

MINUTES OF THE MEETING OF THE PLANNING, TOWN & ENVIRONMENT COMMITTEE

The meeting took place in a virtual environment using “Zoom” video conferencing technology and members of the public and press were given the opportunity to observe or participate in the meeting.

NOTE: Although participation in or absence from the meeting is recorded below, for legal reasons participation in this meeting by councillors does not qualify as attendance at a meeting for the purposes of the Local Government Act 1972.

Held on Friday 1st April 2022 at 10am

PRESENT: Cllr Philip Day (Chairman)
Cllr Hilary Edge (from 10:04am)
Cllr Tony Ring
Cllr Derek Scott
Cllr Glenys Turner

IN ATTENDANCE: Jo Hurd, Deputy Town Clerk
Nicola Vodden, Meetings Administrator
Cllr John Haywood (until 10:28am)

ABSENT: Cllr Andy Briers
Cllr Gareth Deboos
Cllr Rae Frederick (Vice Chairman)
Cllr Peter Kelleher
Cllr Gloria O'Reilly

P/5977

PUBLIC PARTICIPATION

There were three members of the public present for a planning application, the Neighbourhood Plan agenda item and Strategic Sites agenda item.

P/5978

APOLOGIES FOR ABSENCE

The Deputy Town Clerk reported that apologies for absence had been received from Cllrs Briers, Frederick, Deboos, Kelleher and O'Reilly.

Cllr Edge joined the meeting at 10:04am.

P/5979

DECLARATIONS OF INTEREST

Cllr Ring excused himself from the discussions on planning applications 22/10151, 22/10223 and 22/10228, in order to preserve his position on NFDC Planning Committee.

P/5980
MINUTES OF PREVIOUS MEETING

RESOLVED: That the Minutes of the meeting held on 4th March 2022, having been circulated, be approved and signed as a correct record.

With agreement of Members, consideration of planning application 22/10151 and Neighbourhood Plan and SS13 Land at Moortown Lane agenda items were brought forward for the benefit of the members of the public present.

P/5981
PLANNING APPLICATIONS

Members considered planning application 22/10151.

RESOLVED: That the observations summarised in *Annex A* be submitted.

ACTION Nicola Vodden / Jo Hurd

P/5982
NEIGHBOURHOOD PLAN (NP)

The GoFour team update to the Committee and notes from the NP Steering Group meeting on 14th March 2022 had been circulated prior to the meeting (*Annex B*).

There had been no response from NFDC's Chief Planning Officer regarding a meeting to discuss housing sites and the shared space concept. It had also been suggested a monthly meeting with the Steering Group should be arranged. Cllr Ring offered to liaise with NFDC as the lack of response was delaying work on the NP.

A National Lottery grant application had been submitted to fund activities to engage with a younger demographic in relation to the Neighbourhood Plan.

There had been confirmation that grant funding (via Locality) would be available for 2022/23, however the £10,000 available for groups considering affordable homes for sale was no longer available and the team would need to consider how it would progress without this support.

RESOLVED: That the NP progress update from the GoFour team and notes of the Steering Group meeting on 14th February 2022 (*Annex B*) be received;

ACTION Jo Hurd

Cllr Haywood left the meeting at 10:28am.

P/5983
STRATEGIC SITES

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Land off Moortown Lane

NFDC officers had provided a briefing to Councillors on 31st March. Members viewed this as a useful, informative meeting. They were reassured the Council's concerns in relation to the application had been captured. The application was expected to be determined in June and in readiness for that, the deadline for consultee responses was the end of April.

A special (virtual) meeting of the Committee is scheduled for 13th April for consideration of this application alone and the Council would be invited to approve the observations on 27th April 2022. This will be publicised to enable anyone interested in sharing their views to join the meeting. It was noted that responses are yet to be submitted from Hampshire Highways and HCC Education Authority. A task and finish group would meet to formulate a draft response and consultation on this would take place at the special meeting.

- RESOLVED:** 1) That the update in relation to the Land at Moortown Lane site be noted;
2) That the date of the special meeting of the Committee on 13th April be advertised; and
3) That the task and finish group draft a response to the consultation to be considered at the special meeting.

ACTION Jo Hurd

P/5984

PLANNING APPLICATIONS

Members considered the remaining planning applications in list order.

RESOLVED: That the observations summarised in *Annex A* be submitted.

ACTION Nicola Vodden / Jo Hurd

P/5985

STRATEGIC SITES

Land off Crow Lane/Crow Arch Lane – Beaumont Park

The latest report from NFDC's Monitoring Officer (*Annex C*) had been circulated prior to the meeting. Members requested more information on the 'lowering of a section of public open space that forms part of the flood system' and 'the need to increase capacity of the culvert pipe'. There remained concerns about the open water and risks associated with this.

In relation to the allotments, the Town Clerk is actively liaising with the Council's solicitors. The application to the Land Registry is pending and the developer's responsibility to resolve. It was also reported that the path making up the Castleman Trailway was too narrow for a cyclist and pedestrian to pass and this should be examined.

Land north of Hightown Road

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The Deputy Town Clerk had discovered a number of new documents submitted to the planning portal, including observations from statutory consultees. The Council had been expecting to re-consider the application but had not yet been formally notified of the re-consultation, nor the deadline date. She had contacted the Planning Officer and was awaiting a reply. As with previous applications to develop strategic sites, the expectation is that the officer will brief the Council and provide an update on the application, before the deadline for comments.

- RESOLVED:** 1) That the update in respect of strategic sites (*Annex C*) be noted;
2) That NFDC Monitoring Officer be asked to provide further details regarding the Crow Lane site, as outlined above; and
3) The update in relation to Land at Hightown Road be noted.

ACTION Jo Hurd

**P/5986
A31 IMPROVEMENT SCHEME**

Members received the notes of the meeting with National Highways and Hampshire County Council held on 10th March 2022 (*Annex D*). Some of the items raised had progressed since the meeting. The road out from the car parks to the town roundabout is now back to two lanes and the 50mph speed limits on the A31 had been extended. A site visit had taken place to look at the issues towards the eastern end of Southampton Road and Eastfield Lane as a result of the diversion route and it was noted that CCTV was in place for the purpose of traffic monitoring.

The next meeting is scheduled for 14th April 2022.

- RESOLVED:** That the notes of the meeting with National Highways and Hampshire County Council on 10th March 2022 be received.

ACTION Jo Hurd

**P/5987
REAL WORKING PARTY**

Members received the notes of the REAL Working Party meeting held on 11th March 2022 (*Annex E*) and an update on progress towards 'Greening Ringwood', which would officially be launched at an event on Saturday 2nd July 2022.

- RESOLVED:** That the notes of the REAL Working Party meeting on 11th March 2022 be received (*Annex E*).

ACTION Jo Hurd

HE left the meeting briefly at 11:45 due to technical reasons.

P/5988
PROJECTS (current and proposed)

RESOLVED: That the update in respect of projects (Annex F) be noted.

ACTION Jo Hurd

P/5989
NFDC/NFNPA PLANNING COMMITTEE

There were none.

There being no further business, the Chairman closed the meeting at 11:59am.

RECEIVED
27th April 2022

APPROVED
6th May 2022

TOWN MAYOR

COMMITTEE CHAIRMAN

Note: The text in the Action Boxes above does not form part of these minutes.

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Annex A to Planning, Town Environment Committee Minutes 1st April 2022
Ringwood Town Council - Planning Observations - NFDC

Number	Site Address	Proposal	Observation	Comments
22/10178	24, Southampton Road, Ringwood. BH24 1HY	Externally illuminated fascia sign with LED trough lighting; externally illuminated Projecting sign (Application for Advertisement Consent)	Refusal (2)	The Committee supported the views of Ringwood Society. It objected to the stand out letters and would prefer the logo painted onto the timber.
22/10223	Candlestick Cottage, 136 Christchurch Road, Ringwood. BH24 3AP	Severance of plot and erection of 4 no. new dwellings to rear of Candlestick Cottage; Change of use of 2no. existing cottages in rear from B+B (use class C1) to private dwelling (use class C3); Alterations/improvements to existing listed cottage including demolition of conservatory structure; widening existing access; associated parking, landscaping and drainage	Officer Decision (5)	The Committee had no objection to development of the site in principle. However, there were a number of concerns raised with regard to design, proximity to the river Avon and impact on the environment, access and highways issues and compliance with Parking Standards. Members also wished to support issues raised by the Conservation Officer with regard to the effect of the proposal on the setting of the Listed Building.

1 - Recommend Permission, but would accept officer's decision 2 - Recommend Refusal but would accept officer's decision 3 - Recommend Permission 4 - Recommend Refusal
5 - Will accept officer's decision

Number	Site Address	Proposal	Observation	Comments
22/10228	Candlestick Cottage, 136 Christchurch Road, Ringwood. BH24 3AP	Demolition of conservatory structure, timber pergola structure, timber framed lean to & outbuildings; widening existing access (Application for Listed Building Consent)	Officer Decision (5)	The Committee had no objection to development of the site in principle. However, there were a number of concerns raised with regard to design, proximity to the river Avon and impact on the environment, access and highways issues and compliance with Parking Standards. Members also wished to support issues raised by the Conservation Officer with regard to the effect of the proposal on the setting of the Listed Building.
22/10246	8, The Furlong, Ringwood. BH24 1AT	New shop front	Permission (1)	
22/10248	8, The Furlong, Ringwood. BH24 1AT	Display 1 illuminated fascia sign; 1 non illuminated projecting (Application for Advertisement Consent)	Permission (1)	
22/10251	32, New Road, Ringwood. BH24 3AU	Replacement dwelling	Permission (1)	
22/10257	3, Beechcroft Lane, Ringwood. BH24 1QN	Loft conversion with 3 new dormers and roof lights	Refusal (2)	The Committee were not against the proposals in principle, however on the information provided with the application, there were concerns whether Parking Standards were satisfied.
22/10288	33, High Street, Ringwood. BH24 1AD	Replace intermediate roof and associated works; replace & increase height of rear wall to main structure	Permission (1)	
22/10314	41, Winston Way, Ringwood. BH24 1QG	Single-storey side extension; demolition of garage	Permission (1)	

1 - Recommend Permission, but would accept officer's decision 2 - Recommend Refusal but would accept officer's decision 3 - Recommend Permission 4 - Recommend Refusal
5 - Will accept officer's decision

Number	Site Address	Proposal	Observation	Comments
22/10317	83, Eastfield Lane, Ringwood. BH24 1UW	Side-extension to form attached garage	Permission (1)	
22/10325	16A, The Furlong, Ringwood. BH24 1AT	Display illuminated fascia sign & window vinyls (Application for Advertisement Consent)	Permission (1)	
22/10328	Bridge House, 21, West Street, Ringwood. BH24 1DY	Replacement cast iron radiators within the window reveals; removal of textured contemporary wallpaper; repairs to existing skirting and dado rails, removal of poorly executed cable trunking, ceiling lights, false walls and false ceilings; minor repairs to existing plaster features or to tilework, or redecoration, are part of the complete overhaul of the building's interior aimed at re- establishing layout; external ramp at the rear of the building; internal light fixtures (Application for Listed Building Consent)	Permission (1)	

1 - Recommend Permission, but would accept officer's decision 2 - Recommend Refusal but would accept officer's decision 3 - Recommend Permission 4 - Recommend Refusal
5 - Will accept officer's decision

Number	Site Address	Proposal	Observation	Comments
22/10333	19, Highfield Avenue, Ringwood. BH24 1RH	Raise ridge height in association with new first floor; juliette balcony; two-storey rear extension; attached garage, removal of existing	Permission (1)	
22/10335	151, Northfield Road, Ringwood. BH24 1SS	Proposed fence & gate (Part retrospective)	Permission (1)	
22/10337	Land off, Hopclover Way, Ringwood. BH24 3FQ	Variation of condition 13 of Planning Permission 20/11148 to allow a final BREEAM certificate to be submitted to and approved in writing by the Local Planning Authority certifying that the buildings have achieved a BREEAM 'very good' standard within 6 months of occupation of the building not 12 months	Permission (1)	
22/10339	3, Fairlie Park, Ringwood. BH24 1TU	Raise ridge height, dormers in association with new 1st floor; extensions	Permission (1)	

1 - Recommend Permission, but would accept officer's decision 2 - Recommend Refusal but would accept officer's decision 3 - Recommend Permission 4 - Recommend Refusal
5 - Will accept officer's decision

Annex A to Planning, Town Environment Committee Minutes 1st April 2022

Ringwood Town Council - Planning Observations - NFNPA

Number	Site Address	Proposal	Observation	Comments
22/00133	Buckland Cottage, Crow Hill, Ringwood. BH24 3DH	Stable building; manege; hardstanding; gates and fences	Permission (1)	
22/00140	Unit 3, Forest Corner Farm, Hangersley Hill, Forest Corner, Hangersley. BH24 3JW	Single storey extensions to Units 6 and 9; attached lean-to structure to unit 6; alterations to doors on units, 6, 9 and 3; removal 2no. windows from unit 6; cladding, re-roofing and alterations to unit 3	Permission (1)	

1 - Recommend Permission, but would accept officer's decision 2 - Recommend Refusal but would accept officer's decision 3 - Recommend Permission 4 - Recommend Refusal
5 - Will accept officer's decision

Applications decided under delegated powers : to be noted on 1st April 2022

Number	Site Address	Proposal	Decision
CONS/22/0119	Monmouth House, 12 West Street, Ringwood. BH24 1DZ	1x Sycamore - Fell	16.3.22 P(1) Recommend Permission, but would accept the Tree Officer's decision.



Ringwood Neighbourhood Plan

NEIGHBOURHOOD PLAN (NP) UPDATE TO PLANNING, TOWN AND ENVIRONMENT COMMITTEE (PT&E)

24th March 2022

This document provides a brief update on progress from the GoFour team and the NP Steering Group to the PT&E Committee

Overall.

- A meeting to agree lines of communication was held with NFDC on 8th March, as a result:
 - a monthly meeting will be organised in the future, each meeting to cover a different NP topic
 - A scoping meeting to review the shared space concept will be held, once HCC availability had been confirmed.
 - Note: As of 24th March we are still awaiting confirmation of the date for the Housing meeting with NFDC and for progress on the other actions taken by Claire Upton-Brown (CUB).
 - At the meeting on 8th March CUB reported that work had commenced on a review of the Local Plan Part 2, with a Call for Sites and some more detailed work on identifying sites throughout the district. A report would be presented to NFDC Members in early April. It was noted that this might trigger a full Local Plan review.
 - The NP Steering Group supported the view that the NP should continue to be progressed even if a full Local Plan review was required.
 - The Communication and Engagement plan has been updated and will be reviewed at the next GoFour meeting on 1st April and shared after this. It includes a plan for a display in the Gateway Building to show progress so far.
 - A National Lottery funding application has been submitted to allow the Communication and Engagement to include engaging students and younger people by working with SPUD.
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- O'Neill Homer have started work on the NP document and policy list in order to allow the working groups to start to fill in gaps as needed.
- We have received confirmation today (24th March) that Locality Grants will be available in 2022/2023 but will not include funding for groups exploring affordable homes for sale. We are currently working out the implications of this and hope to have an update by the time of the PT&E meeting.

Housing

- Awaiting meeting with NFDC - as above.
- Site assessment ongoing.

Design and Heritage

- A list of potential local listings is being developed.
- The Building for a Healthy Life Tool has been used to assess the development on the SS13 site and found it to be a useful way of assessing developments.
- The team also believes that there is a need to have a Boundary Treatment policy to supplement the Local Distinctiveness Supplementary Planning Document.

Environment

- Survey results received for Energy Efficient Housing shared at last SG meeting.
- A Steering Group for the Parish Nature Recovery Plan will be established.
- An outline draft of Green Infrastructure policy document has prepared and following advice from O'Neill-Homer, it is being revised and a second draft will be issued shortly.

GoFour team members

Cllr Gareth DeBoos
Mary DeBoos (secretary)
Janet Georgiou
Joe Morehouse
Chris Treleaven



Ringwood Neighbourhood Plan

B

Ringwood Neighbourhood Plan Steering Group

Notes of meeting held on Monday 14 March 2022 at 6pm on Zoom

Present:

- Cllr Philip Day
- Cllr Gareth DeBoos
- Mary DeBoos (Secretary)
- Janet Georgiou
- Cllr John Haywood (Chair)
- Joe Moorhouse
- Tim Moxey
- Geoff Ridgway
- Cllr Tony Ring
- Chris Treleaven

1. Apologies were received from James Swyer
2. No declarations of interest were made.
3. Notes from the previous meeting were received and accepted.
4. Feedback from Planning, Town and Environment (PT&E) Committee

John provided a summary of the outcome of the PT&E Committee.

The Steering Group recommendations to progress a feasibility study for the shared space concept and to progress funding to work with SPUD were approved by the Committee. In addition the shared space concept was added to the Ringwood Town Council project list.

Tony asked about the impact on timing of applying for external funding.

Mary commented that the National Lottery Application is a rolling submission but may take up to 12 weeks to get approval. Hence the aim is to submit the application this week.

5. Feedback from the meeting with NFDC on 8th March

Mary provided an overview of the meeting. In summary:

To enable effective lines of communication Claire Upton-Brown (CUB) suggested a monthly Steering Group with appropriate NFDC officers attending, focussing on a key topic at each meeting. It was agreed that the first such meeting would focus on Housing. This had been arranged for 17th March, but is awaiting CUB confirmation.

Chris provided an update, noting that there had been no confirmation of 17th March or a suggestion of a new date as yet.

ACTION: TR to discuss with CUB

CUB reported that work had commenced on a review of the Local Plan Part 2, with a Call for Sites and some more detailed work on identifying sites throughout the district. A report would be presented to NFDC Members in early April. It was noted that this might trigger a full Local Plan review.

The Steering Group supported the view that the NP should continue to be progressed even if a full Local Plan review was required. Philip pointing to the local needs and the potential power of the NP.

CUB advised that she was aware of the issues in Ringwood and would discuss resourcing with HCC and was happy to work with RTC and the NP team to consider ideas and opportunities and agree a plan of action, and suggested setting up a scoping meeting to discuss further. She discussed the potential for quick wins and also indicated that there were s106 funds available, which could be utilised for improvement works.

Janet commented that it wasn't clear what the quick wins might be.

Mary suggested that the GoFour team review the Opportunity sites and Town Council project list in order to have suggestions prepared for the scoping meeting.

ACTION: GoFour

6. Finances

Mary provided an update on status vs the Locality Grant. A plan of action has been agreed with O'Neill Homer but this is likely to mean that there will be £1,400 left unspent at the end of March. This will be discussed with the Deputy Town Clerk to agree way forward.

ACTION: Mary

7. Working Group Updates and Proposals

Housing

Chris reported that there was a need to agree criteria by which to assess sites and requested that the other members of the GoFour team provide their input on this such that this work can progress. An email has recently been circulated.

ACTION: Gareth, Janet and Joe

Environment

Gareth provided a summary of the Energy Efficient Housing Survey showing support from the respondents for improved standards in the future. All agreed that this was important.

Gareth also reported that the Parish Nature Recovery Plan (PNRP) could become a Supplementary Planning Document (SPD) and sought agreement from the Steering Group to continue working on this with the National Parks Authority. This was agreed.

There had been a request from Fordingbridge to collaborate on the PNRP. The Steering Group agreed that this should continue on an informal basis but that any policy work needs to be commented on and approved by the appropriate committees before being shared.

Design and Heritage (D&H)

Joe reported that the D&H team had:

- developed a list of potential local listings which they are reviewing and would share in due course.
- trialed the Building for a Healthy Life Tool on the SS13 site and found it to be a useful way of assessing developments

Joe also noted that the team considered there is a need to have a Boundary Treatment policy to supplement the Local Distinctiveness Supplementary Planning Document. The Steering Group agreed that this was prudent.

8. Communication and Engagement

Mary reported that James Swyer, despite being extremely busy with work, is going to publish summaries of recent surveys on the website and in social media.

It was also agreed that a display in the Gateway building foyer to show progress and key messages so far should be developed.

ACTION: Mary to liaise with GoFour for content

9. Any other Business

Attendance at the Shop Doctor results was discussed, John and Tony said they would both be attending and the RBA should be encouraged to confirm their attendance.

ACTION: Janet

10. Date of next meeting

The date of next meeting (April) would be agreed via a Doodle Poll

ACTION: John

The May meeting will be Monday 9th at 6pm via zoom

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 landscaping contractor has carried out the remedial planting and all the trees required to be planted bar one, are in. We will carry out a site inspection when the trees come into leaf to make sure they have taken. Any that haven't may form part of the transfer process.

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

The remedial works to the maintenance parking area have been carried out.

Padlocks have been fitted to the relevant maintenance access gates to deter unauthorised access.

The trusted contractor is on site and has commenced the lowering of a section of POS (Public Open Space) that forms part of the flood system. This will be planted up once the excavation is completed.

The contractor has commenced the remediation of the wildflower meadow area above the infiltration crates in the North Western Linear SANG (Suitable Alternative Natural Green space). They have commenced the construction of a bund along the outer edge of the SANG.

We are currently awaiting remediated plans for the Northern pathway from the swale in the linear SANG across to the new industrial estate, with an increased capacity culvert pipe. I have chased these with the Developer. The swale itself has remediation works to be programmed in, which will be carried out by the trusted contractor.

The allotments will be remediated prior to transfer.

The contractor for Hampshire County Council has started to construct the footpath/Castleman Trail link from the Southern SANG through to the Phase 3 end of the site (Crow Arch Lane). They informed me that this should only take a few weeks to construct.

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 |  Reserved |
|  Under construction |  Exchanged |
|  For Sale |  Occupied/Completed |

A31 Improvement Scheme – Notes of Meeting held on 10 March 2022

DK – Daniel Kitteridge

IA – Ian Ackerman

TR – Tony Ring

JH – Jeremy Heron

EL – Emma Lane

MT – Michael Thierry

PD – Philip Day

Notes in italics made by PD

1) Update on issues raised at the last meeting (10 February 2022):

Issue	Action agreed at last meeting
<p>Pull back 50mph limit to slow traffic exiting westbound off-slip at Poulner, and to make it easier for traffic joining from westbound on-slip at Poulner</p> <p>Suggestion to extend the 50mph speed restriction on eastbound carriageway beyond Poulner off-slip</p>	<p>Approved by Police. TRO to be amended.</p> <p><i>In process of having TRO amended for both east and west from Poulner slip road to Ashley Heath. In force by end March. Will also apply to the slip roads with the zebra crossings.</i></p>
<p>Deployment of cameras or camera vans by Police on ad-hoc basis</p>	<p>DK working with the local safety camera partnership on this.</p> <p><i>DK will go back to the SCP to chase following amendment of the TRO.</i></p>
<p>Continued reporting of speeds of over 30mph on local road network – Hightown Road dangerous to walk along due to narrow footpaths</p>	<p>Police are aware and keeping a watching eye.</p> <p><i>Police still keeping a watching brief.</i></p>
<p>Implementation of TTRO at junction of A338 Salisbury Road with Northfield Road to prevent cars parking and adding to congestion</p>	<p>IA to liaise with DK on implementation.</p> <p><i>IA will now start TRO – DK will sort out the line markings – this is Salisbury Road by JB motor company.</i></p> <p><i>EL requested a roundabout at this location.</i></p> <p><i>MT not in favour.</i></p>
<p>Pedestrian Crossing in Southampton Road</p>	<p>IA has reported the overhanging vegetation and requirement for repainting, and is waiting to hear when work will be carried out.</p> <p><i>IA reported no permits had come through – it appears not be a priority.</i></p>
<p>Signage to discourage rat-running</p>	<p>At the January meeting, DK agreed to deploy signs to encourage vehicles to stay on A31.</p> <p><i>Not yet progressed – DK to look at (in conjunction with 50mph zone).</i></p>
<p>Junction of A31 eastbound off-slip with Southampton Road</p>	<p>IA was supportive of the deployment of manned traffic lights on this junction at peak times. This would have the advantage of preventing traffic backing up on to the A31 and creating a natural break in traffic to facilitate vehicles exiting Eastfield Lane.</p>

	<p>This would need to be funded by NH and IA had provided evidence of the need to justify this proposal.</p> <p><i>DK very reluctant to get involved in the local road network. Reports that Dorset CC vehemently against signalling on the Ashley Heath roundabout. They are also looking at traffic coming from Southampton Road to re-join A31 west bound. It would affect traffic flow on the A31 to improve traffic flow on the strategic road network. (Although not confirmed – it was speculated this would mean reducing A31 west bound to one lane). Following discussion, agreed the best that could be done was a 50mph limit on the A31 and so to “can” the idea.</i></p> <p>See 2(i) below for recommendation from Ringwood Town Council.</p>
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2) Other issues:

i) Junction of Eastfield Lane with A31 westbound on-slip

Recommendation from Ringwood Town Council in support of Cllr Ring’s suggestion circulated by email on 01/03/2022 – to use temporary manned traffic light control at this junction, instead of at the junction of A31 eastbound off-slip with Southampton Road.

Slip road west of Eastfield Lane is NH – to the west is HCC. IA to arrange to meet TR and MT on site to consider – arranged for 24th March at 9 am. Will also look at the exit from Poulner slip onto Southampton Road.

ii) Condition of highway (on diversion routes)

- Various potholes in Eastfield Lane
- Potholes/breaking up of road surface on junction of eastbound off-slip at Poulner with mini-roundabout

Can repairs be scheduled at non-peak times?

Being looked at. Work will be done at night.

iii) Acoustic Barrier

Facebook campaign started by member of public asking people to email NH in support – mixed response from residents – some support for a natural barrier of hedging/trees. Also covered by Daily Echo on 04/03/2022.

DK – no acoustic barrier will be installed as requested by a resident. Matters passed on to DfT. DK has received emails objecting to a barrier. All present agreed this item should be removed.

iv) Pedestrian Crossings on Slip Roads

As briefly touched on at the last meeting, there is concern about the visibility of these crossings and the speed of traffic approaching them, with several near misses reported.

This was covered by the Daily Echo on 11/02/2022 and attracted some 50 comments on Facebook.

Are there any plans to improve safety for pedestrians at these crossings?

See above – 50mph limit to be introduced.

v) Diversion via Kent Lane

Clarification required please. Cllr Thierry received a letter from HCC Highways stating that the use of Kent Lane was easing pressure elsewhere on the network and, although the nature of the road makes it undesirable for significant volumes of traffic, it is still a preferred route as an alternative. One councillor has asked why there is a sign advising it is unsuitable for diverted traffic.

IA – would be prepared to authorise roadworks daytime during the scheme as this might discourage additional traffic using this route. HGVs are still using the Lane (per EL). IA – enforcement issue re. weight limit. IA – this is not being promoted as a diversion route, but it is known to be used by local traffic.

vi) Graffiti

There are several areas of graffiti along the westbound side of the A31 (between Ringwood and the Ashley Heath junction) and on gantry and other signage (some is new and some is years old). Can this be removed please, before it attracts more?

DK – Ops team have re-secured the ladder guards.

vii) Communication with local businesses

Meeting of new Business Liaison Group scheduled for 23 March 2022, to include Furlong Centre Management and Ringwood Business Association members. Members of RBA are seeking compensation for drop in footfall and loss of business resulting from A31 works – noted that claims can only be made against the impact of resultant works of the completed project and not until at least 12 months after completion.

Includes Furlong management and Ringwood Business Association. DK had offered to attend RBA committee meetings but offer not taken up. Unclear whether they had accepted invite on 23 March. DK's position is that these are temporary works and there is no entitlement to compensation and there is no fund against which they can claim in respect of loss of business. TR attempting to mediate to support RBA.

3) Any Other Business

Removal of restriction at end of Stallard Road (exit from Furlong car parks) still to be done – DK will respond back to PD on that.

TR also suggested having two lane segregation (A338 north bound in LH lane and A31 in RH lane.)

Also IA will feedback on Meeting House Lane to see if that can be made permanent as it now is.

4) Date of Next Meeting – 2pm, Thursday 14 April 2022

Ringwood Environmental Action Leadership (REAL) Working Party

Notes of meeting held on Friday 11th March 2022 at 7pm on Zoom

Present: Francis Charlton
Cllr Gareth DeBoos (Chair)
Mary DeBoos
Cllr Rae Frederick
Chantelle Monck
Cllr Glenys Turner

In Attendance: -

Absent: Lindsay Andrews, Cllr Tony Ring and Christopher Wilkins (Town Clerk)

1. Apologies for absence

Apologies received from Lindsay Andrews, Cllr Tony Ring and Chris Wilkins

2. Declarations of interest

No disclosable pecuniary interests were declared.

3. To agree notes of last meeting

The notes of the last meeting were agreed as accurate.

4. Feedback from Ringwood Town Council Committees

Nothing significant was reported.

5. Ringwood Neighbourhood Plan Update

Nothing significant was reported.

6. Greening Campaign

RF gave an update on progress, including the workgroup meeting. Due to issues related to mail merge, RF has sent individual emails to community groups identified by the workgroup and has started to receive replies. She still has to contact some groups, including town councillors. Ben Salisbury asked RF if he could extend the invitation to other members of Ringwood Carnival. It was agreed unanimously.

RF also reported that she now has the contact details for the printing company used by Terena Plowright, so that they can be approached to print the postcards, flyers and banners.

RF further reported that the hall in Trinity had been booked for the public meeting on the 31st March and Gateway Square for the launch event on the 2nd July.

7. Any other business

FC reported that, following the £300 set aside for litter pickers and bag loops, litter pickers had been ordered. Due to a price increase, the money did not stretch to bag loops. The recommendation was made to allocate a further £50 from the REAL WP budget to allow three loops to be purchased.

Action: FC to pass details to CW for equipment orders to be placed.

The litter pickers will be used at the Big Community Litter Pick in Ringwood on Saturday 2nd April and in Poulner on Sunday 3rd April.

MD reported that there would be a Seed and Seedling Swap event on Saturday 26th March, 11am to 3pm, in Greyfriars.

8. Date of next meeting – to note the following **changed details**

The date of the next meeting was changed in order that RF will be available to provide an update on the Greening Campaign.

Friday 6th May 2022 at 7pm (Zoom)

There being no further business, the meeting closed at 7.20pm.

DRAFT



Current Projects Update

No.	Name	Status	Recent developments	Description and notes	Lead Officer/Member	Financing
Full Council						
FC1	Long Lane Football Facilities Development	In progress	Planning permission has been granted subject to conditions. VAT consultant's initial advice on business arrangements received. Business and legal arrangements being placed with lawyers. AGP contract awarded. Preferred partner for other contracts now identified. A scrutiny panel has been appointed to oversee further discussion of the funding arrangements.	A joint venture with Ringwood Town Football Club and AFC Bournemouth Community Sports Trust to improve the football facilities for shared use by them and the community.	Town Clerk	The current expectation is that the Council's contribution to the project will, in effect, be limited to a modest loss of income from the site (but over a long term).
FC2	Strategic Plan	Work resumed in March 2022	Several members indicated that this should be prioritised. Initial ideas for a "strategy-on-a-page" are being worked-up for discussion at a meeting soon.	Exploring ideas for medium term planning	Town Clerk	N/A
Planning Town & Environment Committee						
PTE1	Neighbourhood Plan	In progress	Work continues on building evidence and drafting policies, with the Plan focussing on 4 themes - Town Centre, Design & Heritage, Environment and Housing.	To prepare a Neighbourhood Plan for the civil parish of Ringwood but limited in scope to a few specified themes.	Deputy Clerk	Budget of £21,500 (£3,800 in 2021/22 budget, £3,000 in General Reserve and £14,700 to be funded by Locality grant)
PTE2	Human Sundial	Complete, with exception of interpretation board	Work to refurbish human sundial and install surrounding benches now complete. Interpretation board with details of sundial, Jubilee lamp etc. to be designed and costed.	Replacement of damaged sundial and surrounding paviers; installation of removable benches to protect it for the future - working with HCC (Principal Designer and Contractor)	Deputy Clerk	£5,295.15 spent from budget of £10,657 to be funded from CIL and contribution of £5,249.15 from Carnival
PTE3	Crow Stream Maintenance	Annual recurrent	Spraying of stream banks to be undertaken first week of April, annual stream clearance to be scheduled for 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 requests about pavement repair and 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	In progress	NFDC agreed to liaise with HCC and, if resources permit, arrange a scoping meeting to discuss ideas and possibilities, with the intention of drawing up an action plan.	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	In progress	Scheme in progress and due for completion by end November 2022.	Widening of A31 westbound carriageway between Ringwood and Verwood off slip to improve traffic flow; associated town centre improvements utilising HE Designated Funds	Highways England (HE)	HE funded
	SWW Water Main Diversion (associated with A31 widening scheme)	In progress	Work on highway complete. Land at The Bickerley to be fully reinstated by SWW. Site compound at the southern end of Bickerley removed 23/03/2022.	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. Now at preliminary design stage.	New footpath to link Beaumont Park with Hightown Road, alongside west of Crow Lane	Hampshire CC	Developers contributions
	Surfacing of Castleman Trailway	In progress	RTC carried out clearance on behalf of HCC so that the path was accessible through the summer, prior to surfacing. Work scheduled for early Spring for completion by Easter, subject to approval by Highway engineers.	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	



Policy & Finance Committee

PF4	Review of governance documents	In progress (aiming for completion by Sept. 2022)	Revisions to Financial Regulations completed in September. Committee terms of reference will be reviewed at the March meeting. The Scheme of Delegation will then be updated.	A major overhaul of standing orders, financial regulations, committee terms of reference, delegated powers, etc. Routine periodic reviews will follow completion of this work.	Town Clerk	Staff time only
PF5	Poulner Lakes Lease	On hold	Awaiting track maintenance solution - see Recreation Leisure & Open Spaces Committee item RLOS21.	Negotiating a lease from Ringwood & District Anglers' Association of the part of the site not owned by the Council	Town Clerk	Some provision for legal advice or assistance may be needed eventually.
PF6	Health & Safety Management Support Re-procurement	In progress (commenced mid-2021 and aiming to have new arrangements fully in place by Sept. 2022)	Worknest appointed. Revised policy and manual approved. Awaiting initial audit visit.	Re-procuring specialist advice and support for discharge of health and safety duties	Town Clerk	Support cost is included in contract for both H&S and employment support and factored into relevant budget. The costs of any additional control measures that may be needed remain to be ascertained.
PF7	Financial Procedures Manual	In progress (Commenced Jan. 2022. Aiming to complete by Aug. 2022)	Initial drafting in hand	Preparation of a new manual for budget managers and other staff detailing financial roles, responsibilities and procedures	Finance Manager	Staff time only
PF8	Bickerley legal title	In progress (Commenced Dec 2020. Progress dependent on legal procedures.)	The Council has resolved to maintain its objection to the application (which is now expected to be passed to the Tribunal.) For legal reasons only basic information will appear here. Councillors can obtain further details from officers if needed.	An application to remove land from the Council's title has been made	Town Clerk	Staff time plus cost of external legal support (one-off budget agreed so far by members)
PF9	Greenways office leases	In progress (Commenced June 2021. Aiming to complete by July 2022)	A schedule of condition has been prepared. Dilapidations and other works are being addressed. Legal work is in hand.	The tenant of the first floor suite has given notice and left. The building is to be re-let as a whole to the tenant of the ground floor suite.	Town Clerk	There will be a temporary loss of rental income and some cost of repairs and re-decorating. These costs are currently being established.

Recreation, Leisure & Open Spaces Committee

RLOS4	Grounds department sheds replacement	In progress (Commenced design work in April 2021. Aiming to establish planning prospects and likely cost by December 2022.)	Cllr Briers has kindly produced some initial drawings which are being considered.	A feasibility study into replacing the grounds maintenance team's temporary, dispersed & sub-standard workshop, garaging and storage facilities. Combined with a possible new car park for use by hirers of and visitors to the club-house.	Town Clerk	Capital budget of £10,000
RLOS5	Cemetery development	In progress (Commenced design work in April 2021. Aiming to establish planning prospects and likely cost by December 2022.)	Officers are working with CDS to produce a detailed design for consideration by members.	Planning best use of remaining space, columbarium, etc.	Town Clerk	Capital budget of £25,000 (but unlikely to finish in 2021-22 and therefore to be carried into an earmarked reserve)
RLOS7	Bowling Club lease	In progress (Club renewed request for new lease in Jan 2022. Progress depends on negotiations.)	Draft heads of terms of new lease under discussion	Request by Ringwood Bowling Club for existing lease to be renewed (current lease expires at the end of April 2023 and does not include the site of the proposed new club-house). 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	On hold awaiting officer availability		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 will be ordered soon.	Three-year programme to replace worn-out litter and dog-waste bins	Grounds Foreman	
RLOS12	Van replacement	On hold awaiting officer availability		Replacing the grounds foreman's diesel van with an electric vehicle	Grounds Foreman	
RLOS13	Bickerley compensation claim	Completed	A final settlement payment was received from the water company in March 2022.	Statutory compensation claim for access and damage caused by drainage works	Deputy Clerk	
RLOS14	Poulner Lakes waste licence	On hold awaiting officer availability		Arranging to surrender our redundant waste licence to avoid annual renewal fees	Town Clerk	
RLOS16	Town Safe	On hold awaiting officer availability	Preliminary contacts with PCC and Conservation Officer	Possible re-paint of this important survival, part of a listed structure	Town Clerk	
RLOS17	New allotments site	In progress	Practical Completion of site agreed following inspection. Decision to proceed agreed. Legal work in progress.	The transfer to this Council (pursuant to a s.106 agreement) of a site for new allotments off Crow Arch Lane	Town Clerk	

RLOS18	Cemetery map and registers digitisation	In progress	Registers have been scanned. Digital map is being prepared.	Digitisation of cemetery records to facilitate remote working, greater efficiency and, eventually, direct public access	Town Clerk	Capital budget of £5,000
RLOS19	Carvers Strategic Development	In progress	The Carvers Working Party met on 30 November to consider service proposals from landscape designers. Further proposals have been received and will be considered shortly.	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	
RLOS20	Detached youth outreach work	In progress	Work trial has concluded. A report was being prepared for consideration by Carvers Working Party but has been delayed.	Trialling the provision of detached outreach work by specialist youth workers.	Carvers Manager	Funded from agreed budget
RLOS21	Poulner Lakes track maintenance		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	"No Parking" signs have been installed. Replacement timber for "dragon's teeth" has been ordered and will be installed shortly. A decorative sign was approved in principle at the February committee meeting and further design work is now being arranged.	Unauthorised parking on the tracks crossing the Bickerley is causing damage and obstruction	Town Clerk	

Staffing Committee

No current projects

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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							
	Poulner Lakes	Developing and improving facilities	Cllr Heron		Floated as possible future project		
	Brockey Sands	Environmental enhancements to this area between the Bickerley and the Millstream	Cllr Day	Judged to be unviable. Written report to follow.	Floated as possible future project		
	Land at Folly Farm	Developing and improving this woodland site	Cllrs Heron & Ring		Floated as possible future project		
Staffing Committee							
None							

Closed Projects Report

No.	Name	Description	Outcome	Notes
Full Council				
Planning, Town & Environment Committee				
	Pedestrian Crossings - Christchurch Road	Informal pedestrian crossings to the north and south of roundabout at junction of Christchurch Road with Wellworthy Way (Lidl)	Completed by HCC	
	Cycleway signage and improvements	New signage and minor improvements to cycleway between Forest Gate Business Park and Hightown Road	Completed by HCC	
	Carvers footpath/cycle-way improvement	Creation of shared use path across Carvers between Southampton Road and Mansfield Road	Completed by HCC	
	Replacement Tree - Market Place	New Field Maple tree to replace tree stump in Market Place.	Completed in January 2022 by HCC	
Policy & Finance Committee				
PF1	New Council website	Arranging a new website that is more responsive, directly editable by Council staff and compliant with accessibility regulations.	Completed	
PF2	Greenways planning permission	Consideration of applying to renew planning permission for bungalow in garden previously obtained	Decided not to renew	
PF3	Detached youth outreach work	To provide youth workers for trial of detached outreach work	Transferred to Recreation Leisure & Open Spaces Committee (see RLOS20)	
Recreation, Leisure & Open Spaces Committee				
RLOS1	War Memorial Repair	Repair by conservation specialists with Listed Building Consent with a re-dedication ceremony after.	Completed in 2021-22	
RLOS2	Bickerley Tracks Repair	Enhanced repair of tracks to address erosion and potholes (resurfacing is ruled out by town green status) and measures to control parking.	Fresh gravel laid in 2021-22.	No structural change is feasible at present.
RLOS3	Public open spaces security	Review of public open spaces managed by the Council and implementation of measures to protect the highest priority sites from unauthorised encampments and incursions by vehicles	Completed in 2021-22	
RLOS6	Community Allotment	Special arrangement needed for community growing area at Southampton Road	Ongoing processes adapted	Agreed to adopt as informal joint venture with the tenants' association
RLOS9	Aerator Repair	Major overhaul to extend life of this much-used attachment	Completed in 2021-22	
RLOS11	Ash Grove fence repair	Replacing the worn-out fence around the play area	Completed in 2021-22	
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
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	