



Romsey Town Council Meeting

*Tuesday 15th November 2022
at
7.30pm*



Romsey Town Council

MEETING

A Meeting of the Town Council convened by the Town Mayor of Romsey (Cllr. N. Gwynne) will take place on Tuesday 15th November 2022 at 7.30 p.m.

The public and press are cordially invited to be present.

(Meeting papers available at the Town Council Offices in the Town Hall, Monday to Friday 9.00a.m. – 3.00p.m.)
Email: chiefofficer@romseytc.org.uk

Town Mayor

Issue Date: 081122

Romsey Town Council

Town Hall
1, Market Place
Romsey
SO51 8YZ



You are hereby summoned to attend a Meeting of the above-named Council convened by the Town Mayor (Councillor N. Gwynne) on **Tuesday 15th November 2022 at 7.30P.M.**

AGENDA

1. PRAYERS

2. APOLOGIES

3. DECLARATION OF INTERESTS

4. MINUTES

Confirmation

To receive and approve the accuracy of the Minutes for meetings held on 27th September 2022
Matters Arising

PUBLIC PARTICIPATION

To pass a resolution to adjourn the meeting

- (a) To receive formal presentations from individuals or organisations which are an identified agenda item: None
- (b) To receive verbal reports from Borough and County Councillors of what has been happening at Borough and County level which is of interest to Romsey Town Councillors
- (c) Questions from members of the public to Town Councillors
- (d) Questions from members of the public to Borough Councillors
- (e) Questions from members of the public to the County Councillor
- (f) Questions from Town Councillors to Borough Councillors
- (g) Questions from Town Councillors to County Councillor

5. PLANNING COMMITTEE

To receive and note the minutes of the Planning Committee meetings held on 18th August 2022 and 18th August 2022(draft)

6. TOWN & BUILDING COMMITTEE

To receive and note the minutes of the Town & Building Committee meetings held 16th August 2022 and 18th October 2022(draft)

Romsey Town Council

Town Hall
1, Market Place
Romsey
SO51 8YZ



You are hereby summoned to attend a Meeting of the above-named Council convened by the Town Mayor (Councillor N. Gwynne) on **Tuesday 15th November 2022 at 7.30P.M.**

7. FINANCE & RESOURCES COMMITTEE

- i) To receive and note the minutes of the Finance & Resources Committee meetings held on 6th September 2022 and 8th November(draft)

- ii) **RECOMMENDATION:** The Finance & Resources Committee recommend Full Council approve merged Romsey Town Council/Romsey Extra Parish Council budget for 2023-24 on 15th November 2022 subject to creating an Earmarked Reserve (EMR) for projects. Carried forward Romsey Extra projects will be added to list for consideration.
PROPOSED: Cllr. N. Gwynne
SECONDED: Cllr. J. Parker
CARRIED

8. ALLOTMENTS COMMITTEE

To receive and note the minutes of 5th September 2022

**9. ROMSEY TOWN COUNCIL/ROMSEY EXTRA PARISH COUNCIL
PROPOSED MERGER**

Update/Questions?

10. ROMSEY FUTURE

Update

11. REPORTS FROM MEMBERS ATTENDING MEETINGS OF EXTERNAL ORGANISATIONS

Reports from members attending meetings of external organisations since the last Full Council Meeting

12. CORRESPONDENCE

None

13. MAYORAL ANNOUNCEMENTS

N.B. Agenda items for the next meeting on Tuesday 17th January 2023 2022 should be received by the Chief Officer no later than 3rd January 2023

Romsey Town Council

Town Hall
1, Market Place
Romsey
SO51 8YZ

FULL COUNCIL MEETING

Minutes of the Meeting held on 27th September 2022

In the Chair:

Attendance:

A Councillor D. Baverstock	P Councillor N. Gwynne
P Councillor J. Cairney	P Councillor S. Lamb
A Councillor M. Cooper	P Councillor J. Parker
P Councillor J. Critchley	P Councillor J. Ray
P Councillor I. Culley	- Councillor M. Southey
A Councillor N. Daas	P Councillor C. Wise
P Councillor J. Burnage	P Councillor S. Wilkinson

Clerk: Nicqui Chatterley

Public: 0

1. PRAYERS

The Reverend Thomas Wharton led prayers. Cllr. K. Dunleavy thanked the Reverend Thomas Wharton for a wonderful Memorial Service in The Abbey to commemorate the passing of Her Majesty The Queen

7.30p.m. Cllr. J. Critchley and Cllr. J. Cairney joined the meeting

2. APOLOGIES

Apologies received from Cllr. M. Cooper, Cllr. D. Baverstock, Cllr. N. Daas and Cllr. J. Parker

3. DECLARATION OF INTEREST

None

4. CONFIRMATION OF MINUTES

To receive and approve the accuracy of the Minutes meetings held as follows:-

The minutes of the meeting held on 26th July 2022 were duly confirmed and signed

PROPOSED: Cllr. J. Burnage

SECONDED: Cllr. J. Ray

CARRIED

Matters Arising

Sgt. C. Challis – Police Update. Cllr. J. Critchley asked for the minutes to be amended to read “the Police do not have the authority to stop swimming at Sadlers Mill. They are trying to control anti-social behaviour.”

PUBLIC PARTICIPATION

PROPOSED: Cllr. K. Dunleavey

SECONDED: Cllr S. Wilkinson

CARRIED

MEETING ADJOURNED: 7.35 P.M.

To receive formal presentations from individuals or organisations which are an identified agenda item:- None

To receive verbal reports from Borough and County Councillors of what has been happening at Borough and County level which is of interest to Romsey Town Councillors

HCC Report - None

TVBC Report - None

Questions from members of the public to Borough Councillors

None

Questions from members of the public to the County Councillor

None

Questions from Town Councillors to Borough Councillors

None

Questions from Town Councillors to County Councillor

None

RE-COMMENCED 7.38 PM

5. PLANNING COMMITTEE

Cllr. S. Lamb proposed that the Full Council accept the minutes of the Planning Committee held on 21st July 2022 and 18th August 2022(draft)

PROPOSED: Cllr. S. Lamb

SECONDED: Cllr. J. Burnage

CARRIED

6. BUILDING AND TOWN COMMITTEE

Cllr. S. Wilkinson proposed that the Full Council accept the minutes of the Building and Town Committee meetings held on 14th June 2022 and 16th August 2022(draft)

PROPOSED: Cllr. S. Wilkinson

SECONDED: Cllr. K. Dunleavey

CARRIED

7. FINANCE & RESOURCES COMMITTEE

Cllr. J Critchley proposed that the Full Council accept the minutes of the Finance & Resources Committee meetings held 5th July 2022 and 6th September 2022(draft)

PROPOSED: Cllr. J. Critchley

SECONDED: Cllr. I. Culley

CARRIED

8. ALLOTMENTS COMMITTEE

Cllr. J. Parker proposed that the Full Council accept the minutes of the Allotments Committee meeting held on 1st August 2022

PROPOSED: Cllr. J. Cairney

SECONDED: Cllr. C. Wise

CARRIED

Cllr. N. Gwynne is attending a TVBC Whitenap update meeting. He will report back to Council if there is any land available for more allotments.

Chief Officer to ask Allotment's Treasurer if a "budget for income" can be included on Allotment's Statement of Income and Expenditure

9. ANNUAL RETURN 2021/22

RECOMMENDATION: Full Council approve Annual Return 2021/22

RESOLUTION NO. 22/16

It was **RESOLVED** to approve Annual Return 2021/22

PROPOSED: Cllr. K. Dunleavy

SECONDED: Cllr. J. Ray

CARRIED

Council thanked the Chief Officer and her staff for their diligent work resulting in receiving a signed-off Annual Return 2021/22 with no issues.

10. ROMSEY TOWN COUNCIL/ROMSEY EXTRA PARISH COUNCIL PROPOSED MERGER

Cllr. N. Gwynne updated Council regarding the Romsey Town Council/Romsey Extra Parish Council Proposed merger as follows:-

Two meetings have been held between REPC and RTC involving the Chairs of both and the Clerk/Chief Officer of both. One further meeting is outstanding; this is to be held before November, as recommendations need to go back to TVBC by then. The second of these meetings also involved Grahame Jackson of Awbridge Parish Council, as a small part of Romsey Extra will be transferred to Awbridge. This second meeting concerned assets, commitments and reserves. Key points:

- a. No significant issues arose re transferring assets, commitments and reserves during the meeting.
- b. Within REPC reserves are £218,310 from CIL. REPC wish to commit these to 3 projects:
 - i. Highwood Lane footpath
 - ii. Whitenap related pedestrian crossing
 - iii. Short extension of footpath connecting Cupernham and Belbins

However, it is unlikely that any work will commence on any of them before 31st March 2023.

- c. Within REPC reserves there are £16,710 received from the building of a solar farm. This is currently intended by REPC for use on (as yet unidentified) maintenance work or projects at Woodley Village Hall.
- d. There are £20K of REPC reserves held for a potential payment to HCC pensions, due to the dissolving of REPC. NOTE Outside of the RTC meeting, HCC advised that no such payment will be incurred.

- e. Unless significant payments are made from reserves between now and 31st March 2023, then a figure in excess of £340,000 is likely to come across from REPC – approximately 97.5% of which will come to RTC, the remainder to Awbridge.

Finally, it was agreed that some form of ceremony or meeting should be set up to mark the dissolving of Romsey Extra as a separate Parish on 31st March 2023. Cllr. Neil Gwynne and Cllr. John Parker to work on a proposal and present back to RTC and REPC for approval.

The following questions were asked:-

Is there a deadline set for Romsey Extra Parish Clerk to respond to Cllr. J. Parker – Romsey Extra Parish Chairman on her personal response to the merger.

Fixed Assets/ Reserves etc. It was felt the three 'projects' of two footpaths and a pedestrian crossing were very unlikely to have reached the point of any payments having been made by March 31st 2023, but that it was hoped to have reached the point of the projects having been 'committed to'. Cllr. J. Parker to expand on this, as Councillors could not see how reserves could be limited prior to transfer, by "commitments" to projects that could only be started post May 2023 elections. Cllr. S. Lamb requested Romsey Extra Parish Council provide her with a breakdown of what funds Romsey Extra have spent over the last five years. Chief Officer to request.

11. ROMSEY FUTURE

Cllr. J. Critchley reported Romsey Future September meeting was cancelled and will now take place in November 2022.

12. REPORTS FROM MEMBERS ATTENDING MEETINGS OF EXTERNAL ORGANISATIONS

Cllr N. Gwynne - Kents Almshouses

13. CORRESPONDENCE

None

14. DEATH OF HER MAJESTY THE QUEEN – 8TH SEPTEMBER 2022

The Chief Officer reported a Memorial Service was held in The Abbey on Sunday 18th September 2022 which all Councillors were invited to. Protocols were carried out at the Town Hall throughout the period of mourning. Cllr. K. Dunleavey thanked the Chief Officer and her staff for work carried out in light of the death of Her Majesty the Queen.

15. MAYORAL ANNOUNCEMENTS

The Mayor Cllr. N. Gwynne reported he is attending a Town Crier Competition in Andover.

Meeting Closed 8.19p.m.

Next Meeting 15th November 2022

In the Chair: Cllr S Lamb

ATTENDANCE:

ROMSEY EXTRA PARISH		ROMSEY TOWN	
P	Councillor J Burnage	P	Councillor J Critchley
P	Councillor J Cairney	A	Councillor I Culley
P	Councillor M G Cooper	P	Councillor S Lamb
-	Councillor M Southey	P	Councillor J Ray
P	Councillor S Tippett	-	Councillor C Wise
		A	Councillor J Parker

In attendance: Clerk Nicqui Chatterley
Toby Oliver, Hampshire Chronicle

33. **Apologies**

Apologies were received from Cllr I Culley, Cllr J Parker

34. **Declarations of Interest**

None

35. **Minutes**

Confirmation

The minutes of the Joint Planning Committee Meeting held on Thursday 21st July 2022 were confirmed as a true record.

Proposed by: Cllr J Burnage

Seconded by: Cllr J Ray

CARRIED UNANIMOUSLY

Matters Arising

List 27, Page 29, Item 3 22/01762/FULLS has been withdrawn

36. **Public Participation**

None

37. **Participation at Southern Area Planning Committee**

1. **APPLICATION NO:**

21/03491/FULLS

APPLICANT:

Mr Tim Lincoln

PROPOSAL:

Erection of two detached dwellings

SITE:

The Abbey Hotel, 11 Church Street, Romsey

REFUSE - NOTED

Signature:

S. A. Lamb

Date: 13.10.22

38. **Appeal Notifications/Decisions**

1. **APPLICATION NO:** 21/02189/FULLS
SITE: 33 Church Street, Romsey, Hampshire, SO51 8BT
PROPOSAL: Change of use of ground floor to dwelling
APPELLANT: Mr James Karsenbarg
APPEAL REFERENCE: APP/C1760/W/22/3295991
APPEAL STARTING DATE: 21.07.22
NOTED

2. **APPLICATION NO:** 21/00817/FULLS
SITE: Land At Fishlake Cottage , Greatbridge Road, Romsey
PROPOSAL: Change of use from open storage to residential use, erection of 2no. four-bedroom houses with associated parking and landscaping, installation of package treatment plants
DECISION: **REFUSE - NOTED**

3. **APPLICATION NO:** 21/03600/FULLS
SITE: 109A Winchester Road, Romsey, SO51 8JF
PROPOSAL: Erection of 8 dwellings and access road
DECISION: **REFUSE - NOTED**

39. **Amended Applications**

1. **APPLICATION NO:** 22/01762/FULLS
SITE: Arran House , 40 Carisbrooke Court, Romsey
PROPOSAL: Ground floor front and rear extensions and first floor side extension
DECISION: **APPLICANT WITHDRAWN PROPOSAL - NOTED**

2. **APPLICATION NO:** 22/01149/FULLS
SITE: Land At Ganger Farm, Ganger Farm Lane, Romsey, Hampshire
PROPOSAL: Access road on southern boundary extending to field to serve the adjacent land, engineering work to provide drainage (Retrospective)
DECISION: **FURTHER TREE INFORMATION SUBMITTED - NOTED**

Signature:

S. A. Leub.

Date:

13. 10. 22

40. **Correspondence**

1. Email from Anne Cavill of Tadfield Road, Romsey regarding

APPLICATION NO: 22/01871 FULLS
SITE: 5 Tadfield Road Romsey Hampshire
PROPOSAL: Single storey rear extension
List 29 Item 5 on Agenda

2. Email from Liz Manship, Clerk to King's Somborne Parish Council regarding Neighbourhood Development Plan Consultation.

Noted

3. Email from Amy Dales, Development Officer at Hampshire County Council regarding Neighbourhood Development Plan consultation. **NOTED**

APPLICATION NO: 21/01274/CMAS
PROPOSAL: An extension of mineral working at Roke Manor Quarry, to extract circa 600,000 tonnes of sand and gravel from the Stanbridge Ranvilles Extension, including continuation of on-site mineral processing, backfilling with inert material and progressive restoration to agriculture with increased nature conservation and biodiversity enhancements.

SITE: Roke Manor Quarry - Stanbridge Ranvilles Extension, Salisbury Road, Shootash SO51 6GA

Noted – Agenda for REPC Joint Planning Meeting on 15 September 2022

41. **Planning Applications**

List Nos: 29, 30, 31 and 32

Signature:

S.A. Heub.

Date:

13.10.22

**ROMSEY EXTRA PARISH COUNCIL AND ROMSEY TOWN COUNCIL
WEEKLY LIST OF PLANNING APPLICATIONS AND NOTIFICATIONS: NO. 29
Week Ending: Friday 22nd July 2022**

APPLICATION NO. DATE OF APPLICATION	PROPOSAL	LOCATION	CASE OFFICER	DECISION	COMMENTS
22/01844/FULLS 21.07.2022 ROMSEY EXTRA 1.	Demolition of existing single storey rear extension and erection of single storey rear extension to form garden room.	Mr And Mrs Yea Sylvan Yokesford Hill Romsey Hampshire SO51 0PF	Katie Savage 12.08.2022	No Objection	
22/01854/FULLS 19.07.2022 ROMSEY TOWN 2.	Replacement 1.2m high retaining wall and rear enclosure formed by 500mm concrete gravel boards and 1.8m high close boarded fence, set into garden by 1m.	Mr C Comrie 14 Hereward Close Romsey Hampshire SO51 5RA	Mrs Sacha Coen 11.08.2022	No Objection	Note on planning permission that the gap should be planted with vegetation to soften the look.
22/01869/TPOS 20.07.2022 ROMSEY TOWN 3.	T1 - Horse Chestnut - Reduce back to previous pruning points finishing height 6m and spread 5m, T2 - Silver Maple - Crown lift to 5m, 2m clearance from property and finishing spread 6m.	Radian Housing Association 86 Duttons Road Romsey Hampshire SO51 8FR	Mr Rory Gogan 12.08.2022	No Objection	

22/01885/TPOS 20.07.2022 ROMSEY TOWN 4.	T1-T4 - Lime - Remove duplicate branches to a maximum height of 5m, reduce length of overhanging branches, removal of one branch from T1, removal of a number of overhanging branches from T4.	Mr Andrew Dawbney Little Firs 43 Woodley Lane Romsey Hampshire SO51 7JR	Mr Rory Gogan 13.08.2022	No objection	
22/01871/FULLS 21.07.2022 ROMSEY TOWN 5.	Single storey rear extension.	Mr and Mrs Watson 5 Tadfield Road Romsey Hampshire SO51 5AL	Katie Savage 16.08.2022	Objection	The structure's height is dominating. Overshadowing will impact on sunlight in the evening affecting the amenity of the neighbouring property REPC/RTC - JPC would recommend TVBC carry out a sunlight assessment

**ROMSEY EXTRA PARISH COUNCIL AND ROMSEY TOWN COUNCIL
WEEKLY LIST OF PLANNING APPLICATIONS AND NOTIFICATIONS: NO.30**

Week Ending: Friday 29th July 2022

APPLICATION NO. DATE OF APPLICATION	PROPOSAL	LOCATION	CASE OFFICER	DECISION	COMMENTS
22/01911/FULLS 26.07.2022 ROMSEY EXTRA 1.	Two storey and first floor side extension and elevational alterations	Mr And Mrs A Coupe 28 Feltham Close Romsey SO51 8PB	Mrs Sacha Coen 18.08.2022	No objection	Subject to provision of adequate off-street parking

Signature: *S. A. Herb.*Date: *13.10.22*

22/01909/TPOS 26.07.2022 ROMSEY TOWN 2.	T1 - Beech - Reduce section of canopy overhanging rear garden of 5 Maple close, by up to 2.5 meters	Mr Brian Langford 11 Sycamore Close Romsey Hampshire SO51 5SB	Mr Rory Gogan 17.08.2022	No objection	
22/01918/FULLS 29.07.2022 ROMSEY TOWN 3.	Single storey rear extension with orangery flat roof	Mr And Mrs Eldridge 61 Mill Lane Romsey Hampshire SO51 8ER	Katie Savage 23.08.2022	No objection	However, the extension does appear to be an imposition on the neighbour's amenity
22/01929/FULLS 29.07.2022 ROMSEY TOWN 4.	Single storey side and rear extension, additional windows to ground floor	Mr And Mrs Ben Weavers 26 Tadfield Road Romsey Hampshire SO51 5AJ	Katie Savage 23.08.2022	No objection	
22/01934/CLPS 29.07.2022 ROMSEY TOWN 5.	Application for a lawful development certificate of lawfulness for a proposed rear extension	Mrs Susan Newman 53 Riverside Gardens Romsey Hampshire SO51 8HN	Mrs Sacha Coen 22.08.2022	No objection	
22/01935/FULLS 29.07.2022 ROMSEY TOWN 6.	Two storey and single storey rear extension, single storey front extension and elevational alterations	Mr And Mrs D Young 12 Halterworth Close Romsey Hampshire SO51 5QG	Mr Nathan Glasgow 26.08.2022	No objection	Subject to the provision of off-street parking for two cars

**ROMSEY EXTRA PARISH COUNCIL AND ROMSEY TOWN COUNCIL
WEEKLY LIST OF PLANNING APPLICATIONS AND NOTIFICATIONS: NO.31**
Week Ending: Friday 5th August 2022

APPLICATION NO. DATE OF APPLICATION	PROPOSAL	LOCATION	CASE OFFICER	DECISION	COMMENTS
22/01998/TPOS 04.08.2022 ROMSEY EXTRA 1.	(T1) Horse chestnut - reduce lateral growth to give 1.5m clearance from building. Remove epicormic growth from main stem. (T2) Willow tree - reduce to a frame 5m from ground level.	Mr Rob Fenton Roke Manor Old Salisbury Lane Awbridge Hampshire SO51 0ZN	Mr Rory Gogan 26.08.2022	No objection	
22/01948/FULLS 03.08.2022 ROMSEY TOWN 2.	Single storey front extension and part two storey part single storey rear extension	Mr Robert Riley 7 Field Close Romsey Hampshire SO51 5BN	Mr Nathan Glasgow 26.08.2022	Objection	The rear elevation is out of keeping with the general character of the area and can be viewed from public realm. Inadequate parking provision
22/01979/FULLS 03.08.2022 ROMSEY TOWN 3.	First floor side extension	Mr And Mrs Savage 13 Mead Close Romsey Hampshire SO51 5QX	Kate Levey 02.09.2022	No objection	

Signature:

S.A. Kemp

Date:

13.10.22

<p>22/01997/VARS 04.08.2022 ROMSEY TOWN 4.</p>	<p>Temporary Variation of Condition 3 of 21/00548/FULLS for a period of 6-months (Proposed changes of use of ground floor to Micro pub (A4); New Shopfront and Shop Door, reinstatement of windows on ground floor southern elevation, new glass canopy on rear elevation, creation of pedestrian access in southern boundary wall, new front dormer window and new rooflights, access to basement with cellar doors mounted at street level and revised licencing hours for the 'Garden' to reflect the 'Micro-Pub' 11.00am to 10.00pm) to extend the Hours of Business to 10.00 to 23.30</p>	<p>Mr Ian Paxton 8 Market Place Romsey Hampshire SO51 8NB</p>	<p>Mr Nathan Glasgow 02.09.2022</p>	<p>Strongly object</p>	<p>The neighbours are very close to, and pre-date the micro-pub. We want to protect the amenity of those residents. Any further extension to business hours will incur even later closing than 23.30 due to drink up time and clearing and closing time.</p>
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ROMSEY EXTRA PARISH COUNCIL AND ROMSEY TOWN COUNCIL WEEKLY LIST OF PLANNING APPLICATIONS AND NOTIFICATIONS: NO.32 Week Ending: Friday 12 th August 2022					
APPLICATION NO. DATE OF APPLICATION	PROPOSAL	LOCATION	CASE OFFICER	DECISION	COMMENTS
22/02045/FULLS 11.08.2022 ROMSEY EXTRA 1.	Demolish garage, erect annexe with associated parking on site, construct garage on opposite side of property	Mrs Joyce Mayhall 17 Cedar Lawn Romsey Hampshire SO51 7US	Mr Nathan Glasgow 02.09.2022	Objection	The height of the development is out of context with the site. The full-length window and Juliet balcony will overlook the neighbouring property. The use of ceramic-baguettes is out of keeping with the area

Signature: *S. A herb.*

Date: 13.10.22

22/02064/FULLS 11.08.2022 ROMSEY EXTRA 2.	Ground floor rear extension, hip to gable loft conversion including rear dormer to provide first floor accommodation, front porch and terrace and associated landscaping	Deirdre And Mark Walden Graz Crampmoor Lane Crampmoor Hampshire SO51 9AJ	Mrs Sacha Coen 02.09.2022	No objection	
22/02073/FULLS 12.08.2022 ROMSEY EXTRA 3.	Remove softwood balustrade, spindles and top rail at ground and first floor levels, replace with glazed system, remove short central section of balustrade on ground floor and alterations to windows and doors	Mr Christopher Waugh- Bacchus 5 Stanbridge Lakes Awbright Hampshire SO51 0GY	Mrs Sacha Coen 06.09.2022	No objection	
22/01974/CLIPS 10.08.2022 ROMSEY TOWN 4.	Application for a lawful development certificate for a proposed single storey rear extension	Mr Robert McGimpsey Meadow View 6 Cupernham Lane Romsey Hampshire SO51 7JH	Mrs Sacha Coen 02.09.2022	No objection	
22/01994/FULLS 08.08.2022 ROMSEY TOWN 5.	Two storey infill side extension	Mr Jamie Allen 32 Pine Road Romsey Hampshire SO51 5SG	Mrs Sacha Coen 30.08.2022	No objection	Subject to the provision of 3 off-street parking spaces

				Objection	
22/02031/FULLS 09.08.2022 ROMSEY TOWN 6.	Loft conversion and removal of chimney, creation of front and rear dormer	Lucee Sillence 46 Viney Avenue Romsey Hampshire SO51 7NQ	Katie Savage 31.08.2022		Dominating and overbearing mass and not in keeping with the street scene. Inadequate parking. All the neighbours' gardens will be overlooked.
22/02052/FULLS 10.08.2022 ROMSEY TOWN 7.	Erection of part two-storey and part single storey rear extensions	Mr And Mrs Randall 18 Southampton Road Romsey Hampshire SO51 8AF	Katie Savage 02.09.2022	No objection	

Meeting ended at: 8.10 pm

Next meeting: Thursday 15 September 2022 at 7.30 pm

Signature: *S.A. Herb*

Date: 13.10.22

In the Chair: Cllr S Lamb

ATTENDANCE:

ROMSEY EXTRA PARISH

P Councillor J Burnage
A Councillor J Cairney
A Councillor M G Cooper
- Councillor M Southey
A Councillor S Tippett

ROMSEY TOWN

P Councillor J Critchley
P Councillor I Culley
P Councillor S Lamb
P Councillor J Ray
A Councillor C Wise
A Councillor J Parker

In attendance: Clerk Nicqui Chatterley
Toby Oliver, Hampshire Chronicle

42. **Apologies**

Apologies were received from
Cllr M Cooper, Cllr S Tippett, Cllr J Parker, Cllr C Wise, Cllr J Cairney

43. **Declarations of Interest**

None

44. **Minutes**

Confirmation

The minutes of the Joint Planning Committee Meeting held on Thursday 18th August 2022 will be confirmed at the meeting on 15th October 2022.

45. **Public Participation**

The meeting was adjourned at 7.35 pm to allow Mr S Sherlock from Sherlock Architecture to speak re application 22/02176/FULLS – 109A Winchester Road, Romsey, SO51 8JF. The meeting reconvened at 7.46 pm.

46. **Participation at Southern Area Planning Committee**

1. Application no: 22/01800/VARS
 - Applicant: Waitrose Ltd
 - Proposal: Variation of Condition no. 14 of 05/00494/VARS (following granting of planning permission TVS.07802/14- Demolition of Council depots, Orchard House, SCATS, 32 & 36 Alma Road, existing club buildings, and erection of retail supermarket and new SCATS retail unit with formation of car park, access roads and associated development, retail units, new club for Royal British Legion with access and car parking, relocation of site) - to allow a wider delivery window for HGVs and Ecomm deliveries (home delivery service)
 - Site: Waitrose , 32 Alma Road, Romsey
- PERMITTED 20th SEPTEMBER 2022**

Signature:

S.A. Lamb

Date: 13.10.22

2. Application no: 22/01722/FULLS
 Applicant: Mrs Carol Rickman
 Proposal: Single storey rear extension, loft conversion, garage conversion with rear dormer and associated alterations
 Site: 2 Grays Close, Romsey, Hampshire
PERMITTED 20th SEPTEMBER 2022

47. Appeal Notifications/Decisions

1. Application no: 22/01580/FULLS
 Site: 6 Abbey Water, Romsey, Hampshire
 Proposal: Single storey side extension and associated alterations
 Decision: **PERMISSION subject to conditions & notes NOTED**

48. Amended Applications

1. Application no: 22/01796/FULLS
 Site: 1 Ashdown Way, Romsey, Hampshire, SO51 5QR
 Proposal: Two storey side extension
 Amendment: Site ownership/certificate details corrected
 Been corrected
NOTED
2. Application: 22/02073/FULLS
 Site: 5 Stanbridge Lakes, Awbridge, Hampshire, SO51 0GY
 Proposal: Remove softwood balustrade, spindles and top rail at first and second floor levels and replace with glazed system, alterations to windows and doors
 Amendment: **Description/proposal has been amended On agenda NOTED**

49. Correspondence

1. Section 73 Planning Application to Vary Condition(s) 1, 4, 7, 8, 14 and Remove Condition 24 of 21/005888/CMAS to ensure compliance and permanent retention of existing Wash Plant at Salvidge Farm, Bunny Lane, Timsbury Hampshire SO51 0PG (application number 22/01323/CMAS)
NOTED
2. Email from Isabella Falco, TVBC confirming TPO 1247. Land at woodland west of Treviglio Close, Romsey, Hampshire.
NOTED

Signature:

S. A. Heub

Date: 13.10.22

3. Email from Amy Dales, Development Officer at Hampshire County Council regarding Neighbourhood Development Plan consultation.

Application no:

21/01274/CMAS

Proposal:

An extension of mineral working at Roke Manor Quarry, to extract circa 600,000 tonnes of sand and gravel from the Stanbridge Ranvilles Extension, including continuation of on-site mineral processing, backfilling with inert material and progressive restoration to agriculture with increased nature conservation and biodiversity enhancements.

Site:

Roke Manor Quarry - Stanbridge Ranvilles Extension, Salisbury Road, Shootash SO51 6GA

JPC objected January 2022

Agenda – 15th October 2022

4. Email from Michael White, TVBC Licensing in respect of a pavement Licence for the Olive Tree in Latimer Street, Romsey.

NOTED – Suzi Shilling, Business, Events & Tourism Officer will respond

50. **Planning Applications**

List Nos: 33, 34, 35 and 36

Signature:



Date: 13.10.22.

ROMSEY EXTRA PARISH COUNCIL AND ROMSEY TOWN COUNCIL WEEKLY LIST OF PLANNING APPLICATIONS AND NOTIFICATIONS: NO. 33 Week Ending: Friday 19th August 2022					
APPLICATION NO. DATE OF APPLICATION	PROPOSAL	LOCATION	CASE OFFICER	DECISION	COMMENTS
22/01437/FULLS 17.08.2022 ROMSEY EXTRA 1.	Addition of garage doors to car port	Mr Shaun Bucknole 16 Tate Close Romsey SO51 0BE	Mrs Sacha Coen 09.09.2022	Objection	Doors being installed on the car port will change the use from parking to storage therefore encouraging parking on the highway. Abbotswold has an infamous on-road parking problem.
22/01899/FULLS 18.08.2022 ROMSEY EXTRA 2.	Remove softwood balustrade, spindles and top rail at ground and first floor levels, replace with glazed system, remove short central section of balustrade on ground floor and install step down to garden level	Mr Simon Housden 7 Stanbridge Lakes Awbridge Hampshire SO51 0GY	Katie Savage 16.09.2022	No objection	
22/02109/VARS 17.08.2022 ROMSEY EXTRA 3.	Variation of condition 17 of 20/01045/FULLS - (Erection of 9 dwellings, with access, landscaping, and associated works) to allow for changes to the approved plans for plots 5 and 6	C/O Agent Land Adjacent To Woodpeckers Cupernham Lane Romsey Hampshire SO51 7LE	Mr Paul Goodman 09.09.2022	Objection	Due to the raising of the land and the change from 2.5 storey to 3 storey these properties will create a real and detrimental impact on the neighbouring properties in Treviglio Close.

Signature: *S.A. Hand*

Date: 13.10.22

22/02134/FULLS 18.08.2022 ROMSEY TOWN 7.	Single storey rear extension	Mr And Mrs Winder 91 Viney Avenue Romsey Hampshire SO51 7NS	Katie Savage 10.09.2022	Delegated permission granted	
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ROMSEY EXTRA PARISH COUNCIL AND ROMSEY TOWN COUNCIL WEEKLY LIST OF PLANNING APPLICATIONS AND NOTIFICATIONS: NO.34 Week Ending: Friday 26th August 2022					
APPLICATION NO. DATE OF APPLICATION	PROPOSAL	LOCATION	CASE OFFICER	DECISION	COMMENTS
22/02142/FULLS 23.08.2022 ROMSEY EXTRA 1.	Replacement of existing rooflight with new rooflight and flat roof areas	Mr Doug Spry, Fuller Smith & Turner PLC The Cromwell Arms 23 Mainstone Romsey Hampshire SO51 8HG	Katie Savage 23.09.2022	No objection	
22/01796/FULLS 25.08.2022 ROMSEY TOWN 2.	Two storey side extension	Mr Daniel Rides 1 Ashdown Way Romsey Hampshire SO51 5QR	Mr Nathan Glasgow 19.09.2022	Delegated permission granted	
22/02146/TREES 21.08.2022 ROMSEY TOWN 3.	T1 - Chess Apple/Whitebeam tree - Fell	Jenna Power 17 Middlebridge Street Romsey Hampshire SO51 8HJ	Mr Rory Gogan 13.09.2022		No documents available. JPC would recommend a new application be submitted.

Signature: *S. A. hawb*
Date: *13.10.22.*

22/02098/CLPS 16.08.2022 ROMSEY TOWN 4.	Certificate of proposed lawful development for a loft conversion with rear facing dormer and roof light	Mr Will Riches 46 Winchester Road Romsey Hampshire SO51 8JA	Mrs Sacha Coen 08.09.2022	Planning Law Matter	If it were a planning application JPC would not object.
22/02113/TPOS 17.08.2022 ROMSEY TOWN 5.	T1 - Oak 6092 - Crown reduce back to previous reduction points not exceeding an overall reduction of the crown by 1.5 metres T2 - Oak 6088 - Crown reduce back to previous reduction points not exceeding an overall reduction of the crown by 1.5 metres T3 - Oak 6110 - Crown reduce back to previous reduction points not exceeding an overall reduction of the crown by 2 metres T4 - Oak 5624 - Crown reduce back to previous reduction points not exceeding an overall reduction of the crown by 2 metres	Mr Ben Lewis St Blaize Road Romsey Hampshire SO51 7JY	Mr Rory Gogan 08.09.2022	No objection	
22/02114/TPOS 17.08.2022 ROMSEY TOWN 6.	T1 - Red Oak tree 34889 - Reduce crown by up to 2m to previous suitable growth points	Mr Ben Lewis Land Opposite 1 Brick Lane Romsey Hampshire SO51 8LG	Mr Rory Gogan 08.09.2022	No objection	

22/02164/TPOS 23.08.2022 ROMSEY TOWN 4.	H1 - Conifer - Face back the regrowth shoots both sides whilst retaining green cover, level off and neaten the regrowth shoots from the top of the hedge, remove dead branch garden side.	Mr Berryman 47 Horseshoe Drive Romsey Hampshire SO51 7TP	Mr Rory Gogan 14.09.2022	No objection	
22/02176/FULLS 25.08.2022 ROMSEY TOWN 5.	Erection of 8 dwellings, 3 carports and access road	Mr Stuart Wilson 109A Winchester Road Romsey Hampshire SO51 8JF		Objection	JPC maintain their objection. The height of the 3 detached dwellings on the application are overbearing in relation to dwellings in Tadfield Road, No.s 10,12,18,20 & 22 and will have an adverse effect on their amenity.
22/02198/FULLS 25.08.2022 ROMSEY TOWN 6.	Demolish conservatory and part of single storey brick-built house, erection of replacement extension, remove front porch door and replace windows (Amended scheme)	Mr And Mrs J And S Boswell 31 Mill Lane Romsey Hampshire SO51 8EW	Katie Savage 16.09.2022	No objection	

Signature: S.A. Hewb.

Date: 13.10.22.

**ROMSEY EXTRA PARISH COUNCIL AND ROMSEY TOWN COUNCIL
WEEKLY LIST OF PLANNING APPLICATIONS AND NOTIFICATIONS: NO.35**
Week Ending: Friday 2nd September 2022

APPLICATION NO. DATE OF APPLICATION	PROPOSAL	LOCATION	CASE OFFICER	DECISION	COMMENTS
22/022223/FULLS 30.08.2022 ROMSEY EXTRA 1.	Single storey rear and two storey side extension with window, door and external wall material alterations	Mr Dan Sheppard Campsie Glen Sandy Lane Abbotswood Hampshire SO51 0PD	Katie Savage 26.09.2022	Objection	JPC maintain their objection. Size and mass of side wall as proposed would have an adverse effect on the amenity of adjacent property Tanglewood and result in a dwelling which be out of character with the area. Cllr Culley abstained.
22/02029/FULLS 30.08.2022 ROMSEY TOWN 2.	Replacement fixed plant equipment, plant compound, relocation of bin store and associated works	ALDI Stores Ltd 35 The Hundred Romsey Hampshire SO51 8GE	Sarah Barter 30.09.2022	No objection	
22/02186/FULLS 31.08.2022 ROMSEY TOWN 3.	Front and rear single storey extensions with associated internal alterations	Clare Smith 16 Avon Crescent Romsey Hampshire SO51 5PY	Katie Savage 24.09.2022	No objection	

22/022226/FULLS 01.09.2022 ROMSEY TOWN 4.	Single storey rear extension, and loft conversion with rear dormer and rooflights to front elevation	Mr Craig Fulford 96 Winchester Road Romsey Hampshire SO51 8JE	Mr Craig Fulford	No objection	
22/022240/TPOS 30.08.2022 ROMSEY TOWN 5.	(T5) Beech - Crown reduce up to 4 metres and re-shape	Mrs Vivien Messenger 12A The Harrage Romsey Hampshire SO51 8AE	Mr Rory Gogan 21.09.2022	No objection	
22/022248/LBWS 30.08.2022 ROMSEY TOWN 6.	Installation of Artwork	Network Rail Infrastructure Limited Romsey Railway Station Station Road Romsey Hampshire SO51 8DU	Mrs Sacha Coen 30.09.2022	No objection	
22/022262/FULLS 01.09.2022 ROMSEY TOWN 7.	Two storey side with single storey rear extension and front porch	Mr Simon Greenway 90 Viney Avenue Romsey Hampshire SO51 7NT	Katie Savage 24.09.2022	No objection	

**ROMSEY EXTRA PARISH COUNCIL AND ROMSEY TOWN COUNCIL
WEEKLY LIST OF PLANNING APPLICATIONS AND NOTIFICATIONS: NO.36
Week Ending: Friday 9th September 2022**

APPLICATION NO. DATE OF APPLICATION	PROPOSAL	LOCATION	CASE OFFICER	DECISION	COMMENTS
22/022233/FULLS 08.09.2022 ROMSEY TOWN 1.	Alterations to roof to provide first floor accommodation including raising of ridge height and installation of dormer windows	Mr And Mrs Steven and Ruth Winter Little Acorns 159 Botley Road, Romsey Hampshire SO51 5SX	Mrs Sacha Coen 01.10.2022	No objection	

Signature: *S.A. Herb*Date: *13.10.22.*

22/02315/CLPS 07.09.2022 ROMSEY TOWN 2.	Application for lawful development certificate for proposed single storey rear extension, internal alterations, and associated works	Mrs Free 4 Tadburn Cottages Botley Road Romsey Hampshire SO51 5AT	Katie Savage 29.09.2022	Planning Law Matter	
22/02319/TREES 07.09.2022 ROMSEY TOWN 3.	T1 - Sycamore - Fell	Mr Tim Lincoln Rear Of 11 Church Street Romsey Hampshire SO51 8BT	Mr Rory Gogan 29.09.2022	Objection	The loss of the mature sycamore tree on this site of architectural and historic importance would result in significant harm to the public domain, particularly when viewed from public vantage points, including footpaths around the site, in particular the public right of way footpath behind the White Horse.
22/02323/TPOS 07.09.2022 ROMSEY TOWN 4.	13 x Lime trees - Re-pollard back to existing knuckles	Mr Dave Collins Hampshire County Council Hollman Drive Romsey Hampshire	Mr Rory Gogan 29.09.2022	No objection	

Meeting ended at: 8.30 pm

Next meeting: Thursday 13 October 2022 at 7.30 pm

Signature: S. A. Howd

Date: 13.10.22.

Romsey Town Council

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SO51 8YZ



BUILDING & TOWN COMMITTEE MEETING

Minutes of the Meeting held on Tuesday 16th August 2022

In the Chair: Councillor S. Wilkinson

Attendance:

P. Cllr. D. Baverstock
P. Cllr. J. Burnage
P. Cllr. J. Cairney
P. Cllr. M. Cooper
A. Cllr. I. Culley
P. Cllr. N. Gwynne

P. Cllr. J. Critchley
A. Cllr. K. Dunleavy
P. Cllr. J. Parker
P. Cllr. C. Wise
P. Cllr. C. Wilkinson

Clerk: Judith Giles
Public: 0

Present:

Debbie Forder – Events Manager
Howard Brisland – Building Manager

1. APOLOGIES

. Cllr. I. Culley & Cllr. K. Dunleavy

2. DECLARATION OF INTEREST

Cllr. D. Baverstock – Bringing Together Andover CIC

3. MINUTES

The minutes of the Building & Town Committee Meeting held on 14th June 2022 were confirmed as a correct record.

PROPOSED: Cllr. J. Parker

SECONDED: Cllr. J. Burnage

CARRIED

Matters Arising –

None

4. PUBLIC PARTICIPATION – None

5. ARCHIVIST REPORT – Chief Officer to contact Barbara Burbridge – Honorary Archivist regarding ongoing Archivist Reports

6. REVIEW OF BOOKINGS

The Events Manager reported bookings continue to be on the increase, in particular weddings. She raised concerns with regards to the parking outside the front of the Town Hall for weddings. HCC state even though parking suspension has been paid for and arranged by hirer, if a car is parked with a disability badge wardens cannot do anything about it. The Events Manager to email Cllr. M. Cooper who will investigate with HCC Traffic Warden Supervisor, John Sorrell.

Romsey Town Council

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BUILDING & TOWN COMMITTEE MEETING

Minutes of the Meeting held on Tuesday 16th August 2022

7. FINANCE REPORT

The Chief Officer presented Month 3. No areas of concern. Cllr. N. Gwynne asked if the Black Signposts in the town are the responsibility of RTC. The Chief Officer confirmed TVBC are responsible. She will contact TVBC and request they are refurbished.

8. BUILDING MANAGER'S REPORT (Appendix 1)

Noted. Bench Seats. The Building Manager was asked to explain what a "SWQC" is that HCC insists their Contractor has. The Contractor who has this card is charging more. The Committee requested a letter be sent to HCC highlighting this.

The Building Manager reported HCC stated in our permission to install, our Contractor must apply for a licensees under section 50 of the New Roads and Street Works Act 1991. This requires the operatives to have SWQC. This is a card showing the operative and supervisor are properly qualified. See this link to explain <https://www.gov.uk/government/publications/street-works-qualifications-in-england/street-works-qualifications-in-england-guidance-for-operatives-and-supervisors>

9. BUSINESS, EVENTS AND TOURISM OFFICER REPORT (Appendix 2)

Noted. The Committee congratulated the Business, Events and Tourism Officer for a very clear and succinct report.

10. ROOM HIRE CHARGES – 2022

RECOMMENDATION: to review Town Hall Room Hire charges and not increase for 2022

RESOLUTION NO. 22/11

It was **RESOLVED** not to increase Town Hall Room Hire charges for 2022

PROPOSED: Cllr. J. Parker

SECONDED: Cllr. J. Critchley

CARRIED

11. PROPOSED BUILDING & TOWN BUDGET 2023-24

A discussion was held regarding the proposed Building & Town Budget 2023-24

RESOLUTION NO. 22/12

It was **RESOLVED** to increase the Grants Budget by 10% to £4,400

PROPOSED: Cllr. N. Gwynne

SECONDED: Cllr. S. Wilkinson

CARRIED

Romsey Town Council Att 1

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Tel: 01794-512837

Email: howard.brisland@romseytc.org.uk

Building Manager Report to Building and Town Committee 16th August 2022.

- 1 **Council Chamber** PA and Lighting replacement. This is underway and will be all complete by the end of this month.

2. **Church Place Bench** Delivery of new bench is expected w/c 15th August.

3. **Tadburn Notice Board** A replacement has been purchased. Delivery is expected w/c 29th August.

4. **Utilities** I have managed to get a new two-year fixed price electricity supply contract with our existing supplier, Octopus. The cost is 60% more than the previous deal. However, we are guarded against further rises and the deal has no penalties if we leave if prices fall substantially assured energy usage is being closely monitored and cost savings being implemented as necessary.

5. **Bench Seats** The new bench for the corner of Chambers Ave/Botley Rd. HCC insist upon installing contractors having an SWQC despite RTC having the correct HCC permit. TV have given me a contact as they do not have SWQC either

6. **Honors Board** This has been updated to include the current Mayor.

Monthly Report to Building and Town Committee

Introduction

I started on the 27th of June and have slowly been introducing myself to local businesses, retail and market traders, local attractions, community groups and government organisations. Whilst out networking I am promoting the business groups (Romsey Mutual Business Group and Romsey Chamber of Commerce) encouraging people to join them with nearly a dozen new signups.

I am currently developing a tourism marketing strategy for Visit Romsey and Visit Test Valley liaising with partners TVBC and Tourism Southeast. I have suggested starting an e-newsletter for Visit Romsey to promote the Romsey area attractions, events and businesses using TVBC e-newsletter facilities to minimise costs and with the future prospect of growing it to encompass the wider Test Valley.

I have set up an evaluation and monitoring spreadsheet to provide a monthly report on media coverage and campaigns on social media, website and future correspondence.

Event & Business Group Meetings:

- Romsey Forum
- Romsey Mutual Business Group Breakfast Meeting
- Safety Meeting for future events
- Community Safety Management Group
- ACTION - Romsey Disabled People Partnership – Worked with TVBC and was introduced to members. The group is looking to increase attendees to help discuss how the Town can help, assist and cater for those with all disabilities. Please pass this plea onto your constituencies.

Romsey Events attended:

- Mayors Picnic and Duck Race
- Beggars Fair
- Romsey Carnival

Organisations

Met with:

A one-to-one meeting with Julian Gee from **Chamber of Commerce** – attended Exec meetings, breakfast meeting and social gatherings. Helped discussions and gave contacts for the upcoming Food Fair, promoted their upcoming events and training of social media promoted posts.

Met with Terry Bishop from **Unity Online** and set up meeting with other managers from the organisation. In talks in partnering with them and creating a Volunteer Fair in January 2023.

Cllr Dorothy Baverstock kindly afforded me an introduction to Clare Goddard from **Sir Harold Hillier Gardens**. We discussed partnership working, volunteers, future plans, tourism and day visitors.

Tourism Southeast met with Julia West and Graham Haynes to discuss tourism. Learning how Test Valley is set up and how we can improve things for the future.

Gary Wilburn (EP Projects) to discuss **World of Water** and **Green Halo Partnership**

Teams meet up with **ShopAppy** representative now 41 members (tomorrow morning – been cancelled previously)

Jackie Edwards, **Antique Fair** has a discussion over the phone will meet up in September when she is next in the area.

Met with Clive Collier from the **Rotary Club** and will attend the next meeting and do a talk about the new role as way of an introduction to their members.

Businesses

Bradbeers, Mark Hall & Greg Davies – talked about the new shop which is opening in Salisbury, Sunday trading, markets and opportunities.

Many local businesses in Romsey Town Centre and Romsey Extra introducing myself and asking their views on the Town, tourism, Romsey Future, Sunday trading, access and road closures (The Hundred) and their ideas on what needs to change/what shouldn't change.

Ali Fielder, **Bongo Creative** – local independent design company, member of the Exec Committee on the Chamber. Talked about rebranding, events and partnership working.

TVBC

Met up and organised 6 weekly meetings with **Andy Ferrier** – talked through Romsey Future, tourism websites, future opportunities.

Met up and organised monthly catch-up meetings with **Jennie Pell**, Economic Development Officer

Met and talked through Romsey Future with **Nick Adam-King** and **Graham Smith**

Met with the TVBC Communications Team **Lisa Phaure** & **Kathryn Binfield** and **Jennie Pell** to produce a Development and Comms plan for Visit Romsey / Visit Test Valley.

Marianne Piggin - completed a hangover meeting before Marianne left her job and I also went to her leaving do and met with other members of her team and also Test Valley.

HCC

Emailed past contacts to update them on my move to RTC

Attending Sept meeting with HCC and Transition Town Romsey about future plans to support greener energy.

Elected Members

Met with Mayor Cllr Neil Gwynne

Spent a morning with Cllr Dorothy Baverstock

Introduced myself at the Full Town Council Meeting – as mentioned in the meeting please feel free to come and have an informal meeting with me on your ideas and future plans for Romsey.

Key priorities:

Urgent:

- ShopAppy
- Tourism App

Short Term:

- ShopAppy
 - Meet with representative
 - encourage residents to use the website – social media, share on community sites
 - gain feedback from retailers
- Tourism App
 - Meet with App creator
 - Facilitate creator with data and photos
- Community
 - Meet up with local community and introduce myself
- Opportunities
 - Meet with Go New Forest to look at how they set up, key learnings etc. (Go New Forest is a 'not for profit' Community Interest Company set up to manage and develop tourism in the new Forest and has 220 paying members. This organisation replaced New Forest Tourism Association and New Forest District Council's tourism service)
 - Collate and compile database of attractions/accommodation providers/retail/cafes/pubs and restaurants for tourism website and where needed the tourism app
 - obtain quality photos for tourism app and website

Long Term:

- Volunteer Fair – liaise with further businesses and organisations
- Assist Ian Richards to enrol more marshals to help with road closures for September / Christmas
- Four Fun Fridays for summer next year.
- Redesign and resize logo for all Visit Romsey social media and website to complement Visit Test Valley branding.
- Future funding for tourism: tourism app, promoted posts on social, photoshoot, rebranding.

Meetings coming up:

Linda Bate – Youth in Romsey (22nd August)

Broadlands Tour and introduction (23rd August)

Hillier Gardens with Claire and managers from Marketing and Volunteering Departments
(September tbc)

Tourism Meeting (7th Sept)

Romsey Future Programme Board (13th Sept)

Beggars' Fair AGM (13th Sept)

Social Media Masterclass at Romsey Town Hall with Faye (Sept 14th) If you would like to attend
please contact Romsey Chamber – tickets still available.

Rotary Club (tbc)

Romsey Festival (29th September)

The Presidents Reception (Chamber of Commerce) 30th Sept – Tickets available

Romsey Future Community Event (8th October)

Romsey Town Council

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BUILDING & TOWN COMMITTEE MEETING

Minutes of the Meeting held on Tuesday 18th October 2022

In the Chair: Councillor S. Wilkinson

Attendance:

A. Cllr. D. Baverstock
P. Cllr. J. Burnage
-. Cllr. J. Cairney
P. Cllr. M. Cooper
P. Cllr. I. Culley
A. Cllr. N. Gwynne

P. Cllr. J. Critchley
A. Cllr. K. Dunleavy
P. Cllr. J. Parker
P. Cllr. C. Wise
P. Cllr. S. Wilkinson

Clerk: Judith Giles
Public: 0

Present:

Debbie Forder – Events Manager
Howard Brisland – Building Manager
Suzi Shilling – Business, Events & Tourism Officer

1. APOLOGIES

Cllr. D. Baverstock, Cllr. K. Dunleavy and Cllr. N. Gwynne

2. DECLARATION OF INTEREST

None

3. MINUTES

The minutes of the Building & Town Committee Meeting held on 16th August 2022 were confirmed as a correct record.

PROPOSED: Cllr. J. Burnage

SECONDED: Cllr. J. Critchley

CARRIED

Matters Arising –

Agenda Item 6. Review of Bookings. Cllr. M. Cooper said he has reported parking problems to HCC when weddings take place in the Town Hall. HCC agreed to suspend parking for weddings, however cannot be responsible if someone removes bollards and ignores parking restrictions.

Agenda Item 13. Cllr. M. Cooper updated request for dropped kerb in Whitenap Lane. Cllr M. Cooper and Cllr Adams-King, the Romsey Rural Division Councillor, have agreed to fund £1,000 each from their devolved County Council budgets and this is, in part, funding a design and viability study by HCC. Romsey Extra PC has pledged a £4,000 from its CIL funding pot. When the cost is known Cllr. M Cooper will report back to the Council. He suggested that Romsey Town Council might wish to contribute from its own CIL funds as one half of the crossing point was within the current town boundary. A timetable has not yet been published. Romsey Extra Parish Council will manage the project. Cllr. C. Wise reported she met with Kevin Harrington, TVBC, Parks and Countryside Manager, Community and Leisure, who confirmed the possibility of a Splash Park will be considered when the Sports Centre redevelopment is announced. Cllr. J. Critchley reported there is currently no update on advertising located on fencing at development - Cupernham Lane/Winchester Hill.

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BUILDING & TOWN COMMITTEE MEETING

Minutes of the Meeting held on Tuesday 18th October 2022

4. **PUBLIC PARTICIPATION** – None
5. **ARCHIVIST REPORT** – Received and noted.
6. **REVIEW OF BOOKINGS**
The Events Manager reported bookings continue to be on the increase, in particular weddings. 30 weddings booked for 2022-23 and 13 wedding already booked for 2023-24.
7. **FINANCE REPORT**
The Chief Officer presented Month 5. No areas of concern.
8. **BUILDING MANAGER'S REPORT (Appendix 1)**
Noted. The Building Manager demonstrated the new sound and lighting system in the Council Chamber. The Committee congratulated the Building Manager on the improved system. The Building Manager and Chief Officer investigated the ownership of the black finger post markers in Romsey. Both TVBC and HCC report they do not come under their ownership. In view of this, RTC will take responsibility and arrange for quotes to refurbish. Chief Officer to add to RTC inventory and inform TVBC and HCC they are now taking ownership of the black finger post markers in Romsey. Cllr. I. Culley raised concerns regarding the cost for the energy to the Christmas Lights. The Building Manager confirmed lights have been replaced over the last few years to new low wattage LED's and the cost is minimal.
9. **EXTERIOR DECORATIONS AND ROOF REPAIRS**
RECOMMENDATION: to approve Lifetime Construction to carry out external decorations and repairs to Town Hall roof at a cost of £65,000. Costs are already budgeted for in 2022-23 budget
RESOLUTION NO. 22/17
It was **RESOLVED** to approve Lifetime Construction to carry out external decorations and repairs to Town Hall roof at a cost of £65,000. Costs are already budgeted for in 2022-23 budget
PROPOSED: Cllr. J. Parker
SECONDED: Cllr. I. Culley
CARRIED
10. **GREEN ENERGY**
The Building Manager and Business, Events & Tourism Officer reported their attendance at And gave an outline of..... The Committee asked them to pursue this on behalf of RTC and report back to the next meeting.
11. **BUSINESS, EVENTS AND TOURISM OFFICER REPORT (Appendix 2)**
Noted. A discussion was held with regards to the demise of ShopAppy. The Committee congratulated the Business, Events and Tourism Officer for her report.
12. **MAYOR'S AWARD SCHEME**

Romsey Town Council

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BUILDING & TOWN COMMITTEE MEETING

Minutes of the Meeting held on Tuesday 18th October 2022

It was agreed to go ahead with the Mayor's Award Scheme using criteria presented to the Committee.

13. ROMSEY INFRASTRUCTURE IMPROVEMENTS

Cllr. M. Cooper reported due to Southern Water sewer repairs, and HCC plan to refurbish the road from the Alma Road to Cupernham Lane traffic lights. This will require the road from the Plaza Roundabout to Alma Road to be closed for up to 14 weeks in the New Year. HCC are in talks with Southern Water to shorten this period of time.????????????????????????????

14. ROMSEY FUTURE

Next meeting to be held in November 2022.

15. GRANTS

CITIZEN'S ADVICE TEST VALLEY – ROMSEY BRANCH

RESOLUTION NO. 22/18

It was **RESOLVED** to grant £500 to Citizen's Advice Test Valley – Romsey Branch

PROPOSED: Cllr. J. Burnage

SECONDED: Cllr. I. Culley

CARRIED

Meeting closed 8.57p.m.

Chairman's Report for Romsey Local History Society Appendix 1 Autumn 2021-Autumn 2022

In Autumn 2021 we returned to holding meetings in the Town Hall and enjoyed talks on Mottisfont, medieval graffiti and the clothes worn by the Mayflower pilgrims. At the start of 2022 we used Zoom for our evening meetings and were able to draw on a number of speakers from some distance from Romsey including, of course, one of our members from the 1970s Mike Heyworth from York who gave us a very interesting talk on the problems of protecting portable antiquities. Alex Langlands, now at Swansea, gave us a talk on excavations at Old Sarum. We have also enjoyed a number of talks from our local members and supporters including Frank Green, Roger Leech, Chris Woolgar and Terry Proctor as well as newer members like Ronnie Munday and Sybil Warner. Phoebe Merrick's slide shows on areas of Romsey and the surroundings continue to draw large audiences who correct us on the dates of the photos when necessary.

At the request of those who enjoy them we have continued the Zoom chat meetings on the third Thursday of each month when Barbara Burbridge has explained how to understand early deeds and their terminology as well as giving the detailed history of Church Street and Shirley Rogers gave an interesting account of Romsey library building. We have contributions from other members on a variety of topics planned for the autumn and winter.

Workshop meetings especially on Monday mornings are well attended with a number of people attending to do regular research on their own projects. We continue to receive donations and loans of pictures and archives to add to our collection. The most recent donations were the records of Romsey Rotary Club and an order of service for the Commemoration Service for Queen Elizabeth II in Romsey Abbey on 18th September. We are now having regular meetings on the first Thursday of the month for the Survey of Romsey group and are discovering that we have a great many documents already transcribed which can be used. The buildings of Romsey are extremely varied and the people who inhabited them even more so. At the request of some researchers dealing with original documents we propose to run the "How to read old handwriting course" again in the Autumn on Zoom as this worked so well last year.

Work still continues on conserving the Town Hall archives and the system of wrapping pictures but having a label with a thumbnail photo is proving extremely useful.

Work is also still being done on reviewing the archaeological excavations done in Romsey. During this last year we have had carbon-14 dates established for several pieces of charcoal from the iron smelting layers found

in the excavation behind No 4 Market Place and proved conclusively that the iron smelting does date from the 7th and 8th centuries. We also had a bone from the base of the water channel dated to the mid 7th century but as it may have been washed out of the channel sides it does not provide a secure date for the channel itself. The records of the excavations held at Chilcomb House are also yielding more information as we reread them in detail and can compare them. We are currently reviewing the work done on the Saxon Project in an effort to make it available on the internet. Much work was done and we feel that we ought to make it more widely available. We hope to make this public this Autumn.

At the request of Romsey Town Council we used our collection of old photographs to mount an exhibition on Romsey and Royalty assembled by Phoebe Merrick and Janet Kearns which was on display for the 4 days of the Platinum Jubilee holiday and attracted a great deal of interest from partakers in the great Jubilee tea party/picnic as well as shoppers and visitors.

We must express our thanks to Janet Cairney for acting as our Treasurer since 2016 and continuing for many years after her wish to resign due to having other commitments. We now have a new programme secretary and treasurer in Julia Benn and we thank her very much for stepping in to these tasks. However, Julia would prefer to concentrate on the programme so if there are any people with financial expertise who would be willing to take on being treasurer we would be very grateful.

The 2023 programme seeks to satisfy both the people who like Zoom meetings and those who prefer physical meetings as we generally intend to run Monday evening lectures in the Town Hall and Thursday evenings as Zoom. We will experiment with trying combined meetings but we will have to couple our Zoom capabilities with the Town Hall projection system which may not be easy.

We hope members will continue to enjoy our talks and slide shows and we would welcome more members participating in our research on the buildings and streets of Romsey. We would also appreciate help with running our computer and IT system which is essential to enable us to store our archives, and all the research which has already been done. However, if you would like to join the committee but don't feel able to take on a specific task you will still be welcome.

Mary Harris, chairman

Romsey Town Council App 2

Town Hall
1, Market Place
Romsey
SO51 8YZ



Tel: 01794-512837

Email: howard.brisland@romseytc.org.uk

Building Manager Report to Building and Town Committee 18th October 2022.

1. **Council Chamber** PA and Lighting replacement. This is now complete. Some remedial decoration is still underway in-house. Apart from the benefits from the vastly improved services we can offer the new lighting will use 10Kw less electricity.
2. **Church Place Bench** The new bench has been delivered and installed. The comments from the public whilst we were installing it were all very positive.
3. **Tadburn Notice Board** A replacement has been purchased. Delivery has been delayed. Will install upon receipt.
4. **Allotments** Have implemented, in conjunction with the Committee, new cashless payments to reduce the load upon the Office Team in handling cash and cheques and exuberant bank charges. Working with the Committee I have purchased a new notice board for the display of the Rules.
5. **Bench Seats** The new bench for the corner of Chambers Ave/Botley Rd. The Contractor ROCON will be installing w/c 10th Oct.
6. **Garden** A bike rack has been installed. There is no longer any excuse to bring cycles into the building and contravening the Fire Regulations.
7. **Merger RTC/RE** I attended a meeting on 26th September regarding the merger of assets. No difficulties were found in adding the RE Assets into the RTC systems.
8. **Exterior Decorations** A competitive tender exercise has been run with Lifetime Construction coming out clear favorites. Work to be completed in two phases now for decoration and repairs with the rear roof replacement next April. All with the budget set aside.
9. **Town Way Markers** Following the last meeting I have submitted a request to HCC for the refurbishment of the Finger Post Way Markers around the Town. They deny responsibility and have said it has been passed to a third party. TVBC have already said it is HCC.

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10. **Court Room Ventilation**

We have an opportunity to purchase a little used £4K air scrubber from Countess Mountbatten House for a donation. There would be some additional costs but mostly in house work to install.
This would provide an "Airborne Disease" safe environment.
- 11 **Green Energy**

On 8th September I attended a Green Energy event in the Crossfield Hall. See separate agenda item.
12. **Security**

We have signed up to the Governments latest Security Advice initiative <https://www.protectuk.police.uk/>. This replaces all previous schemes. This is the first port of call rather than the Counter Terrorism Officer as before.

Monthly Report to Building and Town Committee

Well doesn't time go fast! I am now into my fourth month here and am still meeting many new people and businesses.

In working closely with Romsey Chamber of Commerce and Industry I was kindly invited to be on the Executive Board representing Romsey TC.

Food Fair was successful with many stall traders reporting record sales and some stalls even sold out. Shops, cafes, and restaurants all reported an exceptional Sunday and were really busy with good takings. Everyone I spoke to were happy.

Romsey Future community event was well attended from start to finish and gave me a great insight and understanding of the views from residents.

Highlights to discuss in the meeting:

RTC and Hampshire Police are to introduce a new 'ShopWatch' in the town in a bid to reduce crime.

ShopAppy's 12-month contract has now completed. Shops I have spoken to will not be renewing.

The Tourism Group are organising a 'Tourism Conference' for the 1st of March 2023 whereby local attractions, retail, accommodation providers and food and drink establishments attend.

Tourism App is now in full planning using information from Romsey Local History Society, old leaflets, and other ideas in the pipeline. We aim to have this up and running for a big launch in March to tie in with the Tourism Conference and for the Easter holidays.

Disabled area introduced for Christmas events.

Partnering with UnityOnline to launch a Volunteer Fair for Romsey and Southern Test Valley in January 2023.

Event & Business Group Meetings:

- Romsey Mutual Business Group Breakfast Meeting
- Safety Meeting for future events
- Community Energy Meeting
- Community Safety Management Group
- **ACTION** - Romsey Disabled People Partnership – Worked with TVBC and was introduced to members. The group is looking to increase attendees to help discuss how the Town can help, assist, and cater for those with all disabilities. Please continue to pass this plea onto your constituencies.
- Beggars Fair wash up and AGM

- Romsey Festival planning meeting
- Social Media Masterclass at Romsey Town Hall
-

Romsey Events attended:

- Food Fair
- Romsey Future
- Antique Fair
- The Presidents Reception (Chamber of Commerce)
- Romsey Future Community Event

Organisations

Met with:

Clare Goddard from **Sir Harold Hillier** Gardens introduced me to their Marketing, Education and Volunteering managers. We discussed partnership working, volunteers, future plans, tourism and day visitors.

Chamber of Commerce – attended Exec meetings, breakfast meeting and social gatherings. Helped discussions and gave contacts for the upcoming Food Fair, promoted their upcoming events and wrote the press release for the Food fair which included quotes from local traders, producers and the Chamber. Went on Forest FM radio to promote the Food Fair.

Met with Christianne Ireland from **Unity Online** who is happy to partner in creating a Volunteer Fair in January 2023. Now in talks with **National Trust** and **Hampshire and Isle of Wight Wildlife Trust**. **Hilliers** are already onboard.

Tourism Southeast met with Graham Haynes to discuss tourism/walking app and also the app creator. App will be tweaked a little to enable more detail such as website and opening hours to be added.

Teams meet up with **ShopAppy** representative to discuss developments.

Jackie Edwards, **Antique Fair** met and worked through plans for the Fair which is on the 16 October.

Businesses

Working with PCSO Dragos Andrei, **Hampshire Police**, we have set 'ShopWatch' which is similar to 'PubWatch' but for local shops and market traders of the town. Everyone will be a part of a WhatsApp group in a bid to reduce shoplifting and anti-social behaviour. The response has been unanimous throughout the town and been warmly welcomed. We are due to have our first meeting on Friday 21st October.

TVBC

Continuing monthly catch-up meetings with **Jennie Pell**, Economic Development Officer

Monthly meetings are in place with TVBC Communications Team **Lisa Phaure & Kathryn Binfield** and **Jennie Pell** developing a Development and Comms plan for Visit Romsey / Visit Test Valley.

Louisa Rice – took over from Marianne Piggin so we have met up together and organised to have regular meet ups.

HCC

Attended Sept meeting with HCC and Transition Town Romsey about future plans to support greener energy and also met them at the Romsey Future event at the Town Hall.

Contacted them regarding the laws on 'A Boards' as I had an enquiry regarding them. Currently there is no information as to the legality of them online and, they have been unable to email me with any legal framework other than to say they will remove them if found. Going forward this would be helpful if it was transparent, and we were able to give formal guidance from a public document to those who do display A boards.

Elected Members

Ad hoc meetings with Mayor Cllr Neil Gwynne to resolve any issues and keep updated with all things Romsey.

Thank you to those councillors who pop in and see me, it is great to have your guidance and your input.

Key priorities:

Short Term:

- Tourism App
 - Small changes to the app to make it more accessible and useable for what we require
 - Input with data and photos
- Community
 - Continue to meet up with local community and introduce myself
- Opportunities
 - Still to meet with Go New Forest to look at how they set up, key learnings etc. (Go New Forest is a 'not for profit' Community Interest Company set up to manage and develop tourism in the new Forest and has 220 paying members. This organisation replaced New Forest Tourism Association and New Forest District Council's tourism service)
 - Ongoing - Collate and compile database of attractions/accommodation providers/retail/cafes/pubs and restaurants for tourism website and where needed the tourism app
 - Ongoing - obtain quality photos for tourism app and website

Long Term:

- Volunteer Fair (Jan 2023) – liaise with further businesses and organisations
- Social media course for small businesses – Feb 2023
- Assist Ian Richards to enrol more marshals to help with road closures for September / Christmas
- Four Fun Fridays for summer next year.

- Redesign and resize logo for all Visit Romsey social media and website to complement Visit Test Valley branding.
- Future funding for tourism: tourism app, promoted posts on social, photoshoot, rebranding.

Meetings and events coming up:

Romsey Future Programme Board (postponed from 13th Sept)

Hampshire Story – Hampshire County Council conference for the promotion of Hampshire.

Christianne Ireland UnityOnline – in the next two weeks

Tourism Meeting - monthly

Christmas planning meeting with local organisations and volunteer groups

Rotary Club Talk (tbc)

Anne Meader – Carers Together

Linda Bate – Youth in Romsey (tbc)

Michael White – Licensing TVBC

Christmas events!!

MINUTES
FINANCE & RESOURCES COMMITTEE
TUESDAY 6th September 2022

ATTENDANCE:

P	Councillor D. Baverstock	A	Councillor N. Gwynne
A	Councillor J. Cairney	P	Councillor J. Parker
P	Councillor J. Critchley(Chair)	P	Councillor S. Wilkinson
P	Councillor I. Culley		

In the Chair: Cllr. J. Critchley

Clerk: Judith Giles

Public: 0

1. Apologies

Cllr. J. Cairney and Cllr. N. Gwynne

2. Declarations of Interests

None

3. Minutes

i) To receive the Finance & Resource Committee Meeting Minutes of 5th July 2022

PROPOSED: Councillor S. Wilkinson

SECONDED: Councillor J. Parker

CARRIED

ii) **Matters Arising**

Agenda item 8. The Committee congratulated Suzi Shilling for an excellent start in her new role as Business, Events & Tourism Officer.

4. Public Participation

None

5. Town Hall Income

The Chief Officer reported Town Hall bookings for 2022-23 continue to be on the increase

6. Finance Report 2020/21

The Chief Officer presented Month 4 to the Committee. There are no areas of concern.

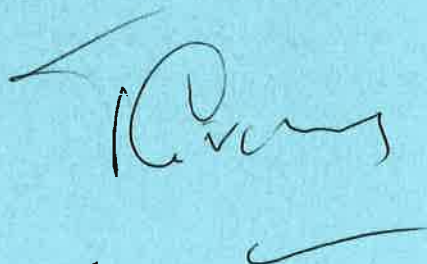
7. Salaries Breakdown Summary for 2020/21

Noted.

8. Romsey Town Council/Romsey Extra Merger

The Chief Officer outlined the status of the Romsey Town Council/Romsey Extra Merger process.

Meeting Ended: 8.14p.m.



MINUTES
FINANCE & RESOURCES COMMITTEE
TUESDAY 8th November 2022

AATTENDANCE:

A	Councillor D. Baverstock	P	Councillor N. Gwynne
P	Councillor J. Cairney	P	Councillor J. Parker
P	Councillor J. Critchley(Chair)	P	Councillor S. Wilkinson
P	Councillor I. Culley		

In the Chair: Cllr. J. Critchley

Clerk: Judith Giles

Public: 0

Present: Cllr. M. Cooper

1. Apologies

Cllr. D. Baverstock

2. Declarations of Interests

None

3. Minutes

i) To receive the Finance & Resource Committee Meeting Minutes of 6th September 2022

PROPOSED: Councillor S. Wilkinson

SECONDED: Councillor I. Culley

CARRIED

ii) **Matters Arising**

None

4. Public Participation

None

5. Town Hall Income

The Chief Officer reported Town Hall bookings for 2022-23 continue to be on the increase. She reported Barclays Bank are hiring a room in the Town Hall 2 days a week as a community hub from 15th December 2022.

6. Finance Report 2020/21

The Chief Officer presented Month 6 to the Committee. There are no areas of concern.

7. Budget 2023-24

RECOMMENDATION: to recommend merged Romsey Town Council/Romsey Extra Parish Council budget for 2023-24 to Romsey Town Council Meeting on 15th November 2022.

RESOLUTION NO. 22/19

It was **RESOLVED** to recommend merged Romsey Town Council/Romsey Extra Parish Council budget for 2023-24 to Romsey Town Council Meeting on 15th November 2022 subject to creating an Earmarked Reserve (EMR) for projects. Carried forward Romsey Extra projects will be added to list for consideration.

PROPOSED: Cllr. N. Gwynne

SECONDED: Cllr. J. Parker

CARRIED

8. Salaries Breakdown Summary for 2020/21

Noted.

9. Romsey Town Council/Romsey Extra Merger

The Chief Officer outlined the status of the Romsey Town Council/Romsey Extra Merger process. A status report on projects was given and it was noted that Highwood Lane footbridge was suspended

Meeting Ended: 8.36p.m.

13/10/2022

Romsey Town Council

12:37

Detailed Balance Sheet - Excluding Stock Movement**Month 6 Date 30/09/2022**

<u>A/c</u>	<u>Description</u>	<u>Actual</u>
<u>Current Assets</u>		
100	Trade Debtors	813
103	Prepayments	2,180
105	VAT	10,250
120	Bar Stock	1,414
201	Lloyds Current Account	434,522
202	Building Managers Imprest A/c	604
204	TSB Deposit A/c	5,091
212	Mayors Charity A/c	1,588
215	War Horse A/c 35433560	14,514
230	Bar Float	300
235	Petty Cash - Allotment	2
Total Current Assets		471,279
<u>Current Liabilities</u>		
500	Trade Creditors - CHQ	16,533
505	Sundry Creditor	418
534	Mayors Charity Control Acct	1,588
545	Wilder Romsey	1,161
561	Booking Deposits	65
562	Damage Deposits	400
Total Current Liabilities		20,165
Net Current Assets		451,114
Total Assets less Current Liabilities		451,114
<u>Represented by :-</u>		
301	Current Year Fund	186,857
310	General Reserve	147,213
321	EMR Allotment Fund	7,018
336	EMR Town Hall Major Mainten'ce	52,072
339	EMR Marshals In Romsey	245
340	EMR Elections	8,757
343	EMR Romsey Website	2,812
345	EMR War Horse Fund	11,326
349	EMR Grants	2,200
350	EMR Markets	1,908
351	EMR Town Centre Management	4,000
353	EMR Neighbourhood Plan	913
354	CIL Receipts	10,038
355	EMR WW1 Event	3,767
356	EMR Romsey Emergency Plan	2,309
358	EMR Tourism & Heritage App	9,680
Total Equity		451,114

Summary Income & Expenditure by Budget Heading 30/09/2022

Month No: 6

Cost Centre Report

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
101 Administration	Income	1,030	832	1,575	743			52.8%
	Expenditure	104,592	63,330	121,160	57,830		57,830	52.3%
	Movement to/(from) Gen Reserve	<u>(103,562)</u>	<u>(62,498)</u>					
103 Grants	Expenditure	4,900	2,545	6,000	3,455		3,455	42.4%
104 Civic	Income	0	140	0	(140)			0.0%
	Expenditure	5,752	2,732	8,995	6,263		6,263	30.4%
	Movement to/(from) Gen Reserve	<u>(5,752)</u>	<u>(2,592)</u>					
105 Finance	Income	324,734	320,601	320,618	17			100.0%
	Expenditure	21,388	5,699	13,300	7,601		7,601	42.9%
	Movement to/(from) Gen Reserve	<u>303,345</u>	<u>314,902</u>					
107 Market	Income	6,070	3,106	5,000	1,894			62.1%
110 Town Hall	Income	194,702	38,096	63,074	24,978			60.4%
	Expenditure	307,335	95,531	186,662	91,131		91,131	51.2%
	Movement to/(from) Gen Reserve	<u>(112,634)</u>	<u>(57,435)</u>					
111 Town Hall Bar	Income	2,111	2,189	1,500	(689)			145.9%
	Expenditure	3,619	2,227	1,950	(277)		(277)	114.2%
	Movement to/(from) Gen Reserve	<u>(1,508)</u>	<u>(37)</u>					
112 Town Hall Film Shows	Income	3,950	5,137	12,250	7,113			41.9%
	Expenditure	2,816	3,525	8,650	5,125		5,125	40.8%
	Movement to/(from) Gen Reserve	<u>1,134</u>	<u>1,612</u>					
120 Allotments	Income	3,612	1,296	2,705	1,409			47.9%
	Expenditure	3,612	2,941	2,705	(236)		(236)	108.7%
	Movement to/(from) Gen Reserve	<u>0</u>	<u>(1,645)</u>					
125 Town Centre Management	Income	20,560	12,131	4,000	(8,131)			303.3%
	Expenditure	44,724	16,485	27,200	10,715		10,715	60.6%
	Movement to/(from) Gen Reserve	<u>(24,164)</u>	<u>(4,354)</u>					
130 Environmental	Expenditure	2,709	71	4,700	4,629		4,629	1.5%
135 Marshalls	Expenditure	0	83	400	317		317	20.7%
140 Planning	Expenditure	0	0	1,000	1,000		1,000	0.0%
160 War Horse Fund	Income	1	2	0	(2)			0.0%
	Expenditure	1	2	0	(2)		(2)	0.0%
	Movement to/(from) Gen Reserve	<u>0</u>	<u>0</u>					
170 Christmas Lights Fund	Income	5,000	0	5,000	5,000			0.0%
	Expenditure	28,166	1,503	33,000	31,497		31,497	4.6%
	Movement to/(from) Gen Reserve	<u>(23,166)</u>	<u>(1,503)</u>					

Summary Income & Expenditure by Budget Heading 30/09/2022

Month No: 6

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Grand Totals:- Income	561,769	383,530	415,722	32,192			92.3%
Expenditure	529,615	196,673	415,722	219,049	0	219,049	47.3%
Net Income over Expenditure	<u>32,154</u>	<u>186,857</u>	<u>0</u>	<u>(186,857)</u>			
Movement to/(from) Gen Reserve	<u>32,154</u>	<u>186,857</u>					

Detailed Income & Expenditure by Budget Heading 30/09/2022

Month No: 6

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
101 Administration								
1008 Income - Photocopying	0	16	0	(16)			0.0%	
1070 Income - Planning Clerk	0	816	1,575	759			51.8%	
Administration :- Income	0	832	1,575	743			52.8%	0
4001 Salaries	4,436	26,724	61,250	34,526		34,526	43.6%	
4002 Employers N.I	440	2,645	5,650	3,005		3,005	46.8%	
4003 Employers superann	778	4,649	9,650	5,001		5,001	48.2%	
4006 Contract Accountancy Costs	0	1,117	7,000	5,883		5,883	16.0%	
4009 Staff Travel	0	0	50	50		50	0.0%	
4013 Website Admin	30	209	350	141		141	59.6%	
4020 Staff Training	49	49	300	251		251	16.3%	
4040 Recruitment Advertisements	0	0	150	150		150	0.0%	
4512 Telephone	117	636	1,600	964		964	39.8%	
4513 Postage	153	619	600	(19)		(19)	103.1%	
4514 Stationery	68	504	850	346		346	59.3%	
4515 Photocopying	131	853	2,600	1,747		1,747	32.8%	
5012 Council Offices in Town Hall	1,000	6,000	12,000	6,000		6,000	50.0%	
5250 Subscriptions	0	2,198	2,600	402		402	84.6%	
5260 Outsourced Payroll	64	305	1,000	695		695	30.5%	
5270 I T & Computer Costs	1,575	16,823	15,510	(1,313)		(1,313)	108.5%	
Administration :- Indirect Expenditure	8,841	63,330	121,160	57,830	0	57,830	52.3%	0
Net Income over Expenditure	(8,841)	(62,498)	(119,585)	(57,087)				
103 Grants								
5890 Community Grants	0	2,545	4,000	1,455		1,455	63.6%	
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	0	2,545	6,000	3,455	0	3,455	42.4%	0
Net Expenditure	0	(2,545)	(6,000)	(3,455)				
104 Civic								
1103 Income - Marshalls Donations	0	110	0	(110)			0.0%	
1116 Income - Town Crier	0	30	0	(30)			0.0%	
Civic :- Income	0	140	0	(140)				0
4001 Salaries	0	83	500	417		417	16.6%	
4043 Council Newsletter	0	1,065	2,400	1,335		1,335	44.4%	
5011 Council Use of Town Hall	0	0	2,000	2,000		2,000	0.0%	
6502 Members training	0	0	400	400		400	0.0%	

Detailed Income & Expenditure by Budget Heading 30/09/2022

Month No: 6

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
6550 Meetings Advertisements	0	0	50	50		50	0.0%	
6750 Mayors Allowance	0	144	500	356		356	28.8%	
6760 Town Crier	0	156	450	294		294	34.7%	
6761 Mace Bearer	0	195	195	0		0	100.0%	
6762 Civic Costs	156	1,090	2,500	1,410		1,410	43.6%	
Civic :- Indirect Expenditure	156	2,732	8,995	6,263	0	6,263	30.4%	0
Net Income over Expenditure	(156)	(2,592)	(8,995)	(6,403)				
105 Finance								
1176 Precept	160,284	320,568	320,568	0			100.0%	
1190 Interest Received	12	33	50	17			66.6%	
Finance :- Income	160,296	320,601	320,618	17			100.0%	0
5011 Council Use of Town Hall	0	0	500	500		500	0.0%	
5251 Insurances	0	5,162	5,000	(162)		(162)	103.2%	
5271 Audit Fees	1,300	420	1,900	1,480		1,480	22.1%	
5280 Bank Charges	21	117	400	283		283	29.2%	
5290 Legal & Professional Fees	0	0	500	500		500	0.0%	
5400 Elections	0	0	5,000	5,000		5,000	0.0%	
Finance :- Indirect Expenditure	1,321	5,699	13,300	7,601	0	7,601	42.9%	0
Net Income over Expenditure	158,976	314,902	307,318	(7,584)				
107 Market								
1030 Income - Market Stalls	0	3,106	5,000	1,894			62.1%	
Market :- Income	0	3,106	5,000	1,894			62.1%	0
Net Income	0	3,106	5,000	1,894				
110 Town Hall								
1001 Income - Rental	2,500	5,000	11,200	6,200			44.6%	
1002 Income - Bookings	5,118	26,784	35,000	8,216			76.5%	
1003 Town Council Office Rent	1,000	6,000	12,000	6,000			50.0%	
1015 Income - Tea/Coffee	0	0	50	50			0.0%	
1020 Income - Cleaning	156	312	624	312			50.0%	
1022 Income - Councils own hirings	0	0	4,050	4,050			0.0%	
1023 Income - Projector	0	0	150	150			0.0%	
Town Hall :- Income	8,774	38,096	63,074	24,978			60.4%	0
4001 Salaries	5,364	32,295	61,550	29,255		29,255	52.5%	
4002 Employers N.I	355	2,454	5,400	2,946		2,946	45.5%	

Detailed Income & Expenditure by Budget Heading 30/09/2022

Month No: 6

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	752	4,617	9,950	5,333		5,333	46.4%	
4005 Holiday Cleaning	122	469	600	131		131	78.1%	
4008 Function Attendants & Casuals	829	5,444	9,000	3,556		3,556	60.5%	
4010 Wages - Maintenance	586	3,516	7,500	3,984		3,984	46.9%	
4020 Staff Training	0	60	1,200	1,140		1,140	5.0%	
4030 Uniforms	0	46	300	254		254	15.4%	
4501 Janitorial	0	358	1,100	742		742	32.5%	
4504 Catering Costs	0	22	100	78		78	21.6%	
4505 Health and Safety	0	0	1,000	1,000		1,000	0.0%	
4510 Rates	2,033	12,202	21,250	9,048		9,048	57.4%	
4511 Utilities	173	2,360	9,000	6,640		6,640	26.2%	
4520 Licences	67	399	2,450	2,051		2,051	16.3%	
4572 Long Term Building Repairs	0	0	20,000	20,000		20,000	0.0%	
4751 Maintenance External	0	4	1,500	1,496		1,496	0.2%	
4800 Maintenance Internal	2,743	6,365	10,000	3,635		3,635	63.6%	
4850 Furniture/Equipment Purchased	10,189	33,733	3,500	(30,233)		(30,233)	963.8%	
4851 Fixed Cost Maintenance	404	1,661	7,500	5,839		5,839	22.1%	
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 IT & Computer Costs	0	302	500	198		198	60.4%	
6014 Hanging baskets/Xmas Trees	0	270	700	430		430	38.6%	
7150 Loan Capital + Interest	0	2,476	4,952	2,476		2,476	50.0%	
7152 Lift Loan Capital + Interest	0	2,572	5,110	2,538		2,538	50.3%	
7355 Tfr from Earmarked Reserves	0	(16,095)	0	16,095		16,095	0.0%	
Town Hall :- Indirect Expenditure	23,616	95,531	186,662	91,131	0	91,131	51.2%	0
Net Income over Expenditure	(14,842)	(57,435)	(123,588)	(66,153)				
111 Town Hall Bar								
1013 Income - Bar Sales	543	2,189	1,500	(689)			145.9%	
Town Hall Bar :- Income	543	2,189	1,500	(689)			145.9%	0
3000 Bar Purchases	317	981	750	(231)		(231)	130.8%	
Town Hall Bar :- Direct Expenditure	317	981	750	(231)	0	(231)	130.8%	0
4001 Salaries	0	1,641	450	(1,191)		(1,191)	364.7%	
4304 Damaged Stock	15	15	0	(15)		(15)	0.0%	
4305 Stocktaking	0	0	250	250		250	0.0%	
4850 Furniture/Equipment Purchased	0	(422)	500	922		922	(84.4%)	
5282 Card Reader Charges	4	11	0	(11)		(11)	0.0%	
Town Hall Bar :- Indirect Expenditure	19	1,245	1,200	(45)	0	(45)	103.8%	0
Net Income over Expenditure	207	(37)	(450)	(413)				

Detailed Income & Expenditure by Budget Heading 30/09/2022

Month No: 6

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
112 Town Hall Film Shows								
1051 Income - Film Refreshments	6	58	250	192			23.2%	
1053 Income - Film Tickets	678	5,079	12,000	6,921			42.3%	
Town Hall Film Shows :- Income	684	5,137	12,250	7,113			41.9%	0
4008 Function Attendants & Casuals	156	1,291	2,500	1,209		1,209	51.6%	
4950 Film Hire/Purchases	231	1,984	5,900	3,916		3,916	33.6%	
4951 Film Refreshment Costs	2	31	250	219		219	12.2%	
5282 Card Reader Charges	32	220	0	(220)		(220)	0.0%	
Town Hall Film Shows :- Indirect Expenditure	421	3,525	8,650	5,125	0	5,125	40.8%	0
Net Income over Expenditure	263	1,612	3,600	1,988				
120 Allotments								
1000 Income - General	1,130	1,296	2,705	1,409			47.9%	
Allotments :- Income	1,130	1,296	2,705	1,409			47.9%	0
4509 Water Rates	86	677	750	73		73	90.3%	
4514 Stationery	40	40	0	(40)		(40)	0.0%	
5250 Subscriptions	0	55	55	0		0	100.0%	
5300 Rent - Broadlands	1,100	1,100	1,100	0		0	100.0%	
5309 Maintenance Equipment	0	789	150	(639)		(639)	526.1%	
5311 Hedge Cutting	0	0	220	220		220	0.0%	
5312 Pest Control	0	0	250	250		250	0.0%	
5315 Sundries Allotments	0	280	180	(100)		(100)	155.5%	
Allotments :- Indirect Expenditure	1,225	2,941	2,705	(236)	0	(236)	108.7%	0
Net Income over Expenditure	(95)	(1,645)	0	1,645				
125 Town Centre Management								
1071 Income - Salary Recharge (TV)	0	1,000	0	(1,000)			0.0%	
1072 Income - Salary Recharge (RE)	7,011	7,011	0	(7,011)			0.0%	
1109 Income - ShopAppy	0	4,120	0	(4,120)			0.0%	
1405 Income - Town Centre Grant	0	0	4,000	4,000			0.0%	
Town Centre Management :- Income	7,011	12,131	4,000	(8,131)			303.3%	0
4001 Salaries	2,894	9,271	20,500	11,229		11,229	45.2%	
4002 Employers N.I	317	951	1,450	499		499	65.6%	
4003 Employers superann	613	1,952	0	(1,952)		(1,952)	0.0%	
4500 Town Centre Management	45	45	1,000	955		955	4.5%	
4512 Telephone	10	145	250	105		105	58.1%	
5405 Town Centre Events	0	0	4,000	4,000		4,000	0.0%	

Detailed Income & Expenditure by Budget Heading 30/09/2022

Month No: 6

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
7350 Tfr to Earmarked Reserves	0	4,120	0	(4,120)		(4,120)	0.0%	
Town Centre Management :- Indirect Expenditure	3,880	16,485	27,200	10,715	0	10,715	60.6%	0
Net Income over Expenditure	3,131	(4,354)	(23,200)	(18,846)				
130 Environmental								
4511 Utilities	0	59	450	391		391	13.2%	
6009 Land at the Star Maintenance	0	0	350	350		350	0.0%	
6011 Town Seats	0	5,212	400	(4,812)		(4,812)	1303.0%	
6012 Street Lights	0	0	2,000	2,000		2,000	0.0%	
6015 Signs	0	0	500	500		500	0.0%	
6022 Planting for CornMarket	0	0	400	400		400	0.0%	
6023 Drinking Water Fountain	0	12	200	188		188	5.8%	
6025 Bollard/St Furn Mtce	0	0	400	400		400	0.0%	
7355 Tfr from Earmarked Reserves	0	(5,212)	0	5,212		5,212	0.0%	
Environmental :- Indirect Expenditure	0	71	4,700	4,629	0	4,629	1.5%	0
Net Expenditure	0	(71)	(4,700)	(4,629)				
135 Marshalls								
5103 Marshalls In Romsey	0	0	400	400		400	0.0%	
6019 Road Closure	0	83	0	(83)		(83)	0.0%	
Marshalls :- Indirect Expenditure	0	83	400	317	0	317	20.7%	0
Net Expenditure	0	(83)	(400)	(317)				
140 Planning								
5011 Council Use of Town Hall	0	0	1,000	1,000		1,000	0.0%	
Planning :- Indirect Expenditure	0	0	1,000	1,000	0	1,000	0.0%	0
Net Expenditure	0	0	(1,000)	(1,000)				
160 War Horse Fund								
1190 Interest Received	1	2	0	(2)			0.0%	
War Horse Fund :- Income	1	2	0	(2)				0
4855 War Horse Fund Expenses	0	160	160	0		0	100.0%	
7350 Tfr to Earmarked Reserves	1	2	0	(2)		(2)	0.0%	
7355 Tfr from Earmarked Reserves	0	(160)	(160)	0		0	100.0%	
War Horse Fund :- Indirect Expenditure	1	2	0	(2)	0	(2)		0
Net Income over Expenditure	0	0	0	0				

Detailed Income & Expenditure by Budget Heading 30/09/2022

Month No: 6

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
170 Christmas Lights Fund								
1009 Income - Grants	0	0	2,000	2,000			0.0%	
1011 Income - Donations	0	0	3,000	3,000			0.0%	
Christmas Lights Fund :- Income	<u>0</u>	<u>0</u>	<u>5,000</u>	<u>5,000</u>				<u>0</u>
6764 Christmas in Romsey	0	27	29,000	28,974		28,974	0.1%	
6765 Christmas Light Refurb	0	1,477	4,000	2,524		2,524	36.9%	
Christmas Lights Fund :- Indirect Expenditure	<u>0</u>	<u>1,503</u>	<u>33,000</u>	<u>31,497</u>	<u>0</u>	<u>31,497</u>	<u>4.6%</u>	<u>0</u>
Net Income over Expenditure	<u>0</u>	<u>(1,503)</u>	<u>(28,000)</u>	<u>(26,497)</u>				
Grand Totals:- Income	178,439	383,530	415,722	32,192			92.3%	
Expenditure	39,796	196,673	415,722	219,049	0	219,049	47.3%	
Net Income over Expenditure	<u>138,643</u>	<u>186,857</u>	<u>0</u>	<u>(186,857)</u>				
Movement to/(from) Gen Reserve	<u>138,643</u>	<u>186,857</u>						

List of Payments made between 01/09/2022 and 30/09/2022

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/09/2022	Franco-Typ	DD	72.00		Franco-Typ-Frinking top up
01/09/2022	Screwfix Ltd	DD01	497.82		7255-Digital clamp, wi-fi came
05/09/2022	Service charge payable	CHRG	9.76		Service charge payable
05/09/2022	Scottish Water business Stream	DD02	64.00		P/Ledger Electronic Payment
05/09/2022	Scottish Water business Stream	DD03	229.95		7275-Water 22Jul-22Aug
07/09/2022	British Telecommunications plc	DD04	40.66		7278-Monthly phone charge
08/09/2022	Southern Cross Consulting Ltd	DD05	54.26		7280-Voip call charge Aug 22
09/09/2022	SGW Payroll Ltd	DD06	75.24		7285-Payroll processing M5
14/09/2022	Town Hall Imprest A/c	Tfr	600.00		Imprest AC Top-Up
14/09/2022	Octopus Energy Limited	DD07	642.66		P/Ledger Electronic Payment
15/09/2022	Test Valley Borough Council	Std Ord	2,033.00		Test Valley-Rates 22/23
20/09/2022	Town Hall Imprest A/c	Tfr	500.00		Imprest AC Top-Up
20/09/2022	Franco-Typ Postage	DD	81.00		Franco-Typ Postage
20/09/2022	Anglico Workplace Technologies	BACS01	103.73		7286-Copier charge
20/09/2022	DCK Accounting Solutions Ltd	BACS02	655.80		7288-Accounts support
20/09/2022	Hampshire County Council	BACS03	69.58		7287-Wall planner, etc.
20/09/2022	HM Revenue & Customs	BACS04	2,959.74		7308-HMRC PAYE/NI Due Aug 22
20/09/2022	Hampshire Pension Fund	BACS05	2,744.93		7309-Hampshire Pension Due-Aug
20/09/2022	PKF Littlejohn LLP	BACS06	1,560.00		7289-External audit fee 21/22
20/09/2022	Meadowfield Fences	BACS07	946.92		7284-Remove old fencing
20/09/2022	Romsey Settlement	BACS08	1,100.00		7290-Rent Sept 22/23
20/09/2022	All Start Marketing Club	BACS09	58.80		7282-Social media mastery pack
22/09/2022	Scottish Water business Stream	DD08	85.55		P/Ledger Electronic Payment
23/09/2022	ACE Liftaway Limited	DD09	76.80		7279-General waste collection
26/09/2022	Staff Salaries - Sept 2022	BACS	11,711.61		Staff Salaries - Sept 2022
27/09/2022	Personnel Hygiene	DD10	95.76		P/Ledger Electronic Payment
28/09/2022	Romsey Business Consortium	BACS10	45.00		7338-1 Ticket-president receipt
29/09/2022	Nest Pension Due	DD	90.05		Nest Pension Due
29/09/2022	SJT Services (Southampton) Ltd	BACS11	2,338.80		7312-Upgrade CC AV installatio
29/09/2022	SJT Services (Southampton) Ltd	BACS12	9,657.00		7313-AV & electrical work CC
30/09/2022	Utility Warehouse Limited	DD11	58.10		7334-Monthly phone & broadband
30/09/2022	SGW Payroll Ltd	DD12	77.22		7339-Payroll processing M6
Total Payments			39,335.74		

Romsey Town Council
(Incorporating Romsey Extra P C w.e.f. 1.4.2023)

(Prepared 16/10/22)

Budget Summary

Year Ended 31st March 2024

	2022-23		2023-24	Budget
	Projected	Budgeted	Proposed	Incr/Decr
		(Revised)		
REVENUE EXPENDITURE				
Finance	13902	13300	15620	2320
Staffing & Admin	126558	121160	149753	28593
Allotments	2705	2705	2705	0
Town Hall	216556	197262	216050	18788
Town	84360	81295	138527	57232
	<u>444081</u>	<u>415722</u>	<u>522655</u>	<u>106933</u>
INCOME				
Finance	50	50	50	0
Staffing & Admin	1595	1575	0	-1575
Allotments	2705	2705	3605	900
Town Hall	80074	76824	80674	3850
Town	31387	14000	18005	4005
	<u>115811</u>	<u>95154</u>	<u>102334</u>	<u>7180</u>
TOTAL NET EXPENDITURE	<u>328270</u>	<u>320568</u>	<u>420321</u>	<u>99753</u>

Financed as follows

Reserves at 1st April	115059	136003	107357	
General Reserve ex Romsey Extra			56000	Estimatec
Reserves at 31st March	<u>107357</u>	<u>136003</u>	<u>163357</u> **	
Used to Fund Expenditure\Incr in Gen Rsv	7702	0	0	
Precept Support Grant	0	0	0	0
Precept Required	320568	320568	420321	99753 31.12%
TOTAL TAXATION FUNDING REQUIRED	<u>320568</u>	<u>320568</u>	<u>420321</u>	<u>99753</u> 31.12%
	<u>328270</u>	<u>320568</u>	<u>420321</u>	

Precept information

ADJUSTED BASIS

			NYA
Band D Equivalentents	5744	8317	
Precept per Band D Equivalent (£/annum)	£ 55.81	£50.54	-£5.27 -9.44%
Precept per Band D Equivalent (p/week)	107.03	96.93	-10.10 p

TOTAL NET EXPENDITURE (as above)	328270	320568	420321
Deduct: Loan Charges	-10062	-10062	-10062
Capital Expenditure (Net)	0	0	0
	<u>318208</u>	<u>310506</u>	<u>410259</u>
Adjust: Net Movements (to)/from EMR			
NET REVENUE EXPENDITURE (see below)	<u>318208</u>	<u>310506</u>	<u>410259</u>
**Note: Minimum General Reserve equal to 4 months Net Revenue Expenditure	106069	103502	136753
General Surplus/Deficit	1288	32501	26604

Earmarked Reserve	31/03/2022	31/03/2023	30/03/2024
	(Actual)	(Projected)	(Available)
Allotment	7018	6208	6208
Town Hall	68167	72072	92072
Elections	8757	13757	18757
War Horse	11484	11326	11166
CIL	15250	15250	15250
Others	23713	22441	22261
	<u>134389</u>	<u>141054</u>	<u>165714</u>
General Reserve (see above)	115059	107357	163357
Total Reserves	<u>249448</u>	<u>248411</u>	<u>329071</u>

	2021/22 (Romsey Town)		2022/23 (Romsey Town Only)			2023/24 (Town and Extra)			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
101 Administration									
1008 Income - Photocopying	0	18	0	16	20	0	0	0	0
1070 Income - Planning Clerk	0	1,012	1,575	816	1,575	0	0	0	0
Total Income	0	1,030	1,575	832	1,595	0	0	0	0
4001 Salaries	55,507	53,755	61,250	26,724	65,284	0	81,605	0	0
4002 Employers N.I	4,963	4,932	5,650	2,645	5,094	0	7,456	0	0
4003 Employers superann	8,830	8,822	9,650	4,649	9,630	0	11,610	0	0
4006 Contract Accountancy Costs	7,000	5,577	7,000	1,117	6,000	0	7,000	0	0
4009 Staff Travel	50	0	50	0	50	0	50	0	0
4013 Website Admin	350	533	350	209	350	0	350	0	0
4020 Staff Training	300	10	300	49	300	0	300	0	0
4040 Recruitment Advertisements	150	1,625	150	0	150	0	150	0	0
4512 Telephone	1,600	1,413	1,600	720	1,600	0	1,800	0	0
4513 Postage	500	744	600	619	1,000	0	1,000	0	0
4514 Stationery	850	593	850	630	1,000	0	1,000	0	0
4515 Photocopying	2,600	2,708	2,600	853	2,600	0	2,600	0	0
5012 Council Offices in Town Hall	12,000	12,000	12,000	7,000	12,000	0	12,000	0	0
5250 Subscriptions	2,600	2,506	2,600	2,198	2,500	0	2,600	0	0
5260 Outsourced Payroll	1,000	819	1,000	305	1,000	0	1,000	0	0
5270 I T & Computer Costs	12,000	9,088	15,510	16,823	18,000	0	19,232	0	0
7355 Tfr from Earmarked Reserves	0	-533	0	0	0	0	0	0	0
Overhead Expenditure	110,300	104,592	121,160	64,540	126,558	0	149,753	0	0

Romsey Town Council

Annual Budget - By Centre (Actual YTD Month 7)

Note: Proposed Budget 2023/24 (Incorporating Romsey Extra)

	2021/22 (Romsey Town)		2022/23 (Romsey Town Only)			2023/24 (Town and Extra)			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Movement to/(from) Gen Reserve									
103 Grants	(110,300)	(103,562)	(119,585)	(63,708)	(124,963)		(149,753)		
5103 Marshalls In Romsey	400	0	0	0	0	0	0	0	0
5890 Community Grants	4,000	2,900	4,000	2,545	4,000	0	8,500	0	0
5893 Community Grant - Bandstand	1,000	1,000	1,000	0	1,000	0	1,000	0	0
6100 Arts Festival	1,000	1,000	1,000	1,000	1,000	0	1,000	0	0
Overhead Expenditure	6,400	4,900	6,000	3,545	6,000	0	10,500	0	0
Movement to/(from) Gen Reserve	(6,400)	(4,900)	(6,000)	(3,545)	(6,000)		(10,500)		
104 Civic									
1116 Income - Town Crier	0	0	0	30	30	0	0	0	0
Total Income	0	0	0	30	30	0	0	0	0
4001 Salaries	500	362	500	83	500	0	500	0	0
4043 Council Newsletter	2,400	540	2,400	1,065	2,400	0	7,400	0	0
5011 Council Use of Town Hall	2,000	0	2,000	0	2,000	0	2,000	0	0
6502 Members training	400	820	400	0	400	0	400	0	0
6550 Meetings Advertisements	50	0	50	0	0	0	0	0	0
6750 Mayors Allowance	500	200	500	144	500	0	500	0	0
6760 Town Crier	450	282	450	156	450	0	450	0	0
6761 Mace Bearer	195	195	195	195	195	0	195	0	0
6762 Civic Costs	2,500	3,353	2,500	1,090	2,500	0	3,500	0	0
Overhead Expenditure	8,995	5,752	8,995	2,732	8,945	0	14,945	0	0

Continued on next page

Romsey Town Council

Annual Budget - By Centre (Actual YTD Month 7)

Note: Proposed Budget 2023/24 (Incorporating Romsey Extra)

	2021/22 (Romsey Town)		2022/23 (Romsey Town Only)			2023/24 (Town and Extra)			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Movement to/(from) Gen Reserve									
105 Finance									
1060 Income - CIL Receipt	0	8,329	0	0	0	0	0	0	0
1176 Precept	317,981	316,381	320,568	320,568	320,568	0	420,321	0	0
1190 Interest Received	50	23	50	33	50	0	50	0	0
Total Income	318,031	324,734	320,618	320,601	320,618	0	420,371	0	0
5011 Council Use of Town Hall	500	0	500	0	500	0	500	0	0
5251 Insurances	6,000	4,674	5,000	5,162	5,162	0	6,000	0	0
5271 Audit Fees	1,690	3,083	1,900	420	2,340	0	2,220	0	0
5280 Bank Charges	400	302	400	117	400	0	400	0	0
5290 Legal & Professional Fees	500	0	500	0	500	0	500	0	0
5400 Elections	5,000	0	5,000	0	5,000	0	6,000	0	0
7350 Trf to Earmarked Reserves	0	13,329	0	0	0	0	0	0	0
Overhead Expenditure	14,090	21,388	13,300	5,699	13,902	0	15,620	0	0
Movement to/(from) Gen Reserve	303,941	303,345	307,318	314,902	306,716		404,751		
107 Market									
1030 Income - Market Stalls	5,000	6,070	5,000	3,106	6,000	0	6,000	0	0
Total Income	5,000	6,070	5,000	3,106	6,000	0	6,000	0	0
5250 Subscriptions	400	0	0	0	400	0	400	0	0
Overhead Expenditure	400	0	0	0	400	0	400	0	0

Romsey Town Council

Annual Budget - By Centre (Actual YTD Month 7)

Note: Proposed Budget 2023/24 (Incorporating Romsey Extra)

	2021/22 (Romsey Town)		2022/23 (Romsey Town Only)			2023/24 (Town and Extra)			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Movement to/(from) Gen Reserve	<u>4,600</u>	<u>6,070</u>	<u>5,000</u>	<u>3,106</u>	<u>5,600</u>		<u>5,600</u>		
Town Hall									
1001 Income - Rental	14,200	14,167	11,200	5,000	11,200	0	11,200	0	0
1002 Income - Bookings	15,000	42,222	35,000	26,784	37,000	0	38,000	0	0
1003 Town Council Office Rent	12,000	12,000	12,000	7,000	12,000	0	12,000	0	0
1009 Income - Grants	0	25,000	0	0	0	0	0	0	0
1015 Income - Tea/Coffee	50	0	50	0	50	0	50	0	0
1020 Income - Cleaning	624	468	624	312	624	0	624	0	0
1022 Income - Councils own hirings	4,050	0	4,050	0	4,050	0	4,050	0	0
1023 Income - Projector	0	675	150	0	0	0	0	0	0
1110 Income - Deposits Forfeited	0	170	0	0	0	0	0	0	0
1212 Income - Loan	0	100,000	0	0	0	0	0	0	0
Total Income	<u>45,924</u>	<u>194,702</u>	<u>63,074</u>	<u>39,096</u>	<u>64,924</u>	<u>0</u>	<u>65,924</u>	<u>0</u>	<u>0</u>
4001 Salaries	60,768	62,573	61,550	32,295	63,084	0	69,392	0	0
4002 Employers N.I	3,839	4,237	5,400	2,454	3,908	0	4,866	0	0
4003 Employers superann	8,314	8,962	9,950	4,617	10,914	0	12,582	0	0
4005 Holiday Cleaning	600	1,404	600	469	660	0	660	0	0
4008 Function Attendants & Casuals	5,000	7,333	9,000	5,444	9,500	0	9,500	0	0
4010 Wages - Maintenance	7,265	7,032	7,500	3,516	8,035	0	8,838	0	0
4020 Staff Training	1,200	560	1,200	60	1,200	0	1,200	0	0
4030 Uniforms	300	0	300	46	300	0	300	0	0
4501 Janitorial	1,100	905	1,100	358	1,100	0	1,200	0	0
4504 Catering Costs	100	4	100	22	100	0	100	0	0

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Romsey Town Council

Annual Budget - By Centre (Actual YTD Month 7)

Note: Proposed Budget 2023/24 (Incorporating Romsey Extra)

	2021/22 (Romsey Town)		2022/23 (Romsey Town Only)			2023/24 (Town and Extra)			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4505 Health and Safety	1,000	25	1,000	0	1,000	0	1,000	0	0
4510 Rates	20,600	20,334	21,250	12,202	20,334	0	22,400	0	0
4511 Utilities	7,000	6,794	9,000	2,360	9,000	0	11,000	0	0
4520 Licences	2,450	941	2,450	466	2,450	0	2,450	0	0
4572 Long Term Building Repairs	20,000	0	20,000	0	20,000	0	20,000	0	0
4751 Maintenance External	1,500	1,699	1,500	4	1,500	0	1,500	0	0
4800 Maintenance Internal	10,000	10,820	10,000	6,365	12,000	0	12,000	0	0
4850 Furniture/Equipment Purchased	3,500	3,499	3,500	33,748	35,000	0	4,000	0	0
4851 Fixed Cost Maintenance	7,000	6,727	7,500	1,661	8,000	0	8,000	0	0
5011 Council Use of Town Hall	500	0	500	0	500	0	500	0	0
5220 Publicity & Marketing	2,000	0	2,000	0	2,000	0	2,000	0	0
5270 IT & Computer Costs	500	297	500	302	500	0	500	0	0
6014 Hanging baskets\Xmas Trees	700	415	700	270	700	0	700	0	0
7150 Loan Capital + Interest	4,952	4,952	4,952	2,476	4,952	0	4,952	0	0
7151 T Hall Lift Installation	5,410	89,656	0	0	0	0	0	0	0
7152 Lift Loan Capital + Interest	0	0	5,110	2,572	5,150	0	5,150	0	0
7350 Tfr to Earmarked Reserves	0	145,000	0	0	0	0	0	0	0
7355 Tfr from Earmarked Reserves	0	-76,833	0	-16,095	-16,095	0	0	0	0
Overhead Expenditure	175,598	307,335	186,662	95,612	205,792	0	204,790	0	0
Movement to/(from) Gen Reserve	(129,674)	(112,634)	(123,588)	(56,516)	(140,868)		(138,866)		
111 Town Hall Bar									
1013 Income - Bar Sales	2,000	2,111	1,500	2,189	3,000	0	2,600	0	0
Total Income	2,000	2,111	1,500	2,189	3,000	0	2,600	0	0

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Romsey Town Council

Annual Budget - By Centre (Actual YTD Month 7)

Note: Proposed Budget 2023/24 (Incorporating Romsey Extra)

	2021/22 (Romsey Town)		2022/23 (Romsey Town Only)				2023/24 (Town and Extra)		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
3000 Bar Purchases	1,000	888	750	994	1,500	0	1,300	0	0
Direct Expenditure	1,000	888	750	994	1,500	0	1,300	0	0
4001 Salaries	600	2,187	450	1,641	450	0	750	0	0
4304 Damaged Stock	0	39	0	15	15	0	0	0	0
4305 Stocktaking	240	150	250	0	260	0	260	0	0
4850 Furniture/Equipment Purchased	500	350	500	-422	-422	0	0	0	0
5282 Card Reader Charges	0	6	0	11	11	0	0	0	0
Overhead Expenditure	1,340	2,731	1,200	1,245	314	0	1,010	0	0
Movement to/(from) Gen Reserve	(340)	(1,508)	(450)	(50)	1,186		290		
112 Town Hall Film Shows									
1051 Income - Film Refreshments	150	118	250	58	150	0	150	0	0
1053 Income - Film Tickets	5,000	3,832	12,000	5,079	12,000	0	12,000	0	0
Total Income	5,150	3,950	12,250	5,137	12,150	0	12,150	0	0
4008 Function Attendants & Casuals	1,126	707	2,500	1,291	2,500	0	2,500	0	0
4950 Film Hire/Purchases	2,950	1,998	5,900	1,984	5,900	0	5,900	0	0
4951 Film Refreshment Costs	125	10	250	31	150	0	150	0	0
5282 Card Reader Charges	0	101	0	220	400	0	400	0	0
Overhead Expenditure	4,201	2,816	8,650	3,525	8,950	0	8,950	0	0
Movement to/(from) Gen Reserve	949	1,134	3,600	1,612	3,200		3,200		
120 Allotments - Southampton Rd									

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Romsey Town Council

Annual Budget - By Centre (Actual YTD Month 7)

Note: Proposed Budget 2023/24 (Incorporating Romsey Extra)

	2021/22 (Romsey Town)		2022/23 (Romsey Town Only)			2023/24 (Town and Extra)			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1000	Income - General	3,612	2,705	1,296	2,705	0	2,705	0	0
	Total Income	3,612	2,705	1,296	2,705	0	2,705	0	0
4509	Water Rates	554	750	643	750	0	750	0	0
4514	Stationery	7	0	40	40	0	0	0	0
5250	Subscriptions	55	55	55	55	0	55	0	0
5300	Rent - Broadlands	1,100	1,100	1,100	1,100	0	1,100	0	0
5309	Maintenance Equipment	415	150	789	800	0	150	0	0
5311	Hedge Cutting	50	220	0	220	0	220	0	0
5312	Pest Control	0	250	0	250	0	250	0	0
5315	Sundries Allotments	0	180	295	300	0	180	0	0
7350	Tfr to Earmarked Reserves	1,671	0	0	0	0	0	0	0
7355	Tfr from Earmarked Reserves	-240	0	0	-810	0	0	0	0
	Overhead Expenditure	3,612	2,705	2,922	2,705	0	2,705	0	0
	Movement to/(from) Gen Reserve	0	0	(1,626)	0	0	0	0	0
121	Allotments - Abbots Wood								
1000	Income - General	0	0	0	0	0	900	0	0
	Total Income	0	0	0	0	0	900	0	0
	Movement to/(from) Gen Reserve	0	0	0	0	0	900	0	0
125	Town Centre Management								
1009	Income - Grants	4,560	0	0	0	0	0	0	0
1071	Income - Salary Recharge (TV)	0	0	1,000	9,114	0	10,000	0	0

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Annual Budget - By Centre (Actual YTD Month 7)

Note: Proposed Budget 2023/24 (Incorporating Romsey Extra)

	2021/22 (Romsey Town)		2022/23 (Romsey Town Only)			2023/24 (Town and Extra)			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1072	0	0	0	7,011	7,011	0	0	0	0
1109	0	12,000	0	4,120	4,120	0	0	0	0
1405	4,000	4,000	4,000	0	0	0	0	0	0
	4,000	20,560	4,000	12,131	20,245	0	10,000	0	0
4001	19,622	19,547	20,500	9,271	19,224	0	41,178	0	0
4002	1,259	1,428	1,450	951	2,000	0	3,958	0	0
4003	0	0	0	1,952	3,686	0	8,746	0	0
4500	1,000	369	1,000	45	1,000	0	1,000	0	0
4512	400	320	250	156	250	0	250	0	0
5405	4,000	0	4,000	0	0	0	0	0	0
6902	0	12,000	0	0	0	0	0	0	0
6903	0	1,500	0	0	0	0	0	0	0
7350	0	11,060	0	4,120	4,120	0	0	0	0
7355	0	-1,500	0	0	0	0	0	0	0
	26,281	44,724	27,200	16,495	30,280	0	55,132	0	0
	(22,281)	(24,164)	(23,200)	(4,364)	(10,035)		(45,132)		
126									
1080	0	0	0	0	0	0	5	0	0
	0	0	0	0	0	0	5	0	0
4001	0	0	0	0	0	0	3,750	0	0
4601	0	0	0	0	0	0	1,200	0	0
4602	0	0	0	0	0	0	1,000	0	0

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Annual Budget - By Centre (Actual YTD Month 7)

Note: Proposed Budget 2023/24 (Incorporating Romsey Extra)

	2021/22 (Romsey Town)		2022/23 (Romsey Town Only)			2023/24 (Town and Extra)			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4603 R E Amenities	0	0	0	0	0	0	2,750	0	0
4605 R E Other/Projects	0	0	0	0	0	0	6,200	0	0
Overhead Expenditure	0	0	0	0	0	0	14,900	0	0
Movement to/(from) Gen Reserve	0	0	0	0	0	0	(14,895)		
130 Environmental									
4511 Utilities	100	331	450	59	400	0	400	0	0
6009 Land at the Star Maintenance	300	205	350	0	350	0	400	0	0
6011 Town Seats	400	1,018	400	5,212	5,212	0	400	0	0
6012 Street Lights	2,000	1,242	2,000	0	2,000	0	2,000	0	0
6015 Signs	500	465	500	0	500	0	500	0	0
6022 Planting for CornMarket	400	0	400	0	400	0	400	0	0
6023 Drinking Water Fountain	400	44	200	12	200	0	200	0	0
6024 Bollards Electricity USE 4511	0	24	0	0	0	0	0	0	0
6025 Bollard/St Furn Mtce	400	14	400	0	400	0	400	0	0
6026 Bunting	0	0	0	0	0	0	550	0	0
7355 Tfr from Earmarked Reserves	0	-635	0	-5,212	-5,212	0	0	0	0
Overhead Expenditure	4,500	2,709	4,700	71	4,250	0	5,250	0	0
Movement to/(from) Gen Reserve	(4,500)	(2,709)	(4,700)	(71)	(4,250)		(5,250)		
135 Marshalls									
1103 Income - Marshalls Donations	0	0	0	110	110	0	0	0	0
Total Income	0	0	0	110	110	0	0	0	0

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Romsey Town Council

Annual Budget - By Centre (Actual YTD Month 7)

Note: Proposed Budget 2023/24 (Incorporating Romsey Extra)

	2021/22 (Romsey Town)		2022/23 (Romsey Town Only)				2023/24 (Town and Extra)		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
5103 Marshalls In Romsey	0	0	400	0	400	0	400	0	0
6019 Road Closure	0	0	0	83	83	0	0	0	0
Overhead Expenditure	0	0	400	83	483	0	400	0	0
Movement to/(from) Gen Reserve	0	0	(400)	27	(373)		(400)		
140 Planning									
5011 Council Use of Town Hall	1,000	0	1,000	0	1,000	0	1,000	0	0
Overhead Expenditure	1,000	0	1,000	0	1,000	0	1,000	0	0
Movement to/(from) Gen Reserve	(1,000)	0	(1,000)	0	(1,000)		(1,000)		
160 War Horse Fund									
1190 Interest Received	0	1	0	2	2	0	0	0	0
Total Income	0	1	0	2	2	0	0	0	0
4855 War Horse Fund Expenses	0	160	160	160	160	0	160	0	0
7350 Tfr to Earmarked Reserves	0	1	0	2	2	0	0	0	0
7355 Tfr from Earmarked Reserves	0	-160	-160	-160	-160	0	-160	0	0
Overhead Expenditure	0	1	0	2	2	0	0	0	0
Movement to/(from) Gen Reserve	0	0	0	0	0		0		
170 Christmas Lights Fund									
1009 Income - Grants	2,000	5,000	2,000	0	2,000	0	2,000	0	0
1011 Income - Donations	0	0	3,000	0	3,000	0	0	0	0
Total Income	2,000	5,000	5,000	0	5,000	0	2,000	0	0

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Romsey Town Council

Annual Budget - By Centre (Actual YTD Month 7)

Note: Proposed Budget 2023/24 (Incorporating Romsey Extra)

	2021/22 (Romsey Town)		2022/23 (Romsey Town Only)			2023/24 (Town and Extra)			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4001 Salaries	0	122	0	0	0	0	0	0	0
6764 Christmas in Romsey	24,000	26,387	29,000	8,055	29,000	0	32,000	0	0
6765 Christmas Light Refurb	4,000	1,658	4,000	1,477	4,000	0	4,000	0	0
Overhead Expenditure	28,000	28,166	33,000	9,531	33,000	0	36,000	0	0
Movement to/(from) Gen Reserve	(26,000)	(23,166)	(28,000)	(9,531)	(28,000)		(34,000)		
Total Budget Income	384,810	561,769	415,722	384,530	436,379	0	522,655	0	0
Expenditure	384,810	529,615	415,722	206,995	444,081	0	522,655	0	0
Movement to/(from) Gen Reserve	0	32,154	0	177,535	(7,702)		0		

Romsey Town Council

Annual Budget - By Centre (Actual YTD Month 7)

Note: Proposed Budget 2023/24 (Incorporating Romsey Extra)

	2021/22 (Romsey Town)		2022/23 (Romsey Town Only)			2023/24 (Town and Extra)			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
101 Administration									
Total Income	0	1,030	1,575	832	1,595	0	0	0	0
Overhead Expenditure	110,300	104,592	121,160	64,540	126,558	0	149,753	0	0
Movement to/(from) Gen Reserve	<u>(110,300)</u>	<u>(103,562)</u>	<u>(119,585)</u>	<u>(63,708)</u>	<u>(124,963)</u>		<u>(149,753)</u>		
103 Grants									
Overhead Expenditure	6,400	4,900	6,000	3,545	6,000	0	10,500	0	0
Movement to/(from) Gen Reserve	<u>(6,400)</u>	<u>(4,900)</u>	<u>(6,000)</u>	<u>(3,545)</u>	<u>(6,000)</u>		<u>(10,500)</u>		
104 Civic									
Total Income	0	0	0	30	30	0	0	0	0
Overhead Expenditure	8,995	5,752	8,995	2,732	8,945	0	14,945	0	0
Movement to/(from) Gen Reserve	<u>(8,995)</u>	<u>(5,752)</u>	<u>(8,995)</u>	<u>(2,702)</u>	<u>(8,915)</u>		<u>(14,945)</u>		
105 Finance									
Total Income	318,031	324,734	320,618	320,601	320,618	0	420,371	0	0
Overhead Expenditure	14,090	21,388	13,300	5,699	13,902	0	15,620	0	0
Movement to/(from) Gen Reserve	<u>303,941</u>	<u>303,345</u>	<u>307,318</u>	<u>314,902</u>	<u>306,716</u>		<u>404,751</u>		
107 Market									
Total Income	5,000	6,070	5,000	3,106	6,000	0	6,000	0	0
Overhead Expenditure	400	0	0	0	400	0	400	0	0
Movement to/(from) Gen Reserve	<u>4,600</u>	<u>6,070</u>	<u>5,000</u>	<u>3,106</u>	<u>5,600</u>		<u>5,600</u>		

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Romsey Town Council

Annual Budget - By Centre (Actual YTD Month 7)

Note: Proposed Budget 2023/24 (Incorporating Romsey Extra)

	2021/22 (Romsey Town)		2022/23 (Romsey Town Only)			2023/24 (Town and Extra)			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
110	Town Hall								
			63,074	39,096	64,924	0	65,924	0	0
			186,662	95,612	205,792	0	204,790	0	0
			<u>(123,588)</u>	<u>(56,516)</u>	<u>(140,868)</u>		<u>(138,866)</u>		
111	Town Hall Bar								
			1,500	2,189	3,000	0	2,600	0	0
			750	994	1,500	0	1,300	0	0
			1,200	1,245	314	0	1,010	0	0
			<u>(450)</u>	<u>(50)</u>	<u>1,186</u>		<u>290</u>		
112	Town Hall Film Shows								
			12,250	5,137	12,150	0	12,150	0	0
			8,650	3,525	8,950	0	8,950	0	0
			<u>3,600</u>	<u>1,612</u>	<u>3,200</u>		<u>3,200</u>		
120	Allotments - Southampton Rd								
			2,705	1,296	2,705	0	2,705	0	0
			2,705	2,922	2,705	0	2,705	0	0
			<u>0</u>	<u>(1,626)</u>	<u>0</u>		<u>0</u>		
121	Allotments - Abbots Wood								
			0	0	0	0	900	0	0

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Romsey Town Council
Annual Budget - By Centre (Actual YTD Month 7)
Note: Proposed Budget 2023/24 (Incorporating Romsey Extra)

	2021/22 (Romsey Town)		2022/23 (Romsey Town Only)			2023/24 (Town and Extra)			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
125									
Movement to/(from) Gen Reserve	0	0	0	0	0	0	900		
<u>Town Centre Management</u>									
Total Income	4,000	20,560	4,000	12,131	20,245	0	10,000	0	0
Overhead Expenditure	26,281	44,724	27,200	16,495	30,280	0	55,132	0	0
Movement to/(from) Gen Reserve	(22,281)	(24,164)	(23,200)	(4,364)	(10,035)		(45,132)		
126									
<u>Romsey Extra Activities</u>									
Total Income	0	0	0	0	0	0	5	0	0
Overhead Expenditure	0	0	0	0	0	0	14,900	0	0
Movement to/(from) Gen Reserve	0	0	0	0	0		(14,895)		
130									
<u>Environmental</u>									
Overhead Expenditure	4,500	2,709	4,700	71	4,250	0	5,250	0	0
Movement to/(from) Gen Reserve	(4,500)	(2,709)	(4,700)	(71)	(4,250)		(5,250)		
135									
<u>Marshalls</u>									
Total Income	0	0	0	110	110	0	0	0	0
Overhead Expenditure	0	0	400	83	483	0	400	0	0
Movement to/(from) Gen Reserve	0	0	(400)	27	(373)		(400)		
140									
<u>Planning</u>									
Overhead Expenditure	1,000	0	1,000	0	1,000	0	1,000	0	0
Movement to/(from) Gen Reserve	(1,000)	0	(1,000)	0	(1,000)		(1,000)		

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Romsey Town Council

Annual Budget - By Centre (Actual YTD Month 7)

Note: Proposed Budget 2023/24 (Incorporating Romsey Extra)

	2021/22 (Romsey Town)		2022/23 (Romsey Town Only)			2023/24 (Town and Extra)			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
160									
<u>War Horse Fund</u>									
Total Income	0	1	0	2	2	0	0	0	0
Overhead Expenditure	0	1	0	2	2	0	0	0	0
Movement to/(from) Gen Reserve	0	0	0	0	0	0	0	0	0
170									
<u>Christmas Lights Fund</u>									
Total Income	2,000	5,000	5,000	0	5,000	0	2,000	0	0
Overhead Expenditure	28,000	28,166	33,000	9,531	33,000	0	36,000	0	0
Movement to/(from) Gen Reserve	(26,000)	(23,166)	(28,000)	(9,531)	(28,000)		(34,000)		
Total Budget Income	384,810	561,769	415,722	384,530	436,379	0	522,655	0	0
Expenditure	384,810	529,615	415,722	206,995	444,081	0	522,655	0	0
Movement to/(from) Gen Reserve	0	32,154	0	177,535	(7,702)		0		

Romsey Town Council

Annual Budget - By Centre (Actual YTD Month 7)

Note: Proposed Budget 2023/24 (Incorporating Romsey Extra)

	2021/22 (Romsey Town)		2022/23 (Romsey Town Only)			2023/24 (Town and Extra)			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<u>101 Administration</u>									
Total Income	0	1,030	1,575	832	1,595	0	0	0	0
Overhead Expenditure	110,300	104,592	121,160	64,540	126,558	0	149,753	0	0
Movement to/(from) Gen Reserve	(110,300)	(103,562)	(119,585)	(63,708)	(124,963)		(149,753)		
<u>103 Grants</u>									
Overhead Expenditure	6,400	4,900	6,000	3,545	6,000	0	10,500	0	0
Movement to/(from) Gen Reserve	(6,400)	(4,900)	(6,000)	(3,545)	(6,000)		(10,500)		
<u>104 Civic</u>									
Total Income	0	0	0	30	30	0	0	0	0
Overhead Expenditure	8,995	5,752	8,995	2,732	8,945	0	14,945	0	0
Movement to/(from) Gen Reserve	(8,995)	(5,752)	(8,995)	(2,702)	(8,915)		(14,945)		
<u>105 Finance</u>									
Total Income	318,031	324,734	320,618	320,601	320,618	0	420,371	0	0
Overhead Expenditure	14,090	21,388	13,300	5,699	13,902	0	15,620	0	0
Movement to/(from) Gen Reserve	303,941	303,345	307,318	314,902	306,716		404,751		
<u>107 Market</u>									
Total Income	5,000	6,070	5,000	3,106	6,000	0	6,000	0	0
Overhead Expenditure	400	0	0	0	400	0	400	0	0
Movement to/(from) Gen Reserve	4,600	6,070	5,000	3,106	5,600		5,600		

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Romsey Town Council

Annual Budget - By Centre (Actual YTD Month 7)

Note: Proposed Budget 2023/24 (Incorporating Romsey Extra)

	2021/22 (Romsey Town)		2022/23 (Romsey Town Only)			2023/24 (Town and Extra)			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
125									
<u>Movement to/(from) Gen Reserve</u>	0	0	0	0	0	0	900		
<u>Town Centre Management</u>									
Total Income	4,000	20,560	4,000	12,131	20,245	0	10,000	0	0
Overhead Expenditure	26,281	44,724	27,200	16,495	30,280	0	55,132	0	0
<u>Movement to/(from) Gen Reserve</u>	(22,281)	(24,164)	(23,200)	(4,364)	(10,035)		(45,132)		
126									
<u>Romsey Extra Activities</u>									
Total Income	0	0	0	0	0	0	5	0	0
Overhead Expenditure	0	0	0	0	0	0	14,900	0	0
<u>Movement to/(from) Gen Reserve</u>	0	0	0	0	0		(14,895)		
130									
<u>Environmental</u>									
Overhead Expenditure	4,500	2,709	4,700	71	4,250	0	5,250	0	0
<u>Movement to/(from) Gen Reserve</u>	(4,500)	(2,709)	(4,700)	(71)	(4,250)		(5,250)		
135									
<u>Marshalls</u>									
Total Income	0	0	0	110	110	0	0	0	0
Overhead Expenditure	0	0	400	83	483	0	400	0	0
<u>Movement to/(from) Gen Reserve</u>	0	0	(400)	27	(373)		(400)		
140									
<u>Planning</u>									
Overhead Expenditure	1,000	0	1,000	0	1,000	0	1,000	0	0
<u>Movement to/(from) Gen Reserve</u>	(1,000)	0	(1,000)	0	(1,000)		(1,000)		

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Romsey Town Council Allotments Management Committee

Minutes of the meeting held on the **5th September 2022**, at 1 Saxon Way, Romsey.

Those present: Mr J Waterman (Chairman), Mr R House (Secretary), Mrs A Helm (Treasurer), Mr M Nobbs, Ms C Kingstone, Mrs E Vamplew (co-opted member).

Apologies: Mr K House & Cllr. J Cairney.

10.1 The Minutes of the last meeting were confirmed as read.
Any matters arising will be discussed under various headings.

10.2 Correspondence: None.

10.3 Finance: See attached Report.

Treasurer was pleased to report that there are no outstanding loans. She then reported on the meeting held with the Town Hall staff regarding the introduction of a BACS and Card payment system for plot rents. This will be the final time that cash and cheques will be accepted for payment of allotment rents. A new Rent Demand Notice has been drafted explaining the changes and a copy will be sent out to all tenants.

It was proposed that the budget for the Water usage at the allotments be increased to cover the future expected demand. This can be determined after the final bill for this season has been received.

10.4 Allotments: Waiting list stands at 13. Some plots are still in need of attention, 43, 59A & 105. These tenants will be contacted again prior to Warning Notices being issued. Discussion then followed regarding the implementation of a new rule to cover the control of sheds, polytunnels, greenhouses and fences at the allotments. Constructions may get out of hand if nothing is checked, and the safety aspect of said constructions to other tenants. The secretary will put together a Rule for the committee and RTC Officer to consider prior to the next committee meeting. If agreed, this can then be proposed at the AGM for approval.

10.5 Distribution Centre: Sales from the shop have now tailed off.

10.6 Plot Assessment: Assessments to be carried out during the latter part of September. (Mike and Clem). Results from this will determine the winner of the 'Best kept Allotment' and the best new tenant's allotment this season. Cup and prizes to be presented at the AGM.

10.7 Councillor's Report: None.

10.8 AOB: To date the pre-run of email shots has shown 14 outstanding. These will be checked prior to the issue of Plot Rent Demand Notice and AGM notice.

With three more committee members standing down at the end of this season, we require at least four to five tenants to come forward to make up a full committee. At present only two tenants have put their names in the hat. If a full committee cannot be assembled, then other options may need to be considered. Secretary to inform RTC of possible situation. It has happened again that 'wood chippings' have been fly tipped at the allotment site. Within this tip have been some very large sawn off tree trunks. We the committee need to put the word out to all tenants that if they see a load being dumped that they question the driver or take a note of the signage or vehicle number and report the information back to the committee so that we can take the necessary actions.

With no further business the meeting closed at 8.50pm.

Next meeting to be held on Monday 3rd October , 7.30pm at 1 Saxon Way, Romsey.

Roger House

Confirmed.... ***John Waterman***

Secretary

Chairman

Date ... ***26/09/2022***

Follow up date for next committee meeting – 2022.

ROMSEY TOWN COUNCIL ALLOTMENT ACCOUNT

Statement of Income and Expenditure

05.04.22 to 05.09.2022

Income	£	Expenditure	£	Budget £
Rents	60.00	Broadland's Rent	1100.00	1100
Distribution Centre	96.00	Southern Water	624.81	750
Refund of Rents	10	NSALG		55
		Dist.Centre Stock		180
		Stationery/Post/misc	23.28	
		Road Scalpings		150
		Hedge Cutting		220
		Rat Poison/Pest Control		250
		Skip Hire		
Totals	166.00		1748.09	2705

Income less Expenditure -1582.09

Earmarked Reserve	7018.00	Cash in Hand (CIH)	42.38
		Less Stationery	-20.28
		Rubber washers	-3.00
		Balance CIH	19.10

NOTES:

There are no outstanding loans for repayment.

Following a recent meeting at Romsey Town Hall, significant progress has been made regarding payment of allotment fees; hopeful that procedures will be implemented for the current year.

Broadland's Rent will be paid at the end of September; the above negative turnover figure will be offset once rents are received.

Water cost are reported to 22nd August 2022. In light of the national water crisis and general inflation, highly probable that we will exceed our annual budget.

