

Ringwood Town Council

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

Tel: 01425 473883

www.ringwood.gov.uk

PLANNING, TOWN & ENVIRONMENT COMMITTEE

Dear Member

24th November 2022

A meeting of the above Committee will be held on **Friday 2nd December 2022** at 10.00am and your attendance is requested.



Mr C Wilkins
Town Clerk

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 4th November 2022

5. PLANNING APPLICATIONS

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

6. RINGWOOD NEIGHBOURHOOD PLAN

- i) To receive notes of Steering Group meeting held on 14 November 2022 (*Report B*)
- ii) To consider draft policies (*Report C – to follow*)
- iii) To receive feedback from the Thriving Market Place meeting held on 28th November 2022

7. STRATEGIC SITES

To receive updates in relation to strategic sites:-

- i) Land off Crow Lane / Crown Arch Lane (Beaumont Park)
- ii) Land north of Hightown Road
- iii) Land off Moortown Lane
- iv) 2 Market Place and Meeting House Lane

8. A31 IMPROVEMENT SCHEME

To receive the notes of the meeting with National Highways on 10th November 2022
(*Report D*)

9. COMMITTEE BUDGET

To consider Committee budget 2023/24 (*Report E*)

10. GREENING RINGWOOD CAMPAIGN

To receive a report on Phase 1 of the campaign (*Report F*) and to consider a proposal to support Phase 2 (*Report G*)

11. HAMPSHIRE MINERALS AND WASTE PLAN PARTIAL UPDATE – DRAFT PLAN CONSULTATION (8 November 2022 to 31 January 2023)

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

12. PROJECTS (current and proposed)

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

13. NFDC/NFNPA PDCC

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.

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 Derek Scott
Cllr Glenys Turner

Officers

Jo Hurd, Deputy Town Clerk
Nicola Vodden, Office Manager

Permission (1)	Recommend Permission, but would accept planning officer's decision
Refusal (2)	Recommend Refusal, but would accept planning officer's decision
Permission (3)	Recommend Permission
Refusal (4)	Recommend Refusal
Officer Decision (5)	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
22/00605	Mr & Mrs Moulton	Foresters, Hightown Hill, Ringwood. BH24 3HQ	Two storey extension; infill of integral garage to form ancillary floorspace; porch; alterations to doors and windows; insulated render; replace and extend solar panels; removal of single storey extensions, conservatory and porch view online here	16.12		
22/00838	Mr Stoddart	Forest Oaks, Linford Road, Shobley, Ringwood. BH24 3HT	Car storage building view online here	29.12		
22/11233	Mrs Moody	Gouldings Farm, Salisbury Road, Ringwood. BH24 3PA	Siting of a 3 bedroom mobile home for use as a temporary rural workers dwelling view online here	25.11		
22/11245	Mr & Mrs Evans	3, Watership Drive, Hightown, Ringwood. BH24 1QY	Front porch extension view online here	25.11		
22/11260	Mr & Mrs McCartney	21, Chard Lane, Ringwood. BH24 3FJ	Demolish existing conservatory, proposed extension view online here	2.12		
22/11263	Mr & Ms Dalby & Billington	28, The Mount, Poulner, Ringwood. BH24 1XX	Extension of garage building and use as a home office view online here	25.11		

22/11285	Mr Jarrod - HALA GROUP	24, Southampton Road, Ringwood. BH24 1HY	Sign 01 - Externally illuminated fascia sign with LED trough lighting; Sign 02 - Non illuminated Projecting sign (Application for Advertisement Consent) view online here	9.12		
22/11322	Mr & Mrs Smith	25, Meadow Road, Ringwood. BH24 1RT	Demolish existing conservatory and form single storey rear extension view online here	16.12		
22/11335	Mr Grant	34, Hiltom Road, Ringwood. BH24 1PW	Side extension view online here	16.12		
CONS/22/0632	Ms Polkinghorn	24 College Road, Ringwood. BH24 1NX	Plum Tree – fell view online here	8.12		
TPO/22/0654	Mr Burns	28, Lin Brook Drive, Ringwood. BH24 3LJ.	Oak x 1 Reduce view online here	20.12		
						Considered under delegated powers:-
CONS/22/00778		Acre Cottage, Hangersley Hill, Hangersley, Ringwood. BH24 3JN	Fell and Prune various tree species as detailed on the application form			<u>4.11.22</u> P(1) Recommend Permission, but would accept the Tree Officer's decision.
22/10986		15 College Road, Ringwood. BH24 1NU	RE-CONSULTATION:- Single-storey rear veranda; side porch; rear chimney removal (part retrospective)			4.11.22 P(1) Recommend Permission, but would accept the Planning Officer's decision.
TPO/22/0611		Willow Drive, Ringwood. BH24 3BE	Lime x 1 Reduce Sycamore x 2 Reduce Elm x 2 Fell Horse Chestnut x 1 Reduce Norway Maple x 1 Reduce	29.11		14.11.22 P(1) Recommend Permission, but would accept the Planning Officer's decision.

A

			Poplar x 1 Reduce London Plane x 1 Reduce Beech x 1 Reduce Alder x 1 Reduce Willow x 1 Reduce Alder x 1 Fell			
--	--	--	---	--	--	--



Ringwood Neighbourhood Plan

B

Ringwood Neighbourhood Plan Steering Group

Notes of meeting held on Monday 14th November at 6pm on Zoom

Present: Cllr Gareth DeBoos
Janet Georgiou
Cllr John Haywood (Chair)
Joe Moorhouse
Tim Moxey
Geoff Ridgway
Chris Treleven

1. Apologies were received from Mary DeBoos and James Swyer, Cllr Philip Day and Cllr Tony Ring not present
2. No declarations of interest were made.
3. Notes from the previous meeting were received and accepted.
4. Feedback from RTC Committees

Nothing to add from PT&E Committee meeting 4/11/22.

To note - (GoFour members) that when submitting project proposals to PT&E December meeting, short explanations may be needed as to why some mods to RTC brief given us at the NP outset may have been changed/omitted etc.

5. Review of the Project Plan
 - i) Delegation - Agreed that Steering Group can delegate decision making to GoFour meetings between regular SG monthly Meetings if urgently required to prevent delaying NP progress. However, minutes from such delegated meetings must be circulated to all SG members before the next SG monthly meeting (**MD**).
 - ii) Plan proposals – Evidence - all teams now submitted to MD with AECOM design code report to follow shortly via **JM**.

iii) Regulation 14 process – advice from New Milton TC to be sought – **JH** to contact known Councillor there, **JG** to follow up once advice received as to how to help our enactment of this necessary consultation step.

6. Communication and Engagement

Write up of Gateway exhibition by MD agreed entirely ok, no immediate engagement follow-up suggested.

JH will issue a press release

7. Working Group Updates

Housing Team has submitted modifications to R5 Policy re First Homes. Otherwise nothing extra to add.

8. Any other business

MD would like access to amend the website as we enter the phase of the project where swift communication will be imperative - **JH**.

MD asked for any comments on JH draft NP foreword, and on community views section recently circulated – **ALL**

9. Date of next meeting

5.00pm Wednesday 14th December - JH to send zoom details.

A31 Improvement Scheme

Notes of Stakeholder Meeting – 2pm, 11 November 2022

Present:

Daniel Kittredge (DK), Project Manager, National Highways (NH)

Alex Skinner, Volker Fitzpatrick

Ian Ackerman (IA), Traffic Manager, Hampshire Highways, HCC

Cllrs Day, Deboos, Heron, Lane and Rippon-Swaine

Jo Hurd, Deputy Town Clerk, Ringwood Town Council

1. Scheme Update

Noted that the project was on schedule for completion two weeks early, and within the approved budget.

The westbound carriageway, including the on-slip from Ringwood, was expected to be open on Friday 18 November, with all works being completed by 6am on Saturday 19 November. The misspelt sign is due to be replaced on 16 November.

In advance of this, the following overnight road closures, between 8pm and 6pm, would be required:

- **Tuesday 15 November** – A31 eastbound closed between A338 Ashley Heath and M27 J1 Cadnam
- **Wednesday 16 and Thursday 17 November** – A31 westbound closed between M27 J1 Cadnam to A338 Ashley Heath
- **Friday 18 November** – A31 eastbound closed between A338 Ashley Heath and M27 J1 Cadnam

The site office would be demobilised the following week, completing by early December.

The petrol station will re-open, but this was not expected until early December. In the meantime, the “services closed” sign would be left in place, as would a line of cones to prevent vehicles entering the garage forecourt.

2. Publicity

NH will publicise the completion of the scheme, but this will be some time after 19 November. PD requested contact details for NH PR to discuss local publicity

3. Local Roads

There was a request to look at the condition of Eastfield Road and Kent Lane following completion of the scheme, and also to remove the pile of rubble on the roundabout beneath the A31 flyover.

Post meeting note – IA confirmed:

- *Eastfield Lane will be resurfaced some time in 2023;*
- *The rubble pile removal has been logged but there is no date for this work yet;*
- *HCC will survey the roads that have been used as diversion routes/rat runs to assess whether any repairs are required.*

4. Church Fence

DK confirmed there had been no response from the Church following the offer of a contribution towards the cost of an acoustic fence.

5. Landscaping

JHu pointed out the gaps in the tree line in Jubilee Gardens that had been left by the removal of a large pine tree and works close to the road bridge at the far end, which meant the Gardens have less protection from the road and traffic. AS agreed to follow up with the Environmental Manager.

JHu asked if the fence behind the felled tree (where temporary steps had been in place) could be repaired. It had been left in a poor condition, with loose straining wires and the main part of the fence unattached. DK agreed to look into this.

6. Flooding in underpass

Although outside the remit of the scheme, DK had previously agreed to task the Operations Team with looking into the poor drainage in the underpass between Gravel Lane and Linden Gardens. This repeatedly floods after heavy rainfall and is currently very muddy and slippery. DK agreed to follow up.

Post meeting note:

National Highways confirmed a planned maintenance scheme is due to be completed by March 2023, as follows:

- *Replacement of 10m of 225mm diameter pipe under footpath and 91m of 225mm diameter filter drain to downstream chamber, depth <1.5m.*
- *Fill to surface with filter media, 91m length, reinstate footway, 10m length*
- *Root cut and clear pipework and ACO Channel Drains under subway*

7. Meeting House Lane – direction of traffic flow

Noted that this was in hand with HCC to make the current temporary traffic order permanent.

8. Date of Next Meeting

Noted that this was the last meeting – DK was congratulated on getting the scheme completed ahead of schedule.

PLANNING, TOWN AND ENVIRONMENT COMMITTEE
30th NOVEMBER 2022

REVISED BUDGET 2022/23 & DRAFT BUDGET 2023/2024

1. INTRODUCTION

1.1 Members are required to consider the budget proposals for 2023/24 for this Committee and to make recommendations to the Policy and Finance Committee.

1.2 To assist Members, the following draft documents are attached:-

Appendix A: Shows the progress made on the new expenditure items approved for inclusion in the 2022/23 budget. There are no proposals for new expenditure bids for 2023/24.

Appendix B: Shows the approved original budget 2022/23 of £24,960 (including non-recurring growth of £15,473, the draft revised budget 2022/23 of £29,852 which reflects the forecast outturn for 2022/23 together with the first draft budget for 2023/24 of £26,671 which excludes any new bids.

For comparison, actual net expenditure in 2021/22 was £16,199 before transfers to and from provisions and £15,749 after transfers.

2. REVISED BUDGET 2022/23

2.1 The revised budget (column 8 Appendix B) shows a net increase of £4,892 over the original budget (column 7). The main reasons for this are:-

Details	£
1. Reduction in expenditure on the Neighbourhood Plan	-503
2. Reduction in grants re the Neighbourhood Plan	4,250
3. Increased transfer from reserves for Neighbourhood Plan	-1,000
4. Increased Energy costs	906
5. Built Environment – Furniture (replacement defibrillator)	1055
4. Other minor changes in expenditure	182
Total	4,892

2.2 The most significant net expenditure increase is in respect of the Neighbourhood Plan, which is a result of some slippage of residual spend. The replacement of the defibrillator at the Gateway Building has also increased expenditure in the current year.

2.3 The work on Crow Lane maintenance is funded by developers' contributions. This is being written down annually and the balance at the end of March 2023 is now expected to be £1,464. Pay costs have increased slightly due to the larger than anticipated annual pay award, mitigated by a staff cost reduction resulting from reduced hours. There are no other significant changes to the budget for the current year and expenditure is broadly on track to meet the revised budget by year end.

3. FIRST DRAFT BUDGET 2023/24

3.1 The base budget for 2023/24 has been prepared on an incremental basis by rolling forward the 2022/23 budget and adjusting for non recurring expenditure and known cost changes. Staff costs have been calculated from scratch because of the various changes due to altered working hours, the pay review, the annual pay award and changes to employer's national insurance contributions.

3.2 Overall, employee costs are predicted to increase by £1,824 or 7.5%. This includes both the balance of the current year pay award of just over 7% less the amount included in the 2022/23 budget of 3.5%, plus an estimate of a further 7% in 2023/24. This 10.5% increase has been mitigated by a reduction in officer hours.

3.3 Appendix B sets out the summary budget figures for the Committee in column 11. Inflation has been modelled as follows:

Inflation	%
- Pay	7.0%
- Utilities	12.0%
- Other Expenditure	10.0%
- Non contractual expenditure	0.0%
- Income	10.0%
- Fixed expenditure (i.e. no inflation)	0.0%

The impact of these inflation assumptions is that, in order to avoid drawing from the General Reserve, a Council Tax increase of 10% will be required. As a result, every effort is being made to identify areas for budget savings and there is very little scope for additional revenue expenditure.

3.4 At present, no other new bids have been brought forward for consideration. Any new bids will need to be supported by identified funding which may include the use of earmarked reserves, grant funding or revenue generation. A summary of the current reserves position for the Town Council is included at Appendix C.

3.5 The Committee is asked to consider the draft budget proposals in Appendix B. These will then go forward to the Policy & Finance Committee later in November for consideration as part of the Council's total budget.

3.6 There will be further opportunities to review the budget proposals before the 2023/24 budget is finally agreed in January 2023.

4. NEW BIDS 2023/24

4.1 No new bids have been proposed.

5. RECOMMENDATIONS

It is recommended that, subject to amendments made at this meeting:

- i) The budget set out in Appendix B be approved;
- ii) Members consider whether any additional budget proposals, together with funding suggestions, be added to the proposed budget.

For further information please contact:

Rory Fitzgerald	or	Chris Wilkins
Finance Officer		Town Clerk
Tele: 01425 484723		Tele: 01425 484720

PLANNING, TOWN & ENVIRONMENT COMMITTEE**PROGRESS ON APPROVED BUDGET PROPOSALS FOR 2022/23**

NO.	ITEM	REASON	BUDGET 22/23 £	COMMENTS
1.	Support for REAL Working Party	Minor funding to support local initiatives.	1,000	£472 spent in current year but it is expected that this budget will be fully used.
2.	Neighbourhood Plan	To prepare a Neighbourhood Plan for the civil parish of Ringwood but limited in scope to specified themes (Town Centre, Heritage & Design, Housing and Environment).	11,000 Plus 3,473 U/spend from 2021/22	The pre-submission draft Plan is expected to be submitted to Full Council for approval in January 2023, after which there will be a period of consultation, with the final draft being submitted to the LPAs by the end of April 2023 ready for a referendum to be carried out after the elections.
		TOTAL NET COSTS	15,473	

NEW BUDGET PROPOSALS FOR 2023/24

NO.	ITEM	REASON	23/24 £	24/25 £	25/26 £	Priority
1.						
2.						
3.						
		TOTAL NET COSTS	0	0	0	

PLANNING, TOWN & ENVIRONMENT COMMITTEE												
Col. 1	2	3	4	5	6	7	8	9		10	11	
Code CC	Description	Budget Manager	Actual 19/20 £	Actual 20/21 £	Actual 21/22 £	Budget 22/23 £	Revised 22/23 £	Type	Inflation %	Known Changes* £	Budget 23/24 £	
	EXPENDITURE											
	Maintenance											
4000/1/1	--Built Environment-Furniture	JH	0		156	100	1,155	4	0.0%	0	100	
4000/1/2	--Carvers Street Lighting	JH	486	543		594	1,500	2	12.0%	71	1,572	
4000/1/3	--Flood defence	JH				0		4	0.0%	0	0	
4000/1/4	--Bus Shelters	JH		500		200	0	4	0.0%	0	200	
4000/1/5	--Sign Painting Fridays Cross	JH				0		4	0.0%	0	0	
4000/1/6	--Neighbourhood Plan	JH		8,249	10,334	14,473	13,970	6	0.0%	0	-14,473	
4000/1/7	--Crow Lane Maintenance	JH	420	1,120	450	1,000	750	4	0.0%	0	1,000	
4000/1/8	--support for REAL working party	JH			466	1,000	1,000	6	0.0%	0	-1,000	
	Total Maintenance		906	10,412	10,940	17,367	18,375			71	-13,567	2,872
	Employee Costs											
4001/1	--Allocated Office Staff	CW	15,190	15,091	16,959	24,166	24,550	1	7.0%	1,692	25,990	
	Total Employee Costs		15,190	15,091	16,959	24,166	24,550			1,692	0	25,990
	Total Revenue Expenditure		16,096	25,503	27,899	41,533	42,925			1,763	-13,567	28,861
	Capital Expenditure											
4050/1	--Human Sundial	JH	4,889	98	4,599	0		6			0	
	Total Capital Schemes		4,889	98	4,599	0	0			0	0	
	TOTAL EXPENDITURE		20,985	25,600	32,498	41,533	42,925			1,763	-13,567	28,861
	INCOME/FINANCE											
400/1	--Grants Received	JH	-1,100	-1,100	-6,349	-1,100	-1,100	6	0.0%	0	-1,100	
400/2	--Grants Received Neighbourhood plan	JH		-8,125	-9,950	-9,000	-4,750	6	0.0%	0	9,000	
	TOTAL INCOME		-1,100	-9,225	-16,299	-10,100	-5,850			0	9,000	-1,100
	TOTAL NET EXPEND BEFORE TRANS TO/FROM PROVISIONS		19,885	16,375	16,199	31,433	37,075			1,763	-4,567	27,761
	Transfer To Provisions											
	--Transfer To Provisions	RF	0		3,473	0					0	
	Total Transfer To Provisions		0	0	3,473	0	0				0	
	Transfer From Provisions											
	--Transfer from Provisions (cap)	RF	-420	-1,120	-450	-1,000	-750				-1,000	
	--Transfer from Provisions (revp)	RF	0			-5,473	-6,473			5473	0	
	--Transfer from Dev Cont	RF	-4,750			0					0	
	Total Transfer From Provisions		-5,170	-1,120	-450	-6,473	-7,223			5,473	-1,000	
	TOTAL NET EXPENDITURE AFTER TRANS TO/FROM PROVISIONS		14,715	15,255	15,749	24,960	29,852			1,763	906	26,761

RESERVES AND PROVISIONS - MOVEMENT & ESTIMATED BALANCES

1st April 2022 to 31st March 2023

Appendix C

E

	Actual Balance 01/04/22 £	Planned and Proposed Movements 2022/23:					Estimated Balance 31/03/23 £
		from Revenue £	to revenue		Capital & Other Receipts £	between provisions £	
			base budget £	Growth £			
<u>EARMARKED PROVISIONS</u>							
I.T. & Equipment	18,400	4,500		0			22,900
Gateway	25,000	0		0			25,000
Cemetery	19,533	4,000		0			23,533
Buildings Reserve	33,567	5,000	-200	-2,000			36,367
Election	11,042	1,500		0			12,542
Vehicle & Machinery	22,572	11,000		0			33,572
Play Equipment	3,031	6,900		-1,000			8,931
Memorials	0			0			0
Christmas Lights	0			0			0
Carvers Clubhouse	29,525	2,500	-500	-1,600	500		30,425
Ringwood Events	16,768		-14,388	-2,380			0
Memorial Lantern	1,354			0			1,354
Carvers Grounds	11,300			-6,675			4,625
Infrastructure & Open Spaces	12,685	3,000					15,685
Neighbourhood Plan	6,473		-6,473	0			0
Football development Project	0			-326,500	435,330		108,830
Budget Underspends retained for use in 2022/23*	8,243		-8,243				0
Total Provisions	219,495	38,400	-29,804	-340,155	435,830	0	323,765
<u>RESERVES</u>							
Earmarked Reserves:							
Dev Contribs	3,213		-750	0	3,067		5,530
Cem Maint	980		-230	0			750
Dev Cons(CIL)	51,449			-31,048	5,590		25,990
Capital Receipts	20,334		-1,392	0	0		18,942
Grants Unapplied	3,217		0	0	1,119		4,335
Loans Unapplied	0			0	0		0
Total Earmarked Reserves and Provisions	298,687	38,400	-32,176	-371,203	445,605	0	379,313
General Reserve	304,241	0	-93,788			0	210,453
Key Deposits	15,121		-2,638		5,574		18,057
Total Reserves & Customer Deposits	618,049	38,400	-128,602	-371,203	451,179	0	607,823



Report on Greening Campaign Phase 1 to Ringwood Town Council

Executive Summary

Phase 1 of the Greening Campaign ran from March to September 2022. It aimed to encourage and support local people and businesses to take easy and straightforward steps to reduce energy consumption and waste. It encouraged each of us as individuals to take a series of simple steps that both save money and reduce waste and emissions of greenhouse gases.

Narrative

Phase 1 was supported by Ringwood Town Council. It followed the guidelines and made use of the materials contained in the Greening Campaign pack issued by Terena Plowright, who founded the campaign over 10 years ago.

We launched the Greening Ringwood campaign by holding a public meeting in March, to invited community groups. At the meeting we explained the Greening Campaign in detail and showed a film by Terena Plowright. This introduced the concept of distributing postcards listing personal actions and inviting people to commit to actions and displaying the cards in their homes.

Those attending the meeting were invited to help choose 8 simple actions they considered to be most relevant to the community and which will enable people to make a difference. The community groups each took responsibility for an action and agreed to bring it to life at the public launch event.

The 8 actions chosen and the community group who led with them were:

1. Turn off the lights when leaving the room – Rotary
2. Replace all bulbs with LEDs – Ben and Jeremy
3. Turn off all standbys – Poulner Junior School
4. Line-dry clothes in the summer – Trinity ECO Club
5. Boil only the amount of water needed – Round Table
6. Turn down the thermostat by 1 degree – Unity Lodge
7. Halve your food waste by making a meal plan and using up leftovers – FORIS – Louise Field
8. Go vegetarian an extra day a week – Sarah Newland and Holly Scott and 4 Acre Farm

Mary DeBoos of Ringwood RACE Against Time (RACE) gave a presentation on Greening Ringwood to the Town Assembly on 11th May and this was very well received, with two Town Councillors expressing support for an area they had previously had little interest in. Also in May, we held a second meeting with the community groups to check the progress of preparations for the public launch event and offer help if needed.

The public launch was held in the Gateway Square on Saturday 2nd July and each of the community groups had a stand explaining their action. Music and refreshments were provided too. It was well attended and Jay Cox produced an excellent video of the event that Terena has used in her new website.

The postcards had been printed and were available at the event to show the public. We had the opportunity to talk to people and explain what the campaign was about and how they could take part. We also canvassed for people to deliver the postcards to every household in the parish.

During July and August the postcards were delivered by an army of volunteers. Everyone was encouraged to put their postcard in their window when they had completed 5 of the 8 tasks. We had a number of press releases in the Ringwood and Fordingbridge News, Daily Echo, Go New Forest and Focus Magazine to name a few. We had two interviews on Forest FM. We had over 80 posts on social media and our Facebook Group had 67 pictures of postcards in windows.

The count of postcards was planned for 1-15 September. However it became apparent that we would not need to send out lots of volunteers to do the count; the uptake was far less than had been anticipated. We probably had about a 10% uptake of postcards in windows.

We did receive feedback from various sources and the general feeling was that people felt they were already doing the actions listed on the postcard and this led them to wonder why they should put it in the window. It was noted by some that the costs on the postcards were out of date (but the Greening Campaign was unwilling to revisit those at this time). We believe that the postcards may need to be updated to reflect more up to date challenges and costs.

Ringwood is lucky inasmuch as it has a thriving Green community which already provides opportunities for residents to take action. We have a number of community groups, the most well-known and active being RACE (which organises an Eco Fair annually in the town, tree planting, RACE to Green, a tree nursery, sewing workshops, clothes swaps and the Community Fridge). Transition Ringwood also runs a community allotment.

Statistics and costs of Phase 1

Purchase of phase 1 pack	£50
Printing of postcards	£425
Hall hire charges (x 2)	£145
Hire of Gateway Square	No charge
Insurance for event	No charge
Video by Jay Cox, of Fizeek Media	No charge
Advertising boards made by Councillor DeBoos	No charge
79 delivery volunteers	
70 free trees requested to date	
5785 postcards delivered	



Greening Campaign Phase 2 Proposal to Ringwood Town Council

Executive Summary

Building on the success of Phase 1 of the Greening Ringwood Campaign and in order to take advantage of the momentum gained, the organizers are keen to proceed to Phase 2 and seek the necessary support from Ringwood Town Council to enable this to happen.

Phase 2 Proposal

If approved, Phase 2 would comprise three elements:

- Making Space for Nature
- Energy-Efficient, Greener Homes
- Health and Well-being in the light of Climate Change.

It would start in January 2023 and is expected to last about six months.

Making Space for Nature

Making use of expert advice from Hampshire & Isle of Wight Wildlife Trust, this element would build on existing initiatives by RACE, Transition Ringwood, Blashford Lakes and many other local organisations to promote greater appreciation of nature and showcase local activities and opportunities for action.

Energy-Efficient, Greener Homes

Supported by The Sustainability Centre, this element would provide information on the cheapest options to help make Ringwood homes warmer and more energy-efficient. From promoting the bulk-buying of draught-proofing to demonstrating the benefits of retro-fitting double-glazing, solar/PV panels and heat pumps, this will provide practical information and support to help local people stay warmer, save money and/or make sensible and affordable investments to improve their homes. With lots of materials already available and ideas for specific events here in Ringwood, this element just needs leadership from the Council.

Health and Well-being in the light of Climate Change

Aimed at encouraging healthy life-styles and converting stress and anxiety to positive activities, this element involves collaborating with other local organisations (especially Eco clubs in the town's schools. Many ideas for activities have already been prepared and include things like walking, cycling, Yoga, mindful meditation and nature-based activities (linking back to and supporting the Making Space for nature element). Again, it would benefit from leadership provided by the Council.

Outcomes and benefits

This phase is intended to encourage appreciation of nature and sensitive use of local green spaces, to improve emotional resilience; to promote healthier lifestyles; to build a better-connected community and make local homes warmer and cheaper to run (by raising awareness and providing practical information and advice).

Resources required

Money – Like Phase 1, Phase 2 would be subsidised by Hampshire County Council. On payment of £50 by the Council, access would be gained to the experts required to support the three elements. It would also be prudent to provide for some further expenses such as hall hire (say £50) and possible further events (say £500).

Commitment - Voluntary Ringwood organisations are already becoming increasingly focussed on mitigating climate change. Ringwood Town Councillors are central to the Greening Campaign and their engagement and leadership is key. That commitment need not be in actual working hours but without their conviction this project cannot reach optimum community engagement. There is a climate crisis and it is in front of us every day in papers, radio, social media and television – the care of our community and the people in it is the driver for this project to get strong community traction.

HAMPSHIRE MINERALS AND WASTE PLAN PARTIAL UPDATE – CONSULTATION

1. Hampshire County Council is working to produce a partial update to the Hampshire Minerals and Waste Plan for the period up to 2040, which will replace the adopted 2013 Plan. The draft Plan is currently out for consultation, which ends on 31 January 2023.
2. The draft Plan identifies strategic sites to meet the need for mineral and waste infrastructure and updates the vision and policies in line with changes to national and local policy, in particular the increased importance of addressing climate change.
3. Local sites identified in the Plan are as follows:
 - Cobley Wood, Harbridge – new sand and gravel extraction site
 - Hamer Warren Quarry, Harbridge – strategic waste site (hazardous waste landfill)
 - Midgham Farm, Alderholt – new sand and gravel extraction site
 - Purple Haze, Ringwood Forest – new sand and gravel extraction
4. Any objections raised must relate to either the Plan not complying with legal requirements or it not being sound.
5. The following documents are available – all can be viewed on this site:
<https://www.hants.gov.uk/minerals-waste-update>

Draft Plan Consultation Paper – summarises the changes made to the vision and policies:

<https://documents.hants.gov.uk/mineralsandwaste/DraftPlan-ConsultationPaper.pdf>

A list of FAQs, including an explanation of what makes the Plan sound (Q12):

<https://documents.hants.gov.uk/mineralsandwaste/HWMPPU-DraftPlan-faqs.pdf>

Full draft Plan – including details of proposed sites:

<https://documents.hants.gov.uk/mineralsandwaste/HampshireMineralsandWastePlan-PartialUpdateDraftPlan-October2022.pdf>

6. It is RECOMMENDED that Members review the consultation documents and decide whether or not the Council should respond.

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

Current Projects Update

Note: Projects marked as "on hold awaiting officer availability" are reviewed fortnightly. Numbers (where given) indicate position in the queue for resumption.

No.	Name	Status	Recent developments	Description and notes	Lead Officer/Member	Financing
Full Council						
FC1	Long Lane Football Facilities Development	In progress (scheduled for completion in 2023)	The application for the PWLB loan is with DLUHC. Work on the artificial turf pitch is running to programme. A Pre-contract Services Agreement for the pavilion and other works has been entered into.	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	The current expectation is that the Council's contribution to the project will, in effect, be limited to a modest loss of income from the site (but over a long term).
FC2	Strategic Plan	Substantially complete. (Work resumed in March 2022)	Initial version adopted at the meeting on 26th October. Officers arranging to schedule regular reviews.	Exploring ideas for medium term planning. Aim to have complete for start of budget-planning in Autumn 2022.	Town Clerk	Staff time only
Planning Town & Environment Committee						
PTE1	Neighbourhood Plan	In progress	It is anticipated that the pre-submission draft Plan will be presented to Full Council in January for approval, after which there will be a period of public consultation.	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 CL and contributon of £5,249.15 from Carnival
PTE3	Crow Stream Maintenance	Annual recurrent	Spraying of stream banks undertaken 21/04/2022, annual flail carried out in August and stream clearance carried out on 29th 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	Funds used to support Greening Campaign, community litter-pick and Flood Action Plan leaflets.	Minor funding to support local initiatives.	Cllr Deboos	Budget of £1,000
PTE5	Bus Shelter Agreement	In progress	Response awaited from ClearChannel on the financial complications and on request for use of advertising space.	Request by ClearChannel in Nov. 2020 for RTC to licence the bus shelters in Meeting House Lane and the advertising on them. Completion dependent on clarification of financial issues (VAT treatment and non-domestic rates revaluation).	Town Clerk	No financial implications
PTE6	Shared Space Concept - Thriving Market Place	In progress	Meeting held with NFDC & HCC on 17/10/2022 to consider desires and opportunities in more detail. Further meeting scheduled for 28/11/2022. NFDC preparing a concept plan/visualisation.	Concept for town centre shared space identified through work on the Neighbourhood Plan.	Deputy Town Clerk	
Projects being delivered by others which are monitored by the Deputy Clerk and reported to this committee:						
	A31 widening scheme	Complete	Scheme complete and road re-opened on 19 November.	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)	Complete	Bickerley reinstatement works being monitored.	Diversion of water main that runs along the A31 westbound carriageway.	South West Water / Kier	HE funded
	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
	Crow Lane Footpath	In progress	Developers' contributions paid to HCC to implement. Additional funds required to progress and approved by NFDC Cabinet on 02/11/2022 - report indicates delivery in 2024/25.	New footpath to link Beaumont Park with Hightown Road, alongside west of Crow Lane	Hampshire CC	Developers contributions
	Surfacing of Castleman Trailway	Complete	Surfacing works completed early April 2022.	Dedication and surfacing of bridleway between old railway bridge eastwards to join existing surfacaing	Hampshire CC	Developers contributions
	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	

Policy & Finance Committee

PF5	Poulner Lakes Lease	On hold	Awaiting track maintenance solution - see Recreation Leisure & Open Spaces Committee item RLOS21.	Negotiating a lease from Ringwood & District Anglers' Association of the part of the site not owned by the Council	Town Clerk	Some provision for legal advice or assistance may be needed eventually.
PF6	Health & Safety Management Support Re-procurement	In progress (commenced mid-2021 and aiming complete actions from initial audit by 31 Dec. 2022)	Worknest appointed. The initial audit report has now been received and officers are dealing with the recommended actions in priority order.	Re-procuring specialist advice and support for discharge of health and safety duties	Town Clerk	Support cost is included in contract for both H&S and employment support and factored into relevant budget. The costs of all control measures needed will be assessed and factored into the next budget round.
PF8	Bickerley legal title	In progress (Commenced Dec 2020. Progress dependent on legal procedures)	The Council has resolved to maintain its objection to the application and this will now be considered by the Tribunal. For legal reasons, only basic information will appear here. Councillors can obtain further details from the Town Clerk if needed.	An application to remove land from the Council's title has been made	Town Clerk	Staff time plus cost of external legal support (one-off budget agreed so far by members)
PF9	Greenways office leases	Substantially complete (Commenced June 2021)	Lease and other legal paperwork completed on 1st November.	The tenant of the first floor suite has given notice and left. The building is to be re-let as a whole to the tenant of the ground floor suite.	Town Clerk	There will be a temporary loss of rental income and some cost of repairs and re-decorating. These costs are currently being established.
PF10	Councillors' use of email	In progress (Commenced May 2022. Aiming to incorporate agreed plan in budget for 2023-24)	The Council's IT support provider has advised on options. The committee agreed further steps in September.	Researching options and costs for equipping councillors with official email accounts and devices to facilitate compliance with data protection laws.	Town Clerk	The research phase is not expected to cost anything but staff time. Final costs will depend on member decisions yet to be made.

Recreation, Leisure & Open Spaces Committee

RLOS4	Grounds department sheds replacement	In progress (Commenced design work in April 2021. Aiming to establish planning prospects and likely cost by December 2022.)	Initial drawings prepared by Cllr Briers and showing the scale and overall design concept were considered and approved by Carvers Working Party when it met on 4th May. Pre-application planning advice has been received from NFDC and considered. Officers are in discussions with a planning consultant.	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	Revised capital budget of £4,000 (originally £10,000 until virement to RLOS19)
RLOS5	Cemetery development	In progress (Commenced design work in April 2021. Aiming to establish planning prospects and likely cost by December 2022.)	CDS has produced a detailed design which was approved in principle at the committee meeting in September. Funding arrangements were agreed at the Policy & Finance Committee meeting on 21st September. Officers proceeding with contract procurement.	Planning best use of remaining space, columbarium, etc.	Town Clerk	Capital budget of £25,000 (carried into an earmarked reserve)
RLOS7	Bowling Club lease	In progress (Club renewed request for new lease in Jan 2022. Progress depends on negotiations.)	Renewal terms are under consideration.	Request by Ringwood Bowling Club for existing lease to be renewed (current lease expires at the end of April 2023). The lease terms will also be reviewed for suitability to current and future needs.	Town Clerk	Staff time only (unless outside legal assistance is deemed necessary). The rental income will be reviewed as part of the renewal.
RLOS8	Ringwood Youth Club	In progress	Winding-up process and requirements are being researched.	Winding up the redundant CIO to terminate filing requirements	Town Clerk	
RLOS10	Waste bin replacement programme	In progress (Commenced April 2020)	The first 17 bins have been installed. The next batch have been received and will be installed by Christmas.	Three-year programme to replace worn-out litter and dog-waste bins	Grounds Manager	Budget of £2,000 a year.
RLOS12	Van replacement	On hold awaiting officer availability. 1		Replacing the grounds department diesel van with an electric vehicle	Grounds Manager	
RLOS14	Poulner Lakes waste licence	In progress	Surrender requirements are being researched.	Arranging to surrender our redundant waste licence to avoid annual renewal fees	Town Clerk	
RLOS17	New allotments site	In progress (Commenced March 2020, progress dependent on progress of legal formalities with other party)	Decision to proceed agreed. Legal work has been held up by a pending application to Land Registry.	The transfer to this Council (pursuant to a s.106 agreement) of a site for new allotments off Crow Arch Lane	Town Clerk	Staff time only
RLOS18	Cemetery map and registers digitisation	In progress (Commenced September 2020 and proceeding in phases)	All registers have been scanned. A digital map is now live. Options for completing data entry from registers are being researched.	Digitisation of cemetery records to facilitate remote working, greater efficiency and, eventually, direct public access	Town Clerk	Revised capital budget of £5,467 (originally £5,000).

RLOS19	Carvers Strategic Development	In progress (Commenced Feb. 2021)	Landscape designer New Enclosure has been appointed and met with members. A topographic survey has been done.	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	Revised budget of £6,000 (virement from RLOS4).
RLOS21	Poulner Lakes track maintenance	In progress (under discussion since Jan. 2021)	Costs estimates for re-surfacing schemes obtained from two suppliers. NFDC officers have been consulted about related mitigation schemes and possible support.	Devising a sustainable regime for maintaining the access tracks at Poulner Lakes to a more acceptable standard.	Town Clerk	Yet to be settled
RLOS22	Bickerley parking problem	In progress (under discussion since Jan. 2019)	"No Parking" signs have been installed. Replacement timber for "dragon's teeth" has been bought and is being installed progressively. A decorative sign reinforcing the message has also been installed.	Unauthorised parking on the tracks crossing the Bickerley is causing damage and obstruction	Town Clerk	The Council is wholly responsible for the cost of whatever measures are taken including staff time. Six No Parking signs cost £156.72. Estimated cost of decorative sign is £1,244.

Staffing Committee

S3	Re-grading of staff posts	Substantially complete (Commenced May 2022).	All affected staff have been notified of the committee's agreed response to the recommendations of the external consultant and officers.	A comprehensive review of staff posts to ensure that the pay grades for each are fair	Town Clerk	Consultants fees to be met from general reserve. The changes proposed will affect payroll budgets from 2022-23 onwards.
----	---------------------------	--	--	---	------------	---

Proposed/Emerging Projects Update

No.	Name	Description	Lead	Recent developments	Progress / Status Stage reached	Estimated cost	Funding sources
Full Council							
	None						
Planning Town & Environment Committee							
	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
Policy & Finance Committee							
	Paperless office	Increasing efficiency of office space use	Cllr. Heron	Discussions with Town Clerk and Finance Manager			
Recreation, Leisure & Open Spaces Committee							
	None	(Current projects expected to absorb available resources for several years)					
Staffing Committee							
	None						

Closed Projects Report

No.	Name	Description	Outcome	Notes
-----	------	-------------	---------	-------

Full Council

Planning, Town & Environment Committee

Pedestrian Crossings - Christchurch Road	Informal pedestrian crossings to the north and south of roundabout at junction of Christchurch Road with Wellworthy Way (Lidl)	Completed by HCC	
Cycleway signage and improvements	New signage and minor improvements to cycleway between Forest Gate Business Park and Hightown Road	Completed by HCC	
Carvers footpath/cycle-way improvement	Creation of shared use path across Carvers between Southampton Road and Mansfield Road	Completed by HCC	
Replacement Tree - Market Place	New Field Maple tree to replace tree stump in Market Place.	Completed in January 2022 by HCC	

Policy & Finance Committee

PF1	New Council website	Arranging a new website that is more responsive, directly editable by Council staff and compliant with accessibility regulations.	Completed	
PF2	Greenways planning permission	Consideration of applying to renew planning permission for bungalow in garden previously obtained	Decided not to renew	
PF3	Detached youth outreach work	To provide youth workers for trial of detached outreach work	Transferred to Recreation Leisure & Open Spaces Committee (see RLOS20)	
PF4	Review of governance documents	A major overhaul of standing orders, financial regulations, committee terms of reference, delegated powers, etc. Routine periodic reviews will follow completion of this work.	Completed in July 2022	All governance documents will now receive routine annual reviews.
PF7	Financial Procedures Manual	Preparation of a new manual for budget managers and other staff detailing financial roles, responsibilities and procedures	Completed in September 2022	Will be updated by Finance Manager as necessary

Recreation, Leisure & Open Spaces Committee

RLOS1	War Memorial Repair	Repair by conservation specialists with Listed Building Consent with a re-dedication ceremony after.	Completed in 2021-22	
RLOS2	Bickerley Tracks Repair	Enhanced repair of tracks to address erosion and potholes (resurfacing is ruled out by town green status) and measures to control parking.	Fresh gravel laid in 2021-22.	No structural change is feasible at present.
RLOS3	Public open spaces security	Review of public open spaces managed by the Council and implementation of measures to protect the highest priority sites from unauthorised encampments and incursions by vehicles	Completed in 2021-22	
RLOS6	Community Allotment	Special arrangement needed for community growing area at Southampton Road	Ongoing processes adapted	Agreed to adopt as informal joint venture with the tenants' association
RLOS9	Aerator Repair	Major overhaul to extend life of this much-used attachment	Completed in 2021-22	
RLOS11	Ash Grove fence repair	Replacing the worn-out fence around the play area	Completed in 2021-22	
RLOS13	Bickerley compensation claim	Statutory compensation claim for access and damage caused by drainage works	Completed March 2022	Settlement achieved with professional advice
RLOS15	Acorn bench at Friday's Cross	Arranging the re-painting of this bespoke art-work	Completed in 2021-22	Labour kindly supplied by Men's Shed
RLOS16	Town Safe	Possible re-paint of this important survival, part of a listed structure	Suspended indefinitely in September 2022	Complexity and cost judged disproportionate to benefit
RLOS20	Detached youth outreach work	Trialling the provision of detached outreach work by specialist youth workers.	Completed in May 2022	

Staffing Committee

S1	HR support contract renewal	Renewal of contract for the supply to the Council of specialist human resources law and management support	Completed in 2021-22	
S2	Finance Staffing Review	Reassessing staffing requirements and capacity for finance functions and re-negotiating staff terms	Completed in 2021-22	