

Ringwood Town Council

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

PLANNING, TOWN & ENVIRONMENT COMMITTEE

Dear Member

28th March 2024

A meeting of the above Committee will be held on **Friday 5th April 2024** at 10.00am in the Forest Suite, Ringwood Gateway 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 1st March 2024

5. PLANNING APPLICATIONS

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

6. RINGWOOD NEIGHBOURHOOD PLAN (RNP)

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

7. STRATEGIC SITES

To receive updates in relation to strategic sites:-

- i) Land off Crow Lane / Crow Arch Lane (Beaumont Park) (*Report C*)
- ii) Land north of Hightown Road (21/11042)
- iii) Land off Moortown Lane (21/11723 and 23/10707)
- iv) 2 Market Place (23/11255)
- v) Snails Lane

8. PROJECTS (current and proposed)

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

9. NFDC/NFNPA PLANNING COMMITTEE

To review, if any, applications that are due before NFDC/NFNPA Planning 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 Glenys Turner (Vice Chairman)
Cllr Andrew Briers
Cllr Luke Dadford
Cllr Ingrid De Bruyn
Cllr Gareth Deboos
Cllr Mary DeBoos
Cllr Rae Frederick
Cllr Janet Georgiou
Cllr Peter Kelleher
Cllr James Swyer
Cllr Becci Windsor

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 | Dead line | 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 |
|-------------|---|---|--|-----------|---|
| 24/00265VAR | Mr Bourn | Byways, Hightown Hill, Ringwood. BH24 3HG | Application to vary condition 13 of planning application 21/00527 for Dwelling; pool building; stable block; associated landscaping; demolition of existing outbuildings to allow minor material amendments view online here | 24.4 | |
| 24/10112 | Miss Jensen Mr Hall | Land to the rear of 99 Hightown Road, Ringwood. BH24 1NL | Sever plot; demolish garage and erect new dwelling view online here | 12.4 | |
| 24/10134 | Mr Leung | Old Mill House, Bickerley, Ringwood. BH24 1EQ | Proposed installation x3no. concrete blocks on gravel track to ease traffic view online here | 29.3 | |
| 24/10165 | Mr. Ellis | Sunkist, Lumby Drive, Ringwood. BH24 1JJ | Rear single storey extension; associated internal re-modelling. Demolition of existing porch and garage. view online here | 29.3 | |
| 24/10202 | Ms Noble - Southern and Scottish Electricity Networks | Mill Lane E4L5 Circuit | Pole replacements planned on the Mill Lane E4L5 Circuit for the 24/25 financial year view online here | 5.4 | |
| 24/10203 | Nationwide Building Society | 3, Market Place, Ringwood. BH24 1AN | Replace 1no. Projecting signage with new 500mm. Retain existing brackets. - Existing Projecting sign brackets to be painted in blue to match new fascia. - Replace 1no. Fascia and 1no. Logo with 1no. New blue fascia & 1no. New 290mm logo height. - Replace 1no. ATM surround and decals with new. - Replace internally applied vinyl safety manifestation with new. -Refresh decorations to shopfront to match existing with like for like. view online here | 12.4 | |
| 24/10208 | Mr and Mrs Hailey | 1, Merton Grove, Ringwood. BH24 1BY | Erect conservatory extension to rear elevation view online here | 5.4 | |

| | | | | | |
|--------------|-----------------|---|--|------|--|
| 24/10214 | Ms Martindale | 47 Lin Brook Drive, Ringwood. BH24 3LJ | Garage conversion and extension; roof lights; fenestration alterations view online here | 19.4 | |
| 24/10239 | Ms Findlay | 12, College Road, Ringwood. BH24 1NX | One & two storey rear & side extensions. Replacement roof coverings. Dormer & roof windows in association with loft conversion. view online here | 19.4 | |
| 24/10245 | Blumariin Ltd | Land rear of Willow Cottage, Hightown Road, Hightown, Ringwood. BH24 3DY | Erection of x2no. identical detached dwellings; x2no. ev charging spaces view online here | 19.4 | |
| TPO/24/0146 | Miss Piotrowska | The Original White Hart/Velo Cafe, Market Place, Ringwood, BH24 1AW | Yew x 1 – Prune view online here | 18.4 | |
| TPO/24/0147 | Mrs Prestridge | 20a Croft Road, Poulner, Ringwood. BH24 1TA | Oak x 1 – Reduce view online here | 18.4 | |
| 24/00327CONS | Dr Shenton | The Old Cottage, Cowpitts Lane. North Poulner, Ringwood. BH24 3JX | Prune 2 x Conifer trees (Reduce both down to existing hedge height) view online here | 16.4 | |
| | | | | | Applications considered under delegated powers:- |
| TPO/24/0105 | Miss Bell | 8 Eastfield Court, Ringwood. BH24 1US | Ash x 1 Fell | 26.3 | 11.3.24 P(1) Recommend permission, but would accept the Tree Officer's decision. |
| CONS/24/0107 | Mr Sheerin | Car Park, Eynon Mews, Ringwood | Silver Birch x 1 Fell | 26.3 | 11.3.24 P(1) Recommend permission, but would accept the Tree Officer's decision. |
| TPO/24/0108 | Mr Bowley | Tyrrells Ford Hotel, Tyrrells Park, Ringwood Road, Avon, Christchurch. BH23 7BQ | Various Trees - Fell/prune as per submitted schedule | 1.4 | 11.3.24 OD(5) Officer decision. |
| TPO/24/0116 | Ms Penfold | Pine Lodge, 5 Fairlie Park, Ringwood. | Oak x 1 Reduce | 3.4 | 11.3.24 P(1) Recommend permission, but would accept the Tree Officer's decision. |

| | | | | | |
|------------------|--|--|---|-----|--|
| 24/00280CON S | | BH24 1TU Camelot, Burcombe Lane, Hangersley, Ringwood. BH24 3JT | Fell 1x Thuja (Conifer) tree (T1 on plan) Prune 1x Oak tree (T2 on plan) | 3.4 | 25.3.24 P(1) Recommend permission, but would accept the Tree Officer's decision. |
|------------------|--|--|---|-----|--|

PLANNING, TOWN & ENVIRONMENT COMMITTEE

5 April 2024

Ringwood Neighbourhood Plan

1. Introduction and reason for report

- 1.1 It was reported at the last meeting that the Independent Examiner's report on the Ringwood Neighbourhood Plan (RNP) had been received. A copy of the report is now attached for information (**Appendix A**). The Examiner concludes that, subject to some modifications, the RNP meets the relevant tests and legal requirements and recommends that, once modified, the Plan should proceed to local Referendum. He also commends the work of everyone involved in the preparation of the Plan, and says there is an excellent prospect that implementation of the policies will enable all the objectives to be achieved.
- 1.2 Outlined below are details of the recommended modifications and the next steps in the process, which is now being led by the Local Planning Authorities (LPAs); New Forest District Council (NFDC) and New Forest National Park Authority (NFNPA).

2. Recommended Modifications

- 2.1 Officers from both LPAs met with members of the RNP GoFour group on 6 March to discuss the recommended modifications.
- 2.2 The recommendation to delete paragraph 5.39 (giving people with local connections priority for First Homes) was accepted as it is not consistent with policies in the New Forest District Local Plan. This had been expected.
- 2.3 The recommendation to delete policy R9 (Conserving Local Heritage Assets) was reluctantly accepted. A large amount of work had been undertaken by volunteers identifying and detailing heritage assets, but no consultation had yet taken place with property owners. It was hoped that local listings could be addressed outside of the RNP and noted that the NFDC Conservation Officer was open to a conversation in this regard.
- 2.4 All recommended modifications were accepted, and it was noted that the Examiner had given a free hand to make any necessary factual updates and minor non-material amendments, with the agreement of all three authorities.

3. The Process

- 3.1 The LPAs are jointly responsible for deciding what action to take in response to the Examiner's recommendations, and both are required to publish their decision and reason for it in a 'Decision Statement'. The regulations require that the decision is made within 5 weeks of receipt of the Examiner's report, but do allow for this to be extended by agreement. A formal request was received from the LPAs requesting an extension of time until 7 June to allow sufficient time to obtain endorsement for the proposed modifications, approval to proceed to Referendum, and the formal 'Decision Statements'. This extension has been granted.
- 3.2 It is expected that reports will be considered by NFDC Cabinet on 1 May and NFNPA Planning Committee on 21 May.
- 3.3 The likely date for the Referendum is 11 July, and this will be organised by NFDC.
- 3.4 If the majority of those who vote in the Referendum are in favour of the RNP, then the Plan must be 'made' by the LPAs within 8 weeks, after which it becomes part of the Development Plan for each authority.

3.5 The RNP is already afforded limited material weight in the determination of planning applications. It will gain stronger weight after the LPAs have issued their 'Decision Statements' and will be afforded full weight immediately after a successful referendum (subsequent adoption by the LPAs is a formality).

4. Issues for decision and any recommendations

It is RECOMMENDED that the Independent Examiner's report be received and next steps in the process be noted.

For further information, contact:

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



Intelligent Plans
and examinations

Report on the Ringwood Neighbourhood Development Plan 2023 - 2036

An Examination undertaken for New Forest District Council and New Forest National Park Authority with the support of Ringwood Town Council on the July 2023 Submission Draft of the Plan.

Independent Examiner: David Hogger BA MSc MRTPI MCIHT

Date of Report: 22 February 2024

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Main Findings - Executive Summary

From my examination of the Ringwood Neighbourhood Plan (the Plan/RNP) and its supporting documentation including the representations made, I have concluded that subject to the policy modifications set out in this report, the Plan meets the Basic Conditions.

I have also concluded that:

- The Plan has been prepared and submitted for examination by a qualifying body: Ringwood Town Council;
- The Plan has been prepared for an area properly designated – the designated area as identified on Plan A on page 6 of the Plan;
- The Plan identifies the period to which it is to take effect – 2023 – 2036; and
- The policies relate to the development and use of land for a designated neighbourhood area.

I recommend that the Plan, once modified, proceeds to referendum on the basis that it has met all the relevant legal requirements.

I have considered whether the referendum area should extend beyond the designated area to which the Plan relates and have concluded that it should not.

1. Introduction and Background

Ringwood Neighbourhood Plan 2023 - 2036

- 1.1 The Parish of Ringwood lies in the south-west of Hampshire, and the western boundary is conterminous with the boundary of Dorset. Much of the Parish falls under the jurisdiction of New Forest District Council, with the south-eastern and eastern parts of the Parish lying within the New Forest National Park. The town sits on the River Avon and is surrounded by attractive areas of countryside which provide habitats for a wide range of plants and animals. To the north of the Parish are a number of lakes created by gravel extraction.
- 1.2 The town, whose market charter dates back to 1226, provides a very wide range of facilities and services, not only to residents but also to visitors, particularly in the summer months. Community facilities and services available in Ringwood include retail outlets, employment opportunities, places of worship, schools, meeting halls, allotments and recreation facilities. The town includes many listed buildings and the town centre, which I visited, was first designated a conservation area in 1970 (expanded in 1983).
- 1.3 The Consultation Statement (July 2023) confirms that the process of preparing this Neighbourhood Plan commenced in September 2018.

- 1.4 The Town Council (via the four Working Groups that were established) employed a number of initiatives, including surveys, workshops, presentations and drop-in sessions. It is particularly heartening to see the various efforts that were made to harness the enthusiasm of younger people, for example by attending a Ringwood School Assembly.

The Independent Examiner

- 1.5 As the Plan has now reached the examination stage, I have been appointed as the examiner of the RNP by New Forest District Council (NFDC) and the New Forest National Park Authority (NFNPA), with the agreement of the Ringwood Town Council (RTC).
- 1.6 I am a chartered town planner and former government Planning Inspector, with extensive experience in the preparation, examination and implementation of development plans and other planning policy documents. I am an independent examiner, and do not have an interest in any of the land that may be affected by the draft Plan.

The Scope of the Examination

- 1.7 As the independent examiner I am required to produce this report and recommend either:
- (a) that the neighbourhood plan is submitted to a referendum without changes; or
 - (b) that modifications are made and that the modified neighbourhood plan is submitted to a referendum; or
 - (c) that the neighbourhood plan does not proceed to a referendum on the basis that it does not meet the necessary legal requirements.
- 1.8 The scope of the examination is set out in Paragraph 8(1) of Schedule 4B to the Town and Country Planning Act 1990 (as amended) ('the 1990 Act'). The examiner must consider:
- Whether the plan meets the Basic Conditions.
 - Whether the plan complies with provisions under s.38A and s.38B of the Planning and Compulsory Purchase Act 2004 (as amended) ('the 2004 Act'). These are:
 - it has been prepared and submitted for examination by a qualifying body, for an area that has been properly designated by the local planning authority;
 - it sets out policies in relation to the development and use of land;
 - it specifies the period during which it has effect;

- it does not include provisions and policies for 'excluded development'; and
 - it is the only neighbourhood plan for the area and does not relate to land outside the designated neighbourhood area.
- Whether the referendum boundary should be extended beyond the designated area, should the plan proceed to referendum.
 - Such matters as prescribed in the Neighbourhood Planning (General) Regulations 2012 (as amended)('the 2012 Regulations').
- 1.9 I have considered only matters that fall within Paragraph 8(1) of Schedule 4B to the 1990 Act, with one exception. That is the requirement that the Plan is compatible with the Human Rights Convention.

The Basic Conditions

1.10 The 'Basic Conditions' are set out in Paragraph 8(2) of Schedule 4B to the 1990 Act. In order to meet the Basic Conditions, the neighbourhood plan must:

- Have regard to national policies and advice contained in guidance issued by the Secretary of State;
- Contribute to the achievement of sustainable development;
- Be in general conformity with the strategic policies of the development plan for the area;
- Be compatible with and not breach European Union (EU) obligations (under retained EU law)¹; and
- Meet prescribed conditions and comply with prescribed matters.

1.11 Regulation 32 of the 2012 Regulations prescribes a further Basic Condition for a neighbourhood plan. This requires that the making of the Neighbourhood Development Plan does not breach the requirements of Chapter 8 of Part 6 of the Conservation of Habitats and Species Regulations 2017.²

¹ The existing body of environmental regulation is retained in UK law.

² This revised Basic Condition came into force on 28 December 2018 through the Conservation of Habitats and Species and Planning (Various Amendments) (England and Wales) Regulations 2018.

2. Approach to the Examination

Planning Policy Context

- 2.1 For planning purposes, the area covered by the RNP falls partly within the New Forest District and partly within the New Forest National Park. The Development Plan for the area³, not including documents relating to excluded minerals and waste development, are the adopted NFDC Local Plan Part 1 (2016-2036); the New Forest National Park Authority Local Plan 2016 – 2036; saved policies of the NFDC Core Strategy (2009) and the NFDC Local Plan Part 2 (2014).
- 2.2 The planning policy for England is set out principally in the National Planning Policy Framework (NPPF).⁴ The Planning Practice Guidance (PPG) offers guidance on how this policy should be implemented.

Submitted Documents

- 2.3 I have considered all policy, guidance and other reference documents I consider relevant to the examination, including those submitted which comprise:
- the Submission Draft of the Ringwood Neighbourhood Plan (July 2023);
 - the Map on page 6 of the Neighbourhood Plan, which identifies the area to which the proposed Neighbourhood Development Plan relates;
 - the Consultation Statement (July 2023);
 - the Basic Conditions Statement (June 2023);
 - the Screening Statements (December 2022) from both NFDC and NFNPA, regarding the need for a Strategic Environmental Assessment/Habitat Regulations Assessment;
 - the list of other RNP 'Core Documents' prepared, collected and reviewed in the process of preparing the Plan;
 - all the representations that have been made in accordance with the Regulation 16 consultation; and
 - the responses to my questions dated 4 December 2023, from both New Forest District Council and Ringwood Town Council, received on 11 January 2024.⁵

³ As set out in paragraph 3.6 of the Neighbourhood Plan.

⁴ A revised version of the NPPF was published during the examination on 19 December 2023: all references in this report read across to the latest version (further updated on 20 December 2023).

⁵ View at: www.newforest.gov.uk/ringwoodplan

Site Visit

- 2.4 I made an unaccompanied site visit to the Neighbourhood Plan Area on 14 December 2023, to familiarise myself with the locality, and visit relevant sites and areas referenced in the Plan and evidential documents.

Written Representations with or without Public Hearing

- 2.5 This examination has been dealt with by written representations. I considered hearing sessions to be unnecessary as the consultation responses clearly articulated the objections to the Plan and presented arguments for and against the Plan's suitability to proceed to a referendum.

Modifications

- 2.6 Where necessary, I have recommended modifications to the Plan (**PMs**) in this report in order that it meets the Basic Conditions and other legal requirements. For ease of reference, I have listed these modifications separately in the Appendix.

3. Procedural Compliance and Human Rights

Qualifying Body and Neighbourhood Plan Area

- 3.1 The RNP has been prepared and submitted for examination by RTC as the qualifying body for an area that was originally designated by NFDC on 3 February 2021 and the NFNPA on 16 February 2021.
- 3.2 It is the only Neighbourhood Plan for the Parish and does not relate to land outside the designated Neighbourhood Plan Area.

Plan Period

- 3.3 The Plan specifies (on the front cover) the period to which it is to take effect, which is from 2023 to 2036.

Neighbourhood Plan Preparation and Consultation

- 3.4 The Consultation Statement summarises the approach to consultation undertaken by the Town Council.
- 3.5 Opportunities to contribute towards the preparation of the RNP have been available to all interested parties at the relevant stages, including at both the Regulation 14 stage (6 February 2023 to 19 March 2023) and the Regulation 16 stage (18 August 2023 to 29 September 2023). The Consultation Statement provides, on page 4, a table under the heading 'Dateline of Events' setting out a summary of the events that have taken

place. There is also a summary of the consultation undertaken with NFDC and NFNPA (page 7).

- 3.6 I consider that, overall, the approach towards the preparation of the RNP has been conducted in a fair and inclusive manner. I am satisfied sufficient regard has been had to advice in the PPG on plan preparation and engagement and the process has been procedurally compliant in accordance with the legal requirements.

Development and Use of Land

- 3.7 The Plan sets out policies in relation to the development and use of land in accordance with s.38A of the 2004 Act.

Excluded Development

- 3.8 The Plan does not include provisions and policies for 'excluded development'.⁶

Human Rights

- 3.9 I have seen no evidence that the Plan breaches Human Rights (within the meaning of the Human Rights Act 1998), and it is not a matter that has been raised by any of the respondents.

4. Compliance with the Basic Conditions

EU Obligations

- 4.1 Screening Statements on the Determination of the need for a Strategic Environmental Assessment (SEA)/Habitats Regulations Assessment (HRA) were prepared by NFNPA and NFDC, both dated December 2022. The conclusion reached is that the RNP does not require a full SEA or HRA to be undertaken because the Plan would not have any significant adverse environmental effects and does not allocate 'new' sites for development. I am aware of no adverse comments by the statutory agencies and, having read the documentation, I am satisfied that the Plan is compatible with EU obligations under retained EU law.

Main Issues

- 4.2 I have approached the assessment of compliance with the Basic Conditions of the RNP as two main matters:
- General issues of compliance of the Plan, as a whole; and
 - Specific issues of compliance of the Plan policies.

⁶ See section 61K of the 1990 Act.

General Issues of Compliance of the Plan

National Policy, Sustainable Development and the Development Plan

- 4.3 There are six chapters in the RNP, which are Introduction and Background; The Neighbourhood Area; Planning Policy Context; Community Views on Planning Issues; Vision, Objectives and Land Use Policies; and Implementation and Monitoring.
- 4.4 It is clear to me that NFDC, NFNPA and RTC have co-operated in the preparation of the RNP⁷ and, subject to the detailed comments and modifications that I set out below, I conclude that the RNP has had proper regard to national policy and guidance. I also conclude that subject to the recommendations that I make:
- the RNP is in general conformity with the strategic policies of the adopted Development Plan for the area, and that overall, the document provides an appropriate framework that will enable the town of Ringwood to continue to evolve as a community whilst ensuring that the quality of life, particularly for residents, will be retained and enhanced; and
 - that the policies, as recommended to be modified, are supported by appropriate evidence, are sufficiently clear and unambiguous and that they can be applied with confidence.⁸

Specific Issues of Compliance of the Plan's Policies

Foreword (page 4)

- 4.5 The Foreword succinctly summarises why a Neighbourhood Plan is being prepared and the Vision on which the Plan is based.

Introduction and Background (page 6)

- 4.6 Chapter 1 describes the area to which the Neighbourhood Plan (NP) will apply and explains in more depth the approach towards the preparation and implementation of the Plan. This chapter will need to be up-dated before the Plan is 'made' (see paragraph 4.54).

The Neighbourhood Area (page 8)

- 4.7 A description of the Neighbourhood Area is given in Chapter 2. This provides the reader with a clear understanding of the character of the locality, including Ringwood town centre.

⁷ Reflecting, for example, the advice in PPG Reference IDs 41-040-20160211 and 41-009-20190509 and Paragraph 3(1) of Schedule 4B to the 1990 Act.

⁸ PPG Reference ID: 41-041-20140306.

Planning Policy Context (page 10)

4.8 Chapter 3 summarises the relevant national planning policy but is out-of-date because a revised version of the NPPF was published in December 2023. Although changes to the NPPF (as they relate to the RNP) were minimal, it is nevertheless important that references to the NPPF reflect the contents of the most recent edition. This is particularly notable in paragraph 3.2 of the Plan as follows:

- Size, type and tenure of housing (NPPF paragraph 62 now 63);
- Networks of high quality open space and Local Green Spaces (paragraphs 98-103 now 102-107);
- Promoting active travel networks (paragraphs 104 & 106 now 108 & 110);
- Achieving well designed places (paragraphs 126-132 now 131-137);
- Protecting Green Belt land (paragraphs 137-151 now 142-156);
- Planning for climate change (paragraphs 153 & 154 now 158 & 159);
- Planning in designated landscapes (paragraph 176 now 182);
- Protecting and enhancing biodiversity (paragraph 179 now 185); and
- Planning positively for heritage (paragraphs 190 & 203 now 196 & 209).

Other references I note include Plan paragraphs 3.3 (NPPF paragraphs 66 & 67 are now 67 & 68), 4.56 (paragraph 133 is now 138), and 5.50 (paragraphs 203 & 204 are now 209 & 210). The Glossary should also be updated in this regard. To that end, I recommend that all references to the NPPF in the RNP relate to the December 2023 version (**PM1**).

4.9 I observe that paragraph 3.10 (page 13) confirms that the indicative housing target for Ringwood can be met from existing allocations but that there may be a need for a review of the Neighbourhood Plan should housing allocations be required to address housing delivery.

4.10 With regard to the New Forest Development Plan, the text on pages 10 to 13 appropriately summarises the current position.

Community Views on Planning Issues (page 15)

4.11 Chapter 4 summarises the approaches taken by the Steering Group towards involving residents and other interested parties in the preparation of the RNP. A more detailed assessment is provided in the accompanying Consultation Statement.

Vision, Objectives and Land Use Policies (page 16)

4.12 The Vision for the area is clear and realistic and there is no reason to doubt that it can be successfully achieved. The stated key objectives reflect the 'Community Vision' behind the Plan, as referred to on page 4. I

did question how objective 4, ensuring that Ringwood does not become a dormitory town, will be achieved.⁹ The Town Council responded by emphasising its objective of making the town centre a destination in its own right – for employment, retail, education, leisure and other services. The Town Council considers that the provision of a wide range of services locally will contribute to preventing Ringwood from becoming a dormitory town and I do not disagree.

Policy R1: A Spatial Plan for Ringwood (page 18)

- 4.13 Policy R1 establishes the Town Council’s overall approach to development in the Parish, with the emphasis being placed on the use of brownfield land; the improvement of the town centre’s vitality and viability; the enhancement of the natural environment; and reducing the harmful effects of traffic congestion. This approach accords with advice in the NPPF regarding sustainability.¹⁰
- 4.14 Concerns were raised¹¹ with regard to transport infrastructure and the management of movement. However, I am satisfied that this issue is adequately addressed in other existing planning documents, including the NFDC Local Plan Part 1: Planning Strategy 2016-2036; the New Forest National Park Local Plan 2016-2036; the Ringwood Town Access Plan Supplementary Planning Document; and the NFDC Parking Standards SPD. I am also aware that the New Forest Local Cycling and Walking Infrastructure Plan is currently being prepared.
- 4.15 There are two references in the policy to ‘gentle densification’ but it may not be clear to the reader exactly what this means. I therefore recommend that an appropriate explanation is given in the Glossary (**PM2**).
- 4.16 I am satisfied that there is a reasonable expectation that brownfield land will become available for development later in the Plan period.¹²
- 4.17 The supporting text in paragraph 5.4 refers to Green Belt but not all the countryside that surrounds the town is in the Green Belt. This is misleading and therefore I recommend that the reference to Green Belt should be deleted (**PM3**). Advice regarding development in the Green Belt can be found in other documentation, for example in Chapter 13 of the NPPF.
- 4.18 As proposed to be modified, I am satisfied that Policy R1, relating to the Spatial Plan, has regard to national policies and meets all the other Basic Conditions.

⁹ My Question 4 to the Town Council.

¹⁰ Chapter 2 of the NPPF.

¹¹ See representations 1 and 7 as set out in the summary of regulation 16 Consultation.

¹² See response from Town Council to my Question 7.

Policy R2: Maintaining a Successful and Prosperous Town Centre (page 19)

4.19 At the time of my visit, the town centre was relatively busy, and I noted the availability of a reasonable range of retail outlets. Chapter 7¹³ of the NPPF confirms that town centres play a key role at the heart of local communities, and I consider that Policy R2 appropriately reflects this national advice. The District Council suggests a strengthening of clause C iv) which I agree is necessary for clarity (**PM4**).

Policy R3: Making better use of Opportunity Areas in the Town Centre (page 21)

4.20 Eight opportunity areas are identified in the RNP and having visited them I consider them all to be justified. In the interests of clarity, however, it would be beneficial to actually name the areas in the policy itself and I recommend accordingly in **PM5**.

4.21 There is currently no reference to the issue of flood risk in the Town Centre Opportunity Areas. This is an important issue in the town and therefore I recommend in **PM6** and **PM7**, that a reference to flood risk is included in relation to Opportunity Area A (Ringwood Market Place) and Opportunity Area G (Ringwood Trading Estate).

Policy R4: Shops and Parades within and outside defined centres (page 24)

4.22 Policy R4 supports the retention and improvement of the local centre at Butlers Lane, Poulner and sets out the approach to retail floorspace outside the defined centres. This approach accords with advice in the NPPF. However, in order to strengthen the policy and provide clarity for the decision maker, I recommend, in **PM8**, a modification to clause D.

4.23 Concern was expressed by the District Council over the term 'robust assessment' in Policy R4 C but I am satisfied that paragraph 5.29 adequately explains what is required.

4.24 Policies R2 to R4 relate to the Town and Local Centres and as modified they sit comfortably with the strategic policies for the area and meet all the other Basic Conditions.

Policy R5: Smaller Housing (page 26)

4.25 Policy R5 establishes the Town Council's approach to smaller housing. However, the policy does not establish what is meant by 'a high proportion' of small dwellings. I note that the accompanying paragraph (5.33) states that the figure is 'greater than 50% of schemes of five or more dwellings'. I consider that this is not helpful to the decision maker and that the policy itself should clearly establish what is required. On that basis I recommend, in **PM9**, that additional clarity is provided in Policy R5.

¹³ Ensuring the viability of town centres.

- 4.26 I raised a number of issues with the Town Council regarding this policy¹⁴ and I am satisfied that proper regard has been given to national policies and advice.
- 4.27 I note that there was a suggestion¹⁵ that there should be a policy relating to rural exception sites. However, I am satisfied that the issue is adequately addressed in Policy HOU5 of the New Forest District Local Plan 2016-2036 and Policy SP28 of the New Forest National Park Local Plan 2016-2036, and that there is no justification for repeating the policies in the RNP.¹⁶

Policy R6: First Homes (page 27)

- 4.28 Policy R6 clearly establishes the Town Council's approach to affordable housing and the provision of 'first homes'.
- 4.29 However, the supporting text to the policy, in paragraph 5.39, indicates that priority for first homes (for the first two months of marketing) will be given to people who have a local connection to Ringwood. Firstly, this reads to me as a 'policy' and its inclusion in the supporting text may cause confusion to the decision maker, with regard to its status. As supporting text, it would carry comparatively little weight in the decision-making process. Secondly, there is no 'strategic' policy' in the New Forest District Local Plan on which to 'hang' this 'requirement' and the Town Council's approach is not consistent with the aims of New Forest District Local Plan policies STR1, HOU1 and HOU3. I therefore recommend, in **PM10**, the deletion of paragraph 5.39.
- 4.30 Policies R5 and R6 relate to residential development, and I am satisfied that with the proposed modifications, these policies will meet all the Basic Conditions.

Policy R7: The Ringwood Design Code (page 28)

- 4.31 The quality of design is an important national objective¹⁷ and policy R7 seeks to ensure that new development is compatible (particularly in terms of appearance) with its surroundings. Appendix B to the RNP is the 'Ringwood Design Guidance and Codes' and Appendix C is the 'Ringwood Local Distinctiveness SPD'. These provide valuable background information and together with Policy R7, will ensure that Objective 2 of the RNP (to celebrate Ringwood's historic buildings and townscapes and encourage high quality and sustainable design of new development) will be achieved.

¹⁴ See Town Council's response to my Question 7.

¹⁵ Reg 16 Representation 15.

¹⁶ NPPF, paragraph 16 f).

¹⁷ NPPF Chapter 12: Achieving well-designed and beautiful places.

Policy R8: Building for a Healthy Life (page 30)

- 4.32 Policy R8 relates to the submission of a Building for a Healthy Life Assessment with all major development proposals. Bearing in mind the requirement to achieve well designed development, I consider such an approach to be appropriate and not unduly onerous.
- 4.33 The policy refers to 'major development'. In the interests of clarity for the decision maker, I consider a reference should be made in the policy to the fact that this relates to development of 10 or more dwellings (**PM11**).
- 4.34 Policies R7 and R8 relate to issues of design. They have regard to national advice and meet all the other Basic Conditions.

Policy R9: Conserving Local Heritage Assets (page 31)

- 4.35 There is a very extensive list of Local Heritage Assets (over 145) identified in Appendix D to the Plan. The NPPF (Chapter 16) seeks to ensure that they are afforded appropriate protection. Paragraph 198 of the NPPF advises that local planning authorities should maintain or have access to a historic environment record which would be used to assess the significance of heritage assets and the contribution they make to their environment.
- 4.36 I am told by the District Council¹⁸ that it does not have a local list of heritage assets or a procedure for assessing, maintaining or reviewing a local list. It is also clear that the NFNPA has its own independent process for the consideration of local list nominations.¹⁹ On that basis I conclude that there is a lack of consistency with regard to the consideration of heritage assets. I am also concerned that Appendix D includes little substantive evidence with regard to how the identification process has been undertaken with regard to the RNP. I note that the Town Council confirms that consultation with the owners of the listed assets has not happened and that it will not take place until after the RNP is made. This lack of consultation is contrary to the advice contained in Section 2.1 of Historic England's Advice Note 11 - Neighbourhood Planning and the Historic Environment.²⁰
- 4.37 I am further mindful that the PPG (Reference ID: 18a-039-20190723) states that "A substantial majority of buildings have little or no heritage significance and thus do not constitute heritage assets. Only a minority have enough heritage significance to merit identification as non-designated heritage assets".

¹⁸ Regulation 16 response in relation to Policy R9.

¹⁹ Policy SP16 (the historic and built environment), New Forest National Park Authority Local Plan 2016 – 2036.

²⁰ View at: [Neighbourhood Planning and the Historic Environment | Historic England](#) Also see advice at: [Local Listing | Historic England](#)

- 4.38 On that basis, I cannot be confident that all the assets listed in Appendix D are fully justified or that a consistent approach to the matter is being adopted across the New Forest. In order to meet the Basic Conditions, I need to be confident that the policy is in general conformity with the strategic policies of the Development Plan and that it has regard to national policies and advice.²¹ I currently do not have that confidence and therefore I recommend, in **PM12**, the deletion of Policy R9, its supporting text in paragraphs 5.50 and 5.51 and Appendix D.
- 4.39 Whilst I understand that this will be a disappointment to the Town Council, I am not satisfied that, at present, 'a positive strategy', as required in paragraph 196 of the NPPF, has been appropriately drawn up. I am, however, re-assured by the fact that Policy ENV3 of the NFDC Local Plan Part 1 (Design quality and local distinctiveness) and saved Policy DM1 (Heritage and Conservation) in the NFDC Local Plan Part 2 can both be applied as necessary, thus providing a level of protection to local heritage assets.
- 4.40 I also note that in the response to my Question 3 to NFDC, the Council confirms that 'a similar process (i.e. to that undertaken by the NFNPA) could be undertaken for the NFDC area of Ringwood Parish if there are concerns that the number of assets²² identified in Section 3 of Appendix D is too extensive for them to automatically be deemed local heritage assets'.
- 4.41 There will be consequential changes, for example to the paragraph and policy numbers and these can be considered to be minor and can be made in agreement with NFDC and the NFNPA.²³
- 4.42 Matters of Design and Heritage Assets are addressed in policies R7 to R9. As modified, they accord with national advice and meet all the other Basic Conditions.

[Policy R10: Creating a Green Infrastructure and Nature Recovery Network \(page 32\)](#)

- 4.43 Policy R10 establishes the approach of the Town Council to creating and maintaining the Green Infrastructure and Nature Recovery Network and I note that the issue has been progressed with the help of local wildlife experts and landowners. It is important that planning policies should contribute to and enhance the natural environment and I am confident that Policy R10 will ensure the successful achievement of that objective.

²¹ See Chapter 16 of the NPPF.

²² It should be noted that it is both the number of assets and also the quality of those assets that are of concern.

²³ See paragraph 4.54 below.

Policy R11: Zero Carbon Buildings (page 34)

- 4.44 The need to achieve sustainable and energy efficient development is embedded in national policy, and I am satisfied that Policy R11 appropriately reflects current advice on the issue. For the purpose of accuracy, I recommend a focused change to the title of the Statement referred to at the start of clause E of the policy (**PM13**).

Policy R12: Encouraging Active and Healthy Travel (page 38)

- 4.45 A Sustainable Travel Network has been identified and opportunities for improvements are shown on the Active Travel Policy Map. However, clause A of the policy does not refer specifically to the Policy Map and I consider it would assist the decision maker if such a reference was included. I recommend accordingly in **PM14**.
- 4.46 In the interests of clarity a brief explanation of the Sustainable Accessibility and Mobility (SAM) Framework should be included in the Glossary, and I recommend accordingly in **PM15**. Although not essential to meet the Basic Conditions, the Town Council may like to consider including a reference to Government guidance on the provision of safe cycling infrastructure as contained within LTN 1/20.
- 4.47 National advice promotes sustainable transport²⁴ and I am satisfied that Policy R12 appropriately reflects that advice.
- 4.48 Matters relating to sustainability are covered by policies R10 to R12. Their implementation will contribute to the achievement of sustainable development and the policies, as modified, will comply with all the other Basic Conditions.

Implementation and Monitoring (page 40)

- 4.49 The Implementation, Monitoring and Review of the RNP are very important components of the plan-making process and I am satisfied that Chapter 6 adequately establishes the approach to these matters that will be taken by the Town Council.

The Appendices

- 4.50 There are 5 appendices to the Plan:
- Appendix A: Ringwood Strategic Masterplan;
 - Appendix B: Ringwood Design Guidance and Codes;
 - Appendix C: Ringwood Local Distinctiveness SPD;
 - Appendix D: Local Heritage Assets; and
 - Appendix E: Zero Carbon Buildings Background Note.

²⁴ Chapter 9 of the NPPF.

- 4.51 I have already recommended the deletion of Appendix D in PM12. The remaining Appendices contain much valuable information, but NFDC²⁵ highlight a small number of instances where the wording of the advice should be clarified. Having read the Appendices, I agree that a small number of modifications are required, and these are set out in **PM16** to **PM20**.

Maps and Plans

- 4.52 Some of the plans in the document lack clarity but the Town Council provided me with electronic versions of the Maps which were easier to interpret. If reliance is to be placed on the electronic versions, then it would be helpful if a reference to their significance and how they can be accessed should be included in Chapter 1 (**PM21**).
- 4.53 In the interests of accuracy the built up area boundary at Blashford should be removed from the Policy Map, as well as the strategic site allocation, as they both fall outside the boundary of the RNP (**PM22**).

Minor Amendments

- 4.54 Amendments to the text can be made consequential to the recommended modifications, alongside any other minor non-material changes²⁶, factual up-dates, or corrections if there is agreement between RTC, NFDC and NFNPA.²⁷ For example, there are a number of up-dates required regarding the stage in the evolution of the RNP that has now been reached and other contextual information that is no longer current (e.g. paragraph 3.5 of the Plan).
- 4.55 Hampshire County Council, as both the Highway Authority and landowner, and New Forest District Council, suggest a number of minor changes in their responses.²⁸ I note that NFDC makes a number of 'observations' and 'comments' but only submitted two objections (relating to Policy R6/paragraph 5.39 and to the Local Design Guidance and Code). I have addressed these two specific matters in paragraphs 4.29 and 4.51 above.
- 4.56 Whilst some of the suggested amendments are not necessary to ensure that the Basic Conditions are met, I note that the Town Council has accepted some of them in the interests of improved clarity.²⁹ These relate, for example, to additions to the Glossary; referring to the Healthy Streets approach; approval of schemes by the Highway Authority; reference to the fact that some development may justify a reduction of the 6m private drive width; street lighting; corner treatment; and permeable paving. These can all be treated as minor amendments and, whilst they are

²⁵ Regulation 16, Response 17.

²⁶ PPG Reference ID:41-106-20190509.

²⁷ See, for example, Representation References: SNPS:6 and SNPS:18.

²⁸ See Regulation 16, Responses 16 and 17.

²⁹ See Town Council's response to my Question 21.

beneficial in the interests of improving clarity, they are not essential to meet the Basic Conditions.

5. Conclusions

Summary

- 5.1 The Ringwood Neighbourhood Plan has been duly prepared in compliance with the procedural requirements. My examination has investigated whether or not the Plan meets the Basic Conditions and other legal requirements for neighbourhood plans. I have had regard to all the responses made following consultation on the Plan, and the evidence documents submitted with it.
- 5.2 I have made recommendations to modify a number of policies, thus ensuring that the Plan meets the Basic Conditions and other legal requirements. I recommend that the Ringwood Neighbourhood Plan, once modified, proceeds to referendum.

The Referendum and its Area

- 5.3 I have considered whether or not the referendum area should be extended beyond the designated area to which the Plan relates, and I conclude that the Ringwood Neighbourhood Development Plan (as modified) has no policy or proposals which I consider significant enough to have an impact beyond the designated Neighbourhood Plan boundary, requiring the referendum to extend to areas beyond that boundary. I recommend that the boundary for the purposes of any future referendum on the Plan should be the boundary of the designated Neighbourhood Plan Area.

Overview

- 5.4 The town of Ringwood enjoys an attractive setting and its character is enhanced by a range of valued features, including the River Avon that flows to the west of the town and the New Forest National Park, which primarily lies to the east and south of the town. There are a relatively high number of community facilities and services in Ringwood and I am confident that the local community will continue to support appropriate local initiatives to improve their quality of life.
- 5.5 Among the objectives of the Town Council is the desire to revitalise the town centre economy; the encouragement of high quality and sustainable design; the maximisation of opportunities for young people; and the regeneration of the town centre. I particularly commend the Town Council's Working Groups, alongside all those that have had an input into the preparation of the Plan. I therefore consider that there is an excellent prospect that the implementation of the policies within the RNP (when

'made') will ensure that all the stated objectives will be successfully achieved.

David Hogger

Examiner

Appendix: Modifications (22)

Notes:

Additions are shown in **bold** and deletions denoted with ~~strikethrough~~.

Page references are those in the submitted Ringwood Neighbourhood Plan.

In the interests of brevity, where whole paragraphs have been deleted, the modification refers to the deletion of all the text.

| Proposed modification number (PM) | Page no./other reference | Modification |
|--|---------------------------------|---|
| PM1 | Throughout the document | Refer to the December 2023 version of the NPPF and update paragraph references where they have changed (see paragraph 4.8 my report for an indication in this regard). |
| PM2 | Page 46 | Include in the Glossary: Gentle Densification – increasing the density of a proposed housing development to meet housing needs, whilst guarding against detracting from the character of the particular area. |
| PM3 | Page 18 Paragraph 5.4 | Delete: (Green Belt) . |
| PM4 | Page 19 Policy R2 | Modify clause C iv) to read: The proposed use and associated works would not harm the historic interest and or character of the Conservation Area and Listed Buildings. |
| PM5 | Page 21 Policy R3 | Add a sentence to clause B as follows: The opportunity areas are: Ringwood Market Place; Furlong Drove, Meeting House Lane, Rear of 56 High Street and |

| | | |
|-----|---------------------------|---|
| | | <p>service yard, Northumberland Court;</p> <p>Bus Stops on Meeting House Lane and the Furlong Car Park;</p> <p>Properties to the north of The Close;</p> <p>Carvers Trading Estate;</p> <p>Pedlars Walk Court;</p> <p>Ringwood Trading Estate; and</p> <p>Lynes Lane Court.</p> |
| PM6 | Page 21 Paragraph 5.19 | <p>Add the following to paragraph 5.19:</p> <p>The site is located within Flood Zone 2 and as such, a Flood Risk Assessment may be required as part of the planning process for any development coming forward. To be clear, the policy does not allocate this site. Applicants will therefore also need to demonstrate that the sequential test, and where relevant the exception test, has been met.</p> |
| PM7 | Page 23 Paragraph 5.25 | <p>Add the following to paragraph 5.25:</p> <p>The site is located within Flood Zone 2 and as such, a Flood Risk Assessment may be required as part of the planning process for any development coming forward. To be clear, the policy does not allocate this site. Applicants will therefore also need to demonstrate that the sequential test, and where relevant the exception test, has been met.</p> |
| PM8 | Page 24 Policy R4 | <p>Modify the start of clause D to read:</p> <p>Where evidence suggests clearly demonstrates that a shop does not fulfil a function</p> |

| | | |
|------|--|--|
| PM9 | Page 26 Policy R5 | Modify Policy R5 to read: Provision should be made for a high proportion of small dwellings, particularly those with one and two bedrooms, in schemes of residential development where this can be achieved without detriment to the amenities and character of the surrounding area and neighbouring properties. The number of small dwellings should be greater than 50% of the total in schemes of five or more dwellings. |
| PM10 | Page 27 Paragraph 5.39 | Delete <u>all</u> of paragraph 5.39. |
| PM11 | Page 30 Policy R8 | Modify the first sentence of the policy to read: All major development with a residential component of 10 or more dwellings should apply the |
| PM12 | Page 31 Policy R9, paragraphs 5.50 and 5.51 and Appendix D | Delete <u>all</u> of Policy R9, paragraphs 5.50 and 5.51 and Appendix D. |
| PM13 | Page 34 Policy R11 | Modify the start of clause E to read: An Energy A Climate Change Statement will be submitted |
| PM14 | Page 38 Policy R12 | Modify the start of clause A to read: The Neighbourhood Plan Policy Map identifies the existing sustainable Travel Network and |
| PM15 | Page 38 Paragraph 5.72 | Add to the Glossary a definition of 'Sustainable Accessibility and Mobility (SAM) Framework' to read: A tool to help planners and designers prioritise interventions in the following order: |

| | | |
|------|--|--|
| | | <ul style="list-style-type: none"> - Substitute Trips: Replace the need to travel beyond your community; - Shift Modes: For longer trips, use active public and shared forms of transport; - Switch Fuels: For trips that must be made by car, ensure the vehicle is zero emission. |
| PM16 | Page 35 of Appendix B: Ringwood Local Design Guidance and Code | <p>Modify start of guideline iii to read:</p> <p>Street design must incorporate opportunities for landscaping (street trees, gardens and green verges)</p> <p>Modify last part of guideline vi to read:</p> <p>... whilst traffic calming measures which might include like raised tables or crossings, should be introduced along the carriageway an integral part of street design.</p> |
| PM17 | Page 37 of Appendix B: Ringwood Local Design Guidance and Code | Modify guideline iii by inserting and car ports after garages in first sentence. |
| PM18 | Page 39 of Appendix B: Ringwood Local Design Guidance and Code | <p>Add a clause v to the guideline to read:</p> <p>Space to the sides of car parking spaces is often needed for access to rear gardens and/or to outbuildings and for cycle and bin access.</p> |
| PM19 | Pages 39 and 40 of Appendix B: Ringwood Local Design Guidance and Code | Figures 23 (page 39) and 26 (page 40) should be modified because currently they indicate a sub-standard access, impractical planting and inadequate space in front of the garage. |
| PM20 | Page 56 of Appendix B: Ringwood Local | Delete the first sentence of the image caption: |

| | | |
|------|--------------------------|--|
| | Design Guidance and Code | The average building height within the town is between 2-3 storeys |
| PM21 | Page 9 | Add a new paragraph 2.13 to read: Some of the Plans in this document may be difficult to decipher because of their scale but they are all available electronically on the Town Council's web-site at www.ringwoodnp.org.uk. |
| PM22 | Page 41 Policy Map | Remove the built-up area boundary and the strategic site allocation boundary at Blashford. |

Beaumont Park (Land at Crow Land and Crow Arch Lane)

C

Planning History:

| Planning Permission Refs: | Details granted through | Description |
|---------------------------|-------------------------|---|
| 13/11450 | Outline | Application 175 dwellings |
| 16/11520 | Reserved Matters | Phase 1 - 62 dwellings |
| 17/11358 | Reserved Matters | Phase 2/3, care home, business use, POS, landscaping |
| 17/11309 | Reserved Matters | Phase 2, 113 dwellings |
| 18/11648 | Full Application | 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 Application | 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)

Site Update:

Remedial landscaping works, as contracted by the developer, continue to be undertaken by the NFDC Open Spaces team, following agreement to a suitable sum being paid.

The Planning Case Officer continues to liaise with the developer to progress the works required to be carried out to the play areas and the dog agility area prior to transfer.

The care home construction is ongoing.

The Developer remains responsible for the maintenance of the open spaces, alongside the housing association.

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

Occupation Status – 28th March 2024



Occupation Status

- | | |
|------------------------------|----------------------|
| ■ Not commenced construction | ■ Reserved |
| ■ Under construction | ■ Exchanged |
| ■ For Sale | ■ Occupied/Completed |

Current Projects Update

D

| 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 2024) | The artificial turf pitch has been completed and is now in use. The PWLB loan has been drawn down. A Construction Contract for the pavilion and other works has been entered into. Work on these started on 5th June 2023. The new building is expected to be ready for occupation in Summer 2024. | 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). |
| Planning Town & Environment Committee | | | | | | |
| PTE1 | Neighbourhood Plan | In progress | Examiner's report received, recommending some modifications. Awaiting decision statements from NFDC and NFNPA to agree modified Plan and to proceed to referendum, the likely date of which is 11 July 2024. | To prepare a Neighbourhood Plan for the civil parish of Ringwood but limited in scope to a few specified themes. | Deputy Town Clerk | Spent £25,282.42 (£18,000 funded from Locality grants, £3,650 additional budget agreed for SPUD youth engagement work (F/6061)). £3,167.58 unspent of original RTC budget. |
| PTE2 | Human Sundial | Complete, with exception of interpretation board | Work to refurbish human sundial and install surrounding benches now complete. Time capsule cover stone replaced on 21/07/2023. 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. | Deputy Town Clerk | £10,659.15 spent funded from CIL and contribution from Carnival. Additional £580 for repair of cover funded from CIL (C/6957). |
| PTE3 | Crow Stream Maintenance | Annual recurrent | Spraying of stream banks undertaken 05/05/2023, annual flail carried out in August and stream clearance by volunteers on 28/09/2023. NFDC released additional £10,000 from developers' contributions to allow this work to continue for another 10 years. | Annual maintenance of Crow Ditch and Stream in order to keep it flowing and alleviate flooding | Deputy Town Clerk | Budget of £1,000 funded by transfer from earmarked reserve |
| PTE6 | Shared Space Concept - Thriving Market Place | In progress | £10,000 released by NFDC from UKSPF to undertake options appraisal/feasibility study. Project Brief agreed and HCC instructed to carry out work outlined in Brief. Next meeting of Working Group scheduled for 08/05/2024. | Concept for town centre shared space identified through work on the Neighbourhood Plan. Working in partnership with NFDC and HCC. | Deputy Town Clerk | HCC funded survey work. £10,000 grant from UKSPF (via NFDC). |
| | Greening Ringwood | In progress | Public meeting held on 05/07/2023 and project leads in place for 5 new projects. Official launch of Phase 2 on 20/04/2024 in Gateway Square. | Greening Campaign Phase 2 to run from Sept 2023 to July 2024, focussing on making space for nature; energy efficient greener homes; climate impacts on health and wellbeing; waste prevention; and cycle of the seed. | | £50 signing up fee funded from General Reserve. |
| | Bus Shelters | In progress | HCC framework contractor has completed survey of shelters free of charge. This has yet to be reviewed. Results and availability of funding will be discussed with HCC. | Review of Council owned bus shelters. | | No agreed budget |
| Projects being delivered by others which are monitored by the Deputy Clerk and reported to this committee: | | | | | | |
| | 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. HCC working on design. | New footpath to link Beaumont Park with Hightown Road, alongside west of Crow Lane | Hampshire CC | Developers contributions |
| | Railway Corner | In progress | Project supported by RTC. Planning application approved (23/11081). | Project to improve and promote historical significance of triangle of land at junction of Hightown Road and Castleman Way. | Ringwood Society | No financial implications. |
| | Memorial Bench for Michael Lingam-Willgoss | In progress | Consent to install bench has been granted by HCC. Legal fees covered by County Cllr Thierry. Date for installation yet to be agreed. | Provision of memorial bench in Market Place in memory of Michael Lingam-Willgoss. | Ringwood Carnival / Ringwood Rotary | No financial implications. |
| 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. |

| | | | | | | |
|------|---------------------|------------------------------------|--|---|-----------------|--|
| PF11 | 92 Southampton Road | In progress (commenced March 2023) | One of the tenants has left. A new letting agent has been instructed, notice to quit has been served and possession proceedings commenced. Urgent repairs have been completed. | Reviewing the letting of this council-owned house | Town Clerk | Rent receipts and other financial implications of any changes are unclear at present but will be considered as part of the review. |
| PF12 | Base budget review | Commenced Feb. 2024 | Inaugural meeting called for 17th April. | A review by members and officers of the council's base (revenue) budget, probably focused on a few types of expenditure or areas of activity, to identify possible options for change and/or savings. | Finance Manager | No anticipated costs other than staff time. |

Recreation, Leisure & Open Spaces Committee

| | | | | | | |
|--------|--|---|--|---|-------------------|---|
| RLOS4 | Grounds department sheds replacement | In progress (Commenced design work in April 2021.) | Officers have been working with a planning consultant on project design and two rounds of pre-application planning advice have been completed. A planning application has been prepared in draft and discussions with neighbours begun. | 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 complete by December 2024.) | Design and funding arrangements for a memorial wall have been agreed in principle. An architect has been instructed and prepared the tender documentation for the construction contract. | Planning best use of remaining space, columbarium, etc. | Town Clerk | Capital cost estimated at £37,500 will be met from a combination of earmarked reserves. |
| RLOS10 | Waste bin replacement programme | In progress (Commenced April 2020) | The replacements scheduled in years 1 and 2 have been completed. An order for the final round of replacements has been placed. | 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 have been investigated and discussed with Environment Agency and New Forest District Council. Consultants, ACS Testing, have been engaged to provide technical advice and support. A fuller picture of the surrender requirements and process is expected to emerge in April or May 2024. | Arranging to surrender our redundant waste licence to avoid annual renewal fees | Town Clerk | |
| RLOS19 | Carvers Strategic Development | In progress (Commenced Feb. 2021) | The Masterplan prepared by landscape designer New Enclosure was approved by the Carvers Working Party on 5th July. Responses to the public consultation on this have been evaluated and an updated plan prepared. This was considered by the Working Party on 6th March and final changes agreed. | 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 - decision expected in March 2024. | Devising a sustainable regime for maintaining the access tracks at Poulner Lakes to a more acceptable standard. | Town Clerk | Yet to be settled |
| RLOS23 | North Poulner Play Area skate ramp request | In progress (commenced Mar. 2023) | A 'half-pipe' has been identified as a likely cheaper and easier option. The likely costs and wider implications of installing this are being investigated. | A local resident requested provision of a 'quarter-pipe ramp' at this site and has been fund-raising for it | Deputy Town Clerk | Yet to be quantified and agreed |
| RLOS24 | Poulner Lakes Circular Path | In progress | Works to reduce and landscape the drainage retention pond completed. It's performance will be monitored through the winter. | HCC has funded the creation of a circular path for pedestrians and cyclists to improve accessibility and so encourage greater use | Deputy Town Clerk | Staff time only |

Staffing Committee

None

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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 | | | | |
| 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 | |
| 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 | |
| PTe4 | Climate Emergency | Funds used to support Greening Campaign, community litter-pick and Flood Action Plan leaflets. | Completed March 2023 | |
| | A31 widening scheme | Widening of A31 westbound carriageway between Ringwood and Verwood off slip to improve traffic flow; associated town centre improvements utilising HE Designated Funds | Scheme completed by National Highways and road re-opened in November 2022. | |
| | SWW Water Main Diversion (associated with A31 widening scheme) | Diversion of water main that runs along the A31 westbound carriageway. Diversion route included land in RTC's ownership at The Bickerley. | Scheme completed by SWW in 2022. | |
| | Surfacing of Castleman Trailway | Dedication and surfacing of bridleway between old railway bridge eastwards to join existing surfacing. | Surfacing works completed by HCC early April 2022. | |
| | Bus Shelter Agreement | Request by ClearChannel in Nov. 2020 for RTC to licence the bus shelters in Meeting House Lane and the advertising on them. Despite various communications, we have had no contact for over a year and therefore regard the original request to be defunct. | Request not followed up by ClearChannel, therefore defunct and removed from project list October 2023. | |
| PTe5 | | | | |
| 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. |
| 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 |
| PF8 | Bickerley Legal Title | An application to remove land from the Council's title was made | Completed in October 2023 | Application successfully resisted |
| 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 | |
| PF10 | Councillors' Email Accounts | Providing councillors with official email accounts (and devices, if required) to facilitate compliance with data protection laws. | Completed in August 2023 | |
| 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 |
| RLOS7 | Bowling Club lease | Renewal of lease that expired in April 2023. | Completed in July 2023 | New lease granted for 14 years. |
| RLOS8 | Ringwood Youth Club | Dissolution of redundant Charitable Incorporated Organisation | Completed in July 2023 | Charity removed from Register of Charities |
| 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 |
| RLOS17 | Crow Arch Lane Allotments Site | The transfer to this Council (pursuant to a s.106 agreement) of a site for new allotments off Crow Arch Lane | Completed in November 2023 | |
| RLOS18 | Cemetery Records Upgrade | Creation of interactive digital cemetery map and scanning of cemetery registers as first stage in digitizing all cemetery records to facilitate remote working, greater efficiency and improved public accessibility. | Completed in 2021 | Cost £5,467. Further upgrades are needed to digitize the records fully |
| RLOS20 | Detached youth outreach work | Trialling the provision of detached outreach work by specialist youth workers. | Completed in May 2022 | |
| RLOS22 | Bickerley parking problem | Unauthorised parking on the tracks crossing the Bickerley is causing damage and obstruction | Closed off in September 2023 | Additional signage has been installed. An estimate of £5,510 to move the "dragon's teeth" was judged disproportionate to the problem. |
| 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 | |

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