

## 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 3<sup>rd</sup> September 2021 at 10am

PRESENT: Cllr Philip Day (Chairman)  
Cllr Gareth Deboos  
Cllr Hilary Edge (*until 12.05pm*)  
Cllr Peter Kelleher  
Cllr Gloria O'Reilly (*until 10:50am*)  
Cllr Tony Ring  
Cllr Derek Scott (*until 11.57am*)  
Cllr Glenys Turner

IN ATTENDANCE: Jo Hurd, Deputy Town Clerk  
Nicola Vodden, Meetings Administrator  
Cllr Jeremy Heron

ABSENT: Cllr Andy Briers  
Cllr Rae Frederick (Vice Chairman)

### **P/5883 PUBLIC PARTICIPATION**

There were nine members of the public present. Some were interested in the public participation section of the meeting and others were interested in planning applications and the 'Call for sites' item, to be considered later in the agenda.

Members received a presentation from the agents representatives working on proposals for regeneration of 2 Market Place (old town hall/former cinema), 1-7 Market Place (former hardware store), 11-13 Meeting House Lane and land off Meeting House Lane (car wash site). The proposal is for a mixed-use development including 5,315sqft of commercial space and 33 self-contained flats and a pair of semi-detached houses. She explained that there had been some engagement with officers at NFDC and proposals had been developed to a point where it was felt public engagement was important. Development of the proposals had paused to undertake a public consultation on the plans before they are considered further.

An exhibition will take place at The Gateway building on Wednesday 8<sup>th</sup> September from 10am-4pm and Thursday 9<sup>th</sup> September 12pm-6pm.

The Chairman thanked the agent for her presentation and encouraged everyone to attend the exhibition and give their views.

*At 10:50am Cllr O'Reilly left the meeting.*

**P/5884  
APOLOGIES FOR ABSENCE**

The Deputy Town Clerk reported that apologies for absence had been received from Cllrs Briers and Frederick.

**P/5885  
DECLARATIONS OF INTEREST**

Although they were not declarable pecuniary interests:-

- Cllr Ring made members aware that, in order to preserve his position at NFDC Planning Committee, he would withdraw from discussions on application 21/11170
- Cllr Kelleher made members aware, that in respect of 21/00724, he knew the applicant personally.

**P/5886  
MINUTES OF PREVIOUS MEETING**

**The Committee members present agreed:-**

That the Minutes of the meeting held on 6<sup>th</sup> August 2021, having been circulated, be approved and signed as a correct record.

**P/5887  
PLANNING APPLICATIONS**

Planning applications 21/00724 and 21/11170 were brought forward for the benefit of the members of the public present.

At this stage, consideration of planning applications was deferred to allow the 'call for sites' agenda item (P/5888) to be discussed. On resumption of this item, the remaining applications were dealt with in list order.

**The Committee members present agreed:-**

That the observations summarised in *Annex A* be submitted and decisions made under delegated powers be noted.

<b>ACTION</b> Nicola Vodden / Jo Hurd
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**P/5888  
NFDC 'CALL FOR SITES' – REVIEW OF LOCAL PLAN PART 2**

Page 2 of 5  
Chairman's initials

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Members considered the Deputy Town Clerk's report (*Annex B*). NFDC has opened a 'call for sites' as part of its review of Local Plan Part 2 and is inviting landowners, communities and other parties to put forward sites that may be suitable for development. The housing numbers are set out in detail in Policy STR5 of the Local Plan Part 1 and there are around 400 additional homes to be allocated in Local Plan Part 2 in New Forest towns and large villages (excluding Lymington and New Milton). NFDC will do further work to assess suitability for development and this will form the basis of a further consultation on potential sites, as part of the Local Plan Part 2 process.

It was highlighted that this links in with work being undertaken by the Neighbourhood Plan Housing Team. An initial review had been undertaken of those sites previously identified to determine their current situation and suitability. Members agreed there was a lot of information to consider and a Working Party should be formed (and include members of the NP housing team) to look at sites and prepare a recommendation.

It was noted that a better understanding was needed as to whether housing numbers required would be affected by higher numbers being proposed for strategic sites and windfall sites coming forward since the Local Plan Part 1 was adopted.

*Cllr Scott left the meeting at 11:57am.*

**The Committee members present agreed:-**

- 1) That a Working Party be formed to consider sites identified (and any others thought suitable) and make recommendations in respect of the sites to be put forward; and
- 2) That the WP recommendation is considered and agreed by the Deputy Town Clerk in liaison with the Chair and Deputy Chair of this Committee for submission as the Council's response to the consultation by the deadline of 24<sup>th</sup> September 2021.

*At 12.05pm the meeting adjourned for a short 5-minute break. Cllrs Edge and Heron left the meeting at this stage.*

**P/5889**

**NEIGHBOURHOOD PLAN (NP)**

The Deputy Town Clerk reported that the grant application to Locality for High Streets and Social Infrastructure Support had been unsuccessful as there was no project ready to commence. An application for Technical Support was now being pursued for assistance with a Housing Needs Assessment and Design Codes.

The consultants have reviewed and revised the Project Plan and reported a slippage of approximately 3 months.

**The Committee members present noted the update in respect of the Neighbourhood Plan (Annex C).**

<b>ACTION Jo Hurd</b>
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**P/5890  
REAL WORKING PARTY**

Cllr Deboos reminded the Committee about the Eco Fair on 11<sup>th</sup> September, highlighting the list of talks scheduled throughout the day in the Meeting House.

**The Committee members present received the notes of the REAL Working Party meeting on 13<sup>th</sup> August 2021 (Annex D).**

**P/5891  
STRATEGIC SITES**

No update had been expected from NFDC's Monitoring Officer this month, but one was expected for the next meeting. There was no progress to report in respect of the Crow Arch Lane allotment site.

**P/5892  
A31 IMPROVEMENT SCHEME**

A stakeholder meeting with National Highways (formerly Highways England) took place on 2<sup>nd</sup> September and Cllrs Ring, Day, Heron and Rippon-Swaine attended along with the County Councillor, Dorset councillors and the Deputy Town Clerk.

With regard to the SWW water main diversion, work in Mansfield Road is due to start at the end of September and NH are hopeful for completion by 15<sup>th</sup> November, when the A31 westbound on-slip is due to close. Traffic on Mansfield Road will be managed by use of multi and 2-way traffic lights, starting from Greyfriars roundabout and working north to Furlong Car Park. There will be extended working hours, 7 days a week and traffic lights will be manned from 7am to 7pm weekdays and 8am to 4pm weekends. To prevent traffic backing up onto A31, it was expected that priority would be given to southbound traffic, which may result in delays northbound.

The Traffic Management Plan for A31 works has been approved and shared with HCC. The aim is to develop a strategy to minimise impact on local traffic as much as possible. The plan will be communicated to the public later this month at Public Information Events (some face-to-face appointments will be available). There will be a preview for Town Councillors at 10:30 on 21<sup>st</sup> September.

The westbound on-slip will be closed for duration of works (Nov21 – Nov22). Diversion for westbound traffic will be via eastbound A31 to Poulner, up and over and back on to westbound A31. NH were asked to consider the effects of the diversion route on A31 and likelihood of stationary traffic eastbound. In addition, NH were asked to re-check to developers plans for works to the mini roundabout, required to serve the strategic site north of Hightown Road.

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The contraflow will be in operation from 4<sup>th</sup> January to 30<sup>th</sup> November, two lanes will be maintained in both directions. Some work is required on the eastbound carriageway to resolve drainage issues, remove a gantry and for road marking corrections.

At the meeting, concerns were raised about the impact on the local road network now since the closure of West Street and reversal of Meeting house Lane. The County Councillor asked HCC officers to engage with the Council to review the situation and consider mitigation.

**The Committee members present noted the update in respect of the A31 improvement scheme.**

<b>ACTION</b> Jo Hurd
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**P/5881  
PROJECTS (current and proposed)**

Human Sundial – The Deputy Town Clerk reported that works to the sundial should be completed on 3<sup>rd</sup> September and there will be an official opening on Saturday 18<sup>th</sup> September, in liaison with Carnival Society.

**The Committee members present noted the update in respect of projects (*Annex E*).**

<b>ACTION</b> Jo Hurd
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**P/5882  
NFDC/NFNP PLANNING COMMITTEE**

It was noted that NFDC Planning Committee would consider application 21/10940 11 Broadshard Lane. Cllr Ring would speak on behalf of the Council, but other members were to be canvassed as to whether they also wished to make representations.

There being no further business, the Chairman closed the meeting at 1:30 pm.

RECEIVED  
29<sup>th</sup> September 2021

APPROVED  
1<sup>st</sup> October 2021

TOWN MAYOR

COMMITTEE CHAIRMAN

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

Page 5 of 5  
Chairman's initials

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Annex A to Planning, Town Environment Committee Minutes 3rd September 2021  
**Ringwood Town Council - Planning Observations - NFDC**

<b>Number</b>	<b>Site Address</b>	<b>Proposal</b>	<b>Observation</b>	<b>Comments</b>
21/10610	Land R/Of Bridge House, 21 West Street, Ringwood BH24 1DY	Replace rooflights to east and west elevation of link building; installation of vent to west elevation (Application for Listed Building Consent)	Permission (1)	
21/10969	14 Meadow Close, Ringwood BH24 1RX	Variation of condition 2 of planning permission 21/10514 to allow amended plans raising the ridge height of the extension on the front elevation.	Refusal (4)	The Committee felt that the new plans do not address the concerns raised with the previously submitted plans. The proposal would be overdevelopment, have a detrimental impact on the street scene and amenities of neighbouring properties.
21/11059	Plot 21(Unit 2), Hoburne Enterprise Park, Embankment Way, Ringwood. BH24 1WL	Erection of a mezzanine floor to provide storage and ancillary office/staff area	Permission (1)	
21/11065	2, Avonvale Cottages, Christchurch Road, Kingston, Ringwood. BH24 3BG	Two-storey side extension; demolition of existing ground floor extension	Refusal (2)	The Committee were concerned that the proposals would impact on the neighbours amenities, especially in terms of overlooking, and the scale of the extension, particularly the second storey, is too extensive and overbearing.
21/11089	31, Denholm Close, Poulner, Ringwood. BH24 1TF	Rear extension; raising of utility/wc roof	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

<b>Number</b>	<b>Site Address</b>	<b>Proposal</b>	<b>Observation</b>	<b>Comments</b>
21/11118	59, Kingsfield, Ringwood. BH24 1PJ	Proposed extension	Permission (1)	
21/11123	190, Southampton Road, Ringwood. BH24 1JG	Single-storey rear extension	Permission (1)	
21/11134	45, Quomp, Ringwood. BH24 1NT	Apply new waterproofing system above existing flat roof; form weathering barrier to edge of roof; fix new black painted timber fascias (Retrospective)	Permission (1)	
21/11135	45, Quomp, Ringwood. BH24 1NT	Apply new waterproofing system above existing flat roof; form weathering barrier to edge of roof; fix new black painted timber fascias (Application for Listed Building Consent)	Permission (1)	
21/11142	1-3 Strides Lane, Ringwood. BH24 1ED	Alterations to the existing building to include formation of a new roof (replacement of rotten timbers and re-roofing with slate), installation of rooflights and changes to existing fenestration	Permission (1)	
21/11157	107 Northfield Road, Ringwood. BH24 1SS	Replacement studio; replacement 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
21/11170	Ringwood Town Football and Social Club, Long Lane, Ringwood. BH24 3BX	Replacement of the sub-standard pavilion/changing facilities on the site; Construction of a new artificial pitch with LED floodlighting; Improved car parking/infrastructure; Improvements to an existing arable field to allow future sports use; appropriate landscaping enhancements	Officer Decision (5)	
21/11185	16, Narrowleaf Drive, Ringwood. BH24 3FS	Single-storey rear extension	Permission (1)	
21/11191	12, The Furlong, Ringwood. BH24 1AT	Display of 1 non-illuminated fascia sign; 1 non illuminated projecting sign; non-illuminated menu board (Application for Advertisement Consent)	Permission (1)	
21/11209	8, Woodford Close, Ringwood. BH24 1UT	Single-storey side and rear flat roof extension	Refusal (2)	The proposal is contrary to NFDC Parking Standards as referred to in correspondence between the Planning Officer and Cllr Heron.
21/11213	40, Spittlefields, Ringwood. BH24 1QH	Proposed two-storey side extension; front porch extension; internal alterations	Refusal (2)	The proposal's front extension extends beyond the building line, which will have an adverse effect on the street scene and does not satisfy NFDC Parking Standards for a 3-bed house.
21/11221	8, Somerville Road, Poulner, Ringwood. BH24 1XJ	Erect new rear and side extensions; demolish existing extension	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

<b>Number</b>	<b>Site Address</b>	<b>Proposal</b>	<b>Observation</b>	<b>Comments</b>
TPO/21/0404	Old Forge Close, Poulner, Ringwood, BH24 1GZ	Cedar x 1 Reduce	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

## Ringwood Town Council - Planning Observations - NFNPA

<b>Number</b>	<b>Site Address</b>	<b>Proposal</b>	<b>Observation</b>	<b>Comments</b>
21/00720	The Old Cottage, Cowpitts Lane, North Poulner, Ringwood. BH24 3JX	Orangery	Refusal (2)	The proposal is contrary to Policy DP36 in that it exceeds the 30% rule.
21/00724	The Old Coach House, 2 Cowpitts Lane, Poulner, Ringwood. BH24 3JX	Application for a Certificate of Lawful Development for continued use of a building as a dwellinghouse (self-contained holiday accommodation) within use class C3	Officer Decision (5)	

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 3<sup>rd</sup> September 2021

Number	Site Address	Proposal	Decision
CONS/21/0367	St. Hilda, 28-30, College Road, Ringwood. BH24 1NX	Cherry x 2 Reduce Conifer x 1 Reduce Pittosporum x 1 Reduce	20/8/21 Permission (1). Recommend Permission, but would accept the Tree Officer's decision.
TPO/21/0382	11 Bishop Court, Ringwood, BH24 1PE	Walnut x 1 Reduce	20/8/21 Permission (1). Recommend Permission, but would accept the Tree Officer's decision.
CONS/21/0408	Canterton Lodge, Cowpitts Lane, Poulner Common, Ringwood. BH24 3LB	Prune 1 x English Oak tree	20/8/21 Permission (1). Recommend Permission, but would accept the Tree Officer's decision.

**REPORT TO PLANNING, TOWN & ENVIRONMENT COMMITTEE  
3<sup>RD</sup> SEPTEMBER 2021**

**NEW FOREST DISTRICT COUNCIL (OUTSIDE THE NATIONAL PARK) – CALL FOR SITES –  
LAND FOR FUTURE DEVELOPMENT, OPEN SPACE AND NATURE RECOVERY**

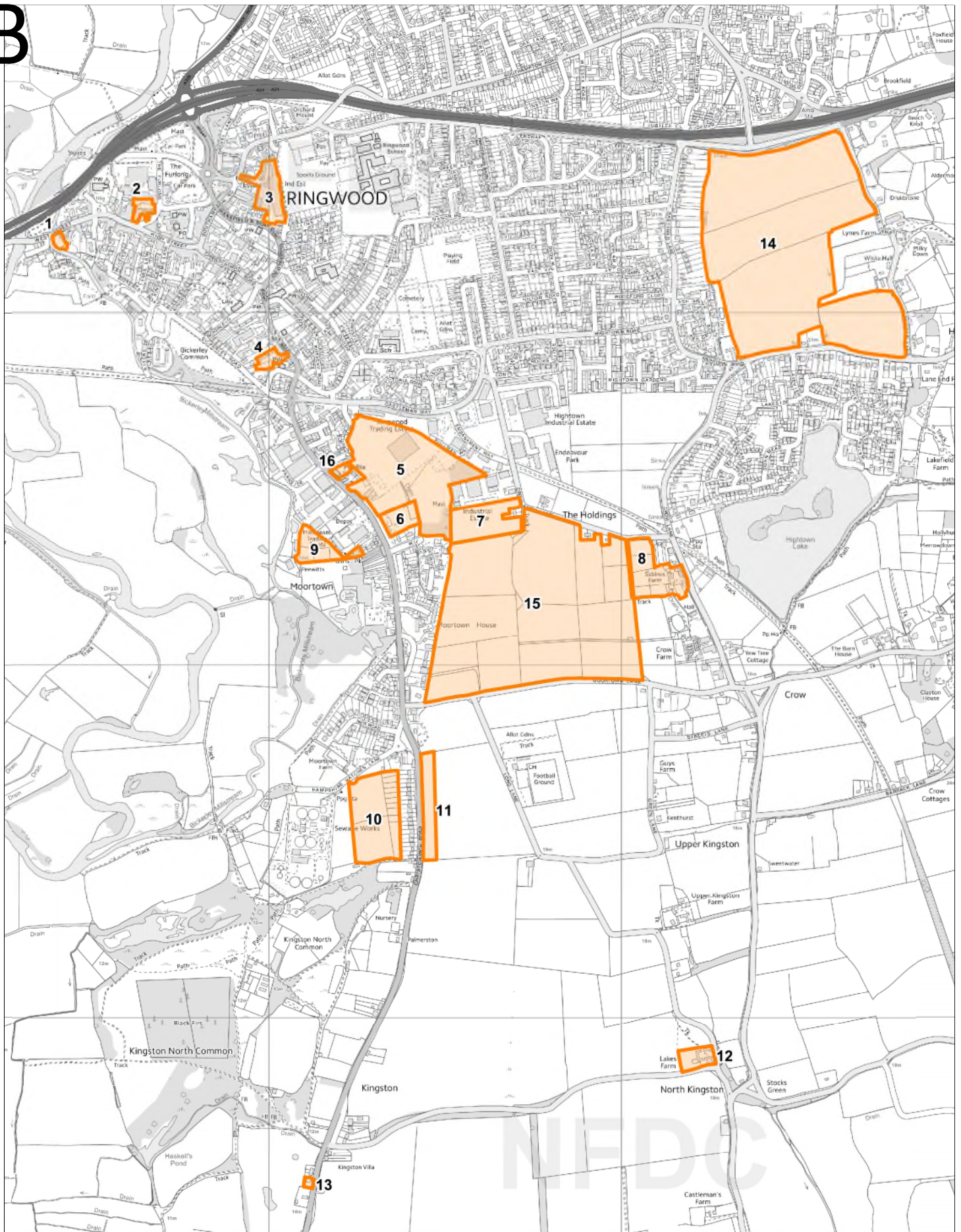
1. New Forest District Council (NFDC) has opened a ‘**call for sites**’ as part of its review of Local Plan Part 2 and is inviting landowners, communities and other parties to put forward sites that may be suitable for development for housing (market and affordable), commercial and community uses, public open space and land suitable for nature recovery or offsetting the environmental impacts of development.
2. Full details can be viewed on the NFDC website: [Call for Sites - New Forest District Council](#) and the closing date for submissions is 24 September 2021.
3. The Town Council has been consulted previously by NFDC on suitable sites for housing, the last time being in 2015. Sites that were put forward for consideration at that time were as follows (excluding those that have since been developed or allocated in the Local Plan Part 1) and are as shown on the attached map:

<b>No. on map</b>	<b>Site</b>	<b>Issues/Constraints</b>
1	Bus Depot site, West Street	Dependent on bus depot moving to an alternative site
2	Furlong Phase 2	Increase housing element in mixed use development
3	Carvers Industrial Estate	Change of use to housing, due to proximity of site to town centre Substitute employment land would be required
4	Land adjacent to and to the rear of 88-98 Christchurch Road	Land in Conservation Area Would necessitate relocation of existing businesses
6	NFDC Depot in Christchurch Road	
9	Land to the rear of Stag Business Park	
10	Land between Hampshire Hatches Lane and Christchurch Road	Land in Green Belt Proximity to sewage treatment works
11	Land to the east of Christchurch Road and west of Long Lane	Agricultural land in Green Belt To create a row of dwellings on the opposite side of the road to existing dwellings Ground levels may be an issue Landowner is willing to discuss options
12	Land at Lakes Farm	Suitable for agricultural workers
13	Land north of Greenacres Farmhouse, Christchurch Road, Kingston	Small infill site

4. It is **RECOMMENDED** that Members give consideration to whether any of the sites listed in paragraph 3 above should be put forward again, and if there are any new sites that should be given consideration.

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

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**RINGWOOD TOWN COUNCIL**

[www.ringwood.gov.uk](http://www.ringwood.gov.uk)

Possible Development Sites

12/11/2015



**Scale 1:10000**

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Ordnance Survey 100045899

**REPORT TO PLANNING, TOWN & ENVIRONMENT COMMITTEE  
3<sup>RD</sup> SEPTEMBER 2021**

**RINGWOOD NEIGHBOURHOOD PLAN UPDATE**

Progress is being made and the teams are at the point now of looking for technical support from Locality to support additional evidence gathering, specifically for a Local Need Housing Assessment and a Design Code. The Deputy Town Clerk is helping with these applications.

The initial survey of town centre businesses is almost complete. Conclusions and insights will follow.

Work to identify small sites within the urban area suitable for development/redevelopment is being progressed. The Government's 'First Homes' initiative is viewed as positive and is supported.

Visits to producers of housing using modern methods of construction have taken place. These techniques provide housing that is comparable or cheaper to build, with lower operational and near zero embodied energy costs, and can be built quicker than a conventional build. The findings support the draft 'net energy gain' policy.

A biodiversity policy should be generated shortly and will likely be based on a 20% net biodiversity gain basis, using the appropriate Natural England metric.

Work is also ongoing towards draft policy suggestions on which to consult with, and receive feedback from, our residents and businesses.

It is noted that the latest version of the National Planning Policy Framework (NPPF) is now looking at ~30 years ahead and so the Neighbourhood Plan vision will be aligned to this timeline.

For further information, please contact the Neighbourhood Plan Gofour group:  
[neighbourhood.plan@ringwood.gov.uk](mailto:neighbourhood.plan@ringwood.gov.uk)





## Ringwood Environmental Action Leadership (REAL) Working Party

### Notes of meeting held on Friday 13<sup>th</sup> June at 3pm on Zoom

Present: Cllr Gareth DeBoos (Chair)  
Mary DeBoos  
Cllr Rae Frederick  
Chantelle Monck  
Cllr Tony Ring  
Cllr Glenys Turner

In Attendance: Christopher Wilkins – Town Clerk  
Cllr Gloria O'Reilly

Absent: Lindsay Andrews, Francis Charlton

#### 1. Apologies for absence

Apologies for absence had been tendered by Lindsay Andrews and Francis Charlton and were accepted.

#### 2. Declarations of interest

No disclosable pecuniary interests were declared.

#### 3. Membership of this Working Party

Based on responses to the last minutes and follow up by the Chair, the WP membership has been reduced to those present at this meeting and the two members that were absent.

#### 4. To agree notes of last meeting

The notes of the last meeting were agreed as accurate.

#### 5. Feedback from Ringwood Town Council Committees

NFDC Chief Planning Officer Claire Upton-Brown gave an update to RTC on the SS14 Lynes Farm proposed development. Noted that, on average, each Taylor-Wimpey home of 100m<sup>2</sup> floor area built in 2020 generated over 200 tonnes of CO<sub>2</sub>e and if the ~10,500 houses to be built in the NFDC Local Plan Part 1 did the same, the total emissions would be 2.2 million tonnes of CO<sub>2</sub>e. By comparison, the total emissions for everything NFDC did in 2013 (last year reported) was 0.008 million tonnes CO<sub>2</sub>e and, according to the tool CW demonstrated at the last WP meeting, the average emissions for all Ringwood households combined are ~0.15 million tonnes per year.

GO suggested that the data should be circulated further, including to our MP. TR to take this forward as he sees appropriate.

GT raised the issue of cyclists using footpaths, signage and enforcement being poor. She will generate a proposal for improving signage/path markings on RTC land, such as Carvers.

#### 6. Ringwood Neighbourhood Plan Update

GD provided an update on the environment aspects of the Ringwood Neighbourhood Plan. Policies being developed for housing net energy reduction for larger developments based on encouraging use of modern methods of construction. Also, net energy reductions for smaller developments and extensions that require planning permission. Biodiversity policy likely based on 20% gain (Government looking at

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mandating 10% increase in Environment Bill). Looking to establish plan for wildlife corridors on Green Belt connecting NF to Avon Valley based on info from Hampshire Biodiversity Centre, EA, HIWWT and Natural England. Transport policies being developed to encourage less car journeys and aligning with the cross NF LCWIP initiative

## **7. RACE Ecofair**

MD had circulated a list of speakers prior to this meeting. One outstanding issue was the reservation of the loading bay outside the Gateway for a display of electric vehicles. TR said he would pursue this with NFDC.

TR, RF and GT offered their support and endorsement for the ECO Fair for which MD expressed thanks and said that she would follow up with specific requests.

## **8. Any other business**

GT expressed concern about air quality on school environments and will generate a formal draft proposal. CM said she will investigate the possibility of securing some fume cupboard extractor fans from her workplace.

CW suggested a policy for 'end of life' replacement of fossil fuel powered equipment used by the groundsmen by battery versions where feasible. RF will liaise with Kelvin with a proposal and also consider a policy on verge mowing.

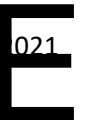
Given the current staff shortages and the ongoing Covid issues, updated emissions quantification for RTC operations (as carried out for 2019) will be postponed for now.

## **9. Upcoming meetings – to note the following dates**

Tuesday 14<sup>th</sup> September at 3pm (Zoom)

Friday 12<sup>th</sup> November 2021 at 3pm (Zoom)

There being no further business, the meeting closed at 4.19pm.



## Current Projects Update

No.	Name	Status	Recent developments	Description and notes	Lead Officer/Member	Financing
<b>Full Council</b>						
FC1	Long Lane Football Facilities Development	In progress	Application for planning permission submitted. VAT consultant's initial advice on business arrangements received. Business and legal arrangements being placed with lawyers. AGP contract awarded. Other procurement being planned.	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	No financial commitment yet
FC2	Strategic Plan	On hold - awaiting officer availability		Exploring ideas for medium term planning	Town Clerk	N/A
<b>Planning Town &amp; Environment Committee</b>						
PTE1	Neighbourhood Plan	In progress	Steering Group met to consider risks associated with NFDC Local Plan Part 2 review; changes in national policy; and resourcing the project. Agreed to continue to prepare NP, with 4 Team leads project managing for the time being. Grant of £5,000 awarded to cover consultants' fees, as per the Project Plan.	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	In progress	Work to refurbish human sundial and install surrounding benches now complete. HCC awaiting materials to complete area around Oriental Plane tree. Electricity box to be repainted by Mens Shed. "Ribbon cutting" event to be held on 18th September.	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 completed on 1 April. Annual stream clearance to be carried out by volunteers on 9 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
Projects being delivered by others which are monitored by the Deputy Clerk and reported to this committee:						
	A31 widening scheme	In progress	West Street junction with A31 closed and traffic flow reversed in Meeting House Lane. Works in West Street completed. Works to divert water main ongoing. Works on A31 to commence October 2021 and due for completion by 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	Currently on schedule to advance from Bickerley Gardens to Mansfield Road at end of September. Pipe laying across Bickerley almost complete - land to be fully restored by SWW. Directional drilling to lay pipe under River Avon and Bickerley Millstream ongoing. Site compound in place at the southern end of Bickerley until end of year.	Diversion of water main that runs along the A31 westbound carriageway.	South West Water / Kier	HE funded
	Pedestrian crossings Christchurch Road	Completed		Informal pedestrian crossings to the north and south of roundabout at junction of Christchurch Road with Wellworthy Way (Lidl)	Hampshire CC	Developers contributions
	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
	Cycleway signage and improvements	Completed		New signage and minor improvements to cycleway between Forest Gate Business Park and Hightown Road	Hampshire CC	HE Designated Funds
	Carvers footpath/cycle-way improvement	Completed		Creation of shared use path across Carvers between Southampton Road and Mansfield Road	Hampshire CC	Developers contributions
	Crow Lane Footpath	In progress	Developers' contributions paid to HCC to implement.	New footpath to link Beaumont Park with Hightown Road, alongside west of Crow Lane	Hampshire CC	Developers contributions
	Surfacing of Castleman Trailway	In progress	Developers' contributions paid to HCC to implement. RTC carried out clearance on behalf of HCC so that the path is accessible through the summer, prior to surfacing.	Dedication and surfacing of bridleway between old railway bridge eastwards to join existing surfacing	Hampshire CC	Developers contributions
	Replacement Tree - Market Place	In progress	HCC confirmed stump will be ground out by the end of the year and a fastigate English Oak will be planted in its place by end March 2022.	New tree to replace tree stump in Market Place.	Hampshire CC	HCC funded

**Policy & Finance Committee**

PF1	Website renewal	In progress	The basic structure and layout of the new site has been agreed and created. Work on filling in the content (both new and by transfer from the existing site) is continuing. Committee decided on 17 Feb 2021 not to seek renewal	Arranging a new website that is more responsive, directly editable by Council staff and compliant with accessibility regulations.	Town Clerk	Funded from agreed budget.
PF2	Greenways planning permission renewal	Cancelled		Preparing a planning application to renew the lapsed permission for a detached bungalow	Town Clerk	
PF3	Youth Detached Outreach work	In progress	A third party provider has been appointed and is recruiting the workers needed.	To provide youth workers for detached outreach work	Carvers Manager	
PF4	Review of governance documents	In progress	Revisions to Financial Regulations prepared for consideration by committee.	Periodic review of standing orders, financial regulations, committee terms of reference, delegated powers, etc. to maintain suitability and fitness	Town Clerk	
PF5	Poulner Lakes Lease	On hold - awaiting track maintenance solution	Report on track maintenance options considered at meeting on 7th July. Officers working to implement members' recommendations.	Negotiating a lease from Ringwood & District Anglers' Association of the part of the site not owned by the Council	Town Clerk	

**Recreation, Leisure & Open Spaces Committee**

RLOS1	War Memorial repair	Completed	The repair has been completed. An inspection and maintenance regime is being implemented. A re-dedication ceremony was held on 15th August 2021.	Repair by conservation specialists with Listed Building Consent with a re-dedication ceremony after.	Town Clerk	£8,596 spent. Grant award leaves £4,776 to be funded from donations and general reserve.
RLOS2	Bickerley tracks	Completed	Fresh gravel has been laid. No structural change is feasible at present.	Enhanced repair of tracks to address erosion and potholes (resurfacing is ruled out by town green status) and measures to control parking.	Town Clerk	Nothing yet committed or agreed
RLOS3	Public open spaces security	Completed	The agreed works have all now been completed and a proposal by community groups to plant the new earth bunds has been accepted.	Review of public open spaces managed by the Council and measures to protect them from unauthorised encampments and incursions by vehicles	Town Clerk	Revised budget of £6,300 for emergency measures agreed.
RLOS4	Grounds department sheds replacement	In progress	CLr Briers met grounds staff to define needs and the project scope in order to prepare an outline specification.	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	Action to follow up the decisions made by committee on 7th July is being planned.	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)
RLOS6	Community Allotment	Concluded by adapting to ongoing processes	Agreed to treat as an informal joint venture between the Council and the tenants' association.	Special arrangement needed for community growing area at Southampton Road	Town Clerk	
RLOS7	Bowling Club lease	On hold during pandemic restrictions		Request by Ringwood Bowling Club for lease to be extended in space and term for a replacement club-house.	Town Clerk	
RLOS8	Ringwood Youth Club	On hold awaiting officer availability		Winding up the redundant CIO to terminate filing requirements	Town Clerk	
RLOS9	Aerator repair	Completed	The attachment has been returned and is back in service following the overhaul.	Major overhaul to extend life of this much-used attachment	Grounds Foreman	
RLOS10	Waste bin replacement programme	In progress	The first 17 bins have been delivered and are being installed as pressure of work allows. More will be ordered later this year.	Three-year programme to replace worn-out litter and dog-waste bins	Grounds Foreman	
RLOS11	Ash Grove Fence repair	Completed	The grounds foreman has inspected the completed fence and signed off the final payment to the contractor.	Replacing the worn-out fence around the play area	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	In progress	Officers presented a report at the meeting on 21st April.	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	
RLOS15	Acorn bench at Friday's Cross	Completed	Men's Shed have completed the refurbishment to the specification agreed with the original supplier.	Arranging the re-painting of this bespoke art-work	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 at February meeting. 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	Preparations for a public consultation are being led by Cllr. Frederick.	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
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**Staffing Committee**

S1	HR support contract renewal	In progress	Discussions initiated.		Town Clerk
S2	Finance Staffing review	In progress	Agreed changes (both temporary and permanent) are being implemented.	Reassessing staffing requirements and capacity for finance functions and re-negotiating staff terms	Town Clerk

# E

## Proposed/Emerging Projects Update

No.	Name	Description	Lead	Recent developments	Progress / Status Stage reached	Estimated cost	Funding sources
<b>Full Council</b>							
None							
<b>Planning Town &amp; Environment Committee</b>							
	Climate emergency	Minor funding to support local initiatives	Cllr DeBoos	REAL WP debating vision and plans for 2021	Budget bid to undertake in 2021-22 approved	£1,000	
	Roundabout under A31	Planting and other environmental enhancements		Area being used by Highways England 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		
<b>Policy &amp; Finance Committee</b>							
	Paperless office	Increasing efficiency of office space use	Cllr. Heron	Discussions with Town Clerk and Finance Manager			
<b>Recreation, Leisure &amp; Open Spaces Committee</b>							
	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		Floated as possible future project		
	Land at Folly Farm	Developing and improving this woodland site	Cllrs Heron & Ring		Floated as possible future project		
<b>Staffing Committee</b>							
None							