

MINUTES OF THE MEETING OF RINGWOOD TOWN COUNCIL

Held on Wednesday 27th January 2021 at 7.00pm

The meeting took place in a virtual environment using "Zoom" video conferencing technology and members of the public and press were given the opportunity to observe or participate in the meeting.

PRESENT: Cllr Tony Ring, Town Mayor
Cllr Philip Day, Deputy Mayor
Cllr Andy Briers
Cllr Gareth Deboos
Cllr Hilary Edge
Cllr Rae Frederick
Cllr John Haywood
Cllr Jeremy Heron
Cllr Peter Kelleher
Cllr Darren Loose
Cllr Gloria O'Reilly
Cllr Steve Rippon-Swaine
Cllr Glenys Turner

IN ATTENDANCE: Mr Chris Wilkins, Town Clerk
Mrs Jo Hurd, Deputy Town Clerk
Cllr Michael Thierry, Hampshire County Councillor

C/6542 PUBLIC PARTICIPATION

There was one member of the public present, interested in agenda item 7 - Neighbourhood Plan.

C/6543 APOLOGIES FOR ABSENCE

All members were present.

C/6544 DECLARATIONS OF INTEREST

None were declared at this time.

C/6545 POLICE REPORT

There was no report from the Police.

It was suggested that a separate meeting be held with the Police using Teams, as they were unable to join Council meetings using Zoom, and that a report be requested for the next meeting.

C/6546

MINUTES OF PREVIOUS MEETING

RESOLVED: That the minutes of the Meeting held on 16th December 2020, having been circulated, be approved and signed as a correct record.

The Town Clerk explained the purpose of the agenda item 6 - to receive minutes of committee meetings. This should be an opportunity for Members to raise relevant issues, such as where additional information has come to light or there been developments since the meeting that Members would wish to be aware of; or clarification is required on a matter; or there is a request for an item to be referred back to committee for reconsideration. In future, minutes would be presented page by page to facilitate this.

C/6547

RECREATION, LEISURE AND OPEN SPACES COMMITTEE

Cllr Briers presented the minutes of the Recreation, Leisure and Open Spaces Committee meeting held on 6th January 2021.

OS/6027 – Cllr Heron reported that the member of the public who had raised the issue was delighted that the Council had agreed to repair the fence at The Mount.

OS/6029 – Cllr O'Reilly commented on the work on the War Memorial and commended the final report to Members. The Town Clerk and Cllr Frederick were thanked for their contributions to this project.

RESOLVED: That the minutes of the Recreation, Leisure and Open Spaces Committee meeting held on 6th January 2021 be received.

C/6548

PLANNING, TOWN & ENVIRONMENT COMMITTEE

Cllr Day presented the minutes of the Planning, Town & Environment Committee meeting held on 8th January 2021.

P/5783 – Cllr Day reported that an informal meeting had been held with NFDC's Chief Planning Officer to discuss better working together. Members had been reassured that the Council would be involved to a greater extent, in particular in regard to large-scale developments. It was noted that the application for development of land north of Hightown Road had now been received and NFDC would be briefing members of the Committee prior to consideration.

P/5788 – Cllr Day reported that following a meeting of the A31 liaison group, it was noted that the programme of works (for both the West Street and Meeting House Lane works) had still to be finalised, and that the start date may be pushed back from 15th February. In addition, Members had asked for a review of works to support the reversal of traffic flow in Meeting House Lane to ensure the safety of all users. It was noted that advance warning signs will be provided for both schemes and that a signage scheme is being prepared by Highways England and Hampshire County Council. The works will be publicised as soon as these issues are resolved.

It was noted with sadness that the HCC Project Manager for the scheme had passed away at the beginning of January and Cllr Day asked that condolences be passed on to his family and colleagues.

Cllr Day thanked the Deputy Town Clerk and County Cllr Thierry for their support with this scheme.



Cllr Frederick asked if consideration could be given to the provision of residents parking in West Street.

RESOLVED: That the minutes of the Planning, Town and Environment Committee meeting on 8th January 2021, with the exception of P/5787, be received.

**C/6549
POLICY & FINANCE COMMITTEE**

Cllr Heron presented the minutes of the Policy & Finance Committee meeting held on 20th January 2021.

F/5869 – Cllr Ring commented on the cost of the tree socket in Market Place and hoped that the Council might be able to procure more of this type of work in future.

F/5871 – It was noted that all fees and charges for 2021/22 had been held at the same level as 2020/21.

RESOLVED: That the minutes of the Policy & Finance Committee meeting held on 20th January 2021, with the exception of F/5870, be received.

**C/6550
NEIGHBOURHOOD PLAN**

Neil Homer from O'Neill Homer, the consultants that had been supporting the Neighbourhood Plan Steering Group, joined the meeting at 7.45pm.

Members considered recommendations from Planning, Town and Environment Committee (P/5787 refers) (Annex A).

Cllr Day said that there had been previous resistance from some Members to a Neighbourhood Plan (NP) due in a large part to the expected cost. However, using experienced consultants, who had been involved in over 150 plans, meant that the total cost of the project would be much less than expected and the majority could be covered by grant. In addition, having a made NP would generate additional income for the Council by way of increased Community Infrastructure Levy (CIL). He felt that it would bring huge benefit to Ringwood and that there was a real prospect that a NP would be in place in time to have a significant impact on development of the Moortown Lane strategic site. He commended the recommendations to the Council.

Cllr Heron did not agree that an increase in CIL funds was justification to proceed with a NP, as the funds would be spent in the community, whether by NFDC or RTC. If the Council decided to proceed, it would need to be prepared to use CIL funds to contribute to infrastructure such as improved broadband connectivity, traffic management and road improvements. He said that a NP should reflect the whole community's aspirations, but in his experience they were "middle England plans", based on the wishes of only a few older members of the community.

Cllr Deboos expressed his wish to become involved in the NP should the Council agree to proceed.

Chris Treleaven, a member of the Steering Group, stated that a NP would hold greater weight in the determination of planning applications when compared to some of the guidance produced by NFDC, as it would become part of the statutory Local Development Plan. For example, the NP could include a Design Code, which could build on the guidance included in the existing Ringwood Local Distinctiveness SPD. This could influence the design of new



developments, and the historic town centre. In addition, a NP would give local residents and businesses the opportunity to look at the development of the town centre in a coherent way.

In response to a question from Cllr Turner, Cllr Day said it was incumbent on Members of the Council and the Steering Group to involve the whole community in development of the NP, which would shape the future of the town.

Cllr Rippon-Swaine was not in favour of producing a NP as NFDC had an up to date Local Plan; had expressed a willingness to work with the Town Council; and had a responsibility for most of the aspects it was recommended that the NP should cover. He noted that the costs did not include for officer time and was of the opinion that it would be a huge burden for little benefit.

Cllr O'Reilly left the meeting due to technical issues before Members voted on the recommendations.

RESOLVED:

- 1) That the Council proceeds with a Neighbourhood Plan, dealing with a small number of policy areas as outlined in 4.1; and
- 2) That the project be funded from grant support available from Locality, plus a contingency, with the balance being funded by the Council, as outlined in 5.3; and
- 3) That the designated neighbourhood area should be coincident with the Ringwood parish boundary; and
- 4) That the Town Clerk be directed to issue the corresponding proposal to the local planning authorities for designation of the Plan area accordingly.

ACTION Chris Wilkins / Jo Hurd

C/6551

DRAFT BUDGET AND PRECEPT 2021/22

Members considered a recommendation from Policy & Finance Committee to approve the final budget and Precept for 2021/22 (*F/5870 refers*) (*Annex B*).

Cllr Heron thanked all officers and Members for their assistance in preparing the budget. He said that a balanced budget could be achieved, without drawing on the General Reserve, as well as growth bids amounting to £77,750 for £98.41 for a Band D property, an increase of 1.5% or £1.45 per annum.

RESOLVED:

- 1) That the budget for 2021/22, set out in Appendix A, be approved; and
- 2) That the Precept of £531,856 be approved, resulting in a Council Tax of £98.41 for a Band D dwelling equivalent to an increase of 1.5% or £1.45 per annum.

ACTION R Fitzgerald

C/6552

COUNCIL MEETINGS

Cllr O'Reilly re-joined the meeting.

Cllr Day proposed that whilst meetings were being held in a virtual environment that they be brought forward to 6pm, rather than 7pm. This was not supported by the majority of Members.

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RESOLVED: That evening Council meetings continue to start at 7pm.

C/6553

SPORTS DEVELOPMENT PROJECT AT LONG LANE

Cllr Loose reported that a detailed report would be presented to a future meeting of the Recreation, Leisure & Open Spaces Committee.

RESOLVED: That the report be noted.

ACTION C Wilkins

C/6554

COMMUNICATIONS TO BE RECEIVED

The Town Mayor reported on the Local Government Boundary Commission's recommendations for New Forest District Council; forthcoming changes to legislation on travellers; and said that NFDC had acknowledged the Town Council's comments on its Draft Waste Strategy.

C/6555

REPORTS FROM TOWN COUNCILLORS AND STUDENT ADVISORS

The Town Clerk said that it would be more appropriate to reserve this item for important reports that are not covered by anything else on the agenda and advised that Members should signal to speak.

Cllr Day had received communication with regard to the Hampshire Farmers' Market, which was unable to operate in The Furlong Shopping Centre whilst the majority of the shops were closed – it was hoped that arrangements could be made for it to move temporarily to Gateway Square. He had also been looking into the issue of the wall in Deweys Lane, which would be considered by Planning, Town & Environment Committee on 5th February.

Cllr Haywood gave an update on Ringwood Coronavirus Assistance, which had been carefully monitoring the public, private and voluntary sectors' position in the area. Deliveries of prescriptions were being handled well by pharmacies and shops and supermarkets had many more delivery slots so there were less people struggling to get supplies. There had been no need for RCA to stand up during this lockdown and many of its volunteers were now assisting other organisations, such as Ringwood Good Neighbours.

Cllr Turner said that she was saddened by the death of the HCC officer who had helped greatly with the barriers in Castleman Way.

C/6556

REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

District Cllr Rippon-Swaine reported on the activity of the Environment, Overview & Scrutiny Panel, which had met to discuss the Draft Waste Strategy (responses to consultation being reviewed and will be discussed again in March); Ash Die Back (which was beginning to take hold in the Forest – NFDC has a policy that each Ash tree removed from its land will be replaced by 2 trees); Freeports Bid; and Local Cycle and Walking Infrastructure Plan.

It was noted that the preferred bidder to manage the health and leisure centres would be delivering a series of presentations, with the Ringwood session taking place on 2nd February

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from 6pm to 7.30pm – details here: <https://leisure.newforest.gov.uk/article/2068/Leisure-review>.

As it was approaching 9.00pm, Members agreed to suspend Standing Orders to allow the meeting to continue beyond 9.00pm.

District Cllr Heron encouraged Members to review the Draft Mitigation Strategy, currently out for consultation – it was noted that this would be considered by Planning, Town & Environment Committee on 5th February. He also advised that the planning application for up to 400 dwellings and 3 hectares of employment on land north of Hightown Road had been submitted (application number 21/10042).

County Cllr Thierry had submitted a written report (*Annex C*). He advised that during the meeting he had emailed HCC requesting that consideration be given to providing residents' parking in West Street.

C/6557

FORTHCOMING MEETINGS

Recreation, Leisure & Open Spaces	7.00pm	Wednesday 3 rd February 2021
Planning, Town & Environment	10.00am	Friday 5 th February 2021
Policy & Finance	7.00pm	Wednesday 17 th February 2021
Full Council	7.00pm	Wednesday 24 th February 2021

There being no further business, the Town Mayor closed the meeting at 9.10pm.

APPROVED
24th February 2021

TOWN MAYOR



PLANNING, TOWN & ENVIRONMENT COMMITTEE

8th January 2021

Neighbourhood Plan

1. Introduction and reason for report

- 1.1 It was agreed at the Extraordinary Council meeting on 11th September 2019 to proceed towards adopting a Neighbourhood Plan (NP) (C/6552 refers).
- 1.2 Terms of References for the Engagement of Consultants and for the Ringwood Neighbourhood Plan Steering Group were subsequently agreed by this Committee at its meeting on 4th October 2019 (P/5645 refers).
- 1.3 An initial meeting of interested parties was held on 30th January 2020, after which a Steering Group was formed. A selection process was undertaken to appoint consultants to provide specialist advice and support for the first phase of preparation of a NP, with a view to facilitating a decision by the Council on whether to proceed further with the project.
- 1.4 Following a series of meetings with the consultants, members of the Steering Group unanimously agreed to recommend that the Council proceed with a NP to deal with a small number of tightly focussed policy areas.
- 1.5 This report outlines that recommendation in detail and seeks support from this Committee prior to consideration by Full Council on 27th January 2021.

2. Designated Neighbourhood Area

- 2.1 Before proceeding further with a NP, the neighbourhood area will need to be designated by the local planning authority. Several options for the neighbourhood area were considered by the Steering Group:
 - The whole area within the Ringwood parish boundary;
 - That part of Ringwood within the NFDC area, but not within the NFNPA area;
 - Inclusion of other areas, for example part of the parish of Ellingham, Harbridge & Ibsley.
- 2.2 It was agreed that there would be no value in including any part of a neighbouring parish and that, to enable all residents to take ownership of a NP and vote in the referendum, the whole parish should be designated. It should be noted that this does not require the inclusion of any policies relating to that area of the parish in the NFNP. Application for designation of a whole parish area by town and parish councils is an automatic process, and no public consultation will be necessary.

3. Alternatives to a Neighbourhood Plan

- 3.1 The Steering Group considered alternatives to a Neighbourhood Plan and, in so doing, met with the Chief Planning Officer at NFDC. It was noted that there were opportunities for the Town Council to work with NFDC on allocating small sites for 10+ dwellings in the Local Plan Part 2; updating the Ringwood Local Distinctiveness Supplementary Planning Document; developing a regeneration plan for the town centre; and working with them to achieve the best outcome for the strategic sites allocated in Local Plan Part 1.
- 3.2 The Steering Group concluded that these alternatives would carry less weight in the planning system than a NP, and could take longer to achieve. The advantage of undertaking a NP is that, once adopted, it becomes part of the statutory Local Development Plan, giving the policies therein significant weight and requiring that the local planning authority decide applications in accordance with those policies.

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4. Recommended Scope of a Ringwood Neighbourhood Plan

- 4.1 A NP puts in place planning policy for a neighbourhood area to guide future development, and is about the use and development of land. Having considered all the issues that might be addressed by a NP, and following advice from the consultants, the Steering Group recommends that the scope of a Ringwood NP should include the following:

Town Centre – setting out a vision for the town centre as to how it should be developed and what uses would be acceptable, and looking at unlocking key sites such as the Old Town Hall and Social Club and “de-risking” their development.

Design – influencing the design of new homes and public open spaces to ensure quality development, with the potential to shape the details of at least one of the allocated strategic sites.

Climate Change – to deliver impactful climate change actions through raising the standard of design of development and green infrastructure to improve environmental outcomes

Connectivity – to ensure good connectivity between new development and existing facilities, and that new development is sustainable.

Housing – to look at the possibility of identifying sites of 10+ dwellings and opportunities for community led housing.

- 4.2 The NP will not seek to address existing highways issues as these are not land use matters for which planning permission would be required.
- 4.3 The two strategic site allocations in effect present the final growth areas of the town and any further development is restricted by physical constraints and Green Belt designation – this affords land to the south of the town the highest level of protection and therefore no policy will be required in the NP.

5. Financial Implications

- 5.1 The cost for the consultants to carry out the first phase of preparation of a NP has been fully funded by a grant of £3,450 from Locality, which is managing support for NPs on behalf of the Ministry for Housing, Communities and Local Government.
- 5.2 The basic grant available is £10,000 plus £8,000 for NPs that include more complex issues such as design codes or allocation of sites for housing. Some technical support is also available free of charge. The current grant support programme is available until March 2022. As the Council has already claimed £3,450 from this grant fund, it could apply for a further £14,550.
- 5.3 The consultants have estimated that their costs to support a NP with the scope outlined in 4.1 would be £16,500, with a recommended contingency of £5,000. By utilising the available grant of £14,550, the balance to be funded by the Council would be £6,950. A sum of £3,000 is being held in the General Reserve in respect of the unspent budget approved in 2018/19 and a new bid of £3,950 has been included in the 2021/22 budget.
- 5.4 It should be noted that these costs do not include officer time.
- 5.5 A made NP would result in an increased share of Community Infrastructure Levy (CIL) funds, increasing from the current 15% to 25% of funds received by NFDC.

6. Next Steps

- 6.1 The consultants have provided an indicative project plan (*Appendix A*) based on an 18-month duration, which is the average length of most projects of this type. An additional 4 to 6 months should be added to the end of this period for the Examination and Referendum, which would be led and funded by NFDC. The project plan would be structured so that from the outset the brief would be deliverable. For example, if there was a finite amount of officer time available, this could be allowed for in the plan.
- 6.2 The project would need to be scoped in more detail, and a timetable of meetings agreed based on the availability of Steering Group members and RTC officers.
- 6.3 Task groups would need to be formed to analyse evidence; establish ideas; and, for example, to work with NFDC in the process. These groups would meet 3 or 4 times, with the Steering Group meeting monthly to review and oversee progress.
- 6.4 An Engagement Strategy should be written and consultation with the community undertaken on the suggested focus of the NP, with additional consultation around each policy area, for example with town centre businesses and landlords.

7. Issues for decision and any recommendations

- 7.1 The Ringwood Neighbourhood Plan Steering Group recommends:
 - i) That the Council proceeds with a Neighbourhood Plan, dealing with a small number of policy areas as outlined in 4.1; and
 - ii) That the project be funded from grant support available from Locality, plus a contingency, with the balance being funded by the Council, as outlined in 5.3; and
 - iii) That the designated neighbourhood area should be coincident with the Ringwood parish boundary; and
 - iv) That the Town Clerk be directed to issue the corresponding proposal to the local planning authorities for designation of the Plan area accordingly.

For further information, contact:

Jo Hurd, Deputy Town Clerk
Direct Dial: 01425 484721
Email: jo.hurd@ringwood.gov.uk

Neighbourhood Plan: Template Project Plan

Nov-20

Action	Who	Days	Months																	
			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
1.01 Project inception	SG/OH	0.5	0.5																	
1.02 Project Scoping: SG workshop*	SG/OH	2.0	2.0																	
1.03 Project Scoping: workshop notes	OH	0.5	0.5																	
1.04 Pre Sub: SG review workshop notes	SG	-	X																	
1.05 Pre Sub: follow up actions*	SG/OH	10.0			10.0															
1.06 Pre Sub: draft policy ideas	OH	3.0							3.0											
1.07 Pre Sub: informal consultations	SG	2.0									2.0									
1.08 Pre Sub: document production	SG/OH	2.0										2.0								
1.09 Pre Sub: SG review*	SG/OH	1.0			X	X	X	X	X			X	X	1.0						
1.10 Pre Sub: final document	OH	0.5												0.5						
1.11 Pre Sub: QB approval	QB	-												X						
1.12 Reg 14: consultation period min 6 weeks	-	-																		
1.13 Reg 14: log reps on schedule	SG	-																		
1.14 Reg 14: review and summary note	OH	2.0																2.0		
1.15 Reg 14: SG review*	SG	0.5																0.5		
2.01 Sub Plan: draft final document	OH	1.0																	1.0	
2.02 Sub Plan: draft Basic Conditions Statement	OH	2.0																	2.0	
2.03 Sub Plan: draft Consultation Statement	SG	-																		
2.04 Sub Plan: QB approval	QB	-																	X	
2.05 Sub Plan: Submission to LPA	QB	-																	X	
3.01 SEA: project management	OH	3.0							1.0						1.0				1.0	
		30.0																		

* meetings OH attends
 QB = Qualifying Body (RTC)
 SG = Steering Group
 OH = ONeillHomer
 LPA = Local Planning Authority
 SEA = Strategic Environmental Assessment (if required)

POLICY & FINANCE COMMITTEE – 20thth JANUARY 2021 **BUDGET 2021/2022**

1. INTRODUCTION

- 1.1** Members considered a draft budget for 2021/22 at the meeting of this Committee in December and a number of alterations were requested. This report captures those amendments and sets out the revised proposals for the 2021/22 budget for approval by this Committee and subsequent submission to Full Council.
- 1.2** This report also includes an update to the revised budget outturn projection for 2020/21.
- 1.3** Attached for the Committee's consideration are the following documents: -
- Appendix A – Draft summary Council budget, including actual spend 2018/19, and 2019/20, original and revised budgets 2019/201 and revised draft proposals for 2021/22.
 - Appendix B – Provisions at 1st April 2020, and estimated balances at 31st March 2021 and 2022, based on the revised budget 2020/21 and the updated proposals for 2021/22.
 - Appendix C – Summary of budget preparation assumptions, movements and balances.

2. REVISED BUDGET 2020/21

- 2.1** In November, it was reported that expenditure in the current year was running some £34,000 below budget. Income recovery had also fallen and the projection for the year was for a net underspend against the budget of just over £14,000 which means that the transfer of £1,283 from the general reserve needed to balance the accounts was no longer required.
- 2.3** The latest predictions have reduced that underspend by £5,000 to around £9,000. An underspend of this amount will enable a transfer into the general reserve of just under £8,000.
- 2.4** The General Reserves were predicted to be £292,748 at 31st March 2021. The reduction in the net underspend will reduce this figure by £5,000 and the decision to transfer the unspent provision of £3,000 on the Neighbourhood Plan, which was held in the General Reserve, to a new reserve established for this purpose, has reduced the General reserve further. The balance at 31st March 2021 is now predicted to be £284,713.
- 2.5** Earmarked reserves were predicted to be £236,983. This figure has increased to £271,015 as a result of the £3,000 transferred to the Neighbourhood Plan reserve and a further receipt of CIL funds of £31,071 received in November. Total reserves are therefore predicted to be £555,728 by the end of the year, although this amount is dependent on the progress of a number of schemes which are being funded by reserves.

3. DRAFT BUDGET 2021/22

- 3.1** As previously noted, the draft budget has been prepared on an incremental basis. The original budget for 2020/21 has been adjusted for known and unavoidable

changes, one off items approved for the current year have been removed and a modest estimate for inflation has been applied. A number of budget provisions for unpredictable or irregular spend have been removed on the assumption that, should expenditure be necessary, costs will be met from reserves. This has reduced the budget requirement but increases the risk of unplanned expenditure. The budget assumptions are included in Appendix C.

- 3.2 This Committee agreed, at the December meeting, to limit any increase in the Council Tax to 1.5%. with the reported increase in the Council tax base of 0.79%, to 5404.30, this would mean a net budget requirement, or precept, of £531,856.
- 3.3 The proposed base budget, after allowing for adjustments and unavoidable inflation, is £494,057. Net transfers to reserves increase the budget requirement to £ 530,227 before any new bids are considered.
- 3.4 This Committee has not advanced any proposals for new growth or additional spend. The other committees have considered their budgets and all new bids which they put forward were considered at the December meeting of this committee. It was agreed that the following proposals be taken forward and included in the budget for 2021/22:

Recreation & Leisure:

1. Increased annual spending on paths maintenance	£750
2. Car Park at Carvers	£10,000
3. Play Area re-surfacing	£14,500

Cemeteries:

4 Digitisation of cemetery records & interactive map	£5,000
5 Columbarium	£25,000

Planning, Town & Environment:

6. Neighbourhood Plan	£21,500
7. Support for REAL working Group	£1,000

Total cost of new bids: £77,750

Earmarked reserves will fund £57,500 of this whilst a further £14,550 is anticipated to be available in grant funding, leaving a balance of £5,700 to be funded by the Town Council.

- 3.5 The base budget of £530,227 will therefore increase to £535,927. The anticipated precept, noted above is £531,856, a shortfall of £4,071. It is suggested that, as some of the strain on the budget, particularly the fall in income receipts, is due to the Covid pandemic, the expected Covid relief grant of £8,106 be drawn upon to close this gap.
- 3.6 Reserves movements are summarised in Appendix B. The opening balance on earmarked reserves, as noted above, is expected to be £271,015 whilst budgeted transfers to reserves will increase this by £38,400. Transfers to the revenue budget from reserves, including the Covid relief grant, amount to £6,301 whilst a further £57,500 will be used to support growth projects during the year. The anticipated Covid relief Grant from NFDC of £8,106 will be taken to reserves which means that the predicted balance at 31st March 2020 will be £253,720. The budget proposals set out here would therefore result in a net decrease in reserves of £17,295 in 2021/22, before any irregular expenditure that may necessitate an additional transfer from reserves. At this stage it is impossible to predict the level of CIL receipts that might be expected, but these too will be added to earmarked reserves. There are no plans to add to or draw down from the General reserve which will remain at £284,713.

- 3.7 The proposed budget will result in an increase in the precept of £11,949 or 2.3%. However, the increase in the Council Tax base will limit the increase in Council tax to 1.5% resulting in a band D equivalent council Tax of £98.41. This represents an increase of £1.45 per annum.

4. FINANCIAL IMPLICATIONS

- 4.1 The proposed budget, including the new bids, requires an increase in the Council tax of 1.5% in order to achieve balanced budget.
- 4.2 Many of the individual budgets have been shaved, frozen or cut for the last few years and there is consequently an increasing risk that the overall budget is vulnerable to any unexpected pressures. This may result in an increased reliance on the General Reserve to meet unexpected costs or cost increases.
- 4.3 Similarly, the transfer of "irregular" spend from the budget will also place a greater reliance on Earmarked Reserves to meet unplanned expenditure such as building repairs, vandalism and so on. Consideration should be given to whether the current approach to building and maintaining earmarked reserves is sufficient to meet this additional burden.

5. RECOMMENDATIONS

- 5.1 Subject to any amendments made at this meeting, **it is recommended that:-**
- 5.2 Members approve the draft budget and any further additions or adjustments.
- 5.3 Members submit the proposed budget, with any approved adjustments, to Full Council for approval and adoption.

For any further information, please contact:

Rory Fitzgerald
Finance Officer
Tele: 01425 484723

or

Chris Wilkins
Town Clerk
Tele: 01425 484720

RINGWOOD TOWN COUNCIL
BUDGET AND REVISED BUDGET 2020/21 AND
DRAFT BUDGET 2021/22

Appendix A

B

1	2	4	5	6	7	8	9	10
	Committee	Actual 18/19 £	Actual 19/20 £	Budget 20/21 £	Revised Budget £	Inflation £	Known Changes* £	Draft 21/22 £
	Policy & Finance							
	Expenditure	424,760	442,866	436,579	393,504	2,764	3,020	442,395
	Income	-154,754	-156,471	-144,468	-118,638	-1,672	1,000	-145,140
	Net Expenditure	270,006	286,395	292,111	274,866	1,091	4,020	297,255
	Transfers to Reserves	31,413	29,792	16,500	16,500	0	0	16,500
	Transfers from Reserves	-16,750	-26,168	-1,000	-1,000	0	0	-1,000
	Growth bids and adjustments (net of transfers from reserves and income)							0
	Committee net expenditure	284,669	290,019	307,611	290,366	1,091	4,020	312,755
	Recreation & Leisure							
	Expenditure	248,288	223,763	214,091	222,480	1,127	-12,465	202,753
	Income	-34,422	-34,273	-35,407	-31,498	0	3,750	-31,657
	Net Expenditure	213,866	189,490	178,684	190,982	1,127	-8,715	171,096
	Transfers to Reserves	16,900	19,900	17,900	17,900	0	0	17,900
	Transfers from Reserves	-66,189	-35,500	-11,000	-15,500	0	11,000	0
	Growth bids and adjustments (net of transfers from reserves and income)							750
	Committee net expenditure	164,577	173,890	185,584	193,382	1,127	2,285	189,746
	Cemeteries							
	Expenditure	48,218	43,687	45,863	44,417	302	568	46,733
	Income	-53,391	-34,073	-46,031	-41,932	0	0	-46,031
	Net Expenditure	-5,173	9,614	-168	2,485	302	568	702
	Transfers to Reserves	0	4,000	4,000	4,000	0	0	4,000
	Transfers from Reserves	-230	-230	-230	-230	0	0	-230
	Growth bids and adjustments (net of transfers from reserves and income)							0
	Committee net expenditure	-5,403	13,384	3,602	6,255	302	568	4,472
	Allotments							
	Expenditure	11,751	11,782	12,317	12,160	70	280	12,667
	Income	-4,901	-5,209	-5,306	-5,300	0	0	-5,306
	Net Expenditure	6,850	6,573	7,011	6,860	70	280	7,361
	Transfers to Reserves	0	0	0	0	0	0	0
	Transfers from Reserves	0	0	0	0	0	0	0
	Growth bids and adjustments (net of transfers from reserves and income)							0
	Committee net expenditure	6,850	6,573	7,011	6,860	70	280	7,361
	Planning, Town & Environment							
	Expenditure	19,849	20,985	19,482	26,233	91	170	18,743
	Income	-1,850	-1,100	-1,100	-4,525	0	0	-1,100
	Net Expenditure	17,999	19,885	18,382	21,708	91	170	17,643
	Transfers to Reserves	0	0	0	0	0	0	0
	Transfers from Reserves	-1,215	-5,170	-1,000	-6,454	0	0	-1,000
	Growth bids and adjustments (net of transfers from reserves and income)							4,950
	Committee net expenditure	16,784	14,715	17,382	15,254	91	170	21,593
	Total Base Expenditure	752,866	743,083	728,331	698,794			723,291
	Total Income	-249,318	-231,126	-232,312	-201,893			-229,234
	Total transfer to reserves	48,313	53,692	38,400	38,400			38,400
	Total Transfer from reserves	-84,384	-67,068	-13,230	-23,184			-2,230
	Total New Bids							63,200
	Less funded from earmarked reserves							-57,500
	Total Budget Requirement	467,477	498,581	521,190	512,117			535,927
	Precept	485,196	497,549	519,907	519,907			531,856
	Covid Relief grant							4,071
	Transfer to/-from General Reserve	17,719	-1,032	-1,283	7,790			0

**RINGWOOD TOWN COUNCIL
BUDGET AND REVISED BUDGET 2020/21 AND
DRAFT BUDGET 2021/22**

Appendix A

B

1	2	4	5	6	7	8	9	10
	Description	Actual 18/19 £	Actual 19/20 £	Budget 20/21 £	Revised Budget £	Inflation £	Known Changes* £	Draft 21/22 £
Expenditure:								
	Policy & Finance	424,760	442,866	436,579	393,504	2,764	3,020	442,395
	Recreation & Leisure	248,288	223,763	214,091	222,480	1,127	-12,465	202,753
	Cemeteries	48,218	43,687	45,863	44,417	302	568	46,733
	Allotments	11,751	11,782	12,317	12,160	70	280	12,667
	Planning, Town & Environment	19,849	20,985	19,482	26,233	91	170	18,743
	Council Total Expenditure	752,866	743,083	728,331	698,794	4,353	-8,427	723,291
Income:								
	Policy & Finance	-154,754	-156,471	-144,468	-118,638	-1,672	1,000	-145,140
	Recreation & Leisure	-34,422	-34,273	-35,407	-31,498	0	3,750	-31,657
	Cemeteries	-53,391	-34,073	-46,031	-41,932	0	0	-46,031
	Allotments	-4,901	-5,209	-5,306	-5,300	0	0	-5,306
	Planning, Town & Environment	-1,850	-1,100	-1,100	-4,525	0	0	-1,100
	Council Total Income	-249,318	-231,126	-232,312	-201,893	-1,672	4,750	-229,234
	Council Net Expenditure before transfers	503,548	511,957	496,020	496,901	2,681	-3,677	494,057
Add Transfers to Provisions								
	Policy & Finance	31,413	29,792	16,500	16,500			16,500
	Recreation & Leisure	16,900	19,900	17,900	17,900			17,900
	Cemeteries	0	4,000	4,000	4,000			4,000
	Allotments	0	0	0	0			0
	Planning, Town & Environment	0	0	0	0			0
	Total transfers to provisions	48,313	53,692	38,400	38,400			38,400
Less Transfers from Provisions								
	Policy & Finance	-16,750	-26,168	-1,000	-1,000			-1,000
	Recreation & Leisure	-66,189	-35,500	-11,000	-15,500			0
	Cemeteries	-230	-230	-230	-230			-230
	Allotments	0	0	0	0			0
	Planning, Town & Environment	-1,215	-5,170	-1,000	-6,454			-1,000
	Total transfers from Provisions	-84,384	-67,068	-13,230	-23,184			-2,230
	Total Budget Requirement before new bids	467,477	498,581	521,190	512,117	2,681	-3,677	530,227
New Bids 2021/22 (net of income)								
	Policy & Finance							0
	Recreation & Leisure							25,250
	Cemeteries							30,000
	Allotments							0
	Planning, Town & Environment							7,950
	Less Funded from Provisions							-57,500
	Council's Net Budget	467,477	498,581	521,190	512,117			535,927
	Transfers from (-) or to General Reserve	17,719	-1,032	-1,283	7,790			0
	Covid Relief Grant							-4,071
	Council Precept (to be met by Council Tax Payers)	485,196	497,549	519,907	519,907			531,856
	Council Tax Base	5257.3	5285.2	5362	5362			5,404.3
	Council Tax	92.29	94.14	96.96	96.96			98.41

RESERVES AND PROVISIONS - MOVEMENT & ESTIMATED BALANCES

1st April 2020 to 31st March 2022

	Actual Balance 01/04/20 £	Planned Transfers 2020/21 (revised):				Estimated Balance 01/04/21 £	Planned and Proposed Movements 2021/22:					Estimated Balance 31/03/22 £
		from Revenue £	to Revenue £	Cash Receipts £	between provisions £		from Revenue £	to revenue		Capital & Other Receipts £	between provisions £	
								base budget £	Growth £			
<u>EARMARKED PROVISIONS</u>												
I.T. & Equipment	9,400	4,500				13,900	4,500		0			18,400
Gateway	32,567	0			-7,567	25,000	0		0			25,000
Cemetery	14,000	4,000				18,000	4,000		-22,000			0
Buildings Reserve	16,000	5,000			7,567	28,567	5,000		0			33,567
Election	9,774	1,500				11,274	1,500		0			12,774
Vehicle & Machinery	8,809	11,000	-5,000			14,809	11,000		0			25,809
Play Equipment	14,358	6,900	-6,000			15,258	6,900		-14,500			7,658
Memorials	3,000					3,000			0			3,000
Christmas Lights	10,397				-10,397	0			0			0
Carvers Clubhouse	26,551	2,500				29,051	2,500		0			31,551
Ringwood Events	13,357		-1,000			12,357		-1,000	0			11,357
Memorial Lantern	1,852					1,852			0			1,852
Carvers Grounds	11,300					11,300			-10,000			1,300
Infrastructure & Open Spaces	5,946	3,000			10,397	19,343	3,000		0			22,343
Neighbourhood Plan	0				3,000	3,000			-3,000			0
Total Provisions	177,311	38,400	-12,000		3,000	206,711	38,400	-1,000	-49,500	0	0	194,611
<u>RESERVES</u>												
Earmarked Reserves:												
Dev Contribs	4,783		-1,120			3,663		-1,000	0			2,663
Cem Maint	1,440		-230			1,210		-230	0			980
Dev Cons(CIL)	19,301		-4,539	31,544		46,306			-8,000	0		38,306
Capital Receipts	13,125					13,125			0	0		13,125
Grants Unapplied	0		-5,249	5,249		0		-4,071	0	8,106	0	4,035
Loans Unapplied	0					0			0	0		0
Total Earmarked Reserves and Provisions	215,960	38,400	-23,138	36,793	3,000	271,015	38,400	-6,301	-57,500	8,106	0	253,720
General Reserve	279,923	7,790	0		-3,000	284,713	0	0			0	284,713
Total Reserves	495,883	46,190	-23,138	36,793	0	555,728	38,400	-6,301	-57,500	8,106	0	538,433

Inflation (RPI) is currently running at 1.3% (for the year to October 2021). CPIH is 0.9% for the same period.

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

The Band D equivalent Council Tax for 2020/21 is: 96.96

1 Inflation

	%	Type
- Pay	0.5%	1
- Utilities	1.5%	2
- Other Expenditure	1.5%	3
- Non contractual expenditure	0.0%	4
- Income	0.0%	5
- Fixed expenditure (i.e. no inflation)	0.0%	6

A target Council Tax increase of : 1.5%

would increase the Council Tax to: 98.41

And require an additional transfer from reserves of: £0

which would reduce total reserves to £ 538,433 by March 2022 (given the assumptions in 1 - 3 on the left)

2 Council Tax Base increase

0.79%

Note, the Council Tax base for 2020/21 is

5,362.0

An increase of 0.79% (assumption 2) will increase the Council Tax base to:

5,404.3

3 Use of General Reserve

£

0

The General Reserve is expected to be £284,713 at April 1st 2021. This transfer will reduce it to £284,713 by the year end

Use of Covid relief grant

4,071

Summary movement on reserves:

	£
Opening reserves 1/4/2021:	
General Reserve	284,713
Earmarked Reserves & Provisions	271,015
Total Reserves 1/4/2021	555,728
Planned transfers in	38,400
Planned transfers out	-6,301
Plus Capital Receipts 21/22	8,106
Less Funding for growth	-57,500
Less use of general reserve	0

Predicted reserves 31/3/2022

General Reserve	284,713
Earmarked Reserves	253,720
Predicted Reserves 31/3/2022	538,433

Net Budget Requirement and consequent Band D equivalent Council Tax

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

	£
Base Budget 2021/2022	494,057
Net transfers to/from earmarked reserves	36,170
Growth Bids & Adjustments	77,750
- Less funded from earmarked reserves (inc. borrowing)	-57,500
- Less additional income generated	-14,550
Net Budget requirement	535,927
Less funded from general reserve/Covid relief Grant	-4,071
Sum to be funded from Council Tax Payers (Precept)	531,856

Band D equivalent Council Tax 2021/22

98.41

The budget requirement and resulting precept, as modelled, represents an increase of 1.50 % in the Council Tax

The Council Tax for 2020/21 is £96.96 per Band D Equivalent

An increase of one percent on the Council Tax will generate an increased precept of : £5,240
For each increase of £1,000 in the precept requirement, a further £0.185 will be added to the Band D Council Tax

County Councillor's Report

JANUARY 2021

General Matters.

I have dealt with several issues raised by residents.

Traffic concerns highlighted by people living in Broadshard Lane.

The county Traffic Enforcement Officers have been exacting in the performance of their duties.

Ellingham, Harbridge and Ibsley Parish Council

Ditches and verge problems.

School Streets.

I attended a meeting of the Environment & Transport Select Committee. Of particular interest perhaps to some members of Ringwood Town Council was the report the County Committee received on School Streets. The simple scheme is to restrict motorised traffic during specific school periods of the day. Funding is available, which will enable the county to put into place three pilot trial systems. The three schools have not been decided, nor a list of schools showing expressions of interests is available. There is a stringent suitability assessment. If members are interested, there is a YouTube stream of the meeting held on 14th January. The meeting lasted two hours and forty minutes. School Streets presentation commences at mark two hours and ten minutes.

Hampshire County Council - Rate setting.

Hampshire County Council will set the county precept on Thursday 25th February.

Reversal of Meeting House & West Street/A31 update.

I defer to Councillor Philip Day

- Chairman of the A31 liaison committee

Michael Thierry

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