

OPEN SESSION – there were no members of the public present.

MINUTES OF THE MEETING OF THE TOWN PLAN CO-ORDINATING COMMITTEE

Held on Monday 6th November 2006 at 4.00pm

PRESENT: Cllr B H Terry (Chairman)
Cllr N J Chard
Cllr D E Cracknell

IN ATTENDANCE: Mr T R Simpson, Town Clerk
Ros Bowles, Project Officer
Jo Stannard, Deputy Town Clerk

T/0043 APOLOGIES

Apologies had been received from Cllr L C Ford.

T/0044 DECLARATIONS OF INTEREST

There were none.

T/0045 MINUTES

RESOLVED: That the minutes of the meeting held on 26th July 2006, having been previously circulated, be agreed and signed as a correct record.

T/0046 TOWN PLAN PARTNERSHIP STEERING GROUP

Members considered the minutes of the Town Plan Partnership Steering Group meeting held on 23rd October 2006 (*Annex 'A'*).

The Town Clerk re-emphasised the need to delay any public consultation on development of the south west corner of the Furlong until after the District Council's consultants report had been received. This would enable the public to be given all the facts so that they could give informed views. Cllr Terry, who had been elected as the Town Council's representative on the District Council's Ringwood Town Centre Steering Group asked that members give him their views so that all opinions could be considered by the Group.

It was noted that a drop-in session had been organised for Friday 17th and Saturday 18th November at the Meeting House for people to have their say on future employment land use in the town. This would enable the Council to consider residents' views when responding to consultation on the District Council's Employment Development Plan Document.

RESOLVED: That the minutes of the meeting held on 23rd October 2006 be received and approved.

T/0047
PROGRESS REPORT

The Project Officer presented a Progress Report (*Annex 'B'*).

It was noted that the way in which the Town Council was carrying out its Healthcheck was being compared to other towns and villages, which had not followed the same process. The Town Clerk reported that the Council had ensured the process could be validated and would stand up to scrutiny before embarking on the project. In addition, the way in which the Healthcheck was being carried out accorded with SEEDA guidelines. It was noted that the Project Officer would be writing to Hampshire County Council and SEEDA to identify the fact that there was no level playing field and to ensure that, as the Town Council had followed SEEDA guidelines, the resultant Town Plan would be given greater weight.

It was noted that a number of projects cross pollinated more than one Focus Group and the Project Officer said she would ensure there was close liaison between relevant Groups on these projects.

It was further noted that the Project Officer hoped to have the first draft of the Town Plan completed before Christmas.

RESOLVED: That the format of the Progress Report be approved and that an update be presented in this format to every meeting of the Town Plan Co-ordinating Committee.

T/0048
CONSULTATION

Members considered the Town Clerk's report (*Annex 'C'*), in which he proposed that a questionnaire be sent out to all households on the subject of highways, employment and housing, as there were key issues that needed to be addressed, which would have a fundamental bearing on the continued vitality of the town. The questionnaire would enable the public to answer specific questions, and also to suggest solutions to some of the problems facing the town. The content of the draft questionnaire (*Annex 'D'*) had been discussed with the District Council and final approval was awaited. It was therefore suggested that the questionnaire be launched by the Chairman of this Committee and the District Council's Portfolio Holder for Economy and Planning.

Members discussed the options for distribution of the questionnaire and it was agreed that it should be circulated with the Ringwood and Fordingbridge News, which covered the town centre, and that a direct mail drop should be organised for other areas such as Bisterne, Crow, Hangersley and Hightown.

Members also considered the Project Officer's report (*Annex 'E'*). It was agreed not to issue a further information leaflet at this stage, as this would weaken the impact of the above mentioned questionnaire. However, it was agreed that regular press updates be issued to raise the profile of the project and keep the public informed.

It was proposed that a two day event be held at the Trinity Church in early February to inform the public and to seek opinions on projects proposed by the Focus Groups. It was also proposed that local businesses be invited to a breakfast event to consider the findings of the Economy Focus Group.

RESOLVED:

- 1) That proposals for consultation on highway, employment and housing issues, as outlined in Annex 'C', be approved.
- 2) That the draft questions for inclusion in the leaflet to be distributed to properties in the town be approved, and that the Town Clerk, in consultation with the Chairman of the Committee, be authorised to make any amendments following consultation with the District Council.
- 3) That the leaflet be distributed with the Ringwood and Fordingbridge News and by direct mail drop to areas not covered by this newspaper.
- 4) That regular press updates be issued.
- 5) That the booking of Trinity Church Hall be approved for Saturday 3rd and Sunday 4th February 2007 for a public meeting.
- 6) That the Economy Focus Group be requested to consider holding a breakfast event for local businesses.

T/0049

PLANNING FOR REAL

The Project Officer reported that Ringwood School had recently purchased computer software to enable them to carry out a Planning for Real exercise, and had confirmed that they would be happy to work with the Town Council on this project.

RESOLVED: That the Town Council work with Ringwood School on a Planning for Real exercise.

T/0050

TRAINING AND CONFERENCES

It was noted that there were several forthcoming conferences, which may be suitable for members of this Committee to attend. However, members agreed that it would be appropriate to await the results of the Healthcheck and then attend training or conferences on more specific subjects.

RESOLVED: That members do not attend any of the suggested conferences.

T/0051

BUDGET

Members considered details of budgets and costs for 2005/06 to 2006/07 (*Annex 'F'*).

RESOLVED: That the Town Plan Project budgets and costs for 2005/06 to 2006/07 be received and agreed.

T/0052

URGENT BUSINESS

There was none.

T/0053

DATE OF NEXT MEETING

RESOLVED: That the next meeting be held at 4pm on Monday 15th January 2007.

The Chairman closed the meeting at 5.35pm.