

**Ringwood Town Council**  
Ringwood Gateway, The Furlong, Ringwood, Hampshire BH24 1AT  
Tel: 01425 473883  
www.ringwood.gov.uk

## PLANNING, TOWN & ENVIRONMENT COMMITTEE

Dear Member

23rd December 2021

A meeting of the above Committee will be held on **Friday 7<sup>th</sup> January 2022** at 10.00am and your attendance is requested.



Mr C Wilkins  
Town Clerk

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The Council has decided that, for health and safety reasons, until the 25<sup>th</sup> May 2022 its meetings will mostly continue to take place in a virtual environment using Zoom technology only. For legal reasons, these meetings will lack the power to make decisions directly and will, instead, take the form of consultations between councillors and staff at which councillors will seek to agree their collective preference as to how staff should exercise the decision-making powers delegated to them. This meeting will be held via Zoom and the joining details are set out below.

The Council remains committed to transparency in its decision-making processes and members of the press or public who would like to participate or simply observe the meeting are welcome to join the meeting using the same joining details.

Here are the details needed to join the meeting:-

<https://us02web.zoom.us/j/82472160235?pwd=aE96ODZXdFIDTGk0QVZTbWg3Q3NJUT09>

Meeting ID: 824 7216 0235      Passcode: 802314

Everyone is encouraged to join in good time ready for a start of the meeting proper at 10.00am. In the event of difficulty joining please contact Jo Hurd, Deputy Town Clerk on (01425) 484721 or by sending an email to [jo.hurd@ringwood.gov.uk](mailto:jo.hurd@ringwood.gov.uk)

### 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> December 2021

**5. PLANNING APPLICATIONS**

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

**6. NEIGHBOURHOOD PLAN**

To receive the notes of the Steering Group meeting on 13<sup>th</sup> December 2021 (*Report B – to follow*)

**7. STRATEGIC SITES**

To receive an update regarding development of allocated sites

**8. CONSULTATION ON NEW FOREST DISTRICT (OUTSIDE THE NATIONAL PARK) DRAFT PARKING STANDARDS SUPPLEMENTARY PLANNING DOCUMENT**

To consider the Deputy Town Clerk’s report and consider responding to the consultation (*Report C*)

**9. RESIGNATION OF FLOOD WARDEN**

To consider the Deputy Town Clerk’s report (*Report D*)

**10. A31 IMPROVEMENT SCHEME**

To receive an update on the scheme

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

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

**12. NFDC/NFNPA PDCC**

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

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 Derek Scott
- 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
21/01031	Mr Colin Simpson	14, Gate House, Barrack Lane, Crow, Ringwood. BH24 3ES	Carport; vehicular access <a href="#">view online here</a>	13.1		
21/01039	Dow	169, Crow Cottages, Barrack Lane, Crow, Ringwood. BH24 3ES	Single storey extension; porch <a href="#">view online here</a>	4.1 Extn requested		
21/01075	Mr & Mrs B Foley	Green Hollow, Cowpitts Lane, Poulner Common, Ringwood. BH24 3LB	Single storey extension; additional dormer window; 2No. balconies; pitched roof to garage to create incidental accommodation <a href="#">view online here</a>	17.1		
21/11457	Mr & Mrs Wright	Potters Rest, The Bickerley, Ringwood. BH24 1ET	Ground floor single-storey rear and side extension	8.1		
21/11585	Mr. Wilkins - Ross Nicholas & Co. Ltd.	115, Eastfield Lane, Ringwood. BH24 1UW	Construct new chalet dwelling along with new access and surface parking <a href="#">view online here</a>	31.12 Extn requested		
21/11597	Mr & Mrs Walker	21, Swan Mead, Hightown, Ringwood. BH24 3 <sup>RD</sup>	Proposed two-storey rear extension <a href="#">view online here</a>	31.12 Extn requested		

21/11607	Mrs Pittman	The Cuckoos Nest, Duck Island Lane, Ringwood. BH24 3AA	Single-storey rear extension <a href="#">view online here</a>	31.12 Extn requested		
21/11611	Mr & Mrs Bates & Fennell	87, The Mount, Poulner, Ringwood. BH24 1XZ	First-floor extension over the existing garage with a cantilever overhang to the front <a href="#">view online here</a>	31.12 Extn requested		
21/11622	Mr Rycroft	Myrtle Cottage, Streets Lane, Crow, Ringwood. BH24 3EY	Extension to outbuilding and use of outbuilding as ancillary use <a href="#">view online here</a>	21.1		
21/11630	Danol Limited	Land rear of 1-3 Strides Lane, Ringwood. BH24 1DY	Erect a single-storey office / studio <a href="#">view online here</a>	7.1		
21/11643	Mr & Mrs Gregory	18, Chaffey Close, Ringwood. BH24 3EU	Two-storey extension <a href="#">view online here</a>	7.1		
21/11649	Mr. Hiett	8A Seymour Road, Ringwood. BH24 1SG	Raise roof height, side dormers & rooflights in association with new first floor <a href="#">view online here</a>	7.1		
21/11664	Mr Zahir - Ringwood Barbers	1, Southampton Road, Ringwood. BH24 1HB	Removal of unauthorised metal and plastic signage; replace with non illuminated hand written painted sign (Application for Listed Building Consent) <a href="#">view online here</a>	7.1		
21/11694	Mr & Mrs Coleman	14, Highfield Avenue, Ringwood. BH24 1RH	Extension and roof extension to dwelling <a href="#">view online here</a>	21.1		
21/11696	Grose	Haus, 38 Kingfisher Way, Ringwood. BH24 3LL	First-floor side extension to create bathroom <a href="#">view online here</a>	14.1		
21/11699	Mr & Mrs Ritchie	151, Northfield Road, Ringwood. BH24 1SS	Single-storey extension; access <a href="#">view online here</a>	21.1		
21/11714	Mr & Mrs Milner	1, Crow Lane, Crow, Ringwood. BH24 3DZ	Single-storey rear extension <a href="#">view online here</a>	21.1		
CONS/21/0632		Blynkbonnie Car Park Ringwood	Common Alder x1 Reduce Commn Ash x 2 – Fell <a href="#">view online here</a>	11.1		

TPO/21/0627		Gorselands, Hightown Hill, Ringwood. BH24 3HD	Fell group of 5 Oak trees Pollard 1 x Oak tree	14.12		<u>Considered under delegated powers:-9.12.21</u> OD5 Tree Officer decision. Members felt there was insufficient evidence to justify felling of the Oak trees.
CONS/21/0657		Cobweb Cottage, St Aubyns Lane, Hangersley, Ringwood, BH24 3JU	Prune 2 x Lime trees Prune 1 x Chestnut tree	3.1		<u>17.12.21</u> P1 Recommend Permission, but would accept the Tree Officer's decision.

**REPORT TO PLANNING, TOWN & ENVIRONMENT COMMITTEE  
7 JANUARY 2022**

**CONSULTATION ON NEW FOREST DISTRICT (OUTSIDE THE NATIONAL PARK)  
DRAFT PARKING STANDARDS SUPPLEMENTARY PLANNING DOCUMENT**

1. New Forest District Council is undertaking consultation on a draft Parking Standards Supplementary Planning Document (SPD), to support policies in the Local Plan 2016-2036 Part 1: Planning Strategy (adopted in July 2020). The draft SPD sets out details for the approach agreed in the Local Plan to provide an appropriate level of vehicle and cycle parking in new development across the District.
2. The guidance set out in the draft SPD has been updated from the previous 2012 Parking Standards SPD to take account of the step changes in national and local policy and to ensure it achieves sustainable development in the context of climate change and other drivers. It also covers issues such as electric vehicle charging and is responsive to local circumstances regarding the availability of parking and accessibility.
3. The draft SPD and full details of the consultation can be viewed on the NFDC website: <https://newforest.gov.uk/article/2859/Parking-Standards>. The deadline for comments is 14 January 2022.
4. The response form includes a number of questions (listed below) and gives the opportunity to provide feedback and/or propose modifications.

**Scope of the draft SPD:**

Do you agree with the proposed scope of the Draft Parking Standards SPD, to include standards for both residential and a range of non-residential development types?

**Delivering sustainable development:**

With the draft SPD's aim of supporting the delivery of sustainable development and reflecting climate change as a key driver for change, does the document provide the right balance between ensuring sufficient parking where there are no alternatives, but in sustainable locations encouraging alternative transport approaches and reducing car ownership?

**Residential developments in town centre locations:**

Are the main town centres the only locations for accepting the principle of lower levels of car parking provision for residential development (noted that they will still be subject to agreement on a case by case basis), or should other areas in the District also be considered?

**Parking space sizes:**

Does the draft SPD's revised car parking space size for private development represent an appropriate balance between the increase in car sizes, whilst ensuring space provided in a development for parking is used efficiently?

**Electric vehicle parking:**

The technology used by EV vehicles and charging techniques is fast advancing. Does the draft SPD provide a sufficient level of detail and recommended requirements to meet the needs of the increasing use of electric vehicles?

**Car clubs:**

Car clubs are increasingly playing a role in reducing dependence on car ownership, normally within town centres or where they meet travel plan objectives and where there is the potential for higher demand. Does the draft SPD provide sufficient recommendations for their use on relevant developments?

**Mobility scooter and micro-scooter parking:**

Do you agree with the inclusion of the new sections in the draft SPD requiring the consideration of parking in relevant developments for mobility scooters and micro-scooters?

5. Members will recall that this Committee considered a draft Residential Travel Plan at its meeting on 7 May 2021. It was agreed at that meeting that the measures outlined in this document should be recommended to NFDC and HCC for inclusion in all future Residential Travel Plans required for significant (>50) housing development in Ringwood (P/5843 and Annex C refers - <https://www.ringwood.gov.uk/admin/resources/18minutes-pte7may21.pdf>). Some, but not all of the measures proposed have been included in the draft SPD.
6. 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.

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

**REPORT TO PLANNING, TOWN & ENVIRONMENT COMMITTEE  
7 JANUARY 2022**

**RESIGNATION OF FLOOD WARDEN**

1. At the Full Council meeting on 24 November 2021, the Town Mayor reported that he had received a letter from Cllr Deboos resigning from his position as a Flood Warden following an unsatisfactory response from the Environment Agency regarding the levels of raw sewage in the Avon, which could be a health risk. It was agreed that this issue should be discussed further by Council in January. However, it is more appropriate for this Committee to consider the matter first, as environmental issues fall within its remit.
2. As a follow up to his letter to the Town Mayor, Cllr Deboos has provided further information in the attached letter to the Deputy Town Clerk (*Appendix A*).
3. Any further update from the Environment Agency or Wessex Water will be reported to the meeting on 7 January.
4. The Council has one remaining Flood Warden (Cllr O'Reilly) and two co-opted volunteers (Dr Peter Street and Norman Light).
5. It is RECOMMENDED that
  - i) Members consider the reasons behind Cllr Deboos' resignation from his position as Flood Warden, and whether the Council should take any action in this respect; and
  - ii) A replacement Flood Warden be appointed.

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



Hello Jo,

This is from the resignation letter that I sent to Tony a few weeks back:

*“Following some recent online training sessions related to flooding, I was reminded of the importance of carrying out risk assessments before taking action as a Flood Warden.*

*I have also seen reports relating to the discharge of raw sewage into the Avon at times when flow rates into the waste treatment plants are too high for the works to cope, which is usually related to times of high rainfall due to the foul and rainwater drainage systems not being separate. I had not appreciated that water companies routinely discharge sewage with a claimed 200,000 sewage pollution events in the UK in 2019.*

*Linking these two thoughts together, I have asked the Environment Agency specifically what effect the increases in discharges from sewage treatment plants at Fordingbridge, Downton and beyond have on water quality in Ringwood. I have not received a satisfactory answer.*

*I suspect that measurements haven’t been carried out and I doubt that any modelling has been done. No evidence that there is a problem is not the same as evidence that there is no problem and I am left thinking that nobody wants to find out what is happening as then something would have to be done.*

*For risk assessment purposes then, it must be assumed that, at times of potential flooding, the Avon will be contaminated with raw sewage and therefore contact with river water would put people at risk, including Flood Wardens who would be expected to coordinate an emergency response without appropriate PPE. I am therefore tendering my resignation as a Flood Warden as I do not wish to put my health at risk of gastroenteritis, infectious diarrhoea and similar. I will still, of course, assist in the event of an emergency and with RTC efforts to improve our response to flood events.”*

Since writing this, I have had some further interactions with the Environment Agency. It seems to me that their recommendation is not to come in contact with flood water. Quote *“due to the many risks posed by flood water we always advise flood wardens that their role should not entail them entering flood water.”* They have also passed the enquiry on to Wessex Water for comment. I may have a response from them before the PT&E meeting on the 7<sup>th</sup> January 2022.

Kind regards,

Cllr Dr Gareth DeBoos  
Ringwood Town Council  
07904195605

Quote of the day:

*“It’s a safety issue: you can’t put a price on people’s lives.” Cllr Andy Briers*

## 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	Planning permission has been granted subject to conditions. VAT consultant's initial advice on business arrangements received. Business and legal arrangements being placed with lawyers. AGP contract awarded. Preferred partner for other contracts now identified. The total project cost is now clearer and funding arrangements are being discussed and finalized between the parties.	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	Work continues on building evidence and drafting policies, with the Plan focussing on 4 themes - Town Centre, Design & Heritage, Environment and Housing.	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, with exception of interpretation board	Work to refurbish human sundial and install surrounding benches now complete. Interpretation board with details of sundial, Jubilee lamp etc. to be designed and costed.	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 CIL 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
PTE4	Climate Emergency	In progress	REAL WP recommend supporting free bus initiative currently being investigated. A bid for a further £1,000 has been put forward for consideration for inclusion in the 2022/23 budget.	Minor funding to support local initiatives.	Cllr Deboos	Budget of £1,000

Projects being delivered by others which are monitored by the Deputy Clerk and reported to this committee:

A31 widening scheme	In progress	Preparatory works on A31 commenced. Closure of westbound on-slip at Ringwood from 04/01/2022, with contraflow in place from 26 January 2022. Scheme due for completion by end 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 on highway complete. Some work still required on Bickerley - 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 was 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	Tree stump has been ground out and replacement tree (Field Maple) will be planted in its place by end March 2022.	New tree to replace tree stump in Market Place.	Hampshire CC	HCC funded



Railway Corner	In progress	Project supported by RTC.	Project to improve and promote historical significance of triangle of land at junction of Hightown Road and Castleman Way.	Ringwood Society
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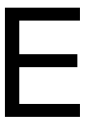
#### Policy & Finance Committee

PF1	Website renewal	In progress	Transition to the new site and hosting arrangements has completed. Site is being checked for errors and updated.	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	Work has been suspended for operational reasons. A report on the work is being prepared.	To provide youth workers for detached outreach work	Carvers Manager	
PF4	Review of governance documents	In progress	Revisions to Financial Regulations completed in September. Committee terms of reference and the Scheme of Delegation will be considered next.	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	Technical advice on track maintenance options in line with members' recommendations is being obtained.	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.	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 has kindly produced some initial drawings which are being considered.	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	An update on the columbarium proposal was given at the meeting on 6th October and further planning of the work is proceeding.	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	The Carvers Working Party met on 30 November to consider service proposals from landscape designers. Further proposals are being sought.	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>							
	Roundabout under A31	Planting and other environmental enhancements		Area being used by National Highways 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		
	Crow ditch	Investigate works required to improve capacity and flow of ditch alongside Crow Lane, between Hightown Road and Moortown Lane					Developers contributions
<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	Preliminary discussions with local community groups	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							