

OPEN SESSION – there was one member of the public present.

MINUTES OF THE TOWN PLAN CO-ORDINATING COMMITTEE

Held on Monday 13 February 2006 at 2.00pm

PRESENT: Cllr B H Terry (Chairman)
Cllr N J Chard
Cllr N G R Clarke
Cllr D E Cracknell
Cllr M F J Daly
Cllr L C Ford

IN ATTENDANCE: Terry Simpson, Town Clerk
Ros Bowles, Project Officer
Ms J Newham

T/0023 APOLOGIES

All Members were present.

T/0024 DECLARATIONS OF INTEREST

There were none.

T/0025

Minutes of meeting held on 19 January 2006.

RESOLVED: That minutes of the meeting held on 19 January 2006, having been previously circulated, be agreed and signed as a correct record.

T/0026 TOWN PLAN

The Town Clerk circulated at the meeting an A5 document entitled 'A Town Plan For Ringwood'. He particularly drew Members' attention to the text inside the leaflet, which showed that the Town Council had come to no conclusions about the content of the Town Plan pending receipt of the public's views. He emphasised that it was important for this document to be freely available so that the public would know that the Town Council had not reached any conclusions as to the content of the Town Plan prior to completion of the consultation exercises.

Members concurred with the need to give positive messages to the public about the importance of the consultation exercise and the Healthcheck and supported the proposals.

RESOLVED: That the 'Town Plan' circulated at the meeting be made freely available to members of the public during the Market Town Healthcheck and preparation of the Town Plan.

T/0027 MISSION STATEMENT

The Town Clerk reported that in order to make clear the Council's intentions, it would be appropriate to adopt a mission statement that encapsulated the Council's overall position relating to preparation of the Town Plan.

RECOMMENDED: That the mission statement for the project be:-

‘To prepare a Town Plan following a Market Town Healthcheck, that incorporates the hopes and aspirations of the majority of the residents of Ringwood.’

T/0028

PARTNERSHIP STEERING GROUP

The Chairman reported that approaches had been made to a number of non-Councillors to serve on the Partnership Steering Group. He was pleased to report that the following persons had agreed to join the Steering Group and would be working with individual Councillors on the topic areas identified, as follows:-

Economic Topic Group	- Mr Peter Gray and Mr Jon Grant
Environment Group	- Mr Frank Cloke
Social and Community Group	- Ms Jenny Newham
Children and Young Peoples Group	- Mr Damien Haywood
Transport and Accessibility Group	- to be determined

It was reported that approaches would be made to Wilts & Dorset and National Express to ascertain whether a representative of one those companies would be prepared to serve on the Steering Group in relation to Transport and Accessibility Group. It was also noted that as there were still vacancies on the Steering Group, it would be possible to make further appointments at a later date.

RECOMMENDED:

- 1) That Mr Peter Gray, Mr Jon Grant, Mr Frank Cloke, Ms Jenny Newham and Mr Damien Haywood be appointed to the Town Plan Partnership Steering Group;
- 2) That a representative of either National Express or Wilts & Dorset Bus Company be invited to join the Steering Group as a representative with expert knowledge on transport and accessibility; and
- 3) That where appropriate, other persons be appointed to the Steering Group at a later date.

T/0029

PUBLICITY

The Town Clerk reported that in other areas, the Healthcheck and preparation of the Town Plan had been largely promoted through a public/private partnership with the drive for the initiative coming from the public. Within Ringwood, the drive was being led and promoted by the Town Council and he enquired whether in such circumstances, taking account of the ‘honest broker’ approach being adopted by Members, it was appropriate for the initiative to be seen as being promoted by the Town Council. Alternatively, the Town Council could take a low profile in the publicity. Where this has happened for other projects driven by the Town Council, the Council and Members had not, in his opinion, received sufficient recognition for the work undertaken by the Town Council on behalf of residents.

The Project Officer suggested that in her opinion, the Healthcheck and Town Plan was a project which empowered and enabled the community to make decisions. She wondered whether the community would be happy for the Town Council to drive the Town Plan forward and suggested that the non-Councillor members of the Steering Group may not want the Town Council to be heavily involved in implementing proposals contained within the Town Plan.

Whilst acknowledging the need for the Town Council to be totally open minded about the content of the Plan and accepting that some of the proposals may challenge Councillors' existing thoughts, it was suggested that it would be difficult for a voluntary group to maintain the impetus and interest for the five to ten years that some of the projects may take to implement. The Town Council provided a small democratically elected Council, which cared for the community, and it was best placed to provide, in partnership with residents and interest groups, the continuity and impetus to facilitate the implementation of the proposals put forward by the public and incorporated within the Town Plan.

RESOLVED:

- 1) That publicity material show the Council's role in supporting and promoting the Healthcheck and the preparation of a Town Plan;
- 2) That the Ringwood crest be used on publicity material; and
- 3) That in order to show the overriding concern of the Council for the residents, the words 'caring for the community' be incorporated within publicity material and footers on documentation issued in connection with the Healthcheck and Town Plan.

T/0030

MS JENNY NEWHAM

The Chairman welcomed Ms Jenny Newham to the meeting and apologised for not welcoming her at the beginning of the meeting. He was very pleased that she had agreed to join the Partnership Steering Group and hoped that she would enjoy working with the Town Council and the public on the Healthcheck and the preparation of the Town Plan.

T/0031

PROJECT OFFICER'S REPORT

Members received the Project Officer's report, a copy of which is attached as *Annex 1* to these minutes. Arising from the report, Members noted ongoing discussions on a number of topics and in particular the Project Officer's attendance at the National Conference on Community and Parish Planning. That had been very worthwhile and the Project Officer pointed out that a speaker from DEFRA had indicated that the government would be implementing arrangements for Parish Plans to be recognised as part of the Local Plan process. Some District Councils had already agreed to implement that arrangement but others had not. DEFRA were therefore looking to produce a generic Parish Plan which could be adopted universally. Other seminars had been exceedingly useful and provided an opportunity to identify action being taken elsewhere.

Work was progressing on the publicity for the event on 16 February and in due course she would be discussing arrangements with the major supermarkets in the town about their possible involvement in the processes. She had prepared a first draft of a leaflet for distribution to households, which would incorporate a 'love it, hate it' form. Further investigations would however need to be made into arrangements for return of those questionnaires. This could be either by freepost or boxes placed at strategic locations around the town. Prior to finalising the leaflet, the Project Officer would circulate a copy prepared in 14 point text size for Members' consideration.

RESOLVED:

- 1) That the report be noted;
- 2) That investigations be undertaken into the possibility of obtaining sponsorship for the leaflet;
- 3) That further investigations be made into the arrangements for the return of the 'love it, hate it, want it' leaflet; and
- 4) That a draft of the leaflet in 14 point be circulated to Members for comment.

T/0032
PUBLICITY EVENT – 16 FEBRUARY 2006

Arrangements have been made to borrow a gazebo, which would be erected near the Tourist Information Centre. Most members of the Committee indicated that they would be able to be present and the Project Officer agreed to arrange for name badges for all Members attending the event.

RESOLVED:

- 1) That the arrangements outlined at the meeting be approved; and
- 2) That mini cassette recorders be acquired for use in conjunction with the Healthcheck arrangements.

T/0033
NEXT MEETING

RESOLVED:

- 1) That the next meeting of the Committee be held at 'Greenways' at 2.00pm on Monday 20 March 2006; and
- 2) That meetings of the Partnership Steering Group be held initially on an approximate six weekly cycle and that members of the group be canvassed about the first meeting being held in either the week commencing 27 February or 6 March during the daytime or during the evening but with a preference for afternoon meetings.

T/0034
URGENT BUSINESS

RESOLVED:

- 1) Publicity and information gathering events be held in Poulner as well as in the rest of the town and in particular near to the Tesco Express; and
- 2) That the Member training event, discussed at the previous meeting, be held on Tuesday 28 February from 9.30am to 12.30pm at Greenways.

The Chairman closed the meeting at 3.15pm.

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ARE KNOWN



**A TOWN PLAN
FOR
RINGWOOD**

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PROJECT OFFICER'S REPORT

7TH February, 2006

Meetings held:

- 3 meetings at Ringwood School with Headteacher, Deputy Head, Ringwood Junior School representatives, 6th Form representatives, teachers, architects, to discuss the built environment, transportation surveys and integrating our survey with theirs.

Outcome: we will run our Love It, Hate It, I Wish survey through all students in the school. Each student will complete a form as will parent(s)/guardian(s), a grandparent if they live in Ringwood, and a neighbour.

The possibility of doing Planning for Real in the future discussed and enthusiastically received by the school.

- Meeting with Nick Hammerton, Detached Youth Worker and Baptist Church Youth Worker to explain the Healthcheck process and discuss mutual areas of consultation. Nick is working until June in the community with young people. He is keen to be involved in the Young People's Focus Group.
- Meeting with Christine Ford, Frank Cloke and Terry Simpson to explain the Healthcheck process. Outcome: Frank has agreed to join the Town Plan Partnership Steering Committee as part of the Environment Focus Group.
- Meeting with Jenny Newham, Malcolm Daly and Terry Simpson to explain the Healthcheck process. Outcome: Jenny has agreed to join the Town Plan Partnership Steering Committee as part of the Community & Social Focus Group.
- Cross border meeting chaired by Penny Velandar, NFDC, to discuss mutual areas of interest with Dorset. Attendees: Kate Hindson, Dorset County Council, Simon Thompson, Dorset Community Action, Anne Harrison, Market Towns Hampshire, Jo Dixon, Community Action Hampshire, Jackie Morris, East Dorset District Council. Established that PO should contact Jennifer House, St. Leonards & St. Ives, as they are planning their open day having completed their questionnaire. Mutual areas of interest were discussed.
- New Forest Transport Forum attended by PO and Neville Chard. Services on the Waterside being expanded and improved – heavy investment on the part of Solent Blue Line (same group as Wilts & Dorset). Not much relevance to Ringwood at present but Ringwood identified as a hub.
- National Conference on Community & Parish Planning, Newbury – 8th Feb.
- Snapshot almost completed. Information from NFDC checked by PO and much of it found to be incorrect.
- Banners ordered for Publicity Event on 16th.
- PO currently writing and designing leaflet to go out to the public.

- Market Towns meeting attended at Winchester. Presentation by Jim Soutar, Principal Engineer, Traffic Management HCC. He emphasised the need for Planning groups to consult with him early in the process.