

# Ringwood Town Council

Ringwood Gateway, The Furlong, Ringwood, Hampshire BH24 1AT

Tel: 01425 473883

www.ringwood.gov.uk

## PLANNING, TOWN & ENVIRONMENT COMMITTEE

Dear Member

23<sup>rd</sup> September 2021

A meeting of the above Committee will be held in the Forest Suite at Ringwood Gateway on **Friday 1<sup>st</sup> October 2021** at 10.00am and your attendance is requested.



Mr C Wilkins  
Town Clerk

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### AGENDA

**1. PUBLIC PARTICIPATION**

There will be an opportunity for public participation for a period of up to 15 minutes at the start of the meeting

**2. APOLOGIES FOR ABSENCE**

**3. DECLARATIONS OF INTEREST**

**4. MINUTES OF THE PREVIOUS MEETING**

To approve as a correct record the minutes of the meeting held on 3<sup>rd</sup> September 2021

**5. PLANNING APPLICATIONS**

To consider applications and to note applications determined under delegated powers (*Report A*)

**6. NEIGHBOURHOOD PLAN**

To receive an update regarding the Neighbourhood Plan

**7. STRATEGIC SITES**

To receive an update regarding development of allocated sites

**8. DEVELOPMENT PROPOSALS FOR LAND OF MARKET PLACE AND MEETING HOUSE LANE**

To receive a verbal update following public consultation

**9. LOCAL CYCLING AND WALKING INFRASTRUCTURE PLAN (LCWIP)**

To consider Provisional Report Part 2-Utility Travel outside Ringwood Town (*Report B*)

**10. DRAFT NEW FOREST NATIONAL PARK DESIGN GUIDE SUPPLEMENTARY PLANNING DOCUMENT**

To consider the Deputy Town Clerk's report (*Report C*)

**11. A31 BRIDGE REPLACEMENT AND ROAD WIDENING SCHEME**

To receive an update on the National Highways scheme

**12. BUS SHELTERS IN MEETING HOUSE LANE**

To consider a report (*Report D*) from the Town Clerk on a proposed street furniture agreement relating to the bus shelters in Meeting House Lane

**13. CIL UPDATE**

To review CIL receipts (*Report E*)

**14. REAL WORKING PARTY**

To receive the notes of the REAL Working Party meeting on 14<sup>th</sup> September 2021 (*Report F*)

**15. PROJECTS** (current and proposed)

To consider the officers' report (*Report G*), receive any verbal updates and agree next steps where necessary

**16. NFDC/NFNPA PLANNING COMMITTEE**

To review applications that are due before NFDC/NFNPA Planning Development Control Committee

If you would like further information on any of the agenda items, please contact Jo Hurd, Deputy Town Clerk, on (01425) 484721 or email [jo.hurd@ringwood.gov.uk](mailto:jo.hurd@ringwood.gov.uk).

Committee Members

Cllr Philip Day (Chairman)  
Cllr Rae Frederick (Vice Chairman)  
Cllr Andrew Briers  
Cllr Gareth Deboos  
Cllr Hilary Edge  
Cllr Peter Kelleher  
Cllr Gloria O'Reilly  
Cllr Tony Ring  
Cllr Glenys Turner

Student Advisors

<b>Permission (1)</b>	Recommend Permission, but would accept planning officer's decision
<b>Refusal (2)</b>	Recommend Refusal, but would accept planning officer's decision
<b>Permission (3)</b>	Recommend Permission
<b>Refusal (4)</b>	Recommend Refusal
<b>Officer Decision (5)</b>	Will accept planning officer's decision

Number	Name	Address	Proposal	Deadline for comment	P.O. brief	Recommendation Permission (1) Recommend Permission, but would accept planning officer's decision Refusal (2) Recommend Refusal, but would accept planning officer's decision (plus reasons) Permission (3) Recommend Permission Refusal (4) Recommend Refusal (plus reasons) Officer Decision (5) Will accept planning officer's decision
21/00747	Mr David Taylor	North Poulner Farm, Cowpitts Lane, Poulner, Ringwood. BH24 3JX	Outbuilding <a href="#">view online here</a>	7.10	Y	
21/00783	Mr S Bourn	Byways, Hightown Hill, Ringwood. BH24 3HG	Application to vary condition 13 of planning permission 21/00527 for Dwelling; pool building; stable block; associated landscaping; demolition of existing outbuildings to allow Minor Material Amendment <a href="#">view online here</a>	29.9	N	
21/00836	Mr & Mrs Doody	Keepers Cottage, Hangersley Hill, Hangersley, Ringwood. BH24 3JN	Outbuilding (demolition of existing) <a href="#">view online here</a>	19.10		
21/11075	Indigo5 Ltd	Land rear of 37-39 Christchurch Road, Ringwood. BH24 1DG	New 3 Bed House to rear of site <a href="#">view online here</a>	24.9	Y	
21/11191	Norman - Loungers UK Ltd	12 The Furlong, Ringwood BH24 1AT	Display of 1 non-illuminated fascia sign; 1 non illuminated projecting sign; illuminated menu board (Application for Advertisement Consent) (AMENDED PLANS)	15.10		
21/11259	Mr & Mrs Robinson	71, Hightown Road, Ringwood. BH24 1NH	Front and side extension; Internal alterations <a href="#">view online here</a>	8.10	N	

21/11262	Brown	Meadow View, 12 Salisbury Road, Ringwood. BH24 1AS	Rear/side extension to form open plan kitchen/dining/living area <a href="#">view online here</a>	8.10		
CONS/21/04 42	Mr Duncan	Greyfriars Community Centre, 44 Christchurch Road, Ringwood, BH24 1DW	Blue Atlas Cedar – Reduce <a href="#">view online here</a>	1.10		
CONS/21/04 43	Mrs Brown	King Edgar Lodge, 65 Christchurch Road, Ringwood. BH24 1DH	T1 Sycamore – Reduce <a href="#">view online here</a>	1.10		
CONS/21/0 478	Mr Evans	9 Deweys Lane, Ringwood, BH24 1AJ	Raywood Ash x 1 Fell <a href="#">this link</a>	21.10		
CONS/21/04 89	Miss Archer	Se Corner Of North Poulner Field Opposite To Canterton Lodge, Cowpitts Lane, Poulner Common, Ringwood BH24 3LB	Fell 10 x Sycamore trees <a href="#">view online here</a>	7.10		
CONS/21/04 93		Wynngates, Cowpitts Lane, North Poulner, Ringwood. BH24 3JX	Prune 1 x Sweet Chestnut tree Remove 1 x dead branch over Rockery Prune group of Laurel & Rhododendron (exempt works - included for information only). <a href="#">this link</a>	8.10		
TPO/21/0459		Hurn Farm, Forest Lane, Hightown Hill, Ringwood. BH24 3HF	Fell 3 x Ash trees Fell 1 x Oak tree to 8m monolith Prune 1 x Oak tree Prune 1 x group of Mixed tree species	28.9		<u>Considered under delegated powers:-</u> 23.9.21 Permission (1). Recommend Permission, but would accept the Tree Officer's decision.

## LCWIP Provisional Report Part 2:

### Utility Travel outside Ringwood Town August 2021



#### 1. Introduction

LCWIP Provisional Report Part 1 provides background to the LCWIP project and details utility travel within the urban part of Ringwood, specifically related to schools<sup>1</sup>. This report examines potential utility routes between Ringwood town centre and commercial sites within the New Forest, such as Burley or Lyndhurst, that may be used for commuting or other utility purposes and specifically routes avoiding main roads. As the distances are inconsistent with utility travel on foot, only cycling is considered. As in the Part 1 report, this report only describes the routes as training in further evaluation is still awaited.

#### 2. Evidence base

Evidence was sought from cyclists and cycling groups known to the LCWIP team, augmented by discussions with cyclists seen in town and on the routes, as well as others, such as staff working in cycle shops. A 'callout' to the 'Ringwood' Facebook group was also made. In addition, relevant data from Strava were assessed, which, in general, indicated that a very small proportion of journeys were not leisure trips<sup>2</sup>. As a crude measure of safety, accidents involving a 'pedal cycle' from CrashMap<sup>3</sup> from the previous 22 years (1999 to 2020) was examined for each route. The number of reports divided by the total length of the route from Strava gave a ratio described in this text as the 'safety ratio' (SR)<sup>3</sup>. A low number is therefore good. The start point for journeys is the centre of Ringwood.

Potential routes are shown in the map below in purple. Encouragingly, some people approached were already involved with LCWIP groups outside of Ringwood.

#### 3. Detail of routes

##### 3.1 Route 1

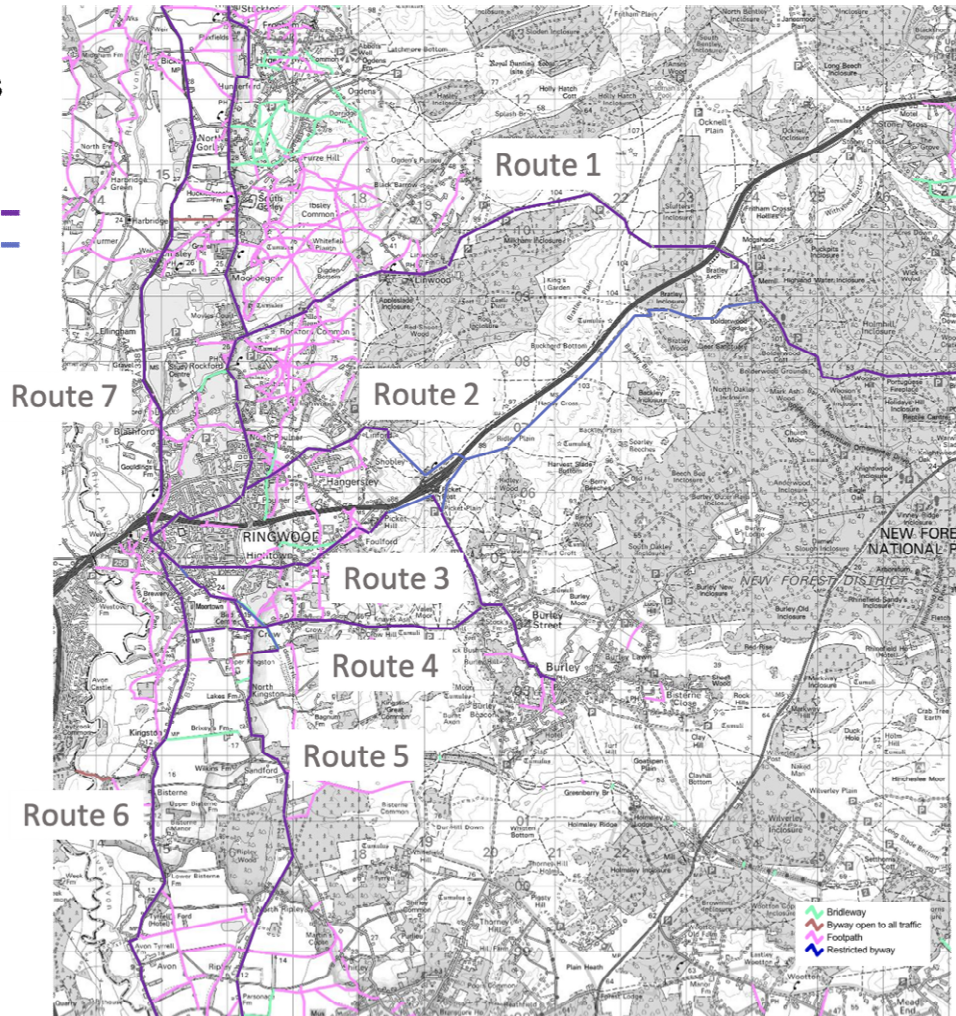
Route 1 heads out of Ringwood north on the Gorley Road through Poulner. Before reaching Moyles Court, the route heads east to Linwood and the Milkham Inclosure before passing under the A31 towards Bolderwood and on to Lyndhurst. It is all on-road. According to Strava, the route is around 20km, is the most popular route for cyclists from Ringwood to Lyndhurst and the edge data for the underpass gave over 3,000 trips in July 2021.

The SR of this route is 1.0 mostly due to incidents on the Southampton Road in Ringwood. Between Gorley Road and the Furlong carpark, there were ten incidents, about half of the total.



## Map of routes

On road sections —  
Off road sections —



### 3.2 Route 2

Route 2 heads out of Ringwood northeast through Linford. As the road turns south, off-road track options head southeast towards Picket Post. About 100m northeast of the road underpass, there is an off-road underpass. From here, a track northeast eventually reaching Bolderwood and then on to Lyndhurst by road. Strava edge data on the northwest section suggest 330 trips in July 2021 and a distance of 19km, although the majority of trips seem to be heading south towards Burley, according to the heatmap. Edge data from the southeast edge indicate just 40 trips. The route is quite boggy, including a ford crossing at Bratley Water, which may account for the low numbers. The SR is 0.8, mostly due to incidents on the Southampton Road in Ringwood as noted for Route 1.







Underpass



View towards Linford Bottom

### 3.3 Route 3

Route 3 heads out of Ringwood along Hightown Road towards Picket Hill. Just before the A31, there is an rough surfaced road opposite a carpark area that leads around to the start of a track that leads alongside the A31 to Picket Post. From here, heading northeast joins the track by the underpass to Bolderwood, as described in Route 2. The SR for this route to Lyndhurst is 0.6.



Strava edge data suggest this route is not currently popular with only 120 activities in July 2021. Alternatively, the road south leads to Burley. Strava suggests that heading through Burley Street and continuing east to Lyndhurst is shorter than Route 1. Analysis from the Burley LCWIP team may provide more insight.

# B



Picket Hill road



View towards Picket Post

## 3.4 Route 4

Route 4, starting in the town centre, heads down Crow Arch Lane rather than on the off road Castleman Trail. Cyclists were not using the part of the trail between Embankment Way and Crow Lane, despite this being a bridleway, and this is confirmed by Strava edge data. At the time of publication, Hampshire County Council had not completed the upgrading to this part of the trail and so it is currently not suited to cycling. When given an option of cutting a corner using the bridleway that passes Hightown Lake, according to Strava, a large majority of cyclists prefer to progress down Crow Lane and then east along Moortown Lane. Cyclists using the bridleway appear to be cycling for leisure only and expressed concern about speeding drivers on Crow Lane. These concerns were noted in the Beaumont Park survey results referenced in the LCWIP Provisional Report Part 1.

The 8.2km route continues east across the forest to the junction by Castle Hill and continues along Ringwood Road through Burley Street and on to Burley. Strava edge data suggest there were over two thousand cycling trips in July 2021. Interestingly, Strava route data (August 2019 to July 2021) indicate the more popular route from Ringwood to Burley is via the B3347 and then Moortown Lane to the junction with Crow Lane, despite this being a little longer. However, edge data from Moortown Lane and Crow Lane (July 2021) indicates well over twice as many trips along Crow Lane compared to Moortown Lane. The SR of this route is 1.6.





### 3.5 Route 5

Route 5 going to Christchurch starts similarly to route 4. Two experienced cyclists that commute there confirmed that they use this route and cycle on the Castleman Trail to Barrack Lane. Heading west and then turning south at Ringwood Road leads to Ripley Wood. A right turn to Sopley and then Winkton leads to Christchurch on the Salisbury Road and reaching the footbridge over the A35. The SR of this route is 1.6.

### 3.6 Route 6

Route 6 is the B3347 from Ringwood to Christchurch. Two experienced cyclists said they use this commuter route daily. The SR of this route is 3.2, twice the ratio for Route 5.

### 3.7 Route 7

Route 7 is concerns travel between Fordingbridge and Ringwood. For some of its 10km length, the A338 Salisbury Road has a segregated cycle track running alongside. However, the Strava edge data for next to Snails Lane suggests modest use (135 trips in July 2021). Strava suggested an alternative route is involving travelling north on Gorley Road, past Moyles Court School to the Hern Lane junction, heading east to Hyde Lane and north again to the Stuckton Road junction where a left turn takes the rider into Fordingbridge. The edge values of the roads are at least an order of magnitude greater, but again hardly any commuting trips are recorded. The SR of the A338 route is 0.7, whereas the 'cross country' alternative route of about 12km is higher at 1.7. As for Route 1, most incidents on the alternative route were on the Southampton Road section in Ringwood.



## 4. Results and Discussion

Apart from Routes 5 and 6, no cyclists that were informally interviewed used any of the the routes for commuting/utility travel. Cyclists do use them (and many others) for leisure purposes. That is not to say that utility travel would not be forthcoming in the future, especially with the increased uptake of e-bikes and if the routes were improved.

From a safety perspective, routes involving significant off-road sections result in fewer motor vehicle accidents. In looking at the CrashMap data, the team noted that the majority of accidents took place in urban areas, including serious accidents.

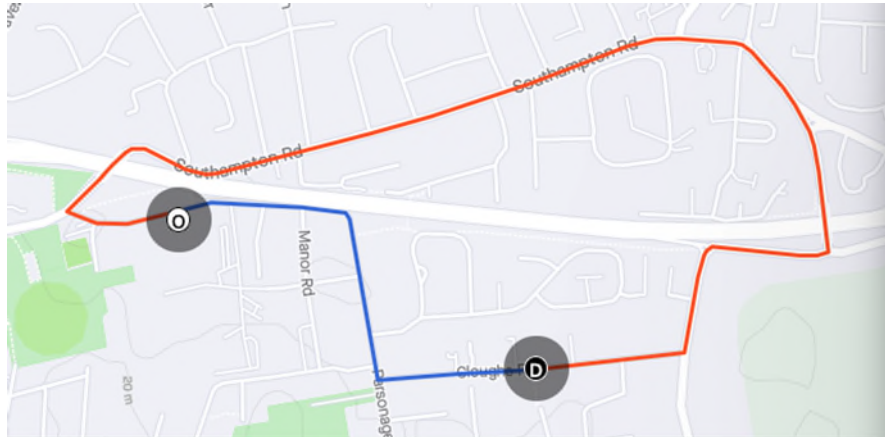
The results from an ongoing survey on how people working in Ringwood travel to/from work may provide additional evidence regarding commuting habits and these data will be presented as part of the LCWIP Provisional Report Part 3.

The Ringwood LCWIP team is not yet trained to interpret the results in this report beyond the descriptions given.

# B

## References

1. LCWIP Provisional Report Part 1: Utility Travel in Ringwood Town (Schools), May 2021.
2. <https://metroview.strava.com/>. Data mining algorithms may process numbers, but sometimes the result lacks credibility. In checking school routes using Strava, the following diagram showed the routes from the student exit of Ringwood Academy to midway down Cloughs Road:



Nobody that knows this area would cycle on the preferred route in red which is 2.3km when the direct route in blue present fewer hazards and is significantly shorter at 0.8km.

3. <https://www.crashmap.co.uk/>. Consider a route that is 10km long which had 20 accidents on it involving pedal cycles, according to CrashMap. The calculation is: Safety Ratio = 20 accidents/10km total route length = 2.0. Note that CrashMap relies on reported incidents.

**REPORT TO PLANNING, TOWN & ENVIRONMENT COMMITTEE  
1<sup>ST</sup> OCTOBER 2021**

**DRAFT NEW FOREST NATIONAL PARK DESIGN GUIDE SUPPLEMENTARY  
PLANNING DOCUMENT**

1. New Forest National Park Authority is undertaking consultation on a draft Design Guide Supplementary Planning Document (SPD), which will provide guidance to help achieve high standards of design in development proposals, while retaining and enhancing the distinctive character of the New Forest National Park. Once adopted, it will apply across the whole of the New Forest National Park and will supplement policies in the National Park Local Plan.
2. The draft SPD and full details of the consultation can be viewed on the NFNPA website: [Design guide - New Forest National Park Authority \(newforestnpa.gov.uk\)](https://www.newforestnpa.gov.uk). The deadline for comments is 22 October 2021.
3. The response form includes a number of optional questions (listed below) and gives the opportunity to provide feedback and/or propose modifications, which should be supported by relevant evidence and supporting information.
  - i) Do you consider that this draft SPD strikes an appropriate balance between the relevant policies in our adopted Local Plan, and national policy and guidance?
  - ii) Do you think Chapter 2 accurately summaries the key characteristics of the New Forest landscape, settlements and architecture that designs should respond to?
  - iii) Chapter 3 discusses well designed places based on the 10 key characteristics in the National Design Guide. Do you support these characteristics in the National Park?
  - iv) Chapter 4 sets out a draft Design Code that reflects the typical scale of development in the National Park, having regard to recently published national policy and guidance. Please comment on the draft Design Code.
  - v) Do you think Chapter 5 provides good examples of the key traditional and contemporary materials used successfully in the National Park?
  - vi) Do you consider that Chapter 6 covers all the relevant sustainability issues appropriate to the New Forest National Park?
  - vii) Do you think Chapter 7 provides effective encouragement and guidance on how to incorporate landscape design and ecological enhancement into schemes, through amenity space, boundary treatments, site access and hard surfacing, drainage, signage, lighting and light pollution?
  - viii) Are there any additional comments you would like to make on the draft Design Guide?
4. It is RECOMMENDED that Members consider whether to respond to any or all of the questions outlined above and/or recommend any modifications to the draft SPD, noting that any proposed changes should be supported by evidence.

For further information, please contact:  
Jo Hurd, Deputy Town Clerk  
01425 484721 or [jo.hurd@ringwood.gov.uk](mailto:jo.hurd@ringwood.gov.uk)



**PLANNING TOWN & ENVIRONMENT COMMITTEE****1<sup>st</sup> October 2021****Bus Shelters in Meeting House Lane****1. Introduction and reason why decision required**

- 1.1 The Council has been asked to enter into an agreement relating to the existing bus shelters in Meeting House Lane under which the Council would empower the retention of the shelters and their use for advertising (as now) in return for which the counter-party would maintain them. These matters were previously handled by New Forest District Council (NFDC) but it has withdrawn from the role.

**2. Background information, options, impact assessment and risks**

- 2.1 There are four bus shelters in a row along Meeting House Lane which all carry advertising by ClearChannel (the trading name of Clear Channel UK Limited, formerly known as Adshel). This Council has had no practical involvement with these for many years, the arrangements having been made with NFDC. It seems that, since the ending of the highways agency agreement between NFDC and Hampshire County Council (HCC), NFDC has withdrawn from this role and ClearChannel has asked if this Council will assume the role.
- 2.2 Various statutes give this Council the power to provide and maintain in any highway in its area which is on the route of public service vehicles, or on adjoining land, shelters or other accommodation for bus users. However, there is no duty on the Council to do so.
- 2.3 ClearChannel proposes that the arrangement be financially neutral; that is, the value to it of the advertising rights it will acquire is to be treated as equal to the value of the provision and maintenance benefits that this council will acquire. (For VAT purposes this “barter” arrangement will require both parties to issue VAT-only invoices to the other. The Council will be able to reclaim the VAT it pays.)
- 2.4 ClearChannel further proposes an initial term of five years starting on 1<sup>st</sup> April 2021. The agreement would contain detailed provisions about maintenance standards and response times and some constraints on the types of advertising allowed.
- 2.5 The arrangement proposed would therefore confer no pecuniary or commercial benefit on the Council nor would it relieve the Council of any existing or future obligations. The only benefit would be the retention of the shelters for the convenience of bus users. Equally, however, it would impose no new obligations or restrictions on the Council beyond the trouble and inconvenience of negotiating and periodically renewing these agreements.
- 2.6 Presumably, if the Council declines the request and neither NFDC nor HCC agrees to step in, ClearChannel would have to remove the shelters.

**3. Issues for decision and any recommendations**

***Should officers pursue negotiations with ClearChannel and conclude an agreement of the kind described subject only to checking the detailed provisions?***

For further information, contact:

Chris Wilkins, Town Clerk  
Direct Dial: 01425 484720  
Email: [chris.wilkins@ringwood.gov.uk](mailto:chris.wilkins@ringwood.gov.uk)

Jo Hurd, Deputy Clerk  
Direct Dial: 01425 484721  
Email: [jo.hurd@ringwood.gov.uk](mailto:jo.hurd@ringwood.gov.uk)





## REPORT TO POLICY & FINANCE COMMITTEE – 22nd SEPTEMBER 2021

### APPLICATION OF CIL RECEIPTS

#### 1. BACKGROUND

- 1.1 The Community Infrastructure Levy, CIL, is a mechanism by which property developers contribute to the costs of infrastructure required to service their developments. The CIL regulations state:
- “A local council must use CIL receipts passed to it to support the development of the local council’s area or any part of that area, by funding –
- a) The provision, improvement, replacement, operation or maintenance of infrastructure; or
  - b) Anything else that is concerned with addressing the demands that development places on an area. “
- 1.2 The levy is collected by the planning authority and a proportion is passed on to the Town Council. At the end of March 2021, the Town Council held a balance of £45,634.90. A formal decision is required in order to use CIL funds for any project.

#### 2. CIL Receipts & Allocations 2021/22

- 2.1 During 2021/22, additional CIL receipts of £4,172.11 have been received to the end of August. The balance of CIL receipts therefore currently stands at £49,807.01.
- 2.2 No CIL receipts have been applied so far in the current year, however provision was made in the 2021/22 budget to use £8,000 of CIL receipts to fund development of a Columbarium. This project has not yet started.
- 2.3 There also remain outstanding commitments to complete work on projects which began in earlier years. These include the Human Sundial for which there remains an outstanding commitment of £5,403 and improvements at Carvers Grounds for which £440 of the approved budget of £10,000 remains outstanding.
- 2.4 A further receipt of funds is anticipated during the second half of the year but there is no indication yet of the amount that might be expected.

#### 3. FINANCIAL IMPLICATIONS

- 3.1 The balance of CIL funds is currently £49,807 of which £5,843 is committed towards the completion of existing projects and a further £8,000 has been earmarked for the Columbarium project. There remains an uncommitted balance of £35,964.

#### 4. RECOMMENDATION

It is **recommended** that:-

- 4.1 Members note the current balance of CIL funding.

For further information please contact:

Rory Fitzgerald, Finance Manager      or      Chris Wilkins, Town Clerk

Tel: 01425 484723

Tel: 01425 484720

[rory.fitzgerald@ringwood.gov.uk](mailto:rory.fitzgerald@ringwood.gov.uk)

[Chris.wilkins@ringwood.gov.uk](mailto:Chris.wilkins@ringwood.gov.uk)



## Ringwood Environmental Action Leadership (REAL) Working Party

### Notes of meeting held on Monday 14<sup>th</sup> September at 3pm on Zoom

Present: Lindsay Andrews  
Francis Charlton  
Cllr Gareth DeBoos (Chair)  
Mary DeBoos  
Cllr Rae Frederick  
Cllr Tony Ring

In Attendance: Christopher Wilkins – Town Clerk

Absent: Chantelle Monck and Cllr Glenys Turner

#### 1. Apologies for absence

Apologies for absence had been tendered by Chantelle Monck and Cllr Glenys Turner and were accepted.

#### 2. Declarations of interest

No disclosable pecuniary interests were declared.

#### 3. To agree notes of last meeting

The notes of the last meeting were agreed as accurate.

#### 4. Feedback from Ringwood Town Council Committees

Nothing reported.

#### 5. Ringwood Neighbourhood Plan Update

GD reported on a Parish Nature Recovery Document (PNRP). It was circulated late to members and so it was agreed that the members would consider it subsequent to this meeting, amendments would be made, and recommended actions suggested in the coming days. If it was felt to be required, a short WP meeting may be arranged to discuss just this item.

Action: GD to coordinate

#### 6. RACE Ecofair

MD gave some feedback on the Ecofair. All stall holders bar one wanted to rebook for a second event in the Spring. TR congratulated her and the organising team including the Rotarians. RF said the atmosphere was 'buzzing'. LA said the event was 'fantastic'. CW said this event demonstrated leadership and was a great event. GD wanted to especially thank Nicola Vodden for retrieving two gazebos from the Gateway.

#### 7. Any other business

CW said progress on the 'end of life' policy was ongoing, not helped by the head groundsman being on sick leave. Likewise verge mowing. TR said NFDC is part way through their replacement programme and may be able to provide 'tips' to help.

MD & GD talked to a RACE paper circulated before the meeting on seeking to make the Ringo bus service free at point of use as a trial to encourage locals to leave their cars at home for trips into Ringwood town centre. With the planned disruption to traffic due to the planned A31 improvement work, it was viewed as timely and may

make a small contribution towards lowering the predicted traffic chaos. TR said it would do no harm to seek support from National Highways for this. It was agreed that, if required, the £1k allowance enjoyed by this WP would go towards the £20k needed in total for the plan to progress.

Action: GD to inform appropriate parties, including GoSouth

LA mentioned a Whole Community Litter Pick being organised for Saturday 23<sup>rd</sup> and Sunday 24<sup>th</sup> October 2021 between 10am and 4pm. FC is organising the logistics. Apart from publicity, they are seeking permission to congregate outside the Gateway at the start and finish. CW said that if there is no other event scheduled, like a wedding or antiques fair, this should be no problem.

Action: LA to check there's no conflict with Gateway front desk team

If there is a conflict, the Market Place might be an alternative venue.

LA also mentioned the official Ringwood Community Fridge Opening on Saturday 18<sup>th</sup> September at 11am in Ringwood Library. TR will be 'doing the honours'. TR said that later that day, there would be the official opening of the refurbished Human Sundial in Market Place.

MD mentioned the RACE Tree Group Strategy, as this dovetails into the PNRP. This document was generated in collaboration with Jeremy Barrell.

After brief discussion, it was agreed that student representatives should be invited to join this WP if they so desire.

Action: CW to progress

## **8. Upcoming meetings – to note the following dates**

Friday 12<sup>th</sup> November 2021 at 4pm (Zoom) – note later time please!

Friday 14<sup>th</sup> January 2022 at 4pm (Zoom)

There being no further business, the meeting closed at 4.06pm.





## Current Projects Update

No.	Name	Status	Recent developments	Description and notes	Lead Officer/Member	Financing
<b>Full Council</b>						
FC1	Long Lane Football Facilities Development	In progress	Application for planning permission submitted. VAT consultant's initial advice on business arrangements received. Business and legal arrangements being placed with lawyers. AGP contract awarded. Other procurement being planned.	A joint venture with Ringwood Town Football Club and AFC Bournemouth Community Sports Trust to improve the football facilities for shared use by them and the community.	Town Clerk	No financial commitment yet
FC2	Strategic Plan	On hold - awaiting officer availability		Exploring ideas for medium term planning	Town Clerk	N/A
<b>Planning Town &amp; Environment Committee</b>						
PTE1	Neighbourhood Plan	In progress	Steering Group met to consider risks associated with NFDC Local Plan Part 2 review; changes in national policy; and resourcing the project. Agreed to continue to prepare NP, with 4 Team leads project managing for the time being. Grant of £5,000 awarded to cover consultants' fees, as per the Project Plan.	To prepare a Neighbourhood Plan for the civil parish of Ringwood but limited in scope to a few specified themes.	Deputy Clerk	Budget of £21,500 (£3,800 in 2021/22 budget, £3,000 in General Reserve and £14,700 to be funded by Locality grant)
PTE2	Human Sundial	Complete	Work to refurbish human sundial and install surrounding benches now complete. "Ribbon cutting" event held on 18th September.	Replacement of damaged sundial and surrounding paviers; installation of removable benches to protect it for the future - working with HCC (Principal Designer and Contractor)	Deputy Clerk	£5,295.15 spent from budget of £10,657 to be funded from CLIL and contribution of £5,249.15 from Carnival
PTE3	Crow Stream Maintenance	Annual recurrent	Spraying of stream banks completed on 1 April. Annual stream clearance carried out by volunteers on 9 September.	Annual maintenance of Crow Ditch and Stream in order to keep it flowing and alleviate flooding	Deputy Clerk	£1,120 spent to be funded by transfer from earmarked reserve
Projects being delivered by others which are monitored by the Deputy Clerk and reported to this committee:						
	A31 widening scheme	In progress	West Street junction with A31 closed and traffic flow reversed in Meeting House Lane. Works in West Street completed. Works to divert water main ongoing. Works on A31 to commence October 2021 and due for completion by November 2022.	Widening of A31 westbound carriageway between Ringwood and Verwood off slip to improve traffic flow; associated town centre improvements utilising HE Designated Funds	Highways England (HE)	HE funded
	SWW Water Main Diversion (associated with A31 widening scheme)	In progress	Work in Bickerley Gardens complete, work ongoing in Mansfield Road. Pipe laying across Bickerley complete - land to be fully restored by SWW. Site compound in place at the southern end of Bickerley until end of year.	Diversion of water main that runs along the A31 westbound carriageway.	South West Water / Kier	HE funded
	Pedestrian crossings Christchurch Road	Completed		Informal pedestrian crossings to the north and south of roundabout at junction of Christchurch Road with Wellworthy Way (Lidl)	Hampshire CC	Developers contributions
	Moortown drainage improvements	In progress		HCC considering a controlled opening of the system in Moortown Lane to alleviate highway flooding	Hampshire CC	Developers contributions
	Pedestrian crossing Castleman Way	On hold	Site does not meet HCC criteria for toucan crossing. Agreed to revisit following promotion of cycle path through Forest Gate Business Park.	Toucan crossing in Castleman Way to improve pedestrian and cycle route between town centre and Moortown	Hampshire CC	Developers contributions
	Cycleway signage and improvements	Completed		New signage and minor improvements to cycleway between Forest Gate Business Park and Hightown Road	Hampshire CC	HE Designated Funds
	Carvers footpath/cycle-way improvement	Completed		Creation of shared use path across Carvers between Southampton Road and Mansfield Road	Hampshire CC	Developers contributions
	Crow Lane Footpath	In progress	Developers' contributions paid to HCC to implement.	New footpath to link Beaumont Park with Hightown Road, alongside west of Crow Lane	Hampshire CC	Developers contributions
	Surfacing of Castleman Trailway	In progress	Developers' contributions paid to HCC to implement. RTC carried out clearance on behalf of HCC so that the path is accessible through the summer, prior to surfacing.	Dedication and surfacing of bridleway between old railway bridge eastwards to join existing surfacing	Hampshire CC	Developers contributions
	Replacement Tree - Market Place	In progress	HCC confirmed stump will be ground out by the end of the year and a fastigate English Oak will be planted in its place by end March 2022.	New tree to replace tree stump in Market Place.	Hampshire CC	HCC funded
<b>Policy &amp; Finance Committee</b>						
PF1	Website renewal	In progress	The initial content of the new site is now almost complete. Staff training has been arranged in readiness for transfer to the new hosting arrangements.	Arranging a new website that is more responsive, directly editable by Council staff and compliant with accessibility regulations.	Town Clerk	Funded from agreed budget.

PF2	Greenways planning permission renewal	Cancelled	Committee decided on 17 Feb 2021 not to seek renewal	Preparing a planning application to renew the lapsed permission for a detached bungalow	Town Clerk
PF3	Youth Detached Outreach work	In progress	The appointed third party provider has recruited the workers needed and they have started work. A review of the work is scheduled for December.	To provide youth workers for detached outreach work	Carvers Manager
PF4	Review of governance documents	In progress	Revisions to Financial Regulations prepared for consideration by committee.	Periodic review of standing orders, financial regulations, committee terms of reference, delegated powers, etc. to maintain suitability and fitness	Town Clerk
PF5	Poulner Lakes Lease	On hold - awaiting track maintenance solution	Report on track maintenance options considered at meeting on 7th July. Officers working to implement members' recommendations.	Negotiating a lease from Ringwood & District Anglers' Association of the part of the site not owned by the Council	Town Clerk

**Recreation, Leisure & Open Spaces Committee**

RLOS1	War Memorial repair	Completed	The repair has been completed. An inspection and maintenance regime is being implemented. A re-dedication ceremony was held on 15th August 2021.	Repair by conservation specialists with Listed Building Consent with a re-dedication ceremony after.	Town Clerk	£8,596 spent. Grant award leaves £4,776 to be funded from donations and general reserve.
RLOS2	Bickerley tracks	Completed	Fresh gravel has been laid. No structural change is feasible at present.	Enhanced repair of tracks to address erosion and potholes (resurfacing is ruled out by town green status) and measures to control parking.	Town Clerk	Nothing yet committed or agreed
RLOS3	Public open spaces security	Completed	The agreed works have all now been completed and a proposal by community groups to plant the new earth bunds has been accepted.	Review of public open spaces managed by the Council and measures to protect them from unauthorised encampments and incursions by vehicles	Town Clerk	Revised budget of £6,300 for emergency measures agreed.
RLOS4	Grounds department sheds replacement	In progress	Cllr Briers met grounds staff to define needs and the project scope in order to prepare an outline specification.	A feasibility study into replacing the grounds maintenance team's temporary, dispersed & sub-standard workshop, garaging and storage facilities. Combined with a possible new car park for use by hirers of and visitors to the club-house.	Town Clerk	Capital budget of £10,000
RLOS5	Cemetery development	In progress	Action to follow up the decisions made by committee on 7th July is being planned.	Planning best use of remaining space, columbarium, etc.	Town Clerk	Capital budget of £25,000 (but unlikely to finish in 2021-22 and therefore to be carried into an earmarked reserve)
RLOS6	Community Allotment	Concluded by adapting to ongoing processes	Agreed to treat as an informal joint venture between the Council and the tenants' association.	Special arrangement needed for community growing area at Southampton Road	Town Clerk	
RLOS7	Bowling Club lease	In progress	Draft heads of terms of new lease under discussion	Request by Ringwood Bowling Club for lease to be extended in space and term for a replacement club-house.	Town Clerk	
RLOS8	Ringwood Youth Club	On hold awaiting officer availability		Winding up the redundant CIO to terminate filing requirements	Town Clerk	
RLOS9	Aerator repair	Completed	The attachment has been returned and is back in service following the overhaul.	Major overhaul to extend life of this much-used attachment	Grounds Foreman	
RLOS10	Waste bin replacement programme	In progress	The first 17 bins have been delivered and are being installed as pressure of work allows. More will be ordered later this year.	Three-year programme to replace worn-out litter and dog-waste bins	Grounds Foreman	
RLOS11	Ash Grove Fence repair	Completed	The grounds foreman has inspected the completed fence and signed off the final payment to the contractor.	Replacing the worn-out fence around the play area	Grounds Foreman	
RLOS12	Van replacement	On hold awaiting officer availability		Replacing the grounds foreman's diesel van with an electric vehicle	Grounds Foreman	
RLOS13	Bickerley compensation claim	In progress	Officers presented a report at the meeting on 21st April.	Statutory compensation claim for access and damage caused by drainage works	Deputy Clerk	
RLOS14	Poulner Lakes waste licence	On hold awaiting officer availability		Arranging to surrender our redundant waste licence to avoid annual renewal fees	Town Clerk	
RLOS15	Acorn bench at Friday's Cross	Completed	Men's Shed have completed the refurbishment to the specification agreed with the original supplier.	Arranging the re-painting of this bespoke art-work	Town Clerk	
RLOS16	Town Safe	On hold awaiting officer availability	Preliminary contacts with PCC and Conservation Officer	Possible re-paint of this important survival, part of a listed structure	Town Clerk	
RLOS17	New allotments site	In progress	Practical Completion of site agreed following inspection. Decision to proceed agreed at February meeting. Legal work in progress.	The transfer to this Council (pursuant to a s.106 agreement) of a site for new allotments off Crow Arch Lane	Town Clerk	
RLOS18	Cemetery map and registers digitisation	In progress	Registers have been scanned. Digital map is being prepared.	Digitisation of cemetery records to facilitate remote working, greater efficiency and, eventually, direct public access	Town Clerk	Capital budget of £5,000
RLOS19	Carvers Strategic Development	In progress	Preparations for a public consultation are being led by Cllr. Frederick.	Devising a strategic vision and plan for the future of Carvers Recreation Ground pulling together proposals for additional play equipment and other features	Carvers Manager	

**Staffing Committee**



S1	HR support contract renewal	In progress	Terms agreed for five-year extension and addition of health and safety support.	Town Clerk
S2	Finance Staffing review	Completed	Reassessing staffing requirements and capacity for finance functions and re-negotiating staff terms	Town Clerk



## Proposed/Emerging Projects Update

No.	Name	Description	Lead	Recent developments	Progress / Status Stage reached	Estimated cost	Funding sources
<b>Full Council</b>							
None							
<b>Planning Town &amp; Environment Committee</b>							
	Climate emergency	Minor funding to support local initiatives	Cllr DeBoos	REAL WP debating vision and plans for 2021	Budget bid to undertake in 2021-22 approved	£1,000	
	Roundabout under A31	Planting and other environmental enhancements		Area being used by Highways England for storage of materials during works to widen the A31.	Floated as possible future project		
	Lynes Lane re-paving Rear of Southampton Road	Ringwood Society proposal Proposal by Ringwood Society to improve appearance from The Furlong Car Park and approaches			Floated as possible future project Floated as possible future project		
	Dewey's Lane wall	Repair of historic wall		Re-build/repair options and costs are being investigated	Shelved as a TC project		
	Signage Review	Review of signs requiring attention - e.g. Castleman Trailway, Pocket Park, Gateway Square	Cllr Day		Floated as possible future project		
<b>Policy &amp; Finance Committee</b>							
	Paperless office	Increasing efficiency of office space use	Cllr. Heron	Discussions with Town Clerk and Finance Manager			
<b>Recreation, Leisure &amp; Open Spaces Committee</b>							
	Poulner Lakes	Developing and improving facilities	Cllr Heron		Floated as possible future project		
	Brockey Sands	Environmental enhancements to this area between the Bickerley and the Millstream	Cllr Day		Floated as possible future project		
	Land at Folly Farm	Developing and improving this woodland site	Cllrs Heron & Ring		Floated as possible future project		
<b>Staffing Committee</b>							
None							