

# 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> March 2023

A meeting of the above Committee will be held on **Friday 31<sup>st</sup> March 2023** at 10.00am in the Forest Suite, Ringwood Gateway 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> March 2023

**5. PLANNING APPLICATIONS**

To consider applications (*Report A*)

**6. NEIGHBOURHOOD PLAN**

To receive a verbal update on Ringwood Neighbourhood Plan

**7. STRATEGIC SITES**

To receive updates in relation to strategic sites:-

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

**8. APPEAL 21/10668 2, NURSERY ROAD**

To note receipt of the appeal notice and consider whether to comment further on the application (*Report C*)

**9. HUMAN SUNDIAL – TIME CAPSULE COVER REPAIR**

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

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

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

**10. 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](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 Derek Scott  
Cllr Glenys Turner

Officers

Jo Hurd, Deputy Town Clerk  
Nicola Vodden, Office Manager

|                             |   |
|-----------------------------|---|
| <b>Permission (1)</b>       | Recommend Permission,<br>but would accept planning officer's decision |
| <b>Refusal (2)</b>          | Recommend Refusal,<br>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<br>Permission (1) Recommend Permission, but would accept planning officer's decision<br>Refusal (2) Recommend Refusal, but would accept planning officer's decision (plus reasons)<br>Permission (3) Recommend Permission<br>Refusal (4) Recommend Refusal (plus reasons)<br>Officer Decision (5) Will accept planning officer's decision |
|---------------|---|---|---|----------------------|------------|--|
| 23/00246FU LL | Mr Williams   | Knoll Acres,<br>Nouale Lanne,<br>Poulner,<br>Ringwood.<br>BH24 3EL    | Replacement outbuilding; partial alteration of driveway gradient; replacement retaining wall<br><a href="#">view online here</a>                      | 17.4                 |            |  |
| 23/10003      | c/o agent -<br>MER UK<br>Charging Ltd               | NFDC Car Park,<br>The Furlong,<br>Ringwood BH24 1AT                   | Installation of ultra-rapid electric vehicle charging hubs and associated infrastructure<br><a href="#">view online here</a>                          | 5.4                  |            |  |
| 23/10040      | New Forest District Council                         | Land at Crow Arch Lane & Crow Lane,<br>Crow,<br>Ringwood.<br>BH24 3DZ | Totem sign (Application for Advertising Consent)<br><a href="#">view online here</a>  | 31.3                 |            |  |
| 23/10196      | Ms Peckham  | 18A, Highfield Avenue,<br>Ringwood.<br>BH24 1RH                       | Single-storey rear extension (Retrospective)<br><a href="#">view online here</a>  | 23.3                 |            |  |
| 23/10210      | Mr Whitbread  | 2, Meadow Road,<br>Ringwood.<br>BH24 1RU                              | Single-storey side extensions; roof alterations in association with new first floor & front dormers; solar panels<br><a href="#">view online here</a> | 24.3                 |            |  |
| 23/10219      | Mr Leung - Old Mill Flats Management (Ringwood) Ltd | Old Mill House,<br>Bickerley,<br>Ringwood.<br>BH24 1EQ                | Altered parking layout and additional parking bays (Retrospective)<br><a href="#">view online here</a>  | 31.3                 |            |  |

# A

|                  |  |   |   |      |  |  |
|------------------|--|---|---|------|--|--|
| 23/10223         | Mr Horlock                                   | 36, College Road,<br>Ringwood.<br>BH24 1NX  | Proposed alterations and extensions to existing dwelling house, consisting of proposed side porch and single-storey rear extension; balcony<br><a href="#">view online here</a> | 31.3 |  |  |
| 23/10290         | Mr Smith - D<br>R Smith<br>Properties<br>Ltd | Compound F,<br>Endeavour<br>Business Park,<br>Crow Arch<br>Lane,<br>Ringwood.<br>BH24 1SF | Proposed erection of new workshop & maintenance/storage unit<br><a href="#">view online here</a>  | 14.4 |  |  |
| CONS/23/01<br>41 | Mr Wilkins                                   | Church Of St<br>Peter And St<br>Paul, Market<br>Place,<br>Ringwood                        | Tila Cordata x 6 - Prune<br>Prunus Domestica x 1 - Prune<br>Taxus Baccata x 4 – Prune<br><a href="#">view online here</a>   | 18.4 |  |  |

**RING 3 – Beaumont Park, (Land at Crow Arch Lane and Crow Lane), Crow, Ringwood BH24 3DZ**  
**Planning Permission Refs: 13/11450 Outline Application 175 dwellings**

**Details granted through:**

**16/11520 – Phase 1 - 62 dwellings;**

**17/11358 – Phase 2/3, care home, business use, POS, landscaping;**

**17/11309 Reserved Matters– Phase 2, 113 dwellings.**

**18/11648 - Development of 20 dwellings comprised of semi-detached houses; terraces; 1 block of flats, bin & cycle store; detached garages; public open space, landscaping, internal access arrangement and ancillary infrastructure.**

**NFDC new owners of the employment site:**

**20/11208 FULL – COU of buildings B, C, D, E from B1 (granted under 17/11358) to use E and B8**

**Developer: Lindens Homes (now part of Vistry)**

The Developer has informed me that they will be employing an independent arboriculturist to assess the trees on the site when they come into leaf. This information will be used to liaise with our Open Spaces Officer to agree a commuted sum for any remaining failures to be replaced. Once the transfer of the land to NFDC has taken place, NFDC can employ one of their landscaping contractors to facilitate the planting. At this stage, this is the better solution regarding the trees on site.

Our contact from Vistry has met with Ringwood Town Council, on site, to agree what works to the allotments are required to bring them up to a suitable level for transfer. This will be carried out just before the transfer date.

The maintenance blitz of the site will also be carried out just prior to the transfer date.

The developer is chasing the contractor who dealt with the play areas to get their insurance details. This is so they can deal with them direct. They now have the quotation for the replacement of the play areas. Once everything is confirmed to the council, a separate agreement for the play areas can be set up so it runs in tandem alongside the transfer of the land to NFDC. This will enable the transfer of the land to go ahead.

The care home continues construction.

The Developer is still responsible for the maintenance of the development currently, alongside the housing association.

Monitoring of this site by the Site Monitoring Officer or the Open Spaces Officer will continue in the short and medium term.









Phases 1 and 2

Southern Phases



**Occupation Status**

-  Not commenced construction
-  Under construction
-  For Sale

-  Reserved
-  Exchanged
-  Occupied/Completed

**From:** planning.appeals@nfdc.gov.uk  
**Sent:** 08 March 2023 10:31  
**To:** Nicola Vodden; Jo Hurd  
**Subject:** Appeal received on 21/10668

An appeal has been submitted to the Planning Inspectorate in respect of the application detailed below. The appeal will be considered by means of Written Representations.

Application No: 21/10668

Planning Inspectorate Reference: APP/B1740/W/22/3312139

Site: 2 NURSERY ROAD, RINGWOOD BH24 1NG

Description: Demolish existing outbuildings; conversion of front building to 2 bed cottage; erection of 6 No 2 bed houses (7 dwellings in total); parking

Reason(s) for refusal: The site is located in a sensitive location within the Ringwood Conservation Area. The proposed development, by reason of its layout, size and scale, height and massing, would be over dominant within the streetscenes of Nursery Road and Hightown Road and would be out of scale with the existing character of traditionally proportioned properties. As a result, the development would have an detrimental impact on the character and local distinctiveness of the area and would fail to improve the character and quality the Ringwood Conservation Area. As such, the proposed development would be contrary to Policy ENV3 of the Local Plan Part 1 Planning Strategy, Policy DM1 of the Local Plan Part 2, the Ringwood Local Distinctiveness Supplementary Planning Document, and Chapter 16 of the National Planning Policy Framework (NPPF).

The proposed development by reason of its layout, height and massing, and consequent relationship with adjoining residential properties would lead to harmful impacts on reasonable amenity by reason of loss of light and overdominant impact. As such, this would be contrary to Policy ENV3 of the Local Plan Part 1 Planning Strategy for the New Forest outside of the National Park.

The proposed development is located in an area where parking problems currently exist. The shortfall of parking provision on the site would lead to an additional demand for parking in the vicinity of the site, which would exacerbate existing pressures for on street car parking and consequently lead to an unacceptable and harmful impact on highway safety. As such, it would be contrary to Policy CCC2 of the Local Plan Part 1 Planning Strategy for the New Forest outside of the National Park.

The recreational and air quality impacts of the proposed development on the New Forest Special Area of Conservation, the New Forest Special Protection Area, and the New Forest Ramsar site, would not be adequately mitigated and the proposed development would therefore be likely to unacceptably increase recreational and air quality pressures on these sensitive European nature conservation sites, contrary to Policy DM3 of the New Forest District Local Plan Part 2: Sites and Development Management.

To view the grounds of appeal please refer to the "Appeal Form" document attached to the case on our website:

[http://planning.newforest.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=NEWFO\\_DCAPR\\_214211](http://planning.newforest.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=NEWFO_DCAPR_214211)

The Planning Inspectorate have an online appeals service which you can use to comment on this appeal at <https://acp.planninginspectorate.gov.uk>, these must be made by 05/04/2023.

If you prefer to write in, please write quoting the appeal reference to the Planning Inspectorate, Temple Quay House, 2 The Square, Temple Quay, Bristol BS1 6PN to arrive no later than 05/04/2023.

Representations received after the deadline will not be accepted. The Planning Inspectorate will send copies of your letter to the Council and to the appellent.

## ONLINE CONSULTEE RESPONSE ON PLANNING APPLICATION 21/10668

Location 2 NURSERY ROAD, RINGWOOD BH24 1NG

Received Date 06 August 2021

Comment Only received from RINGWOOD TOWN COUNCIL

Comment: R(4) Recommend refusal. Committee members were not convinced that some of the previous objections had been addressed and concerns remain with the proposed development. It was considered overdevelopment of the site, with too many units for the space available, despite reducing the number of units by one. The general appearance of properties would be out of keeping and have a detrimental impact on the character of the area, as detailed in the Local Distinctiveness SPD, with most properties on Nursery Road and Hightown Road being red brick semi-detached houses, with notable gaps in the roofline. There would be a lack of amenity for the new properties, with little outdoor space and small gardens. Neighbouring properties? amenities would be adversely affected in terms of overlooking, overshadowing, loss of light and privacy to a significant degree, and this would be exacerbated even more so for existing residents in the vicinity with the new layout, due to the building line being moved closer to the boundary, compared to the original plan. The parking provision is too low and contrary to NFDC Parking Standards. This would exacerbate the current issues with parking in the locality generally. No information has been provided by the applicant to indicate how flooding and drainage would be managed on site. There is no provision for the collection of waste. No detailed heritage statement has been provided nor an assessment of the impact of the development on the Conservation Area and The Railway Public House as an important building in the locality. There is a need for a noise assessment to be carried out in respect of the revised layout to assess the impact on the proposed new properties adjacent to the beer garden. It is understood the land has been used for various uses and a contaminated land survey has not been submitted. The Committee had concerns regarding the safety of the junction of Nursery Road and Hightown Road, as the line of sight is poor. There are no pavements, nor a turning circle in Nursery Road and the road itself is extremely narrow. A construction management statement would be required from the applicant in advance of any works, should development be allowed. There is no phosphate mitigation strategy. There are concerns about the safe removal of the underground slurry tank.



**REPORT TO PLANNING, TOWN & ENVIRONMENT COMMITTEE  
31 MARCH 2023**

**HUMAN SUNDIAL – TIME CAPSULE COVER REPAIR**

1. When the Human Sundial was refurbished in August 2021, the “Ringwoods Worldwide” stone covering the time capsule was the only original stone to be retained. As part of the project, it was taken away for cleaning and re-lettering by the sundial maker, who also repaired two small chips on one edge with resin. This work was actually carried out in September 2019 (see Photo 1).
2. Unfortunately, the resin repair has failed and the chips have reappeared (see Photo 2). The sundial maker agreed to carry out the repair again (for the cost of his travel expenses alone at £84.80) and has taken the stone away to his workshop. However, rather than proceed with the repair, he took advice from a monumental mason who advised that a similar repair is likely to fail again, probably within two years. His recommendation is that the only lasting solution would be to hone down the whole surface of the granite to the level of the deepest part of the chipped edge, then re-cut and paint the inscription. This work would need to be carried out by a monumental mason. Three quotations have been provided, the cheapest of which is £580 including collection and delivery costs.
3. The Human Sundial refurbishment was funded with a combination of CIL funds, a donation from Ringwood Carnival and funding from Hampshire County Council. Options for funding this repair are the use of CIL funds or the use of reserves, both of which would need to be approved by Policy & Finance Committee. There is no Committee budget available.
4. It is RECOMMENDED that
  - a) Members consider whether to effect the temporary repair at a cost of £84.80, or the more permanent option of honing the surface and re-lettering at a cost of £580; and
  - b) Should the second option be chosen, agree how the repair should be funded.

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

Photo 1 - Repaired stone – September 2019 (repaired chips on right hand edge)



Failed repair – February 2023 (failed repairs on right hand edge)



## 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  |
|--|--|--|---|---|---------------------|--|
| <b>Full Council</b>                              |  |  |   |   |                     |  |
| FC1  | Long Lane Football Facilities Development    | In progress (scheduled for completion in 2023)   | The application for the PWLB loan has been approved. The artificial turf pitch has been completed and handed over. 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). |
| <b>Planning Town &amp; Environment Committee</b> |  |  |   |   |                     |  |
| PTE1   | Neighbourhood Plan                           | In progress                                      | Pre-submission draft Plan approved by Full Council 25/01/2023. Regulation 14 public consultation completed - responses to be reviewed by NP Steering Group and any recommended changes considered for approval by RTC.  | 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. Repair of original time capsule cover stone has failed and has been removed for repair (see Report D). 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 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 28/11/2022 to consider a draft concept plan. Both authorities will now discuss internally to consider scope and resources required, prior to carrying out community engagement. HCC will carry out some survey work in May to establish travel and parking patterns and count vehicles, pedestrians and cyclists. | 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 surfacing  | 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 |  |
| <b>Policy &amp; Finance Committee</b>                  |   |  |  |   |                  |  |
| 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.  |
| PF8  | Bickerley legal title                   | In progress (Commenced Dec 2020. Resolution expected in July 2023.)  | 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)   |
| PF10   | Councillors' use of email               | In progress (Commenced May 2022. Aiming to complete initial actions by end of July 2023.)                                | The Council's IT support provider has supplied further cost information and changes will be implemented following the election in May.   | Researching options and costs for equipping councillors with official email accounts and devices to ease compliance with data protection laws.  | Town Clerk       | The research phase has not cost anything but staff time. Ongoing software licence fees and setup and support costs will fall on annual budgets. Whether the figures agreed for these for 2033-24 will only become clear in time. |
| <b>Recreation, Leisure &amp; Open Spaces Committee</b> |   |  |  |   |                  |  |
| RLOS4  | Grounds department sheds replacement    | In progress (Commenced design work in April 2021. Aiming to establish planning prospects and likely cost by April 2023.) | 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 in May 2022. 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 April 2023.) | 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 have been agreed in outline. A draft lease has been submitted to the Club's legal representative.  | 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 (aiming to complete by August 2023)  | The meeting required to wind up the organisation has been re-arranged in March.  | 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 in the early months of 2023.  | Three-year programme to replace worn-out litter and dog-waste bins  | Grounds Manager  | Budget of £2,000 a year.   |
| RLOS14   | Poulner Lakes waste licence             | In progress  | Surrender requirements and process are being investigated and discussed with Environment Agency and New Forest District Council.   | Arranging to surrender our redundant waste licence to avoid annual renewal fees   | Town Clerk       |  |
| RLOS17   | New allotments site                     | In progress (Commenced March 2020, aiming to complete in or about April 2023)  | Land transfer deed was sealed following the Council meeting on 25 January. Arrangements for site remediation and completion of the deed are being pursued.   | 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 | On hold.   | All registers have been scanned. A digital map is now live. Costs estimate for completing data entry from registers requested but not received in time for inclusion in 2023-24 budget. Work will be resumed in Autumn 2023.   | 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)  | The draft sketch Masterplan prepared by landscape designer New Enclosure was discussed by the Carvers Working Party on 3rd March. Refinements to this will be considered over the coming weeks and a public consultation is being planned for early summer.  | 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. The cost of relocating the dragon's teeth to narrow the tracks is being investigated. | 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. The decorative sign cost £1,244. |

E

**Staffing Committee**

None

Proposed/Emerging Projects Update

E

| No. | Name | Description | Lead | Recent developments | Progress / Status<br>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<br>Rear of Southampton Road | Ringwood Society proposal<br>Proposal by Ringwood Society to improve appearance from The Furlong Car Park and approaches      |          |  |  | Floated as possible future project<br>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  |
|--|---|---|--|--|
| <b>Full Council</b>                                    |   |   |  |  |
| FC2  | Strategic Plan                                    | Exploring ideas for medium term planning. Aim to have complete for start of budget-planning in Autumn 2022.   | Completed in October 2022  |  |
| <b>Planning, Town &amp; Environment Committee</b>      |   |   |  |  |
|  | 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                                       |  |
| <b>Policy &amp; Finance Committee</b>                  |   |   |  |  |
| 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.            |
| PF6  | Health & Safety Management Support Re-procurement | Re-procuring specialist advice and support for discharge of health and safety duties  | Completed in February 2023   |  |
| 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                              |
| PF9  | Greenways office leases                           | The tenant of the first floor suite gave notice and left. The building was re-let as a whole to the tenant of the ground floor suite.   | Completed in November 2022   |  |
| <b>Recreation, Leisure &amp; Open Spaces Committee</b> |   |   |  |  |
| 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   |  |
| RLOS12   | Van replacement                                   | Replacing the grounds department diesel van with an electric vehicle  | Suspended in 2023  | Van will be replaced in accordance with Vehicle & Machinery replacement plan |
| 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  |  |
| <b>Staffing Committee</b>                              |   |   |  |  |
| 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   |  |