillor J. Urquhart
P Councillor I. Culley	
P Councillor S. Gidley	

Clerk: Judith Giles  
Public: 0

Present:

Howard Brisland – Building Manager  
Debbie Forder – Events Manager

### **1. APOLOGIES**

Apologies received from Cllr. C. Burgess and Cllr. N. Gwynne

### **2. DECLARATION OF INTEREST**

Cllr. J. Parker – Romsey Show

### **3. MINUTES**

The minutes of the Building & Town Committee Meeting held on 6<sup>th</sup> June 2023 were confirmed as a correct record.

**PROPOSED:** Cllr. J. Parker

**SECONDED:** Cllr. I. Culley

**CARRIED**

**Matters Arising –**

Agenda item 4 – The Chief Officer reported she has arranged a meeting with David Johnson to discuss the list of names of signatures detailed on the 1957 Charter.

### **4. PUBLIC PARTICIPATION**

None

### **5. PRESENTATION – TOM CRUTCHFIELD TVBC LANDSCAPE ARCHITECT**

TVBC Offices - Romsey Former Magistrates Court Proposed Outside Improvements

Tom Crutchfield gave a presentation of Proposed Outside Improvements at the Romsey Former Magistrates Court.

It was agreed that the Councillors would send a list of questions which he could answer at a future meeting to the Chief Officer who will collate and send to him. He also asked for a list of the positive aspects that they liked as well as what they would want changing.

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## **BUILDINGS & COMMUNITY COMMITTEE MEETING**

Minutes of the Meeting held on Tuesday 1<sup>st</sup> August 2023

### **6. ARCHIVIST REPORT**

Barbara Burbridge – Honorary Archivist said due to illness not much work as been carried out lately.

### **7. REVIEW OF BOOKINGS**

The Events Manager reported Town Hall bookings are still on the increase. Barclays will be present in the Town Hall on Wednesdays as well as Tuesdays and Thursdays from 6<sup>th</sup> September 2023.

### **8. FINANCE REPORT**

The Chief Officer presented Month 2 to the Committee. No areas of concern were raised.

### **9. BUILDING AND ENVIRONMENT MANAGER'S REPORT (Appendix 1)**

Town Way Markers. Cllr. I. Culley asked when the Town Way Markers would be refurbished. The Buildings & Environment Manager reported he is having problems getting 3 quotes. Hopefully quotes will be received and discussed at next Buildings & Community Committee Meeting on 3<sup>rd</sup> October 2023. The Building Manager asked Councillors to send him suggestions of locations for speed limit indicators so he can then apply to HCC for approval. Cllr. J. Parker asked for locations on list from Romsey Extra Parish Council be added. The B&E Manager said these have not yet been approved so will add to list.

### **10. ROMSEY EXTRA DISPLAY BOARD – COUNCIL CHAMBER**

A "mock-up" of the Romsey Extra Display Board was circulated. A revised version will be presented at the next meeting on 3<sup>rd</sup> October 2023.

### **11. BUSINESS, EVENTS AND TOURISM OFFICER REPORT (Appendix 2)**

Not received.

### **12. PROJECT LIST**

The following Councillors have volunteered to be members of a projects working group Cllr. C. Birkett, Cllr. J. Burnage, Cllr. M. Cooper, Cllr. J. Critchley, Cllr. N. Gwynne, Cllr. J. Parker, Cllr. S. Wilkinson. The first meeting will be held on Tuesday 8<sup>th</sup> August at 6.00p.m. in the Town Hall.

### **13. PROPOSAL TO CONTACT HAMPSHIRE POLICE AND CRIME COMMISSIONER**

It is **PROPOSED** by Cllr. C. Burgess and **SECONDED** by Cllr. I. Culley that The Town Council writes to Hampshire's Police and Crime Commissioner to a) express our concern at the long running spate of Anti-Social Behaviour in Romsey and b) ask the Commissioner to increase police resources to a level sufficient to combat the problem.

It was agreed to add to the proposal issues raised by Councillors regarding the difficulty in reporting Anti-Social Behaviour etc to 101. The Chief Officer to put together a letter and circulate to Councillors before sending.

#### **RESOLUTION NO. 23/04**

**PROPOSED:** Cllr. M. Cooper

**SECONDED:** Cllr. I. Culley

**CARRIED**

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## **BUILDINGS & COMMUNITY COMMITTEE MEETING**

Minutes of the Meeting held on Tuesday 1<sup>st</sup> August 2023

### **14. PROPOSED CCTV – OLD BURIAL GROUND**

It is **PROPOSED** by Cllr. C. Burgess and **SECONDED** by Cllr. I. Culley that the Town Council pursues the provision of CCTV coverage of the Old Burial Yard in Abbey Water to combat the ongoing Anti-Social Behaviour.

#### **RESOLUTION NO. 23/05**

It was **RESOLVED** to defer a decision until the next meeting on 3<sup>rd</sup> October 2023

**PROPOSED:** Cllr. J. Critchley

**SECONDED:** Cllr. S. Gidley

**CARRIED**

### **15. ROMSEY FUTURE**

Cllr. J. Parker reported no meetings have taken place recently. There is a Programme Board meeting on 12<sup>th</sup> September 2023. Cllr M. Cooper reported he has circulated a motion to Councillors which will be included on RTC Full Council meeting on 19<sup>th</sup> September 2023.

### **16. MAYORAL AWARD SCHEME/ENVIRONMENTAL AWARD**

It was agreed to add the following to the Mayoral Award Scheme List: Beggar's Fair, Romsey Festival, Terry Hamer – Town Crier

### **17. GRANTS**

#### **RESOLUTION NO. 23/06**

It was **RESOLVED** to award £100 to Victim Support

**PROPOSED:** Cllr. J. Burnage

**SECONDED:** Cllr. A Goddard

**CARRIED**

#### **RESOLUTION NO. 23/07**

It was **RESOLVED** to grant Romsey Show £800 subject to them displaying Romsey Town Council banner in place of Romsey Extra Parish Council banner.

**PROPOSED:** Cllr. M. Cooper

**SECONDED:** Cllr. R. Kohli

**CARRIED**

**Meeting closed 9.02p.m.**



# Romsey Town Council App 1

Town Hall  
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Tel: 01794-512837

Email: [howard.brisland@romseytc.org.uk](mailto:howard.brisland@romseytc.org.uk)

## Building & Environment Manager Report to Buildings and Communities Committee 1<sup>st</sup> August 2023

1. **KC Allotments** Gate & Fencing. TVBC will provide the fencing at some future time when funding allows but will provide temporary dragons teeth. I have just received confirmation from Kevin Harrington at TVBC proceed with the gate and will order forthwith.
2. **Speed Limit Reminder Sign** New brackets have been purchased for the new locations. I have contacted National Community Speedwatch and HCC. I have had a detailed discussion with Cllr Critchley on the way forward. HCC have to approve the new locations.
3. **Woodley Village Hall Notice Board** The new notice board has been purchased. Delivery is w/c 28/8/23.
4. **Ashfield Roundabout Signage** As per the discussion at the last meeting I have contacted TVBC to remove the damaged signs from this roundabout.
5. **Wi-Fi / Network** This has been extended to the basement and Mayors Parlor. This enables the alarm system to be monitored over the internet and LTVAS to use our connection. For which they are going to pay an increased rent. We are now ready for the end of PSTN services.
6. **Budget** I am currently working upon the 2024/25 budget. I will present it to the Sub Group later in August along with the five year rolling maintenance plan. It must be noted that costs are rising across the whole spectrum of our activities.
7. **Woodley Village Hall** I have discussed the current situation with the Chairman. There is a live project at present replacing the soffits and facias. The Hall will have a full condition survey later in the year to establish the base line and bring it within the RTC procedures for maintenance of buildings.
8. **Exterior Decorations** Apart form some small snagging issues only the final ground floor flat roof is outstanding.





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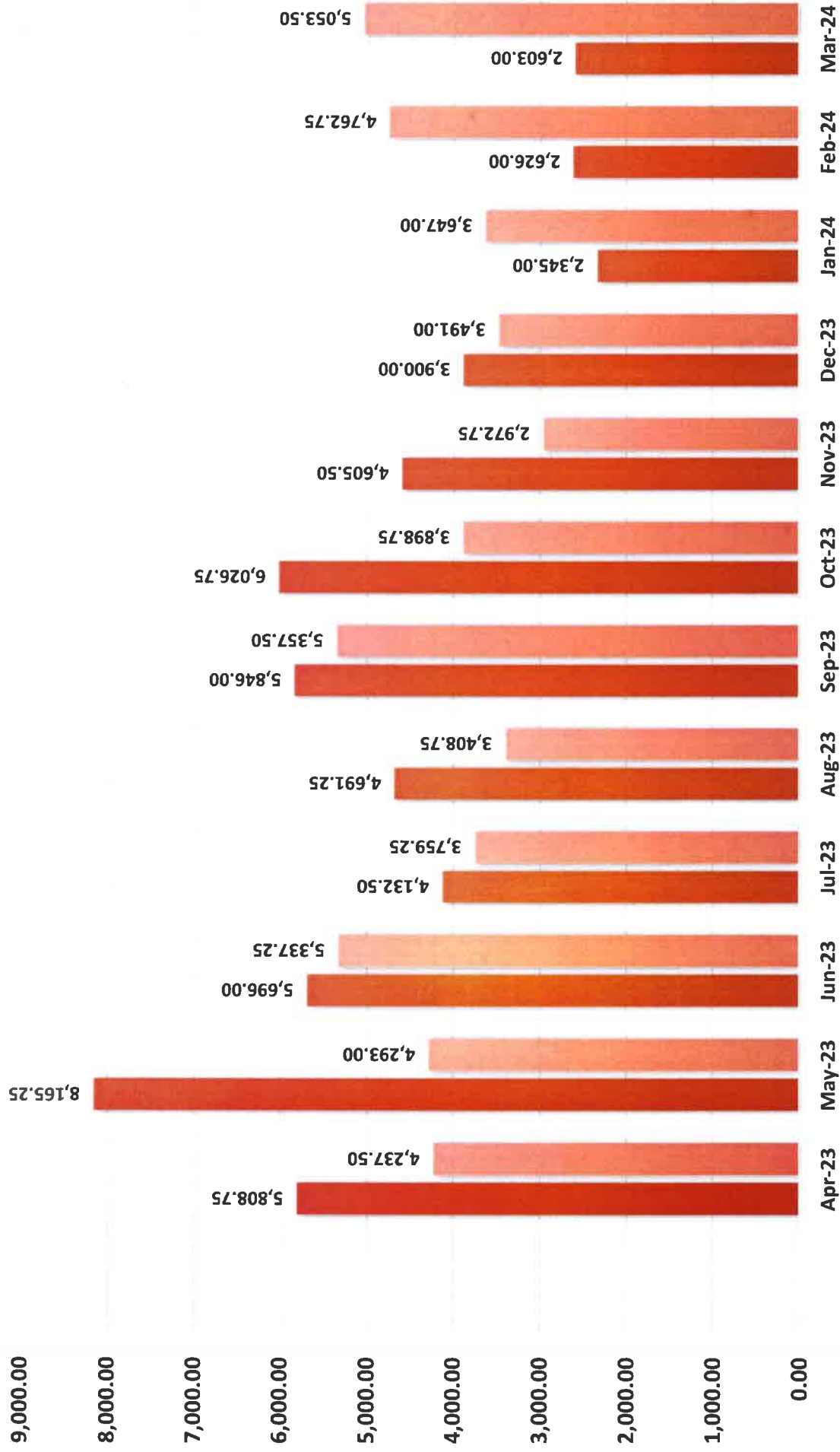
Email: [howard.brisland@romseytc.org.uk](mailto:howard.brisland@romseytc.org.uk)

9. **Town Way Markers** I believe we can start moving forward with this project in the Autumn after the summer visitor influx. However, I am having great difficulty in finding more than one company to quote.
10. **SR Allotments** I have found a willing contractor who is in the process of providing a quotation for the repair of the car parking and tracks damaged by the cycleway contractors.
11. **Maintenance Technician** I would just like to say how much I can rely on our Maintenance Technician David Chase. Over the last few months, he has really helped me with the extra workload and taking on new tasks.
12. **Honors Board** Will be updated in August.

13. **Security** The remainder of our worn and aging internal locks have been changed. First phase was last year. This is making life much easier for our attendants who now only have a bunch of 6 keys instead of 43.
14. **Lengthsman** The shared Wellow Lengthsman has declined the extra work. Therefore, I am applying to HCC to get our share paid direct and then probably employ our current grounds maintenance contractor at Woodley for extra tasks.
15. **Cornmarket Trough** Following a request from Bertie the market "Flower Man" he will take over the planting display of the Horse Trough/Drinking Fountain in the Cornmarket.



# Romsey Town Hall Booking Income 2023 - 2024 - date compiled 20.09.23



Booking on System Apr 2023 - Mar 2024 - £56,446.00 - Cumulative Total £28,493.75 - Aug 23

■ 2023/2024 ■ 2022/2023



**Romsey Town Council**  
**Budget Report to 31st August 2023**

**General Notes:**

Attached are the summary income & expenditure report for month 5 to August 2023. This report shows a current year surplus of income over expenditure of £80,614 which includes the 1st half of the precept which was received on 12th April 2023.

The council has two long term liabilities of a loan with a current balance of £50,810 & £95,341, they are paid in twice yearly instalments and will be fully repaid by 18th May 2035 & 30th June 2046 respectively. The council took out a second loan for town hall lift.

The balance sheet shows that total funds available to the council are £353,459:

This is made up of the following -

Current Year Surplus	£80,614
General Reserve Brought Forward	£165,147
Other Earmarked Reserves	£107,698
<b>Total</b>	<b>£353,459</b>

The budget is analysed and phased over the year and the percentage of budget if analysed evenly over the year to date is 41.67% but members are reminded that income & expenditure rarely follows this pattern over the year.

Total expenditure for month 5 was 36.4% of the annual budget.

Please note this report is not designed to alleviate members or the RFO of their responsibility in managing the Town Council finances. It is merely provided as a snapshot of the current financial position and to highlight to members any potential problem areas that have been identified within the accounts.

The budget is set by The Council and it is the member's responsibility in partnership with the RFO to monitor and control the financial position throughout the year. More detailed information is available to Councillors than is provided for here.

**Analysis by Cost Centre**

**101 Administration**

Month Budget	£12,594
Actual	£8,526
Under/(Over)	£4,068

Year to Date Budget	£151,128
Actual	£55,937
% of Budget Used	37.01%

Annual IT support for £12,174 and annual subscription of £2,292 for HALC & NALC was paid in April 2023.

No further concerns.

**103 Grants**

No further concerns.

**104 Civic**

No further concerns.

**105 Finance**

Annual insurance cost of £7,305 was incurred in April for 2023/24 against its annual budget of £6000.

No further concerns.

**107 Market**

No further concerns.

**Romsey Town Council**  
**Budget Report to 31st August 2023**

**Analysis by Cost Centre (Continued)**

**110 Town Hall**

Month Budget	£17,264
Actual	£15,509
Under/(Over)	£1,755

Year to Date Budget	£207,165
Actual	£103,779
% of Budget Used	50.09%

1st Loan repayment made in April 2023 & 1st Loan repayment for Lift was made in June 2023.

£20.4k spent on Roof Repairs for Townhall

**111 Town Hall Bar**

No further concerns.

**112 Town Hall Film Shows**

No further concerns.

**120 Allotments - Southampton Road**

No concerns.

**121 Allotments - Kings Chase**

No concerns.

**125 Town Centre Management**

No further concerns.

**126 Woodley Village Hall**

No concerns.

**130 Environmental**

No concerns.

**135 Marshalls**

No concerns.

**140 Planning**

No concerns.

**160 War Horse Fund**

No concerns.

**170 Christmas Lights Fund**

No concerns.

## Detailed Balance Sheet - Excluding Stock Movement

Month 5 Date 31/08/2023

<u>A/c</u>	<u>Description</u>	<u>Actual</u>
<i>Current Assets</i>		
100	Trade Debtors	(523)
103	Prepayments	5,247
105	VAT	3,330
120	Bar Stock	1,434
201	Lloyds Current Account	330,246
202	Building Managers Imprest A/c	901
204	TSB Deposit A/c	4,816
212	Mayors Charity A/c	2,357
215	War Horse A/c 35433560	14,587
230	Bar Float	300
<b>Total Current Assets</b>		<b>362,695</b>
<i>Current Liabilities</i>		
500	Trade Creditors - CHQ	(2,952)
506	Retentions Payable	1,031
515	PAYE and NI Due	3,646
516	Superannuation Due	3,035
534	Mayors Charity Control Acct	2,842
545	Wilder Romsey	1,169
561	Booking Deposits	65
562	Damage Deposits	400
<b>Total Current Liabilities</b>		<b>9,236</b>
<b>Net Current Assets</b>		<b>353,459</b>
<b>Total Assets less Current Liabilities</b>		<b>353,459</b>
<i>Represented by :-</i>		
301	Current Year Fund	80,614
310	General Reserve	165,147
321	EMR Allotment Fund SR	6,789
336	EMR Town Hall Major Mainten'ce	37,542
337	EMR Town Hall Equipment	6,667
339	EMR Marshals In Romsey	245
340	EMR Elections	8,757
343	EMR Romsey Website	2,812
345	EMR War Horse Fund	11,239
349	EMR Grants	2,200
350	EMR Markets	1,908
351	EMR Town Centre Management	7,092
353	EMR Neighbourhood Plan	913
354	CIL Receipts	9,470
355	EMR WW1 Event	1,797
356	EMR Romsey Emergency Plan	2,309
358	EMR Tourism & Heritage App	7,958
<b>Total Equity</b>		<b>353,459</b>

## Detailed Income &amp; Expenditure by Budget Heading 31/08/2023

Month No: 5

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>101 Administration</b>								
1070 Income - Planning Clerk	0	224	0	(224)			0.0%	
Administration :- Income	<u>0</u>	<u>224</u>	<u>0</u>	<u>(224)</u>				<u>0</u>
4001 Salaries	4,969	25,025	82,980	57,955	57,955	30.2%		
4002 Employers N.I	476	2,407	7,456	5,049	5,049	32.3%		
4003 Employers superann	822	4,116	11,610	7,494	7,494	35.4%		
4006 Contract Accountancy Costs	478	1,113	7,000	5,888	5,888	15.9%		
4009 Staff Travel	24	24	50	26	26	48.6%		
4013 Website Admin	42	389	350	(39)	(39)	111.2%		
4020 Staff Training	0	0	300	300	300	0.0%		
4040 Recruitment Advertisements	0	0	150	150	150	0.0%		
4512 Telephone	122	610	1,800	1,190	1,190	33.9%		
4513 Postage	100	173	1,000	827	827	17.3%		
4514 Stationery	7	258	1,000	742	742	25.8%		
4515 Photocopying	415	1,471	2,600	1,129	1,129	56.6%		
5012 Council Offices in Town Hall	1,000	5,000	12,000	7,000	7,000	41.7%		
5250 Subscriptions	0	2,616	2,600	(16)	(16)	100.6%		
5260 Outsourced Payroll	71	356	1,000	644	644	35.6%		
5270 I T & Computer Costs	0	12,229	19,232	7,003	7,003	63.6%		
5291 Professional Fees -RE Merger	0	150	0	(150)	(150)	0.0%		
Administration :- Indirect Expenditure	<u>8,526</u>	<u>55,938</u>	<u>151,128</u>	<u>95,190</u>	<u>0</u>	<u>95,190</u>	<u>37.0%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<u>(8,526)</u>	<u>(55,714)</u>	<u>(151,128)</u>	<u>(95,414)</u>				
<b>103 Grants</b>								
5890 Community Grants	900	3,350	8,500	5,150	5,150	39.4%		
5893 Community Grant - Bandstand	0	0	1,000	1,000	1,000	0.0%		
6100 Arts Festival	0	0	1,000	1,000	1,000	0.0%		
Grants :- Indirect Expenditure	<u>900</u>	<u>3,350</u>	<u>10,500</u>	<u>7,150</u>	<u>0</u>	<u>7,150</u>	<u>31.9%</u>	<u>0</u>
<b>Net Expenditure</b>	<u>(900)</u>	<u>(3,350)</u>	<u>(10,500)</u>	<u>(7,150)</u>				
<b>104 Civic</b>								
4001 Salaries	0	106	500	394	394	21.2%		
4043 Council Newsletter	0	491	7,400	6,909	6,909	6.6%		
5011 Council Use of Town Hall	0	0	2,000	2,000	2,000	0.0%		
6502 Members training	0	33	400	367	367	8.2%		
6550 Meetings Advertisements	0	100	0	(100)	(100)	0.0%		
6750 Mayors Allowance	0	500	500	0	0	100.0%		
6760 Town Crier	0	30	450	420	420	6.7%		

## Detailed Income &amp; Expenditure by Budget Heading 31/08/2023

Month No: 5

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
6761 Mace Bearer	0	0	195	195		195	0.0%	
6762 Civic Costs	0	1,240	3,500	2,260		2,260	35.4%	
<b>Civic :- Indirect Expenditure</b>	<b>0</b>	<b>2,500</b>	<b>14,945</b>	<b>12,445</b>	<b>0</b>	<b>12,445</b>	<b>16.7%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>0</b>	<b>(2,500)</b>	<b>(14,945)</b>	<b>(12,445)</b>				
<b>105 Finance</b>								
1176 Precept	0	236,728	473,455	236,728			50.0%	
1190 Interest Received	247	1,137	50	(1,087)			2273.1%	
<b>Finance :- Income</b>	<b>247</b>	<b>237,864</b>	<b>473,505</b>	<b>235,641</b>			<b>50.2%</b>	<b>0</b>
5011 Council Use of Town Hall	0	0	500	500		500	0.0%	
5251 Insurances	0	8,128	6,000	(2,128)		(2,128)	135.5%	
5271 Audit Fees	0	(395)	2,220	2,615		2,615	(17.8%)	
5280 Bank Charges	20	93	400	307		307	23.4%	
5290 Legal & Professional Fees	0	0	500	500		500	0.0%	
5400 Elections	0	24	6,000	5,976		5,976	0.4%	
7350 Tfr to Earmarked Reserves	0	0	53,134	53,134		53,134	0.0%	
<b>Finance :- Indirect Expenditure</b>	<b>20</b>	<b>7,850</b>	<b>68,754</b>	<b>60,904</b>	<b>0</b>	<b>60,904</b>	<b>11.4%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>227</b>	<b>230,014</b>	<b>404,751</b>	<b>174,737</b>				
<b>107 Market</b>								
1030 Income - Market Stalls	1,446	2,747	6,000	3,254			45.8%	
<b>Market :- Income</b>	<b>1,446</b>	<b>2,747</b>	<b>6,000</b>	<b>3,254</b>			<b>45.8%</b>	<b>0</b>
5250 Subscriptions	0	0	400	400		400	0.0%	
<b>Market :- Indirect Expenditure</b>	<b>0</b>	<b>0</b>	<b>400</b>	<b>400</b>	<b>0</b>	<b>400</b>	<b>0.0%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>1,446</b>	<b>2,747</b>	<b>5,600</b>	<b>2,854</b>				
<b>110 Town Hall</b>								
1001 Income - Rental	0	5,000	11,200	6,200			44.6%	
1002 Income - Bookings	4,091	26,713	38,000	11,287			70.3%	
1003 Town Council Office Rent	1,000	5,000	12,000	7,000			41.7%	
1015 Income - Tea/Coffee	0	0	50	50			0.0%	
1020 Income - Cleaning	0	312	624	312			50.0%	
1022 Income - Councils own hirings	0	0	4,050	4,050			0.0%	
<b>Town Hall :- Income</b>	<b>5,091</b>	<b>37,025</b>	<b>65,924</b>	<b>28,899</b>			<b>56.2%</b>	<b>0</b>
4001 Salaries	6,150	30,732	70,767	40,035		40,035	43.4%	
4002 Employers N.I	427	2,226	4,866	2,640		2,640	45.8%	



## Detailed Income &amp; Expenditure by Budget Heading 31/08/2023

Month No: 5

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4003 Employers superann	903	4,564	12,582	8,018		8,018	36.3%	
4005 Holiday Cleaning	0	27	660	634		634	4.0%	
4008 Function Attendants & Casuals	1,320	8,701	9,500	799		799	91.6%	
4010 Wages - Maintenance	737	3,683	9,838	6,155		6,155	37.4%	
4020 Staff Training	0	0	1,200	1,200		1,200	0.0%	
4030 Uniforms	0	0	300	300		300	0.0%	
4501 Janitorial	177	850	1,200	350		350	70.9%	
4504 Catering Costs	0	1	100	99		99	1.4%	
4505 Health and Safety	0	186	1,000	814		814	18.6%	
4510 Rates	2,405	12,022	22,400	10,378		10,378	53.7%	
4511 Utilities	1,533	3,708	11,000	7,292		7,292	33.7%	
4520 Licences	478	745	2,450	1,705		1,705	30.4%	
4572 Long Term Building Repairs	0	0	20,000	20,000		20,000	0.0%	
4751 Maintenance External	0	20,405	1,500	(18,905)		(18,905)	1360.3%	
4800 Maintenance Internal	998	7,295	12,000	4,705		4,705	60.8%	
4850 Furniture/Equipment Purchased	124	1,713	4,000	2,287		2,287	42.8%	
4851 Fixed Cost Maintenance	206	1,409	8,000	6,591		6,591	17.6%	
5011 Council Use of Town Hall	0	0	500	500		500	0.0%	
5220 Publicity & Marketing	0	0	2,000	2,000		2,000	0.0%	
5270 I T & Computer Costs	0	354	500	146		146	70.7%	
6014 Hanging baskets\Xmas Trees	50	110	700	590		590	15.7%	
7150 Loan Capital + Interest	0	2,476	4,952	2,476		2,476	50.0%	
7152 Lift Loan Capital + Interest	0	2,572	5,150	2,578		2,578	49.9%	
<b>Town Hall :- Indirect Expenditure</b>	<b>15,509</b>	<b>103,779</b>	<b>207,165</b>	<b>103,386</b>	<b>0</b>	<b>103,386</b>	<b>50.1%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(10,418)</b>	<b>(66,754)</b>	<b>(141,241)</b>	<b>(74,487)</b>				
<b>111 Town Hall Bar</b>								
1013 Income - Bar Sales	105	2,506	2,600	94			96.4%	
3004 Corkage	0	274	0	(274)			0.0%	
<b>Town Hall Bar :- Income</b>	<b>105</b>	<b>2,780</b>	<b>2,600</b>	<b>(180)</b>			<b>106.9%</b>	<b>0</b>
3000 Bar Purchases	9	1,501	1,300	(201)		(201)	115.5%	
<b>Town Hall Bar :- Direct Expenditure</b>	<b>9</b>	<b>1,501</b>	<b>1,300</b>	<b>(201)</b>	<b>0</b>	<b>(201)</b>	<b>115.5%</b>	<b>0</b>
4001 Salaries	0	0	750	750		750	0.0%	
4304 Damaged Stock	0	15	0	(15)		(15)	0.0%	
4305 Stocktaking	0	0	260	260		260	0.0%	
5282 Card Reader Charges	0	16	0	(16)		(16)	0.0%	
<b>Town Hall Bar :- Indirect Expenditure</b>	<b>0</b>	<b>31</b>	<b>1,010</b>	<b>979</b>	<b>0</b>	<b>979</b>	<b>3.1%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>96</b>	<b>1,248</b>	<b>290</b>	<b>(958)</b>				

## Detailed Income &amp; Expenditure by Budget Heading 31/08/2023

Month No: 5

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>112 Town Hall Film Shows</b>								
1051 Income - Film Refreshments	5	45	150	105			30.0%	
1053 Income - Film Tickets	190	2,330	12,000	9,670			19.4%	
Town Hall Film Shows :- Income	<b>195</b>	<b>2,375</b>	<b>12,150</b>	<b>9,775</b>			<b>19.5%</b>	<b>0</b>
4008 Function Attendants & Casuals	143	628	2,500	1,872		1,872	25.1%	
4950 Film Hire/Purchases	184	1,532	5,900	4,368		4,368	26.0%	
4951 Film Refreshment Costs	2	25	150	125		125	16.6%	
5282 Card Reader Charges	4	33	400	367		367	8.2%	
Town Hall Film Shows :- Indirect Expenditure	<b>333</b>	<b>2,218</b>	<b>8,950</b>	<b>6,732</b>	<b>0</b>	<b>6,732</b>	<b>24.8%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(138)</b>	<b>157</b>	<b>3,200</b>	<b>3,043</b>				
<b>120 Allotments - Southampton Rd</b>								
1000 Income - General	0	15	2,705	2,690			0.6%	
Allotments - Southampton Rd :- Income	<b>0</b>	<b>15</b>	<b>2,705</b>	<b>2,690</b>			<b>0.6%</b>	<b>0</b>
4509 Water Rates	93	737	750	13		13	98.2%	
4512 Telephone	10	10	0	(10)		(10)	0.0%	
5250 Subscriptions	0	55	55	0		0	100.0%	
5300 Rent - Broadlands	0	0	1,100	1,100		1,100	0.0%	
5309 Maintenance Equipment	0	0	150	150		150	0.0%	
5311 Hedge Cutting	0	0	220	220		220	0.0%	
5312 Pest Control	0	0	250	250		250	0.0%	
5315 Sundries Allotments	0	33	180	147		147	18.5%	
Allotments - Southampton Rd :- Indirect Expenditure	<b>104</b>	<b>836</b>	<b>2,705</b>	<b>1,869</b>	<b>0</b>	<b>1,869</b>	<b>30.9%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(104)</b>	<b>(821)</b>	<b>0</b>	<b>821</b>				
<b>121 Allotments - Kings Chase</b>								
1000 Income - General	0	975	900	(75)			108.3%	
Allotments - Kings Chase :- Income	<b>0</b>	<b>975</b>	<b>900</b>	<b>(75)</b>			<b>108.3%</b>	<b>0</b>
5282 Card Reader Charges	0	1	0	(1)		(1)	0.0%	
5309 Maintenance Equipment	0	400	0	(400)		(400)	0.0%	
Allotments - Kings Chase :- Indirect Expenditure	<b>0</b>	<b>401</b>	<b>0</b>	<b>(401)</b>	<b>0</b>	<b>(401)</b>		<b>0</b>
<b>Net Income over Expenditure</b>	<b>0</b>	<b>574</b>	<b>900</b>	<b>326</b>				
<b>125 Town Centre Management</b>								
1071 Income - Salary Recharge (TV)	0	0	10,000	10,000			0.0%	
1109 Income - ShopAppy	0	23	0	(23)			0.0%	
Town Centre Management :- Income	<b>0</b>	<b>23</b>	<b>10,000</b>	<b>9,978</b>			<b>0.2%</b>	<b>0</b>

## Detailed Income &amp; Expenditure by Budget Heading 31/08/2023

Month No: 5

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4001 Salaries	3,147	15,735	41,178	25,443		25,443	38.2%	
4002 Employers N.I	324	1,620	3,958	2,339		2,339	40.9%	
4003 Employers superann	664	3,322	8,746	5,424		5,424	38.0%	
4500 Town Centre Management	20	36	1,000	964		964	3.6%	
4512 Telephone	0	44	250	206		206	17.5%	
5405 Town Centre Events	0	295	0	(295)		(295)	0.0%	
Town Centre Management :- Indirect Expenditure	<b>4,155</b>	<b>21,051</b>	<b>55,132</b>	<b>34,081</b>	<b>0</b>	<b>34,081</b>	<b>38.2%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(4,155)</b>	<b>(21,029)</b>	<b>(45,132)</b>	<b>(24,103)</b>				
<b>126 Woodley Village Hall</b>								
1080 Inc ome - Woodley V H Rent	0	0	5	5			0.0%	
Woodley Village Hall :- Income	<b>0</b>	<b>0</b>	<b>5</b>	<b>5</b>			<b>0.0%</b>	<b>0</b>
<b>Net Income</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>5</b>				
<b>130 Environmental</b>								
1601 Lengthman Contributions	6,000	6,000	0	(6,000)			0.0%	
Environmental :- Income	<b>6,000</b>	<b>6,000</b>	<b>0</b>	<b>(6,000)</b>				<b>0</b>
4511 Utilities	0	(1,327)	400	1,727		1,727	(331.7%)	
4601 Lengthsman	0	0	1,200	1,200		1,200	0.0%	
4602 Speedwatch	391	990	1,000	10		10	99.0%	
4603 Grounds Maintenance	268	1,168	3,500	2,332		2,332	33.4%	
4605 Other/Projects	0	0	2,700	2,700		2,700	0.0%	
6009 Land at the Star Maintenance	0	0	400	400		400	0.0%	
6010 Bus Shelters	0	340	2,600	2,260		2,260	13.1%	
6011 Town Seats	0	0	550	550		550	0.0%	
6012 Street Lights	0	(8)	2,000	2,008		2,008	(0.4%)	
6015 Signs	0	513	500	(13)		(13)	102.5%	
6022 Planting for CornMarket	0	11	400	389		389	2.8%	
6023 Drinking Water Fountain	0	13	200	187		187	6.4%	
6025 Bollard/St Furn Mtce	0	0	400	400		400	0.0%	
6026 Bunting	5,100	5,576	550	(5,026)		(5,026)	1013.8%	
Environmental :- Indirect Expenditure	<b>5,759</b>	<b>7,276</b>	<b>16,400</b>	<b>9,124</b>	<b>0</b>	<b>9,124</b>	<b>44.4%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>241</b>	<b>(1,276)</b>	<b>(16,400)</b>	<b>(15,124)</b>				
<b>135 Marshalls</b>								
1103 Income - Marshalls Donations	0	400	0	(400)			0.0%	
Marshalls :- Income	<b>0</b>	<b>400</b>	<b>0</b>	<b>(400)</b>				<b>0</b>

## Detailed Income &amp; Expenditure by Budget Heading 31/08/2023

Month No: 5

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
5103 Marshalls In Romsey	0	177	400	223		223	44.3%	
Marshalls :- Indirect Expenditure	<u>0</u>	<u>177</u>	<u>400</u>	<u>223</u>	<u>0</u>	<u>223</u>	<u>44.3%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<u>0</u>	<u>223</u>	<u>(400)</u>	<u>(623)</u>				
<u>140 Planning</u>								
5011 Council Use of Town Hall	0	0	1,000	1,000		1,000	0.0%	
Planning :- Indirect Expenditure	<u>0</u>	<u>0</u>	<u>1,000</u>	<u>1,000</u>	<u>0</u>	<u>1,000</u>	<u>0.0%</u>	<u>0</u>
<b>Net Expenditure</b>	<u>0</u>	<u>0</u>	<u>(1,000)</u>	<u>(1,000)</u>				
<u>160 War Horse Fund</u>								
1190 Interest Received	11	47	0	(47)			0.0%	
War Horse Fund :- Income	<u>11</u>	<u>47</u>	<u>0</u>	<u>(47)</u>				<u>0</u>
4855 War Horse Fund Expenses	0	160	160	0		0	100.0%	
7350 Tfr to Earmarked Reserves	11	47	0	(47)		(47)	0.0%	
7355 Tfr from Earmarked Reserves	0	(160)	(160)	0		0	100.0%	
War Horse Fund :- Indirect Expenditure	<u>11</u>	<u>47</u>	<u>0</u>	<u>(47)</u>	<u>0</u>	<u>(47)</u>		<u>0</u>
<b>Net Income over Expenditure</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>				
<u>170 Christmas Lights Fund</u>								
1009 Income - Grants	0	0	2,000	2,000			0.0%	
Christmas Lights Fund :- Income	<u>0</u>	<u>0</u>	<u>2,000</u>	<u>2,000</u>				<u>0</u>
6764 Christmas in Romsey	0	0	32,000	32,000		32,000	0.0%	
6765 Christmas Light Refurb	0	2,905	4,000	1,095		1,095	72.6%	
Christmas Lights Fund :- Indirect Expenditure	<u>0</u>	<u>2,905</u>	<u>36,000</u>	<u>33,095</u>	<u>0</u>	<u>33,095</u>	<u>8.1%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<u>0</u>	<u>(2,905)</u>	<u>(34,000)</u>	<u>(31,095)</u>				
Grand Totals:- Income	<b>13,095</b>	<b>290,475</b>	<b>575,789</b>	<b>285,314</b>			<b>50.4%</b>	
Expenditure	<b>35,326</b>	<b>209,860</b>	<b>575,789</b>	<b>365,929</b>	<b>0</b>	<b>365,929</b>	<b>36.4%</b>	
<b>Net Income over Expenditure</b>	<u><b>(22,231)</b></u>	<u><b>80,614</b></u>	<u><b>0</b></u>	<u><b>(80,614)</b></u>				
<b>Movement to/(from) Gen Reserve</b>	<u><b>(22,231)</b></u>	<u><b>80,614</b></u>						

## Detailed Income &amp; Expenditure by Budget Heading 31/08/2023

Month No: 5

## Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>121 Allotments - Kings Chase</b>								
1000 Income - General	0	975	900	(75)			108.3%	
Allotments - Kings Chase :- Income	<u>0</u>	<u>975</u>	<u>900</u>	<u>(75)</u>			<b>108.3%</b>	<b>0</b>
5282 Card Reader Charges	0	1	0	(1)		(1)	0.0%	
5309 Maintenance Equipment	0	400	0	(400)		(400)	0.0%	
Allotments - Kings Chase :- Indirect Expenditure	<u>0</u>	<u>401</u>	<u>0</u>	<u>(401)</u>	<u>0</u>	<u>(401)</u>		<u>0</u>
<b>Net Income over Expenditure</b>	<u>0</u>	<u>574</u>	<u>900</u>	<u>326</u>				
<b>Grand Totals:- Income</b>	<b>3,380</b>	<b>990</b>	<b>3,605</b>	<b>2,615</b>			<b>27.5%</b>	
<b>Expenditure</b>	<b>3,210</b>	<b>1,236</b>	<b>2,705</b>	<b>1,469</b>	<b>0</b>	<b>1,469</b>	<b>45.7%</b>	
<b>Net Income over Expenditure</b>	<u>170</u>	<u>(246)</u>	<u>900</u>	<u>1,146</u>				
<b>Movement to/(from) Gen Reserve</b>	<u>170</u>	<u>(246)</u>						

## Detailed Income &amp; Expenditure by Budget Heading 31/08/2023

Month No: 5

## Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>120 Allotments - Southampton Rd</u>								
1000 Income - General	3,380	15	2,705	2,690			0.6%	
Allotments - Southampton Rd :- Income	<b>3,380</b>	<b>15</b>	<b>2,705</b>	<b>2,690</b>			<b>0.6%</b>	<b>0</b>
4509 Water Rates	780	737	750	13		13	98.2%	
4512 Telephone	0	10	0	(10)		(10)	0.0%	
4514 Stationery	40	0	0	0		0	0.0%	
5250 Subscriptions	55	55	55	0		0	100.0%	
5282 Card Reader Charges	1	0	0	0		0	0.0%	
5300 Rent - Broadlands	1,100	0	1,100	1,100		1,100	0.0%	
5309 Maintenance Equipment	1,168	0	150	150		150	0.0%	
5311 Hedge Cutting	0	0	220	220		220	0.0%	
5312 Pest Control	0	0	250	250		250	0.0%	
5315 Sundries Allotments	295	33	180	147		147	18.5%	
7355 Tfr from Earmarked Reserves	(229)	0	0	0		0	0.0%	
Allotments - Southampton Rd :- Indirect Expenditure	<b>3,210</b>	<b>836</b>	<b>2,705</b>	<b>1,869</b>	<b>0</b>	<b>1,869</b>	<b>30.9%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>170</b>	<b>(821)</b>	<b>0</b>	<b>821</b>				





# Romsey Town Council

Town Hall  
1, Market Place  
Romsey  
SO51 8YZ



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## Building & Environment Manager Report to Buildings and Communities Committee 3<sup>rd</sup> October 2023

1. **KC Allotments** Gate has been ordered. Installation date not yet available but, thought to be very early October.  
  
There are reports of leaking pipes. David Chase is conducting enquiries.
2. **Speed Limit Reminder Sign** Cllr Critchley has provided me with lots of excellent location information. I have now submitted an application to HCC to approve these new locations.
3. **Woodley Village Hall Notice Board** The new notice board has been fitted and a key supplied to Cllr Theron.
4. **Ashfield Roundabout Signage** TVBC have agreed to remove the damaged signs from this roundabout.
5. **Christmas Lights** Lighting repairs have been completed. License obtained. Tree, Picket fencing and stage ordered. All ready for SJT to rig festoons from 30<sup>th</sup> October.
6. **Budget** Has been prepared. However, with costs rising in the present climate it is not easy to pin things down.
7. **Woodley Village Hall** An order has been placed to replace the Facias and Soffits. I am discussing adding all long term maintenance commitments to a spreadsheet as per the Town Hall rather the current reactive system.
8. **Exterior Decorations** Snagging carried out. Small remedial items in progress.
9. **Town Way Markers** After many hours of work I now had two companies willing to quote. One has now dropped out, making 12 declined. I will proceed with getting a firm quote from the only willing contractor.

# Romsey Town Council

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10. **SR Allotments** Track repairs and car park upgrade. I have one quote and another declined. The quote is credible and in line with the verbal budget indicated by the declining contractor. He is just too busy. Quotes are around £24K so funding needs to be identified. There is £6789 in the EMR. Discussion with SRA Committee needed.
- 11 **Bus Stops** Scrag Hill – Broken Window. Order placed on Externiture. Crampmoor – Rotten Facias and Soffits being replaced in conjunction with WVH works to get a price advantage.
- 12 **Honors Board** Have been updated.
- 13 **Security** Video entry system. Quotations are currently being sourced.
- 14 **Lengthsman** We have now received the monies due to us. However, I am still struggling to find a person willing to undertake the work. I am now discussing with the Chief Officer an alternative solution.
- 15 **REPC Website/Domain name** We have extended the life of this web site until 30<sup>th</sup> September 2024. Old REPC Councillors had indicated they wanted to consider its future. It is currently dormant with no updates taking place since 1<sup>st</sup> April 2023.

# Romsey Town Council

## Budget - April 2024 - March 2025

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### Building

Code	Item	Current Annual Budget 2023/24	Proposed Annual Budget 2024/25	% Increase
<b>110 Town Hall</b>				
4001	Salaries	67,705	71,090	5.0
4002	Employers National Insurance	5,940	6,237	5.0
4003	Employers Superannuation	10,945	11,492	5.0
4005	Holiday Cleaning	660	660	0.0
4008	Function Attendants & Casuals	9,000	15,000	66.7
4009	Staff Travel	100	100	0.0
4010	Wages - Maintenance	7,628	9,300	21.9
4020	Staff Training	1,200	1,200	0.0
4030	Uniforms	300	500	66.7
4501	Janitorial	1,200	1,200	0.0
4504	Catering Costs	100	100	0.0
4505	Health & Safety	1,000	1,000	0.0
4510	Rates	21,630	22,495	4.0
4511	Utilities	11,000	13,000	18.2
4520	Licences: Wedding, Music, Alcohol	2,450	2,450	0.0
4561	Christmas Decorations	0	0	0.0
4572	Building Maint. Repairs(Long Term)	20,000	20,000	0.0
4751	Maintenance - External (Day-to-Day)	1,500	1,500	0.0
4800	Maintenance - Internal	12,000	12,000	0.0
4850	Furniture / Equipment Purchase/Bar Equi	4,000	4,000	0.0
4851	Annual Maintenance - Fixed Cost	8,000	9,000	12.5
5011	Council use of TH	500	500	0.0
5220	Publicity & Marketing	2,000	2,000	0.0
5270	IT Systems	500	500	0.0
6014	Hanging Baskets & Christmas Trees	700	700	0.0
7150	Loan Repayments - Roof & Boilers	4,952	4,952	0.0
	Loan Repayments - Lift	5,144	5,144	0.0
1001	Income - Rental - Cranfield Trust	10,000	10,000	0.0
1001	Income Rental - LTVAS	1,200	1,500	25.0
1002	Income - Bookings	38,000	50,000	31.6
1003	Income - Town Council Office Rent	12,000	12,000	0.0
1015	Income - Tea / Coffee	50	50	0.0
1020	Income - Cleaning	600	600	0.0
1022	Income - Own hiring's	4,050	4,050	0.0
	<b>Town Hall - Expenditure</b>	<b>200,154</b>	<b>216,120</b>	<b>-7.4</b>
	<b>Town Hall - Income</b>	<b>65,900</b>	<b>78,200</b>	<b>-15.7</b>
	<b>Net Expenditure over Income</b>	<b>134,254</b>	<b>137,920</b>	<b>-2.7</b>
<b>111 Town Hall Bar</b>				
4001	Bar Staff salaries	450	750	66.7
4305	Stocktaking	250	260	4.0
3000	Bar Purchases	1,200	2,000	66.7
1013	Income - Bar	2,100	5,000	138.1
	<b>Bar - Expenditure</b>	<b>1,900</b>	<b>3,010</b>	<b>-36.9</b>
	<b>Bar - Income</b>	<b>2,100</b>	<b>5,000</b>	<b>-58.0</b>
	<b>Total Net Expenditure over Income</b>	<b>-200</b>	<b>-1,990</b>	<b>-89.9</b>
<b>112 Film Shows</b>				
4008	Wages	2,500	2,500	0.0
4950	Film Show: Hire, Purchases, Licence	5,900	5,900	0.0
4951	Film Show - Refreshment Costs	250	150	-40.0
1053	Income - Tickets	12,000	12,000	0.0
1051	Income - Refreshments	250	150	-40.0
	<b>Film Shows - Expenditure</b>	<b>8,650</b>	<b>8,550</b>	<b>1.2</b>
	<b>Film Shows - Income</b>	<b>12,250</b>	<b>12,150</b>	<b>0.8</b>
	<b>Total Net Expenditure over Income</b>	<b>-3,600</b>	<b>-3,600</b>	<b>0.0</b>

		Current Annual Budget 2023/24	Proposed Annual Budget 2024/25	% Increase
	<b>Net Expenditure over Income</b>	<b>£130,454.00</b>	<b>£132,330.00</b>	<b>1.4</b>

Judith Giles  
Chief Officer

Howard Bristand  
Building Manager

7th September 2023





# Romsey Town Council

## Budget - April 2024 - March 2025

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### Town

Code	Item	Current Annual Budget 2023/24	Proposed Annual Budget 2024/25	% Increase
	<b>103 Grants</b>			
5103	Marshalls	400	400	0.0
5890	Community Grants	8,500	8,500	0.0
5893	Bandstand	1,000	1,000	0.0
6100	Arts Festival	1,000	1,000	0.0
	<b>Grants - Expenditure</b>	<b>10,900</b>	<b>10,900</b>	<b>0.0</b>
	<b>104 Civic</b>			
4001	Salaries	500	500	0.0
4043	Council Newsletter	2,400	1,400	-41.7
5011	Council use of Town Hall	2,000	2,000	0.0
6502	Members training	400	400	0.0
6550	Meetings Advertisements	50	50	0.0
6750	Mayors Allowance	500	500	0.0
6760	Town Crier	230	230	0.0
6761	Mace Bearer	195	195	0.0
6762	Civic Costs	3,500	3,500	0.0
1116	Income - Town Crier	200	200	0.0
	<b>Civic - Expenditure</b>	<b>9,775</b>	<b>8,775</b>	<b>-10.2</b>
	<b>Furniture / Equipment Purchase/Bar Equi</b>	<b>200</b>	<b>4,000</b>	<b>1900.0</b>
	<b>Net Expenditure over Income</b>	<b>9,575</b>	<b>4,775</b>	<b>-50.1</b>
	<b>107 Market</b>			
5250	Subscriptions	400	400	0.0
1030	Income - Market Stalls	5,000	5,000	0.0
	<b>Market - Expenditure</b>	<b>400</b>	<b>400</b>	<b>0.0</b>
	<b>Market - Income</b>	<b>5,000</b>	<b>5,000</b>	<b>0.0</b>
	<b>Total Net Expenditure over Income</b>	<b>-4,600</b>	<b>-4,600</b>	<b>0.0</b>
	<b>121 Kings Chase Allotments</b>			
5309	Maintenance	1,000	1,000	0.0
1000	Rents	1,050	1,050	0.0
	<b>KCA - Expenditure</b>	<b>1,000</b>	<b>1,000</b>	<b>0.0</b>
	<b>KCA - Income</b>	<b>1,050</b>	<b>1,050</b>	<b>0.0</b>
	<b>Total Net Expenditure over Income</b>	<b>-50</b>	<b>-50</b>	<b>0.0</b>
	<b>125 Town Centre Management</b>			
4001	Salaries - RTC 4/5 inc pension	35,204	36,964	5.0
4002	NI	3,110	3,266	5.0
4500	Town centre management	1,000	1,000	0.0
4512	Telephone	250	250	0.0
5405	Events	0	1,000	100.0
1009	Income - TVBC Contribution 1/5 inc pension & NI	9,541	10,018	5.0
	<b>TCM - Expenditure</b>	<b>39,564</b>	<b>41,480</b>	<b>4.8</b>
	<b>TCM - Income</b>	<b>9,541</b>	<b>10,018</b>	<b>5.0</b>
	<b>Total Net Expenditure over Income</b>	<b>30,023</b>	<b>31,462</b>	<b>4.8</b>



126 Woodley Village Hall				
4270	Major maintenance	0	4,000	100.0
????	Income	0	0	0.0
	<b>WVH - Expenditure</b>	<b>0</b>	<b>4,000</b>	<b>0.0</b>
	<b>WVH - Income</b>	<b>0</b>	<b>0</b>	<b>0.0</b>
	<b>Total Net Expenditure over Income</b>	<b>0</b>	<b>4,000</b>	<b>0.0</b>
<b>130 Environmental</b>				
4601	Lengthsman	1,000	1,000	0.0
4602	Speedwatch	1,000	2,000	100.0
4603	Grounds Maintenance	3,500	4,000	14.3
4605	Other Projects	2,700	3,000	11.1
6009	Land at the Star maintenance	400	500	25.0
6010	Bus Shelters	2,600	3,500	34.6
6011	Town seats	550	600	9.1
6012	Street Lights	2,000	2,500	25.0
6015	Signs	500	500	0.0
1014	Planting for Cornmarket	400	400	0.0
4511	Drinking fountain water	200	200	0.0
4511	Electricity for Bollards	200	200	0.0
6025	Maintenance of Bollards and Street Furniture	400	400	0.0
6026	Bunting	550	5,950	981.8
	<b>Environmental - Expenditure</b>	<b>7,800</b>	<b>14,750</b>	<b>89.1</b>
	<b>Environmental - Income</b>	<b>0</b>	<b>0</b>	<b>0.0</b>
	<b>Total Net Expenditure over Income</b>	<b>7,800</b>	<b>14,750</b>	<b>89.1</b>
<b>170 Christmas Lights</b>				
6764	Christmas in Romsey	32,000	34,000	6.3
6765	On-going upgrade	4,000	4,000	0.0
1009	Income - Grant	2,000	2,000	0.0
1011	Income - Donations	3,000	0	0.0
	<b>Christmas - Expenditure</b>	<b>36,000</b>	<b>38,000</b>	<b>5.6</b>
	<b>Christmas - Income</b>	<b>5,000</b>	<b>2,000</b>	<b>-60.0</b>
	<b>Total Net Expenditure over Income</b>	<b>31,000</b>	<b>36,000</b>	<b>16.1</b>
<b>135 Marshalls</b>				
5103	Running costs	400	400	0.0
4030	PPE	50	50	0.0
	Honorarium	0	195	100.0
	Statutory Training - Supervisor	0	500	100.0
1009	Income - Grant	0	0	0.0
1011	Income - Donations	0	0	0.0
	<b>Marshalls - Expenditure</b>	<b>450</b>	<b>450</b>	<b>0.0</b>
	<b>Marshalls - Income</b>	<b>0</b>	<b>0</b>	<b>0.0</b>
	<b>Total Net Expenditure over Income</b>	<b>450</b>	<b>450</b>	

		Current Annual Budget 2023/24	Proposed Annual Budget 2024/25	% Increase
	<b>Net Expenditure over Income</b>	<b>£44,175.00</b>	<b>£55,325.00</b>	<b>25.2</b>

Judith Giles  
Chief Officer

Howard Brisland  
Building Manager

7th September 2023



to ac background blue

## REPC & RTC Merger Romsey Extra Parish Council 1894 - 2023

Romsey Extra was a large rural Parish of 3,306 hectares with a population of 6,256 (2021), which surrounds the town of Romsey and includes the villages of Abbotswood, Ashfield, Lee, Moorcourt, Skidmore, Pauncefoot, Halterworth and Stanbridge Earls. The latter village was a royal possession in Saxon times, and the 17th Century house is said to be on the site of King Aethelwulf's manor house.

The parish was formed in 1894. Newly built areas in the parish have gradually been moved into the Romsey Town Council area. As a result of the large developments in the last decades a review was carried out by Test Valley Borough Council. The outcome was to merge the two Councils under the Romsey Town Council name. An exception being Stanbridge Earls. Which was transferred to Awbridge Parish Council.

The merging of the two Councils creates a more powerful, unified voice for Romsey. Romsey Extra Parish residents in the new developments believed they lived in Romsey. Now they do.

For a full history see <https://www.itvas.org.uk/>

Merger Event 6<sup>th</sup> April 2023



REPC Chairmans Badge of Office







## Chief Officer

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**From:** CaseworkOPCC <CaseworkOPCC@hampshire.police.uk>  
**Sent:** 09 August 2023 08:52  
**To:** Chief Officer  
**Subject:** RE: Rising incidents of ASB in Romsey (Case Ref: HA4108)

Dear Judith,

Thank you for your email received 8<sup>th</sup> August. Your email was passed to the Commissioner yesterday morning. Having discussed the subjects raised she has asked me to respond on her behalf.

The Commissioner acknowledges that the 101 service is not where it needs to be and improvement is urgently required. The Commissioner has made it clear to the Chief Constable that improving the ability for the public to report crime is a priority to build and maintain confidence in policing. The importance of this subject was recently highlighted in His Majesty Inspectorate of Constabulary's & Fire and Rescue Service (HMICFRS) inspection of Hampshire & Isle of Wight Constabulary where responding to the public was scored as "Requires Improvement"

The day to day delivery of the 101 service is the operational accountability of the Chief Constable and the Commissioner's office will provide scrutiny of it's performance.

To provide some context Contact Management in July received 30,706, 999 calls with an average speed to answer of 15 seconds. 28,446, 101 calls with an average speed to answer of 16 minutes and 10,124 online reports.

To address the volume of calls the force has recently launched a portal where victims of crime can get updates of crimes direct through the web rather than calling 101, this service was launched on 31<sup>st</sup> July and in a few weeks will have the capacity for victims to interact with their officer in case. This will help to address the numerous calls 101 receive asking for updates rather than reporting something new or ongoing.

You may have seen the Commissioner and Chief working in the national space with the Home Secretary, other forces and agencies to ensure Police are not used addressing matters which should fall to other agencies (known as right care, right person) 100s of hours of policing are lost in dealing with matters that are health or mental health related, the calls to these incidents placing burden on 101.

There are a number of changes currently being considered by the Chief to improve the 101 service however I am not able to go into detail further at this time.

With regards the online portal, the online system is a system mandated by the Home Office for all forces. Previously forces had their own bespoke online reporting which varied in quality, for example in Hampshire you could only report theft criminal damage and shoplifting online. The Single Online Home is an improvement but it is not as easy to use as it could be. Again this is something the Commissioner is working on with the home office to impact change in both Hampshire and nationally.

The Commissioner also notes the concern around rising ASB in Romsey, if you or any members have specific concerns around locations or cases please share them with us so we can support you in getting the police to address. Any resident or member are welcome to contact us at [oppc@hampshire.police.uk](mailto:oppc@hampshire.police.uk) for assistance with ongoing cases.

Thank you for taking the time to write to the Commissioner.

Kind Regards

Luke

**Luke Finnegan**  
**Business Support & Casework Officer**



HAMPSHIRE & ISLE OF WIGHT

OPCC, The Long Barn, Dean Estate,  
Wickham Road, Fareham, PO17 5BN  
[Find our news, website and socials here](#)

Advance notice of leave:

10<sup>th</sup> July – 15<sup>th</sup> July 2023

28<sup>th</sup> September - 16<sup>th</sup> October 2023

***Due to my Dyslexia I occasionally make grammatical or sentence structure errors. [What is Dyslexia?](#)***

- Please consider adding in spacing between sentences when responding.
- Please try to make your email clear and concise.

Thank you for your patience & understanding.

**From:** Chief Officer <chiefofficer@romseytc.org.uk>  
**Sent:** 08 August 2023 09:17  
**To:** Office of Donna Jones Hampshire PCC HC Mailbox <opcc@hampshire.police.uk>  
**Cc:** RTCFULLCOUNCIL <RTCFULLCOUNCIL@romseytc.org.uk>  
**Subject:** Rising incidents of ASB in Romsey

**Caution: This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe - If unsure email [ICTSecurityTeam@thamesvalley.police.uk](mailto:ICTSecurityTeam@thamesvalley.police.uk) to report this message.**

**FOR THE ATTENTION OF DONNA JONES - HAMPSHIRE POLICE AND CRIME COMMISSIONER**

Romsey Town Council would like to express its concern at the operation of the 101 system. Residents have occasion to call 101 to report anti-social behaviour and low-order crime but find it difficult to access especially when operators are dealing with a high incidence of 999 calls from across Hampshire. 101 calls either go unanswered or take a very long time to ring through. Residents are also advised, as an alternative, to use the on-line reporting system, which is "clunky" and not user friendly. This is leading to a loss of confidence in the 101 reporting system.

A really large part of the problem with 101 is that reporting tends to be historical. Certainly if there are enough reports in an area, the police are likely to take some action but it's almost always after the event.

It's much the same with shops in the town and theft. It's all very well reporting it and building up statistics, but in this case, as well as antisocial behaviour, what people want is access to a police officer rapidly *at the time* to try and catch thieves or deter ASB.

Our local police, are under strength. Constantly dealing with things after they happen is very little use to anybody and certainly not a deterrent to people breaking the law.

The Town Council requests a review of the system with the aim of creating a separate 101 entity which is more responsive to public input.

I look forward to your comments.

Best regards  
Judith

Judith Giles  
Chief Officer  
Romsey Town Council

\*\*\*\*\*  
This email contains information which is confidential and may also be privileged. It is for the exclusive use of the addressee(s) and any views or opinions expressed within are those of the originator and not necessarily those of the Force. If you are not the intended recipient(s) please note that any form of distribution, copying or use of this email or the information contained is strictly prohibited and may be unlawful. If you have received this communication in error please forward a copy to [informationsecurity@thamesvalley.police.uk](mailto:informationsecurity@thamesvalley.police.uk) and to the sender. Please then delete the email and destroy any copies of it. DO NOT use this email address for other enquiries as it will not be responded to, nor any action taken upon it. If you have a non-urgent enquiry, please call the Police non-emergency number 101. If it is an emergency, please call 999. Thank you.  
\*\*\*\*\*





## ROMSEY TOWN COUNCIL -APPLICATION FORM FOR GRANT

NAME OF ORGANISATION:	Bringing Together Andover CIC
ADDRESS OR MEETING PLACE OF ORGANISATION:	c/o Demo Consultancies The IncuHive Space Chantry House – 4 <sup>th</sup> Floor, Chantry Centre 38 Chantry Way, Andover, SP10 1LX
NAME OF CONTACT:	Dmitrijs Meiksans
PHONE NUMBER:	+44 7586 337444
EMAIL ADDRESS:	<a href="mailto:dmitrijs@democonsultancies.co.uk">dmitrijs@democonsultancies.co.uk</a>
AMOUNT REQUESTED:	£250.00
WHAT IS THE GRANT FOR?	<p>The Test Valley Young Entrepreneurs Contest is back - last year, dubbed the Youth in Test Valley Awards after three finalists were picked out of sixty nominations across the Test Valley, we are now searching for the next business leader of Test Valley, an 11-18-year-old with an idea to change the game, start a brand new business and inspire other young people.</p> <p>The first scheme saw mentorship being provided to all three finalists: Jack received mentorship from both the Director of BTA CIC and New Street Dental Care to develop the Andover Cat-fe, Freya received mentorship from all of our business sponsors as demonstrated in the booklet and supported directly by the Director of BTA CIC and Felipe received mentorship from The IncuHive Space. Jack and his father Cllr Stuart Waue have since, as a result of the contest, received planning permission to open up the Cat-fe. Freya and Felipe continue to receive mentorship and guidance in developing their business ideas further but also to help them develop as businesspeople</p> <p>We are hoping to enable young people from across the Borough to discover their own entrepreneurial spirits and identify key young people who are showing the most determination to become future leaders within the Borough, by demonstrating their skills through a variety of rounds as part of the contest, such as their ability to lead, work as part of a team and effectively communicate. The rounds will be judged by a panel of judges, comprised of a variety of local leaders in politics, business and other industries as appropriate to each round. This year, there will be a bigger focus on volunteering and work experience as part of the project, encouraging all participants to take part in a volunteering opportunity and/or a work experience placement to better their communities and improve crucial skills - the organisers of the project will pair young people with respectively opportunities.</p>

*If there is insufficient space here please*

<i>attach a separate sheet</i>	
<p>WHY IS THE GRANT NEEDED?</p> <p><i>If there is insufficient space here please attach a separate sheet</i></p>	<p>We would use the grant to increase the impact on Romsey young people. Last year, it was very difficult to get an even split between the North/South of the Borough, and this was not necessarily down to a lack of connections to the south, as opposed to more so the thirst for such a project in the Romsey area was not as big as the Andover area. This year, we will be engaging with Youth in Romsey and other key youth organisations based in the south of the Borough to access any direct links they have to young people in the community but also their contacts with the local schools. Additionally, we will be doing a more targetted and direct approach in contacting the key schools in Romsey, including letters, emails and phone calls, directly delivering leaflets and posters to schools to distribute to students</p>
<p>HOW WILL ROMSEY OR ITS RESIDENTS BENEFIT?</p> <p><i>If there is insufficient space here please attach a separate sheet</i></p>	<p>With 1,816 young people aged 11-18 in the new Council structure, we hope to find business leaders amongst this age group from the Romsey area. We hope to use this opportunity to empower them to start their own businesses in their local communities, to further the economic development of Romsey, and the wider Test Valley borough.</p> <p>All young people within this process will win - in the terms that they will receive information and a toolkit, even if they don't happen to be the winning young person at the end of this process - but also, we will try to place each and every young person into a work experience opportunity, regardless of whether they win or not, ensuring this process is as inclusive as possible.</p> <p>If this project doesn't happen, it will be a missed opportunity for the young people of our Borough - it will hopefully instill a subconscious mindset for the young people involved that Romsey, and the overall Borough, cares about them, and hopefully will increase the retention rate of the young people staying in the Borough, to ensure its economic development and prosperity, if they know the Borough cares about them and wants to invest in them and their future - with this project being a key factor to play in this.</p>
<p>HAVE YOU APPROACHED ANY OTHER BODIES FOR A GRANT?</p>	<p><b><u>YES/NO</u></b></p>
<p>IF YES PLEASE GIVE DETAILS</p> <p><i>If there is insufficient space here please attach a separate sheet</i></p>	<p>More specifics provided on the project expenditure document.</p>
<p>HAVE YOU HAD A PREVIOUS GRANT FROM ROMSEY TOWN COUNCIL?</p>	<p><b><u>YES/NO</u></b></p>
<p>IF YES WAS THE INTENDED BENEFIT</p>	<p>Yes – it was for this project, and due to the 60 young people we supported last year, including the 3 finalists, we believe that the</p>

<p><b>ACHIEVED?</b></p> <p><i>If there is insufficient space here please attach a separate sheet</i></p>	<p>intended benefit was significantly achieved, as we empowered young business leaders to start their businesses.</p>		
<p><b>ADDITIONAL INFORMATION REQUIRED</b></p>	<p>Latest Financial Accounts Enclosed</p>	<p>Please tick box</p>	<p>N/A – new organisation, bank statement attached instead.</p>

Date: 18/09/2023

Signature MR DMITRIJS MEIKSANS

Please return form to: Romsey Town Council, 1 Market Place, Romsey, Hants, SO51 8YZ

ROMSEY TOWN COUNCIL



**FILE COPY**



**CERTIFICATE OF INCORPORATION  
OF A  
COMMUNITY INTEREST COMPANY**

Company Number **14168616**

The Registrar of Companies for England and Wales, hereby certifies that

**BRINGING TOGETHER ANDOVER CIC**

is this day incorporated under the Companies Act 2006 as a Community Interest Company; is a private company, that the company is limited by guarantee, and the situation of its registered office is in England and Wales

Given at Companies House, Cardiff, on **13th June 2022**



\*N14168616K\*



**Companies House**



**THE OFFICIAL SEAL OF THE  
REGISTRAR OF COMPANIES**





## Test Valley Young Entrepreneurs Contest

### Parish Councils - Funding Breakdown Explanation - £1,000

We are asking the 4 top largest Parish Councils (based on the number of young people they have out of the whole youth population of Test Valley) for funding.

In Test Valley, the total population of young people aged 11-18 is **11,999**.

Of all the parish councils in Test Valley, **Andover, Romsey Town, Valley Park and North Baddesley** contain the highest number of young people, so to ease the burden of administration whilst remaining fair, we will seek to apply only from these Councils. Those largest Council areas (based on the population of young people) account for **8,368** young people.

The funding we apply for from each Council is calculated by the percentage of the number of young people that reside within that specific Council's boundaries out of the total population of young people that reside in the four largest Parishes (8368 young people).

Council	Number of young people in the Council borders	Percentage of young people in Council borders out of the whole population of young people in the top 5 parishes based on their collective total populations of young people	x10	Amount rounded up to the nearest £50 for ease of administration
North Baddesley CP	617	7.37	£73.70	£100.00
Valley Park CP	759	9.07	£90.70	£100.00
Romsey Town CP	1,816	21.71	£217.10	£250.00
Andover CP	5,176	61.85	£618.50	£650.00
<b>TOTAL</b>	<b>8,368</b>	<b>100%</b>	<b>£1000.00</b>	<b>£1100.00</b>



<u>Income type</u>	<u>Amount</u>
TVBC	£1,000.00
HCC	£1,000.00
Parishes	£1,000.00
New Street Dental Care - Main Sponsor	£2,500.00
Other business sponsorship	£2,500
<b>Total (subject to receiving all funding)</b>	<b>£8,000.00</b>

<b>Budgeted items</b>	<b>Costings</b>
Venue hire for sessions/workshops	£900.00
Sessional time for initial project creation (funded through business sponsorship)	£1,000.00
Sessional time for placing young people with work experience opportunities (funded through business sponsorship)	£1,500.00
Promotional material and social media advertising	£600.00
Licenses and legalities (insurance)	£500.00
Travel costs and food to widen participation of young people	£500.00
Investment for winning young person	<b>£1000.00 (directly from businesses)</b>
Finale costs - food, equipment hire, venue, printing etc	£1000.00
Contingency Costs	700.00
<b><u>TOTAL</u></b>	<b><u>£7,700.00</u></b>

