

MINUTES OF THE MEETING OF THE RECREATION, LEISURE & OPEN SPACES COMMITTEE

Held on Wednesday 7th December 2022 at 7.00pm

PRESENT: Cllr Andy Briers (Chairman)
Cllr Philip Day
Cllr Gareth Deboos
Cllr Rae Frederick
Cllr John Haywood
Cllr Peter Kelleher
Cllr Darren Loose
Cllr Glenys Turner

IN ATTENDANCE: Jo Hurd, Deputy Town Clerk
Rory Fitzgerald, Finance Manager
Nicola Vodden, Office Manager
Cllr Jeremy Heron

ABSENT: Cllr Gloria O'Reilly
Cllr Hilary Edge

**OS/6211
PUBLIC PARTICIPATION**

There were three members of the public present for agenda items.

**OS/6212
APOLOGIES FOR ABSENCE**

There were no apologies for absence.

(Post-meeting note: Cllr O'Reilly had tendered her apologies to the Town Clerk, but this was not conveyed at the meeting).

**OS/6213
DECLARATIONS OF INTEREST**

There were none.

**OS/6214
MINUTES OF THE PREVIOUS MEETING**

RESOLVED: That the minutes of the meeting held on 2nd November 2022, having been circulated, be approved and signed as a correct record.

**OS/6215
BICKERLEY PARKING POLICY**

The Deputy Town Clerk reported that the Open Spaces Society (a conservation charity and campaign group) had given advice to the Council and provided information sheets on driving and parking on village greens and how to prosecute offenders. There is no easy answer to the parking on the Bickerley and many other owners of village greens across the country have the



same issues. The OSS had been helpful in saying what can be done (not what must be done).

It is wrong to park on a Village Green and the Council can prosecute, but it does not have a legal duty to prosecute. This would be a complicated and time-consuming process, which the Council does not have the resources for. It has been considered previously by the Council and dismissed.

The Town Clerk attended a meeting with Inspector Ord, Cllr Heron and Mr Cole. It was noted, at that time, there was only a handful of cars on site and no obstruction being caused. Damage caused to the village green from parking was considered minimal. It was clear that this would not be a priority for the Police, and they would not prosecute. However, if the Council did decide to go down this route, the Police would provide contact details for vehicle owners.

An alternative would be to move the dragons' teeth to narrow the road, leaving no room for parking. Again, this had been considered previously and dismissed as, at that time, other residents asked the Council not to do this. An estimate of the cost involved to employ contractors for this work would be in the region of £2000 to £3000, which could be funded from the Infrastructure and Open Spaces reserve.

A member of the public addressed the Committee stating his dissatisfaction with the Council's decision not to act on the matter.

The committee noted that either pursuing private prosecutions or re-locating the dragon's teeth would involve significant expense (at a time of mounting budget pressures) that would seem disproportionate to the harm being done. Members judged that prosecutions might provide some short-term relief, but the problem would probably recur unless they were regularly repeated indefinitely, whereas moving the dragon's teeth stood a better chance of achieving a lasting improvement at fixed cost. The latter course was therefore worthy of further investigation.

RESOLVED: 1) That the verbal update on Bickerley parking policy be received; and
2) That quotes be obtained for the re-positioning of the dragons' teeth on the Bickerley, to narrow the tracks and be considered at a future meeting.

ACTION C Wilkins

OS/6216

EVENTS MANAGEMENT

Cllr Frederick reported on the tremendous success of the Christmas Event on 27th November. Over 30 businesses are taking part in the Winter Wonderland window display competition which runs until the end of December. The winner will be decided by public vote. The Committee congratulated the Events Management sub-committee and the Events Manager for a successful set of events.

RESOLVED: That the notes of the Events Management Sub-Committee meeting held on 22nd November 2022 (*Annex A*) be received.

Agenda item 8 was brought forward for the benefit of a member of the public present.

OS/6217

TREE FELLING AT UPPER KINGSTON ALLOTMENTS



Although it was not a declarable pecuniary interest, Cllr Briers made councillors aware that he was an allotment holder at the Upper Kingston site.

Members considered the Town Clerk's report (*Annex B*). The Chairman of the Allotment Association indicated he was in liaison with RACE, who would provide the replacement trees. It was suggested crab-apple would be suitable for the location.

The question of insurance was raised and the Deputy Town Clerk would check the position in relation to this before work could commence.

RESOLVED: 1) That the removal of the trees be approved, in principle; and
2) That arrangements for removal and replacement of the trees be delegated to officers, in consultation with the allotment association and RACE.

ACTION C Wilkins / J Hurd

OS/6218

REPLACEMENT OF DANNY CRACKNELL POCKET PARK SIGNS

The Deputy Town Clerk reported that two information boards along the boardwalk at Danny Cracknell Pocket Park needed replacing. The artwork needs to be recreated and the signs weatherproofed.

RESOLVED: That the information boards be funded from the Infrastructure and Open Spaces Reserve at a cost of £315.

ACTION C Wilkins / J Hurd

OS/6219

ACCESS IMPROVEMENTS AT POULNER LAKES

Members considered the Town Clerk's report (*Annex C*). The Deputy Town Clerk clarified this item related to the circular path scheme, which NFDC would be in a position to start shortly. There had been a request for formal agreement from the Council, in principle, to commence work.

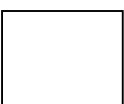
It was noted that improvements to the access road had not been overlooked and the project team were seeking further information about the likely cost. When this is available, it will be presented to the Committee.

This is a NFDC scheme with special funding available to promote walking and cycling. Concerns were again raised about potential conflict between pedestrians and cyclists using the same path and that the priority should be the access road, rather than the path. It was noted that there was an existing network of paths in the area that could still be used.

RACE was concerned the route of the path would be close to new plantings of trees and wildflowers in that area. It was suggested RACE provide a map to pass on to the project team for information.

RESOLVED: That consent be given, in principle, for the construction work at Poulner Lakes to commence on or about 3rd January 2023.

ACTION C Wilkins



**OS/6220
COMMITTEE BUDGET 2023/24**

Members considered the Finance Manager's report on the revised budget for this year, draft Committee budget 2023/24 (*Annex D*) and scale of fees and charges. He explained the challenges encountered this year and the strain they put on next years' budget. He explained how the base budget had been drawn up, assumptions made in respect of inflation, savings identified and one-off increases, for example, for increased energy costs. The draft budget is £316,294 and excludes any new bids other than the Columbarium.

The events budget for 2023/24 was discussed in detail. It had been based on providing three main events:- the King's Coronation, Fireworks and Christmas event and assumptions had been made that fireworks will return a net surplus, the coronation will break even and Christmas will require some subsidy. Members had concerns in relation to this and requested a breakdown of income and expenditure for 2022 events, as it was difficult to know how much was available and how much needed to be raised for 2023 events. Now officer time is allocated to the costs it is more difficult in terms of budgeting to break even.

At a higher level, there needs to be a discussion on the Council's view on events, a clear direction on expectations, to what extent it's appropriate for the Council to subsidise events and, given the benefits to residents and traders, whether this should come from the events budget or a separate part of the general budget.

Given that the budget needed to be set, costs and revenue for events had been estimated, but it was thought unlikely the reduced budget provision for the coronation would be sufficient. The Events Management Sub-Committee are not in a position to make any suggestions as to what it may cost and will meet in January, to discuss possible costs and revenue streams. It was agreed to add back in an additional £1,000 to the events budget, even though this would impact on the overall transfer from reserves.

In relation to fees and charges, the Finance Manager had proposed an increase of 10%, in line with inflation, although there is to be a fundamental review of cemetery fees, which would be brought before the Committee in due course.

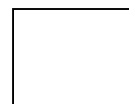
He indicated there had been a proposal from the Grounds Manager for replacing some equipment for battery operated versions and the total amount was within the range of £12,500 - £15,600. This is the acquisition value and does not take into account any trade-in prices. It was agreed that these items be purchased before prices increase and funded from the Vehicle and Machinery reserve.

RESOLVED: 1) That the budget and proposals in Appendices A and B be approved, save for the events budget for the Coronation which is to be increased by £1,000 to £6,000;
2) That detailed income and costs be provided for 2022 events; and
3) That fees and charges for 2023/24 be adjusted by 10%, as proposed.

RECOMMENDED TO POLICY AND FINANCE COMMITTEE:

That replacement battery-powered equipment for the grounds team be funded from the Vehicle and Machinery reserve (*OS/6220 refers*) up to the value of £15,600.

Note: As this amount is more than 50% of the Vehicle and Machinery Reserve balance (as at 1st April 2022), in line with Committee Terms of Reference approved March 2022 (F/6016 refers), this decision is not within the stated delegated powers of the Recreation, Leisure and



Open Spaces Committee and must be referred to Policy and Finance Committee for consideration.

ACTION R Fitzgerald

OS/6221

REPLACEMENT TREE AT WAR MEMORIAL GARDENS

Members considered the Town Clerk's report (*Annex E*). It was suggested that a discussion take place with RACE regarding the level of funding required.

RESOLVED: 1) That the donation offered by RBL to provide a replacement tree at War Memorial Gardens be accepted;
2) That the proposed plaque be approved, on the basis RBL retains responsibility for it; and
3) That the species of tree selected be a Sweetgum (*Liquidamber styraciflua*).

ACTION C Wilkins

OS/6222

PROJECTS (current and proposed)

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

There being no further business, the Chairman closed the meeting at 8.08pm.

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

RECEIVED
21st December 2022

APPROVED
4th January 2022

TOWN MAYOR

COMMITTEE CHAIRMAN



Events Management Sub-Committee

Notes of meeting held on Tuesday 22nd November 2022 at 3pm on Zoom

Present: Cllr Rae Frederick (Chair)
Cllr Jeremy Heron
Cllr Philip Day
Cllr Andy Briers

In attendance:
Charmaine Bennett, Events Manager
Sam Bracher – Meeting Administrator

1. Apologies for Absence

None

2. Declarations of interest

No interests were declared.

3. Minutes of the previous meeting – 25th October 2022

RESOLVED: That the minutes of the meeting held on 25th October 2022 having been circulated, be approved, and signed as a correct record.

4. Ringwood Winter Wanderland

The Event Manager went through the event plan to catch everyone up and share actions for pre-event and on the day.

Pre-event build up is in full swing including the release of a promotional video to celebrate the opening of the A31. This has been well received.

The Wanderland window display map is nearly ready with over 30 shops taking part. Voting goes live on Monday 28th November and all shops taking part have had a poster with a QR code which links directly to the voting form. The Gateway can also print off copies of the map on request.

The Event Manager suggested that the closing date for voting should be extended until 30th December so that people have the chance to come into town and take in the displays during the period between Christmas and New Year. The announcement and promotion of winners can be done first week of January. This was agreed by the event sub-committee.

With regards to a point on the event management plan regarding first aid, after the event manager spoke to St John's Ambulance, they understood that the approx. numbers at the event would be 2000 people which is underestimated. The possibility of needing an ambulance on site was put to the group and agreed it was an important provision for the event with the budget revised to cover this.

The Event Manager went on to go through roles and responsibilities for event sub-committee member in the lead up and on the day, so everyone is clear.

Keys points in this discussion were:

- The Crown Tap have agreed space in their car park for storage of cones and barriers, which will be dropped off by the grounds team on Friday ready for Cllr Day to set up the train area on the day of the event.
- The Event Manager is meeting the Carnival team on Fri to talk about setting up the high street end of the market.
- Grotto to be built in the Forest Suite at Ringwood Gateway on Friday and decorated on Saturday.
- Grounds team to deliver “road closed” signs to locations and cones to long stay car park.
- From 12 noon-stalls, fair and train ride opens. Last train ride at 17:30 and Grotto will close by 5pm so Santa can have a break before parade.
- Stage programme to start from 15:00
- Gala lights to switch the lights on at 1800.
- The Event Manager has confirmed to stall holders that they must not pack up before the crowds start to disperse and can not get vehicles on site until 19:00. Ringwood Carnival team to co-ordinate access.
- Clear up from 18:30 – Fencing and cones near Fridays Cross can go back into the pub car park. Road closure signs can be left on site positioned safely and not blocking access. sponsorship banners on barriers can be left on site for grounds team to pick up the next day.

ACTIONS:

1. Cllr Heron to put up the parking control signs and leaflet any cars parked in Market Street on Saturday afternoon/evening to advise about the event.
2. The Event Manager to drop off the parking control sign and leaflets to Cllr Heron before Saturday.
3. Cllr Heron to cone off two large spaces on the left of the long stay car park on Saturday evening for a bus and sleigh ready for the parade on the day.
4. Event control to be set up in Market Place at 7am on the Sunday by the Event Manager and Cllr Frederick.
5. Cllr Briers to be at the top of Meeting House Lane at 730am to stop traffic coming down, and handover to security staff at 8am.
6. The Event Manager to put road closure in place at 7.30am at Market Place and Cllr Day to do road closure just off Greyfriars.
7. Cllr Briers to put up sponsor banners, parade banners and cones once he has handed over to the security team.
8. On the day briefing to Lions Club Stewarts to be organised and confirmed.
9. Keys for truck to be delivered to Jeremy at some point this week.
10. Cllr Day to co-ordinate Santa for parade at 10.45.
11. Cllr Heron to co-ordinate the second Santa Parade at 17:45.
12. Cllr Frederik and Cllr Heron to co-ordinate grotto organisation/procedures with Rotary Club on the day. Grotto to be opened by 11.45 at latest, along with Reindeers in place.
13. Cllr Fredrick to oversee stage and Market Place.

14. The Event Manager to liaise with Ringwood and Burley Band regarding best access for them to get on site.
15. The Event Manager to send link to live event plan to all sub-committee members.
16. The Event Manager to talk to Mayor Cllr Deboos about appearing on the stage when the lights are switched on.

5. Ringwood Grand Fireworks

To be discussed in more detail at a later date. Wash up documents to be put together and filed for next year

ACTIONS: 1. To arrange a formal wash up meeting for the Fireworks and Christmas event towards the end of January. It was noted that this meeting needs to be formal with minutes documented and circulated.

6. Remembrance Day Parade

ACTIONS: 1. Thank you letters to be sent out to those involved in the Remembrance events.
2. Recommendation to Policy & Finance committee for a reoccurring budget of approx. £500 to be made available for Remembrance activities.
3. The Event Manager to produce a breakdown of costs to support this.

7. Future Agenda Items

A discussion on the Coronation event was had. With the bank holiday confirmed on the Monday a decision needs to be made on if we run an event on the Monday or the Saturday which has already been pencilled in.

A decision in principle needs to be made on event date and location. Options to consider include:

- A Ringwood Town Steet Party on the Bickerley on Saturday 6th May and then an option to help support smaller community events and individual parties that are taking place on the Bank Holiday Monday.
- With the bank holiday confirmed there is the option to approach the fair operator to run a fun fair over the entire weekend.

ACTIONS: 1. The Event Manger and Cllr Frederick to speak with the fair operator at the Christmas event to see about the possibility of running a fair on the Bickerley over the Bank Holiday weekend.
2. A recommendation needs to be made to Recreation & Leisure committee in January on how events fund themselves to plot things like ticket prices and sponsorship goals for 2023. Cllr Heron to work with the Finance Manager on this.

No further business to discuss.

There being no further business, the meeting concluded at 16:20

The next Event Sub-Committee meeting – **In January – Date TBC**

RECEIVED

APPROVED

RLOS COMMITTEE CHAIRMAN

SUB-COMMITTEE CHAIRMAN

RECREATION, LEISURE & OPEN SPACES COMMITTEE

7th December 2022

Trees at Upper Kingston allotments

1. Introduction and reason for report

- 1.1 The Chairman of the Upper Kingston Allotments Association has contacted the Council office to request the Council's approval in principle for the felling of two Leylandii trees presently growing in the southern boundary. He explains that the trees are shading the adjacent plots.

2. Background information and options

- 2.1 Felling trees that are not dead, diseased or dangerous is contrary to policy and would require specific approval from members. However, similar trees growing in the same hedgerow nearby were felled some years ago for the same reason.
- 2.2 There are reasonable grounds for making an exception to normal policy and approving the removal of these trees:
- The continuing presence of these particular trees is inimical to and incompatible with the primary use of the land as allotments;
 - The trees are of a quick-growing species and if left will become even more inconvenient and harder to manage if left; and
 - The trees are of relatively low amenity, ecological and aesthetic value.
- 2.3 RACE has been consulted about the proposal and the possibility of replacing the trees with others planted by the northern boundary of the site (where shading is much less likely to become problematic). It has suggested planting crab-apples which will be more in-keeping with the general environment than leylandii, less likely to cause shading or management problems and of greater ecological value.

3. Issues for decision and any recommendations

Issues for decision:

- 3.1 Whether to approve in principle the removal of the trees; and**
- 3.2 Whether to delegate to officers powers to arrange the removal and then replacement planting in consultation with RACE.**

For further information, contact:

Christopher Wilkins, Town Clerk
Direct Dial: 01425 484720
Email: chris.wilkins@ringwood.gov.uk

Kelvin Wentworth, Grounds Manager
Direct Dial: 07918 615200
Email: kelvin.wentworth@ringwood.gov.uk

RECREATION, LEISURE & OPEN SPACES COMMITTEE

7th December 2022

Access improvements works at Poulner Lakes

1. Introduction and reason for report

- 1.1 Work on some of the access improvements planned for Poulner lakes will be ready to start shortly and approval in principle for the start of works is therefore needed from members.

2. Background information and options

- 2.1 At the committee meeting on 2nd March 2022, members invited to comment on design ideas for a new loop path to improve the accessibility of this site and encourage greater public use (see minute ref. OS/6146). Members expressed a preference for the shorter loop (see “Sketch B” attached as considered at that meeting) and this was conveyed to the project team at Hampshire County Council and New Forest District Council. The project team has appointed a contractor to execute the works in accordance with that preferred design and that contractor is expected to be ready to start work on or shortly after 3rd January 2023.
- 2.2 The work to create the circular path will be contained entirely within the boundaries of land in this Council’s ownership. So, the project team has requested formal agreement in principle to the commencement of work.
- 2.3 The agreement sought at this time is purely for the works to create the circular path. However, the improvement of the access road and the options for this considered at the same meeting in March have not been overlooked; the project team is seeking further information about the likely costs of these. The period since that meeting has seen considerable uncertainty in the construction industry (as in much of the economy) and obtaining even estimates of costs for materials and works has been difficult, with suppliers unable to provide firm data or commit to estimates unless and until contractual commitments are made. A further report on this aspect will be made to this committee as soon as circumstances allow.

3. Issues for decision and any recommendations

Are members willing to give consent in principle for the construction work on site to commence on or about 3rd January 2023?

For further information, contact:

Christopher Wilkins, Town Clerk
Direct Dial: 01425 484720
Email: chris.wilkins@ringwood.gov.uk



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Client

Job Title
Poulner Lakes ANRG

Drawing Title

Scale 1:1000@A1	Date February 2022	Drawn By AC	Checked
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Drawing No.	Revision
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NOT ISSUED

RECREATION, LEISURE AND OPEN SPACES COMMITTEE
8th DECEMBER 2022

REVISED BUDGET 2022/23 & DRAFT BUDGET 2023/2024

1. INTRODUCTION

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

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

Appendix A: Shows the progress made on the new expenditure items approved for inclusion in the 2022/23 budget. There is only one proposal for growth, taken from the project plan, that being the construction of a columbarium to be funded by a combination of earmarked reserves and CIL money.

Appendix B: Shows the approved original budget 2022/23 of £299,915 (including non-recurring growth of £14,700, of which £12,600 is to be funded from reserves), the draft revised budget 2022/23 of £323,506 which reflects the forecast outturn for 2022/23 together with the first draft budget for 2023/24 of £316,294 which excludes any new bids other than the Columbarium. The increase for 2023/24 is almost entirely due to inflationary pressures, in particular, increases in payroll costs. The revised budget 2022/23 includes both the pay award for the current year which was higher than predicted and the results of the pay review.

For comparison, actual net expenditure in 2021/22 was £258,707 before transfers to and from provisions and £260,824 after transfers.

Appendix C: Shows the current fees and charges for 2022/23.

Appendix D: Provides a summary of available reserves.

2. REVISED BUDGET 2022/23

2.1 The revised budget (column 8 Appendix B) shows a net increase of £23,591 over the original budget (column 7). The main reasons for this can be summarised as:-

Details	£
1. Impact of pay award 2022/23 and pay review	26,900
2. Additional Events Expenditure (but note additional income)	12,100
3. Additional Clubhouse expenditure (also note additional income)	7,300
4. Less increased income (events and clubhouse in particular)	-15,700
5. Increased net transfer from reserves	-1,900
6. Other minor budget adjustments	-5,100
Total	23,600

2.2 The most significant budget increase is caused by the higher than expected value of the pay award. The original budget had allowed for an increase of 3.5% which seemed reasonable a year ago, but the actual award was just above 7%. The pay review added around £11,000 to the increase, but the total increase was mitigated by a small reduction in contracted hours.

2.3 Members have approved a number of one off additional projects for inclusion in the current year. These include replacement picnic benches at Carvers Clubhouse and at Carvers playpark at a cost of £2,600 and the Carvers strategic plan of which around £6,750 of the approved budget of £10,000 is likely to be spent this year.

These items will be funded from reserves. Members also approved a one-off budget of £2,100 for a memorial tree and bench to be funded from revenue.

- 2.4 Members also approved the football development project which commenced during the year and for which the total budget of £3,014,556 will be met by a combination of developer's contributions, grants and borrowing. For planning purposes, it has been assumed that 75% of the budget will be expended in the current year although timings are uncertain.
- 2.5 Expenditure and income are otherwise generally on track to meet the original budget estimates; however, it remains possible that some of the revised budgets may not be fully utilised in the current year.

3. FIRST DRAFT BUDGET 2023/24

- 3.1 The base budget for 2023/24 has been prepared largely on an incremental basis by rolling forward the 2022/23 original budget and adjusting for non-recurring expenditure and any other known changes. Staff costs have been calculated from scratch because of the various changes due to altered working hours, the pay review, the annual pay award and changes to employer's national insurance contributions.
- 3.2 Appendix B sets out the summary and detailed budget figures for the Committee in column 11. Inflation has been modelled as follows:

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

Individual budgets were analysed and compared with previous years actual expenditure, with the intention of identifying budget savings. These adjustments are described in more detail below. In addition, the annual revenue contribution to earmarked reserves has been reduced although the only reduction that applies to this committee is that towards the cemetery reserve. When these adjustments are applied, the impact of the inflation assumptions described above is that, in order to minimise use of the General Reserve, a Council Tax increase of 10% will be required to balance the budget. As a result, every effort is being made to identify further areas for budget savings and there is very little scope for any additional revenue expenditure.

- 3.3 Pay cost inflation of 7.0% has been assumed for 2023/24. Overall payroll budgets for this Committee will increase by approximately £14,800 or 5% over the outturn estimate for 2022/23. This is because of the reduction in employer's National Insurance contributions and small reduction in contracted officer hours which have mitigated the predicted pay increase. (Note that the 2022/23 outturn estimate is around 9.5% higher than the original budget because of both the pay award and the impact of the pay review).
- 3.4 The current fees and charges for all the other activities within this Committee are shown in Appendix C together with draft proposals for 2023/24. Some charges

haven't been increased for several years. It is proposed that fees and charges be increased by 10% on average. Members are asked to consider the charges and whether such increases should be applied across the board, or a more targeted approach be taken. Note that separate proposals for restructuring cemetery fees and charges will be brought to this committee for endorsement. In October, the Retail Price Index rate of the United Kingdom was 14.2%. According to the Bank of England, the inflation rate is likely to remain well above 10% until the middle of next year.

- 3.5** Page 1 of Appendix B shows the summary budget figures for the Committee, whilst Pages 2-7 show the detailed budgets for each sub-committee area. The draft budget excludes any new expenditure bids other than the planned Columbarium which is to be funded from CIL receipts and earmarked reserves. Particular sub-committee budget issues are discussed below:

RLOS: Individual budget analysis revealed opportunities to reduce budgets by £4,123 after allowing for some increases in fuel costs and utilities. In addition, several "temporary" budgets have been eliminated such as those for the waste bin replacement programme and the memorial tree and bench. Together these reduce the budget requirement by £4,100. Additional income, mainly from football to compensate for the costs of borrowing to fund the project reduces the net budget requirement by a further £15,048. The total budget reductions identified, therefore, amount to £23,271. Inflation, including pay inflation, adds a further net £22,683 to this budget. However, with the budget reductions and savings identified above, the overall budget has decreased slightly from the original budget for the current year.

Capital expenditure and one off projects funded from reserves have been reduced by £1,527,543 but this has no net effect on the revenue budget.

Events: The events budget is very unlikely to break even in the current year despite applying the unused balance of the events reserve. Note that the events reserve is also being used to fund activities at Carvers and the Town Council Christmas Tree. For 2023/24 the budget is based on providing 3 main events – the King's Coronation, Fireworks and Christmas lights switch on. For budgeting purposes, it is assumed that the fireworks event will return a net surplus of £6,000 but the Christmas event will require some subsidy whilst the Coronation event is assumed to break even. The events team also provide support to the annual Remembrance commemoration for which no separate budget provision has yet been made.

The events budget has developed since its inception and all costs relating to events are now captured in this budget. However, consideration must be given to the overall size and funding of this budget which, in 2023/24, will require a Town Council contribution of £8,600.

Cemeteries: There are no significant changes to the cemeteries budget in 2023/24, other than inflation and a reduction of £1,500 in the annual contribution to the cemetery reserve. Much of the reserve will be expended in the provision of the Columbarium and consideration will need to be given to the future expectations of the reserve.

It should be noted that cemetery income is variable and has ranged from £34,000 to £51,000 per annum over the last three years. The budget estimate is based on the current year with an inflationary increase applied.

Allotments: Other than some minor budget adjustments and inflation increases, there are no significant changes to the allotments budget.

Carvers Clubhouse: There has been a significant increase in the energy costs at the clubhouse and the budget has been increased by more than £2,600 or 125%. Employee costs have also increased by £4,723 or 8.5% compared with the original budget for the current year. The café expenditure and income have both been revised upwards generating an increased trading surplus but room hire has been reduced in light of recent experience.

Non pay inflation adds a further £862 to the budget. There have also been some modest budget reductions which have mitigated these increases but overall it is proposed to increase the net Clubhouse budget by £7,657 or just under 12% for 2023/24.

- 3.6 There will be a further opportunity to review the budget proposals and fees and charges for 2023/24 at the next meeting of this Committee before the budget is finalised in January 2023.

4. NEW BIDS 2023/24

- 4.1 There are no new recurring bids.
- 4.2 There is one new capital item – the provision of a Columbarium which is to be funded from a combination of earmarked reserves and CIL receipts. A summary of available earmarked reserves is included at Appendix D which may be used to inform any decisions on additional one-off spending proposals.
- 4.3 There will also be some residual spend from programmes approved from the current year. These will have no impact on the revenue budget because they are funded either from reserves which will not be drawn down until the expenditure is incurred or from grant income which will be claimed as the expenditure is incurred.

5. RECOMMENDATIONS

- 5.1 The Committee is asked to consider the new bids in Appendix A, the draft budget proposals in Appendix B, and the proposed fees and charges in Appendix C. These will then go forward to the Policy & Finance Committee later this month for consideration as part of the Council's total budget.
- 5.2 It is recommended that, subject to amendments made at this meeting:
- i) the budgets and proposals in Appendices A and B be approved,
 - ii) Consideration be given to any additional proposals for inclusion in Appendix A,
 - iii) Consideration be given as to whether fees and charges for 2023/24 be adjusted as proposed and if not, what approach should be taken.

For further information please contact:

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

RECREATION, LEISURE & OPEN SPACES COMMITTEE**REPORT ON APPROVED BUDGET PROPOSALS FOR 2022/23**

NO.	ITEM	REASON	BUDGET 22/23 £	COMMENTS
1.	Carvers Strategic Plan – replacement sheds	To provide replacement storage facilities for grounds maintenance equipment	10,000	This project has developed into two streams, a feasibility study for the sheds replacement and a Carvers Grounds improvement project. In total £6,675 of the planned £10,000 is expected to be used in the current year.
2.	Carvers Playpark Picnic Benches	To replace worn & degraded picnic bench at Carvers playpark	1,000	The proposal id for two benches to be installed before the end of the year
3.	Memorial Tree and Bench RLOS OS/6113	To provide a memorial tree and bench at Greyfriars	2,100	Some expenditure has been incurred but most of the work is yet to be commissioned.
4.	Carvers Clubhouse replacement picnic bench	To replace worn & degraded picnic bench at Carvers Clubhouse	1,600	The replacement bench has not yet been sourced.
5.	Football Development Project	To provide an all weather football pitch and ancillary buildings & car park at Long Lane	2,260,000	This project is well underway with £280,000 expended in 2022/23 to date. All of the capital costs of the project will be met from grant funding and reserves.
		TOTAL COSTS	£14,700	(£2,100 net of transfers from reserves)

NEW BUDGET PROPOSALS FOR 2023/24

NO.	ITEM	REASON	23/24 £	24/25 £	25/26 £	Priority
1.	Construction of a Columbarium	To provide additional capacity at Ringwood Cemetery	31,000	0	0	1
		Less funded from reserves - CIL	-14,000			
		Less funded from reserves – Cemetery Reserve	-17,000			
		TOTAL NET COSTS	0	0	0	

RECREATION & LEISURE COMMITTEE
Budget & Revised Budget 2022/23 and Draft Budget 2023/24

1	2	4	5	6	7	8	9	10	11
	Committee	Actual 19/20 £	Actual 20/21 £	Actual 21/22 £	Budget 22/23 £	Revised 22/23 £	Inflation £	Known Changes* £	Budget 23/24 £
	Recreation & Leisure								
	Expenditure	223,763	219,923	244,177	2,488,990	2,496,241	23,546	-1,535,766	1,007,770
	Income	-34,273	-33,984	-38,289	-1,966,007	-1,960,121	-863	1,277,282	-689,588
	Net Expenditure	189,490	185,939	205,888	522,983	536,120	22,683	-258,484	318,182
	Transfers to Reserves	19,900	17,900	27,452	17,900	17,900	0	0	17,900
	Transfers from Reserves	-35,500	-14,654	-33,684	-344,043	-342,110	0	235,213	-139,830
	Growth bids and adjustments (net of transfers from reserves and income)		0	0	0	0	0	0	0
	Sub Committee net expenditure	173,890	189,185	199,656	196,840	211,910	22,683	-23,271	196,252
	Events								
	Expenditure	13,351	6,679	17,892	25,482	44,916	384	-5,000	36,608
	Income	-15,988	-3,085	-32,425	-15,000	-28,646	0	0	-28,000
	Net Expenditure	-2,637	3,594	-14,533	10,482	16,270	384	-5,000	8,608
	Transfers to Reserves	2,392	0	7,940	3,488	0	0	0	0
	Transfers from Reserves	0	-4,529	0	-10,482	-11,388	0	0	0
	Growth bids and adjustments (net of transfers from reserves and income)				0	0	0	0	0
	Sub Committee net expenditure	-245	-935	-6,593	3,488	4,882	384	-5,000	8,608
	Cemeteries								
	Expenditure	43,687	42,913	51,123	59,005	64,007	4,341	115	66,253
	Income	-34,073	-36,240	-51,314	-40,550	-42,467	-3,710	0	-44,512
	Net Expenditure	9,614	6,673	-191	18,454	21,540	631	115	21,741
	Transfers to Reserves	4,000	4,000	4,000	4,000	4,000	0	0	2,500
	Transfers from Reserves	-230	-230	-5,141	-230	-230	0	0	-230
	Growth bids and adjustments (net of transfers from reserves and income)								0
	Sub Committee net expenditure	13,384	10,443	-1,332	22,224	25,310	631	115	24,011
	Allotments								
	Expenditure	11,782	11,725	13,246	18,457	20,000	1,287	-165	21,407
	Income	-5,209	-5,374	-5,585	-5,465	-5,465	-547	0	-6,012
	Net Expenditure	6,573	6,351	7,661	12,992	14,535	740	-165	15,395
	Transfers to Reserves	0	0	0	0	0	0	0	0
	Transfers from Reserves	0	0	-950	0	0	0	0	0
	Growth bids and adjustments (net of transfers from reserves and income)								0
	Sub Committee net expenditure	6,573	6,351	6,711	12,992	14,535	740	-165	15,395
	Carvers Clubhouse/ Youth Services								
	Expenditure	54,898	55,133	71,445	65,096	67,814	3,993	-553	69,393
	Income	-2,885	-190	-3,446	-3,592	-3,000	0	592	-3,000
	Cafe Expenditure	8,378	2,213	11,560	20,662	26,035	746	5,000	26,408
	Cafe Income	-11,832	-3,304	-19,677	-15,273	-22,000	0	-7,000	-22,273
	Net Expenditure	48,559	53,852	59,882	66,893	68,849	4,740	-1,961	70,528
	Transfers to Reserves	5,000	2,500	2,500	2,500	2,500	0	0	2,500
	Transfers from Reserves	0	-2,026	0	-5,022	-4,480	0	4,022	-1,000
	Growth bids and adjustments (net of transfers from reserves and income)								
	Sub Committee net expenditure	53,559	54,326	62,382	64,371	66,869	4,740	2,061	72,028
	Total Recreation & Leisure Committee Net Expenditure	247,161	259,370	260,824	299,915	323,506	29,178	-26,260	316,294

D

RECREATION & LEISURE COMMITTEE												
Col. 1	2	3	4	5	6	7	8	9		10	11	
Code CC	Description	Budget Manager	Actual 19/20 £	Actual 20/21 £	Actual 21/22 £	Budget 22/23 £	Revised 22/23 £	Type	Inflation %	£	Known Changes* £	Budget 23/24 £
	Establishment											
3000/1/1	--Electricity	KW	607	576	842	746	1,500	2	12.0%	90	754	1,590
3000/1/2	--Cleaning mats/consumables	KW	4	87	19	53	50	4	0.0%	0	-3	50
3000/1/3	--Environmental Agency	KW	1,081	1,050	1,050	1,093	1,050	3	10.0%	109	-43	1,159
3000/1/4	--Health & Safety	KW	116	562	63	224	224	3	10.0%	22	-24	222
3000/1/5	--Protective Clothes	KW	827	394	695	936	936	3	10.0%	94	-36	994
3000/1/6	--Mobile Phones	KW	582	403	556	633	900	2	12.0%	76	267	976
3000/1/7	--Travel Expense	KW	0	0		150	100	4	0.0%	0	-50	100
3000/1/8	--Water	KW	1,418	1,900	1,124	1,655	900	2	12.0%	199	-655	1,199
3000/1/9	--Playground Inspections	JH	250	253	272	297	345	3	10.0%	30	-22	304
3000/1/10	--Fuel	KW	5,348	5,038	6,399	8,000	8,000	3	10.0%	800	600	9,400
	Total Establishment		10,233	10,263	11,020	13,787	14,005			1,419	788	15,994
	Maintenance											
3000/2/1	--Buildings	KW	610	907	6,008	1,000	2,100	4	0.0%	0	500	1,500
3000/2/2	--Carvers Pavilion maintenance	KW	0		404	0	400	4	0.0%	0	0	0
3000/2/3	--Grounds - Carvers	KW	839	517	158	1,500	500	4	0.0%	0	-1,000	500
3000/2/4	--Maint in Closed Churchyard	KW	0			1,000	500	4	0.0%	0	-500	500
3000/2/5	--Long Lane Mtn	KW	102	300		500	500	4	0.0%	0	0	500
3000/2/6	--The Bickerley/Pocket Park	KW	197		379	1,200	3,000	4	0.0%	0	-1,200	0
3000/2/7	--Poulner Lakes	KW	397	-13	1,719	0	370	4	0.0%	0	0	0
3000/2/8	--War Memorial	KW	0	8,471		0	0	4	0.0%	0	0	0
3000/2/9	--Grounds - Other	KW	5,186	6,104	8,082	5,000	5,000	4	0.0%	0	0	5,000
3000/2/10	--Fencing	KW	500	798	1,424	750	500	4	0.0%	0	-250	500
3000/2/11	--Tree Safety Work	KW	3,686	9,104	8,823	11,793	10,000	4	0.0%	0	-4,293	7,500
3000/2/12	--Tree Safety Consultant	KW	873	1,276	1,408	4,500	4,500	4	0.0%	0	0	4,500
3000/2/13	--Pest Control	KW	600	120	340	633	400	3	10.0%	63	-133	564
3000/2/14	--St Furn paint	KW	28		91	400	300	4	0.0%	0	0	400
3000/2/15	--Ash Grove Play Area	KW	180	6,000	5	0	0	4	0.0%	0	0	0
3000/2/16	--Play Areas	KW	2,188	3,005	6,762	2,530	2,530	4	0.0%	0	-1,000	1,530
3000/2/17	--Waste Bin Replacement Programme	KW		1,937	2,330	2,000	2,000	4	0.0%	0	-2,000	0
3000/2/18	--Footpaths maintenance	KW		0	450	1,050	1,000	4	0.0%	0	-300	750
	Total Maintenance		15,386	38,528	38,383	33,856	33,600			63	-10,176	23,744
	Machinery											
3000/3/1	--Small Tools Purchase	KW	6,073	638	455	1,350	1,350	4	0.0%	0	-600	750
3000/3/2	--Machine Maintenance	KW	6,333	11,008	6,959	7,385	7,000	3	10.0%	739		8,124
3000/3/3	--Machine Purch	KW	19,145	3,574	4,793	0	0	4	0.0%	0	0	0
3000/3/4	--Hiring Costs	KW	639	0		0	0	4	0.0%	0	0	0
3000/3/5	--tipper truck service/maint	KW	43	1,089	656	1,061	750	3	10.0%	106	-61	1,106
	Total Machinery Costs		32,233	16,309	12,863	9,796	9,100			845	-661	9,980
	Employee Costs											
3002/1	--Staff Recruitment	CW				0		4	0.0%	0		0
3001/1	--Staff Training	CW	1,475	980	250	2,750	2,750	4	0.0%	0	-750	2,000
3001/2	--Office Staff Allocated Costs	CW	33,756	33,535	37,687	47,885	46,841	1	7.0%	-839		47,046
3001/2	--Groundstaff Allocated Costs	CW	108,150	105,510	108,652	101,640	115,318	1	7.0%	21,571		123,211
	Total Employee Costs		143,381	140,025	146,589	152,275	164,909			20,732	-750	172,257
	Planters											
3000/4	--Planters For Floral Displays	KW	0	0		0	0	4	0.0%	0	0	0
	Total Planters		0	0	0	0	0			0	0	0
	Activities Expenses											
3000/5/1	--Cricket	KW	0			108	100	3	10.0%	11		119
3000/5/2	--Floodlighting	KW	0			0		3	10.0%	0		0
3000/5/3	--Tennis Courts	KW	450			162	100	4	0.0%	0	-162	0
3000/5/4	--Poulner School Expenses	KW	264			269	0	4	0.0%	0	-269	0
3000/5/5	--Football	KW	13	868		1,564	1,594	4	0.0%	0	-1,564	0
3000/5/6	--Ringwood School Expenses	KW				0		3	10.0%	0		0
3000/5/7	--Rugby	KW				108	0	4	0.0%	0	-108	0
3000/5/8	--Roundabout Flower Beds	KW	3,404	2,452	2,196	3,025	2,000	3	10.0%	302	-1,025	2,302
3000/5/9	--Flower Beds	KW		1,005	595	808	1,000	3	10.0%	81	192	1,081
3000/5/10	--Skate Park Expenses	KW				0		3	10.0%	0		0
3000/5/11	--Young Childrens' Entertain	TBD				0		3	10.0%	0		0
	Total Activities Expenses		4,131	4,325	2,791	6,044	4,794			394	-2,936	3,502
	Other											
3000/6/1	--Dog Waste Collection	KW	878	896	896	931	958	3	10.0%	93	69	1,093
3000/6/2	--Dog Waste Bins	KW	26			200	100	4	0.0%	0		200
not set up	--Travellers	KW				0		4	0.0%	0		0
	Total Other		904	896	896	1,131	1,058			93	69	1,294
	Total Revenue Expenditure		206,268	210,346	212,542	216,890	227,466			23,546	-13,666	226,770

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Events												
Col. 1	2	3	4	5	6	6	7	8		9	10	
Code CC	Description	Budget Manager	Actual 19/20 £	Actual 20/21 £	Actual 21/22 £	Budget 22/23 £	Revised 22/23 £	Type	Inflation % £	Known Changes* £	Budget 23/24 £	
3100/1	--Support for Fireworks Event	CB	8,857	468	8,300	5,000	12,000				12,000	
3100/2	--Support for Christmas activities	CB	2,136	5,578	7,512	5,000	6,500	4	0.0%	0	6,500	
3100/3	--Support for Queens Jubilee/Coronation	CB				10,000	12,821			-10,000	0	
3100/4	--WW1 Commemoration	CB			123	0		4	0.0%	0	0	
3100/5	--Civic Events / Celebrations	CB	2,358	633	1,957	0	828	4	0.0%	0	0	
3100/7	--King's Coronation									5,000	5,000	
3101	Employee Costs											
3101/1	--Allocated Office Staff	CB				5,482	12,767	1	7.0%	384	13,108	
3101/2	--Allocated Groundstaff	CB						1	7.0%	0	0	
TOTAL EXPENDITURE			13,351	6,679	17,892	25,482	44,916		0 384	-5,000	36,608	
INCOME												
310/1	--Fireworks Event	CB	-10,516	0	-22,353	-6,000	-19,000	6	0.0%	0	-18,000	
310/2	--Christmas Events	CB	-5,472	-3,085	-6,102	-4,000	-4,400	6	0.0%	0	-5,000	
310/3	--Queen's Jubilee/coronation street party	CB			-3,970	-5,000	-5,246			5,000	0	
310/4	--Remembrance Events	CB									0	
310/5	--Other Ringwood Events	CB				0	0				0	
310/7	--King's Coronation									-5,000	-5,000	
TOTAL INCOME			-15,988	-3,085	-32,425	-15,000	-28,646			0	-28,000	
TOTAL NET EXPEND BEFORE TRANS TO/FROM PROVISIONS				-2,637	3,594	-14,533	10,482	16,270				8,608
	Transfer To Provisions											
	--Events Reserve		2,392		7,940	3,488					0	
	Transfer From Provisions											
	--Events Reserve			-4,529		-13,970	-11,388					
Total Transfers From Provisions			2,392	-4,529	7,940	-10,482	-11,388				0	
TOTAL NET EXPENDITURE AFTER TRANS TO/FROM PROVISIONS			-245	-935	-6,593	0	4,882				8,608	

CEMETERIES											
Col. 1	2	3	4	5	6	7	8	9		10	11
Code CC	Description	Budget Manager	Actual 19/20 £	Actual 20/21 £	Actual 21/22 £	Budget 22/23 £	Revised 22/23 £	Type	Inflation %	Known Changes* £	Budget 23/24 £
	Establishment										
3200/1/1	--Electricity	KW	458	722	1,226	724	1,200	2	12.0%	87	1,287
3200/1/2	--Water	KW	291	349	230	319	300	2	12.0%	38	338
3200/1/3	--Sewerage Expenses	KW	148	0		170	170	2	12.0%	20	190
3200/1/4	--Cleaning materials	KW	105	135	341	216	216	3	10.0%	22	238
3200/1/5	--Business Rates	CW	4,216	4,092	4,092	4,490	4,490	3	10.0%	449	4,939
3200/1/6	--Telephone	KW	293	313	260	342	0	2	12.0%	41	41
	Total Establishment		5,511	5,610	6,149	6,260	6,376			657	7,032
	Maintenance										
3200/2/1	--Buildings	KW	349	576	1,284	520	1,250	4	0.0%	0	520
3200/2/2	--Chemicals	KW	0			0		4	0.0%	0	0
3200/2/3	--Trees & Tree Planting Prog	KW	0			0		4	0.0%	0	0
3200/2/4	--Memorial Safety	KW	0			250	250	4	0.0%	0	250
3200/2/5	--Grounds	KW	316	259	4,971	500	500	4	0.0%	0	500
3200/2/6	--War Graves Maintenance	KW				896	896	3	10.0%	90	986
3200/2/7	--Digital records Management	KW				0			0.0%	0	0
3200/2/8	--Refuse Collection	KW	1,065	480	720	1,076	1,076	2	12.0%	129	1,205
3200/2/9	--cemetery memorial purchases	KW		284	459	0		4	0.0%	0	0
	Total Maintenance		1,730	1,599	7,434	3,243	3,972			219	3,462
	Employee Costs										
3201/1	--Allocated Office Staff	CW	8,270	8,216	9,233	19,955	20,119	1	7.0%	1,397	19,925
3201/2	--Allocated Groundstaff	CW	28,176	27,488	28,307	29,547	33,540	1	7.0%	2,068	35,835
	Total Employee Costs		36,446	35,704	37,540	49,502	53,659			3,465	55,759
	TOTAL EXPENDITURE		43,687	42,913	51,123	59,005	64,007			4,341	66,253
	INCOME										
320/1	--Burials	CW	-15,123	-15,080	-24,182	-17,510	-17,000	5	10.0%	-1,751	-19,261
320/2	--Purchase of Plots	CW	-6,918	-10,769	-10,450	-10,475	-16,000	5	10.0%	-1,047	-11,522
320/3	--Grave Maintenance	CW	0	-318	-314	-266	-266	5	10.0%	-27	-293
320/4	--Legacy	CW	-113	-115	-118	-107	-119	6	0.0%	0	-107
320/5	--Memorials	CW	-11,087	-6,271	-11,765	-8,330	-7,500	5	10.0%	-833	-9,163
320/6	--War Graves	CW	-832	-832	-832	-832	-832	6	0.0%	0	-832
320/7	--Memorial Benches & Installations	CW		-300	-960	-515	-250	5	10.0%	-52	-567
320/8	--Transfer of exclusive rights of burial	CW		-2,555	-2,655	-2,515	-500	5	10.0%	-252	-2,767
320/9	--Other Cemetery Fees & Charges	CW			-38						
	TOTAL INCOME		-34,073	-36,240	-51,314	-40,550	-42,467			-3,710	-44,512
	TOTAL NET EXPEND BEFORE TRANS TO/FROM PROVISIONS		9,614	6,673	-191	18,454	21,540			631	21,741
	Transfer To Provisions										
	--Cemetery Provision	RF	4,000	4,000	4,000	4,000	4,000				2,500
	Transfer From Provisions										
	--Transfer from Provisions (rev)	RF	0		-4,911	0	0				0
	--Transfer from Reserve (Maint)	RF	-230	-230	-230	-230	-230				-230
	Total Transfers From Provisions		-230	-230	-5,141	-230	-230				-230
	TOTAL NET EXPENDITURE AFTER TRANS TO/FROM PROVISIONS		13,384	10,443	-1,332	22,224	25,310			631	24,011

D

ALLOTMENTS												
Col. 1	2	3	4	5	6	7	8	9		10	11	
Code CC	Description	Budget Manager	Actual 19/20 £	Actual 20/21 £	Actual 21/22 £	Budget 22/23 £	Revised 22/23 £	Type	Inflation %	£	Known Changes* £	Budget 23/24 £
3300/1/1	EXPENDITURE Establishment --Water	KW	1,668	1,607	912	1,055	1,000	2	12.0%	127	-55	1,127
	Total Establishment		1,668	1,607	912	1,055	1,000			127	-55	1,127
3300/2/1	Maintenance --Allotments Maintenance	KW	697	736	1,502	750	400	4	0.0%	0	-250	500
3300/2/2	--Pest Control	KW	0	50	485	370	425	3	10.0%	37	80	487
	Total Maintenance		697	786	1,987	1,120	825			37	-170	987
3301/1	Employee Costs --Allocated Office Staff	CW	7,764	7,713	8,668	8,641	9,526	1	7.0%	605		10,021
3301/2	--Allocated Groundstaff	CW	1,423	1,388	1,430	7,401	8,399	1	7.0%	518		8,973
	Total Employee Costs		9,187	9,101	10,098	16,042	17,925			1,123	0	18,994
3300/3/1	Other --Competition	NV	230	230	249	240	250	4	0.0%	0	60	300
	Total Other		230	230	249	240	250			0	60	300
	TOTAL EXPENDITURE		11,782	11,725	13,246	18,457	20,000			1,287	-165	21,407
330/1	INCOME --Allotment Rents	CW	-5,209	-5,374	-5,585	-5,465	-5,465	5	10.0%	-547		-6,012
	TOTAL INCOME		-5,209	-5,374	-5,585	-5,465	-5,465			-547	0	-6,012
	Transfer From Provisions --Transfer from Provisions (rev)				-950							
	TOTAL NET EXPENDITURE		6,573	6,351	6,711	12,992	14,535			740	-165	15,395

D

CARVERS CLUBHOUSE												
Col. 1	2	3	4	5	6	7	8	9		10	11	
Code CC	Description	Budget Manager	Actual 19/20 £	Actual 20/21 £	Actual 21/22 £	Budget 22/23 £	Revised 22/23 £	Type	Inflation %	£	Known Changes* £	Budget 23/24 £
EXPENDITURE												
Premises related expenditure												
3802/1/1	Reactive Maintenance	CB	1,150	1,722	4,088	2,552	3,500	3	10.0%	255		2,808
3802/1/2	Vandalism Repairs & prevention	CB	8	133	1,500	1,042	500	4	0.0%	0	-42	1,000
3802/1/3	Electricity	CB	3,999	2,297	2,440	2,105	4,500	2	12.0%	253	2395	4,753
3802/1/4	Water Charges	CB	593	491	524	526	526	2	12.0%	63	-26	563
3802/1/5	Health & Safety	CB	41	63	0	500	100	4	0.0%	0	-400	100
3802/1/6	Business Rates	RF	2,093	2,320	2,320	2,415	2,415	3	10.0%	241		2,656
Total Premises Related			7,884	7,028	10,872	9,140	11,541			812	1,927	11,880
Supplies & Services												
3802/2/1	Hired & Contracted (general supplies)	CB	3,671	3,385	7,273	6,190	6,190	4	0.0%	0		6,190
3802/2/2	Equipment purchases	CB	810	2,225	944	200	200	4	0.0%	0		200
3802/2/3	Furniture	CB	0			1,600	1,600	4	0.0%	0		1,600
3802/2/4	Hired & Contracted (grant funded)	CB	764	111		0		4	0.0%	0		0
3802/2/5	Telephone Line & Broadband	CB	291	376	369	500	400	2	12.0%	60	-100	460
3802/2/6	Training	CB	120	284	50	500	500	4	0.0%	0		500
3802/2/7	Young Persons Activities	CB				2,380	2,380				-2380	0
Total Supplies & Services			0	5,656	6,381	8,636	11,370			60	-2,480	8,950
Employee Costs												
3801/1	The Place Salary Allocation exc café	CB	41,358	41,724	51,937	44,586	45,003	1	7.0%	3,121		48,563
TOTAL EXPENDITURE			54,898	55,133	71,445	65,096	67,814			3,993	-553	69,393
TRADING ACTIVITIES												
380/1	Room hire	CB	-2,608	-159	-3,446	-3,592	-3,000	6	0.0%	0	592	-3,000
	Activities	CB										
380/2	cafe sales	CB	-11,832	-3,304	-19,677	-15,273	-22,000	6	0.0%	0	-7000	-22,273
3802/3/1	Food Purchases for re-sale	CB	8,378	1,993	11,405	10,000	15,000	4	0.0%	0	5000	15,000
3801/2	Café & caretaking staff cost	CB		220	155	10,662	11,035	1	7.0%	746		11,408
Net Trading Expenditure			-6,062	-1,250	-11,563	1,797	1,035			746	-1,408	1,135
OTHER REVENUE INCOME												
380/3	Grant Income	CB	-277	-31		0	0	4	0.0%	0		0
Total Other Revenue Income			-277	-31	0	0	0			0	0	0
NET EXPENDITURE BEFORE TRANSFERS TO PROVISIONS			48,559	53,852	59,882	66,893	68,849			4,740	-1,961	70,528
TRANSFERS TO PROVISIONS												
	Contribution to building reserves	RF	5,000	2,500	2,500	2,500	2,500	6	0.0%	0		2,500
	Transfer from building reserve			-2,026		-2,642	-2,100				1642	-1,000
	Transfer from other reserves					-2,380	-2,380				2380	0
NET EXPENDITURE AFTER TRANSFERS			53,559	56,352	62,382	64,371	66,869			4,740	2,061	72,028

RECREATION, LEISURE AND OPEN SPACES COMMITTEE

FEES AND CHARGES FOR 2022/23 WITH PROPOSALS FOR 2023/24

ALLOTMENTS

SITE		2022/23 Residents	2022/23 Existing Non Residents	Proposal for 2023/24 Residents	Proposal for 2023/24 Existing Non Residents
Southampton Road	Double Plot	£ 57	£ 114	£ 63	£ 126
Southampton Road	Single Plot	£ 31	£ 62	£ 34	£ 68
Southampton Road	Mini Plot	£ 21	£ 42	£ 23	£ 46
Hightown Road	Single Plot	£ 31	£ 62	£ 34	£ 68
Hightown Road	Mini Plot	£ 21	£ 42	£ 23	£ 46
Crow Arch Lane	Single Plot	£ 31	£ 62	£ 34	£ 68
Crow Arch Lane	Mini Plot	£ 21	£ 42	£ 23	£ 46
Upper Kingston	Double Plot	£ 67	£ 134	£ 74	£ 148
Upper Kingston	Single Plot	£ 41	£ 82	£ 45	£ 90

For all non-resident applicants, the charge is double that of residents.

SPORTS FACILITIES - CARVERS

2022/23 Cricket	Proposal for 2023/24
Block Booking: £93.00 per match – seniors £46.00 per match – juniors	Block Booking: £102.00 per match – seniors £51.00 per match – juniors
Casual Booking (plus VAT): £93 – seniors at w/ends and full weekdays £88 – seniors weekday evenings £57 – juniors at w/ends and full weekdays £51 – juniors weekday evenings	Casual Booking (plus VAT): £102 – seniors at w/ends and full weekdays £97 – seniors weekday evenings £63 – juniors at w/ends and full weekdays £56 – juniors weekday evenings

LONG LANE

2022/23 Football	Proposal for 2023/24
Block Booking:	
£88 per match - seniors	
£46 per match - juniors	
£93 per session – mini (2 pitches)	All pitch hire bookings will now be managed by the football club
£46 9 v 9 per match	
£41 7 v 7 per match	
£31 5 v 5 per match	
Casual Booking (plus VAT):	
£88 per match - seniors	
£46 per match - juniors	

OPEN SPACE HIRE

		2022/23	2023/24
Bickerley or Carvers	Commercial / large-scale booking (i.e. includes vehicles, equipment, etc. e.g. for funfairs, circuses and such like)	Fee on application	Fee on application
Bickerley or Carvers	Non-commercial large-scale booking (sporting, cultural or entertainment events) A refundable deposit of £200 against damage may be required.	£100 per day	£110 per day
Bickerley or Carvers	Non-commercial/small scale booking (sporting events, exercise classes etc)	FREE	FREE

CEMETERY

Note that, with the exception of the registration of transfer of exclusive rights and other miscellaneous charges listed below, fees for non-parishioners are quadrupled. Cemetery fees and charges for 2023/24 are currently being reviewed and further proposals will be brought to this Committee for endorsement.

Interment Fees

	2022/23	2023/24
Child up to age 7 *	£46	
Child aged 7 to 17 years	£46	
Person aged 18 years and over	£288	
Burial of Ashes*	£144	
Scattering of Ashes*	£62	

* Includes grave digging by Council Staff

Purchase of Exclusive Rights of Burial in space for coffin burial for 30 years

	2022/23	2023/24
Child's grave (under 12 years)	£206	
Earth grave age 12 and over	£463	
Construction of Walled Grave or Vault in Old Section only	All costs to be borne by applicant but no additional charge by Council	

Purchase of Exclusive Right of Burial of Ashes plot for 30 years

	2022/23	2023/24
Single plot (with one plot number)	£129	
Double plot (with two consecutive plot numbers)	£257	

Renewal of Reserving Exclusive Right of Burial for further 10 years

	2022/23	2023/24

Plot of any kind	£31	
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Registration of transfer of Exclusive Right of Burial

	2022/23	2023/24
Voluntary assignments	£75	
Involuntary transfers (usually after death of last registered rights owner)	Free	

Miscellaneous

	2022/23	2023/24
Making a search of Cemetery or Memorial records	First 15 minutes free of charge, thereafter £41 per hour required	
Faculty for Exhumation in Consecrated Ground	As charged by Diocese	

APPLICATION FOR A MEMORIAL IN PURCHASED GRAVES ONLY

		2022/23	2023/24
Headstone with base Book Memorial Lawn type headstone or other memorial Name plaque on grave	900 x 300 x 900mm 3' x 1' x 3'	Unconsecrated £144	Unconsecrated
Headstone with base Book Memorial, Lawn type headstone or other memorial, Name Plaque on grave and Charge to meet faculty in Consecrated Ground where subsequent work is required to monuments, payable with memorial fees		Consecrated £412	Consecrated
Vase with name inscribed/Baby headstone		£67	
Each inscription after the first		£67	
Photo plaque on headstone		No charge	
Flat stone (where no room on an existing memorial for added inscription)	12" x 18"	£82	

Memorials in New Garden of Rest for Purchased Cremation Plots

		2022/23	2023/24
Each single plot has a plot number	Memorial size 22" x 11" x 4" <i>sloping to 2"</i> 550 x 275 x 101mm	£82	
Each double plot has two consecutive plot numbers Concrete slab under ashes tablet 24"x24" or 24"x12"	22" x 22" x 4" <i>sloping to 2"</i> 550 x 550 x 101mm	£165	

Memorials in Old Garden of Rest (note size differs)

		2022/23	2023/24
Single plot size	Memorial size 24" x 12" x 4" <i>sloping</i> to 2"	£82	
Double Plot Size	24" x "24" x 2"	£165	

Non parishioner fees are quadrupled

CARVERS CLUBHOUSE, CARVERS RECREATION GROUND**Advance booking two weeks in advance**

	2022/23	Proposed 2023/24
Main Hall	£20 per hour	£22 per hour
Small Meeting Room / Medical Room	£15 per hour	£17 per hour
Games Equipment	£5 per session	£6 per session
Tables & Chairs	£5 per session	£6 per session

Late booking less than 2 weeks in advance

Main Hall	£30 per hour	£33 per hour
Small Meeting Room / Medical Room	£20 per hour	£22 per hour
Games Equipment	£10 per session	£11 per session
Extra Tables/Chairs (up to 20 chairs)	£10 per session	£11 per session

N.B. Each room has existing chairs and tables for youth activities. The above prices are where additional tables and chairs are requested.

All prices are subject to VAT

Cancellation

The booking fee is non-refundable if booking is cancelled less than 24 hours prior to the booking.

Block Booking Policy

Block booking may attract a discount on the above rates, subject to agreement with the manager of the Clubhouse.

RESERVES AND PROVISIONS - MOVEMENT & ESTIMATED BALANCES

1st April 2022 to 31st March 2024

	Actual Balance 01/04/22 £	Transfers 2022/23 :				Balance 01/04/23 £	Planned and Proposed Movements 2023/24:					Estimated Balance 31/03/24 £
		from Revenue £	to Revenue £	Cash Receipts £	between provisions £		from Revenue £	to revenue		Capital & Other Receipts £	between provisions £	
								base budget £	Growth £			
EARMARKED PROVISIONS												
I.T. & Equipment	18,400	4,500	0			22,900	2,700		0			25,600
Gateway	25,000	0	0			25,000	0		0			25,000
Cemetery	19,533	4,000	0			23,533	2,500		-17,000			9,033
Buildings Reserve	33,567	5,000	-2,200			36,367	4,000	-750	0			39,617
Election	11,042	1,500	0			12,542	1,000		0			13,542
Vehicle & Machinery	22,572	11,000	0			33,572	11,000		0			44,572
Play Equipment	3,031	6,900	-1,000			8,931	6,900		0			15,831
Memorials	0		0			0	0		0			0
Christmas Lights	0		0			0	0		0			0
Carvers Clubhouse	29,525	2,500	-2,100	500		30,425	2,500	-1,000	0			31,925
Ringwood Events	16,768		-16,768			0	0		0			0
Memorial Lantern	1,354		0			1,354	0		0			1,354
Carvers Grounds	11,300		-6,675			4,625	0		0			4,625
Infrastructure & Open Spaces	12,685	3,000	0			15,685	3,000		0			18,685
Neighbourhood Plan	6,473		-6,473			0	0		0			0
Football development Project			-326,500	435,330		108,830	0		-108,830			0
Budget Underspends retained for use in 2022/23*	8,243		-8,243			0	0	0				0
Total Provisions	219,495	38,400	-369,959	435,830	0	323,765	33,600	-1,750	-125,830	0	0	229,785
RESERVES												
Earmarked Reserves:												
Dev Contribs	3,213		-750	3,067		5,530		-1,000	0			4,530
Cem Maint	980		-230			750		-230	0			520
Dev Cons(CIL)	51,449		-31,048	5,590		25,990			-14,000			11,990
Capital Receipts	20,334		-1,392	0		18,942			0	0		18,942
Grants Unapplied	3,217		0	1,119		4,335		-4,335	0			0
Loans Unapplied	0		0	0		0			0	0		0
Total Earmarked Reserves and Provisions	298,687	38,400	-403,379	445,605	0	379,313	33,600	-7,315	-139,830	0	0	265,768
General Reserve	304,241		-93,788			210,453	0	-4,064			0	206,389
Key & Rent Deposits	15,121		-2,638	5,574		18,057						18,057
Total Reserves & Customer Deposits	618,049	38,400	-499,805	451,179	0	607,823	33,600	-11,379	-139,830	0	0	490,214

Replacing a Tree at War Memorial Gardens

1. Introduction and reason for report

- 1.1 A tree at War Memorial Gardens has died. The Royal British Legion, Ringwood and District Branch, has offered to sponsor a replacement.

2. Background information and options

- 2.1 A flowering cherry close to the entry gates to the War Memorial Gardens has died and arrangements are in hand to fell and remove it.
- 2.2 The Royal British Legion, Ringwood and District Branch, has offered the Council £300 towards the cost of replacing it as a way of commemorating and celebrating its centenary. The committee would like to add a plaque reading "Royal British Legion Ringwood & District Branch 100th Anniversary 2022" but is content to leave the choice of species for the tree to the Council.
- 2.3 A new flowering cherry would grow relatively quickly and provide spring blossom in this prominent location but is relatively short-lived (30-40 years). Alternatives previously suggested for this site by tree officers include English Oak (*Quercus robur*) and Sweetgum (*Liquidambar styraciflua*). Either would be suitable.

3. Issues for decision and any recommendations

Issues for decision:

- 3.1 Whether to accept the donation offered and approve the plaque; and**
- 3.2 What species of tree to plant.**

For further information, contact:

Christopher Wilkins, Town Clerk
Direct Dial: 01425 484720
Email: chris.wilkins@ringwood.gov.uk

Kelvin Wentworth, Grounds Manager
Direct Dial: 07918 615200
Email: kelvin.wentworth@ringwood.gov.uk



Current Projects Update

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

No.	Name	Status	Recent developments	Description and notes	Lead Officer/Member	Financing
Full Council						
FC1	Long Lane Football Facilities Development	In progress (scheduled for completion in 2023)	The application for the PWLB loan is with DLUHC. Work on the artificial turf pitch is running to programme. A Pre-contract Services Agreement for the pavilion and other works has been entered into.	A joint venture with Ringwood Town Football Club and AFC Bournemouth Community Sports Trust to improve the football facilities for shared use by them and the community.	Town Clerk	The current expectation is that the Council's contribution to the project will, in effect, be limited to a modest loss of income from the site (but over a long term).
Planning Town & Environment Committee						
PTE1	Neighbourhood Plan	In progress	It is anticipated that the pre-submission draft Plan will be presented to Full Council in January for approval, after which there will be a period of public consultation.	To prepare a Neighbourhood Plan for the civil parish of Ringwood but limited in scope to a few specified themes.	Deputy Clerk	Budget of £21,500 (£3,800 in 2021/22 budget, £3,000 in General Reserve and £14,700 to be funded by Locality grant)
PTE2	Human Sundial	Complete, with exception of interpretation board	Work to refurbish human sundial and install surrounding benches now complete. Interpretation board with details of sundial, Jubilee Lamp etc. to be designed and costed.	Replacement of damaged sundial and surrounding paviers; installation of removable benches to protect it for the future - working with HCC (Principal Designer and Contractor)	Deputy Clerk	£5,295.15 spent from budget of £10,657 to be funded from CIL and contribution of £5,249.15 from Carnival
PTE3	Crow Stream Maintenance	Annual recurrent	Spraying of stream banks undertaken 21/04/2022, annual flail carried out in August and stream clearance carried out on 29th September.	Annual maintenance of Crow Ditch and Stream in order to keep it flowing and alleviate flooding	Deputy Clerk	£1,120 spent to be funded by transfer from earmarked reserve
PTE4	Climate Emergency	In progress	Funds used to support Greening Campaign, community litter-pick and Flood Action Plan leaflets.	Minor funding to support local initiatives.	Cllr Deboos	Budget of £1,000
PTE5	Bus Shelter Agreement	In progress	Response awaited from ClearChannel on the financial complications and on request for use of advertising space.	Request by ClearChannel in Nov. 2020 for RTC to licence the bus shelters in Meeting House Lane and the advertising on them. Completion dependent on clarification of financial issues (VAT treatment and non-domestic rates revaluation).	Town Clerk	No financial implications
PTE6	Shared Space Concept - Thriving Market Place	In progress	Meeting held with NFDC & HCC on 17/10/2022 to consider desires and opportunities in more detail. Further meeting scheduled for 28/11/2022. NFDC preparing a concept plan/visualisation.	Concept for town centre shared space identified through work on the Neighbourhood Plan.	Deputy Town Clerk	
Projects being delivered by others which are monitored by the Deputy Clerk and reported to this committee:						
	A31 widening scheme	Complete	Scheme complete and road re-opened on 19 November.	Widening of A31 westbound carriageway between Ringwood and Verwood off slip to improve traffic flow; associated town centre improvements utilising HE Designated Funds	Highways England (HE)	HE funded
	SWW Water Main Diversion (associated with A31 widening scheme)	Complete	Bickerley reinstatement works being monitored.	Diversion of water main that runs along the A31 westbound carriageway.	South West Water / Kier	HE funded
	Moortown drainage improvements	In progress		HCC considering a controlled opening of the system in Moortown Lane to alleviate highway flooding	Hampshire CC	Developers contributions
	Pedestrian crossing Castleman Way	On hold	Site does not meet HCC criteria for toucan crossing. Agreed to revisit following promotion of cycle path through Forest Gate Business Park.	Toucan crossing in Castleman Way to improve pedestrian and cycle route between town centre and Moortown	Hampshire CC	Developers contributions
	Crow Lane Footpath	In progress	Developers' contributions paid to HCC to implement. Additional funds required to progress and approved by NFDC Cabinet on 02/11/2022 - report indicates delivery in 2024/25.	New footpath to link Beaumont Park with Hightown Road, alongside west of Crow Lane	Hampshire CC	Developers contributions
	Surfacing of Castleman Trailway	Complete	Surfacing works completed early April 2022.	Dedication and surfacing of bridleway between old railway bridge eastwards to join existing 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

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

Recreation, Leisure & Open Spaces Committee

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

F

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

F

Staffing Committee

None

Proposed/Emerging Projects Update

F

No.	Name	Description	Lead	Recent developments	Progress / Status Stage reached	Estimated cost	Funding sources
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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			
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Recreation, Leisure & Open Spaces Committee

	None	(Current projects expected to absorb available resources for several years)					
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Staffing Committee

	None						
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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	
Policy & Finance Committee				
PF1	New Council website	Arranging a new website that is more responsive, directly editable by Council staff and compliant with accessibility regulations.	Completed	
PF2	Greenways planning permission	Consideration of applying to renew planning permission for bungalow in garden previously obtained	Decided not to renew	
PF3	Detached youth outreach work	To provide youth workers for trial of detached outreach work	Transferred to Recreation Leisure & Open Spaces Committee (see RLOS20)	
PF4	Review of governance documents	A major overhaul of standing orders, financial regulations, committee terms of reference, delegated powers, etc. Routine periodic reviews will follow completion of this work.	Completed in July 2022	All governance documents will now receive routine annual reviews.
PF7	Financial Procedures Manual	Preparation of a new manual for budget managers and other staff detailing financial roles, responsibilities and procedures	Completed in September 2022	Will be updated by Finance Manager as necessary
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	
Recreation, Leisure & Open Spaces Committee				
RLOS1	War Memorial Repair	Repair by conservation specialists with Listed Building Consent with a re-dedication ceremony after.	Completed in 2021-22	
RLOS2	Bickerley Tracks Repair	Enhanced repair of tracks to address erosion and potholes (resurfacing is ruled out by town green status) and measures to control parking.	Fresh gravel laid in 2021-22.	No structural change is feasible at present.
RLOS3	Public open spaces security	Review of public open spaces managed by the Council and implementation of measures to protect the highest priority sites from unauthorised encampments and incursions by vehicles	Completed in 2021-22	
RLOS6	Community Allotment	Special arrangement needed for community growing area at Southampton Road	Ongoing processes adapted	Agreed to adopt as informal joint venture with the tenants' association
RLOS9	Aerator Repair	Major overhaul to extend life of this much-used attachment	Completed in 2021-22	
RLOS11	Ash Grove fence repair	Replacing the worn-out fence around the play area	Completed in 2021-22	
RLOS13	Bickerley compensation claim	Statutory compensation claim for access and damage caused by drainage works	Completed March 2022	Settlement achieved with professional advice
RLOS15	Acorn bench at Friday's Cross	Arranging the re-painting of this bespoke art-work	Completed in 2021-22	Labour kindly supplied by Men's Shed
RLOS16	Town Safe	Possible re-paint of this important survival, part of a listed structure	Suspended indefinitely in September 2022	Complexity and cost judged disproportionate to benefit
RLOS20	Detached youth outreach work	Trialling the provision of detached outreach work by specialist youth workers.	Completed in May 2022	
Staffing Committee				
S1	HR support contract renewal	Renewal of contract for the supply to the Council of specialist human resources law and management support	Completed in 2021-22	
S2	Finance Staffing Review	Reassessing staffing requirements and capacity for finance functions and re-negotiating staff terms	Completed in 2021-22	