

OPEN SESSION: There is no public participation at the Annual Meeting. There were 7 members of the public in attendance.

MINUTES OF THE ANNUAL MEETING OF RINGWOOD TOWN COUNCIL

Held on Wednesday 31st May 2017 at 7:45 pm

PRESENT: Cllr Andy Briers
Cllr Philip Day
Cllr Christine Ford
Cllr Jeremy Heron
Cllr Darren Loose
Cllr Gloria O'Reilly
Cllr Tony Ring
Cllr Steve Rippon-Swaine
Cllr Michael Thierry
Cllr Chris Treleaven
Cllr Tim Ward
Cllr Angela Wiseman

IN ATTENDANCE: Terry Simpson, Town Clerk
Jo Hurd, Deputy Town Clerk
Nicola Vodden, Meetings Administrator

Prior to the start of the meeting, Cllr Day welcomed Councillors and members of the public to the Annual Meeting of the Town Council. He took the Chair for the first business on the agenda as Cllr Ward was putting himself forward to be re-elected as Town Mayor and in those circumstances he could not preside over the matter.

C/5988 ELECTION OF TOWN MAYOR

Cllr Ward was nominated for Town Mayor, proposed by Cllr Day and seconded by Cllr Ford. There were no other nominations. Cllr Ward was duly elected as Town Mayor.

RESOLVED: That Cllr Ward be elected as Town Mayor for the ensuing year.

Cllr Ward took the chair for the remainder of the meeting.

C/5989 DECLARATION OF ACCEPTANCE OF OFFICE BY TOWN MAYOR

Cllr Ward read and signed the Declaration of Acceptance of Office, witnessed by the Town Clerk. Cllr Thierry congratulated him on his appointment and wished him a super year as Town Mayor.

C/5990 TO RECEIVE APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Terry and Cllr Murphy.

C/5991 DECLARATIONS OF INTEREST

None were declared at this time.

C/5992 APPOINTMENT OF DEPUTY TOWN MAYOR

Cllr Day was nominated for Deputy Town Mayor, proposed by Cllr Ward and seconded by Cllr Ring. There were no other nominations. Cllr Day was duly appointed as Deputy Town Mayor. Cllr Day thanked Members for their support.

RESOLVED: That Cllr Day be appointed as Deputy Town Mayor for the ensuing year.

C/5993

DECLARATION OF ACCEPTANCE OF OFFICE BY DEPUTY TOWN MAYOR

Cllr Day read and signed the Declaration of Acceptance of Office, witnessed by the Town Clerk. Cllr Thierry congratulated Cllr Day on his appointment and thanked him for his tremendous contribution to the Council, seen and unseen.

C/5994

PRESENTATION OF GRANT AID CHEQUE

Cllr Ward presented a grant aid cheque to Sharon Lawless, CEO and Creative Producer of Forest Forge Theatre Company towards the costs of their programme of workshops and projects.

C/5995

MEMBERSHIP OF COMMITTEES

Members considered the appointment of members to Standing Committees. Standing Orders provide for Councillors to be appointed for a four year period (2015 to 2019), subject to amendments being possible at each Annual Meeting.

There were no changes to the membership of the Recreation, Leisure and Open Spaces Committee and Planning, Town and Environment Committee.

RESOLVED: That membership of the Recreation, Leisure and Open Spaces Committee and Planning, Town and Environment Committees be confirmed without change.

C/5996

REPRESENTATIVES ON OUTSIDE BODIES

Members noted that representatives had been appointed to outside bodies for four years in 2015 and would continue in office unless they resigned. Cllr O'Reilly requested that she be appointed as a flood warden and this was agreed.

RESOLVED: 1) That in respect of Flood Wardens, Cllr O'Reilly be appointed in addition to Cllr Wiseman; and
2) That the updated list of Representatives on Outside Bodies be noted (*AnnexB*).

C/5997

ADJOURNMENT OF MEETING

At 7.54pm, it was

RESOLVED: That the meeting be adjourned until the end of the individual meetings of Recreation, Leisure & Open Spaces Committee and Planning, Town & Environment Committee, in order to allow Members to elect a Chairman and Vice Chairman.

On resumption of the meeting, at 8pm:

C/5998

APPOINTMENT OF MEMBERS TO THE POLICY & FINANCE COMMITTEE

Meetings of the Planning, Town & Environment Committee and the Recreation, Leisure & Open Spaces Committee had been held during the adjournment.

At the Recreation, Leisure and Open Spaces Committee, Cllr Briers was re-elected Chairman and Cllr Wiseman re-elected as Deputy Chairman.

At the Planning, Town and Environment Committee, Cllr Treleaven was re-elected as Chairman and Cllr Ward re-elected as Deputy Chairman.

The Chairman of each committee had been automatically appointed to the Policy & Finance Committee, along with the Town Mayor and Deputy Town Mayor. The remaining members wished to continue and the membership was increased in order for Cllr Thierry to be appointed.

RESOLVED: 1) That Cllr Thierry be appointed to the Policy and Finance Committee;
2) That the updated list of Membership of Committees be noted (*Annex A*)

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|-----------------------------|
| ACTION Nicola Vodden |
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C/5999

ADJOURNMENT OF MEETING

At 8.03pm, it was:

RESOLVED: That the meeting be adjourned until the end of the meeting of the Policy and Finance Committee, in order to allow the Members to elect a Chairman and Vice Chairman

On resumption of the meeting at 8.09pm:

At the Policy and Finance Committee meeting, during the adjournment, Cllr Heron was re-elected as Chairman and Cllr Rippon-Swaine re-elected as Vice Chairman.

C/6000

MINUTES OF PREVIOUS MEETING

RESOLVED: That the minutes of the Meeting held on 26th April 2016, having been circulated, be approved and signed as a correct record.

C/6001

RECREATION, LEISURE AND OPEN SPACES COMMITTEE

Cllr Briers presented the minutes of the Recreation, Leisure and Open Spaces Committee meeting held on 3rd May 2017, highlighting the recommendation in respect of bee keeping at Upper Kingston allotments.

RESOLVED: That the minutes of the Recreation, Leisure and Open Spaces Committee meeting held on 3rd May 2016 be received and the recommendation therein be approved.

**C/6002
PLANNING, TOWN & ENVIRONMENT COMMITTEE**

Cllr Treleaven presented the minutes of the Planning, Town & Environment Committee meeting held on 5th May 2017.

P/5401: The public consultation on the A31 improvement scheme has been delayed, but it is hoped that the Department of Transport will confirm the date shortly and this will provide an opportunity for members of the public, businesses and the Council to respond to the proposals. The Committee considered the West Street issue and recommended a preference for its closure, subject to the all-important safety audits of all the alternative proposals by Highways England (HE).

The Council agreed that the recommendations be approved, as an initial view but that a proper, considered response be formulated once the HE proposals and safety audits have been seen and discussed at their consultation event.

RESOLVED: 1) That the minutes of the Planning, Town & Environment Committee meeting held on 6th May 2016 be received;
2) That the recommendations therein be approved, subject to this being the initial view of the Council, in respect of the issue of the closure of West Street, and that further consideration be given to a formal response, when the proposals from Highways England have been received and the public consultation is underway.

**C/6003
POLICY & FINANCE COMMITTEE**

Cllr Heron presented the minutes of the Policy & Finance Committee meeting held on 17th May 2017. There was one recommendation in respect of the Local Government Pension Scheme Employer Discretions Policy (*F/5444 refers*).

RESOLVED: That the minutes of the Policy & Finance Committee meeting held on 17th May 2017 be received and the recommendation therein be approved.

**C/6004
APPOINTMENT OF TOWN CLERK**

Cllr Day reported that the interview Panel, which consisted of himself and Cllrs Heron, Rippon-Swaine and Briers, successfully appointed one of the two candidates interviewed for the role of Town Clerk. Chris Wilkins, currently Town Clerk of Sturminster Newton was appointed and has a wealth of experience. It is hoped that his start date will be the 31st July and he will visit the office before then to meet staff and attend the Full Council meeting on 28th June.

Members wished to congratulate him and wish him well in the role and thanked Terry Simpson for his continued efforts and for stepping into the breach.

**C/6005
STREET NAMES**

It was reported that the suggested street names for two roads on the Crow Lane development, put forward by Planning, Town and Environment Committee (*P/5403 refers*), had been rejected. Linden Homes had proposed Yarrow Lane and Rowan Gardens, taken from the flowers/trees on the landscaping plan and the District Council (which has responsibility for street names) wished to consult the Council, on their suitability.

Members agreed that the suggested street names were unimaginative and did not reflect local heritage or the locality. It was also felt that Yarrow Lane would become confused with Narrow Lane, which is an existing street name in the town. The names were not supported by the Council.

There was very strong support that the former Councillor Neville Chard, who passed away last month, should be honoured by having a street named after him. Neville served as a Town Councillor for 42 years from 1973 to 2015, was Chairman of the Council on several occasions and Chairman of every Committee, and known as the "father" of the Council. He was also the first Honorary Freeman of Ringwood, a title that was awarded to him in 2010, in recognition of his long and outstanding service to the people of the Town.

Members also considered several other suggestions that had been put forward by the public and agreed on a second name of "Bailey's". The family traded in the town for 50 years from 1930 to 1980 and three generations were very well known as people to call if someone wanted to hire a taxi, book a coach trip or have a bicycle repaired. Both 'Neville Chard' and 'Bailey's' were supported by the District councillors at the meeting.

RESOLVED: That 'Neville Chard' Gardens, Close, Way or Place and Bailey's Close, Way or Place be recommended to NFDC and Linden Homes as street names for the development at Crow.

C/6006

COMMUNICATIONS TO BE RECEIVED

The Town Mayor reported on the success of the Fanfare for Spring event and the reception held at the Gateway for the Twinning Association.

He informed Members that the flagpole at the front of the building would be a permanent fixture and that the union flag would be flown on notable dates and at half-mast when appropriate.

The monthly Antiques Market continued to be a success and he hoped that the stalls would extend into the Marketplace.

He thanked staff and officers for their support to Councillors and without whom the Council could not function, commending the Deputy Town Clerk for being the reliable constant, through the recent turbulence and Terry Simpson for returning from retirement, to assist until the new Town Clerk was in post.

Members were canvassed for their opinion in regard to an open air Council meeting and all agreed that, in the past, it had attracted many people to the meeting and many positive responses had been received. It was agreed that the Full Council meeting in July be held in The Gateway Square, when proposals for the A31 would be available and this could be the main topic of discussion.

C/6007

REPORTS FROM RINGWOOD TOWN COUNCILLORS

Cllr Day indicated that he had been liaising with Ringwood Events Committee in relation to a possible fireworks display and hoped that a proposal would be brought before Recreation, Leisure and Open Spaces Committee in the near future. He invited anyone wishing to be involved to contact him.

Cllr Ring complimented the Town Mayor on his address to the visitors from Pont Audemer, at the Twinning Association's reception, and to welcome them in French was impressive and well

received. He encouraged the Council to give their support, as there were cultural gains to be made.

Cllr Ring had attended National Park Association South West Quadrant meeting on 30th May at which 'Green Halo' was introduced. This is a voluntary group with the aim of raising awareness of the threat to the forest and the impact of development around its border and Green Halo would be happy to give a presentation to the Council.

C/6008

REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

District Councillor Heron – reported that Chris Elliott, Head of Economy, Planning and Housing at the District Council had retired after nearly 30 years. Flo Churchill had been appointed.

District Councillor Ford – had been involved in a working party looking at recycling of small electrical appliances and it was looking for appropriate places in town where the public could take suitable items.

With the agreement of all Members, Standing Order 47(a) was suspended in order to allow the meeting to proceed beyond 9.00pm.

Cllr Wiseman left the meeting at 9pm.

District Councillor Ford raised the issue of vehicles travelling in the wrong direction in the car park and the dangers that poses for pedestrians. Cllr Heron suggested that a solution may be a flow plate and that this could be investigated.

County Councillor Thierry – presented his report (*Annex C*).

C/6009

FORTHCOMING MEETINGS

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|-----------------------------------|----------|--------------------------------------|
| Planning, Town & Environment | 10.00 am | Friday 2 nd June 2016 |
| Recreation, Leisure & Open Spaces | 7.00 pm | Wednesday 7 th June 2016 |
| Policy & Finance | 7.00 pm | Wednesday 15 th June 2016 |
| Full Council | 7.00 pm | Wednesday 29 th June 2016 |

The Town Mayor declared the meeting closed at 9.04 pm.

APPROVED

28th June 2017

TOWN MAYOR

|  | RINGWOOD TOWN COUNCIL | | | |
|--|---|--|--|---|
| | COMMITTEE MEMBERSHIP 2017-18 (from 31/5/17) | | | |
| | FULL COUNCIL | PLANNING, TOWN & ENVIRONMENT | RECREATION, LEISURE & OPEN SPACES | POLICY & FINANCE |
| Chairman | Cllr Tim Ward (Town Mayor) | Cllr Chris Treleaven | Cllr Andrew Briers | Cllr Jeremy Heron |
| Vice Chairman | Cllr Philip Day (Deputy Town Mayor) | Cllr Tim Ward(+ex-officio) | Cllr Angela Wiseman | Cllr Steve Rippon-Swaine |
| Members & Ex officio Members (NB Town Mayor and Deputy Mayor are entitled to be ex officio members of all committees) | Cllr Andrew Briers Cllr Christine Ford Cllr Jeremy Heron Cllr Darren Loose Cllr Anne Murphy Cllr Gloria O'Reilly Cllr Tony Ring Cllr Steve Rippon-Swaine Cllr Jacqui Terry Cllr Michael Thierry Cllr Chris Treleaven Cllr Angela Wiseman | Cllr Andrew Briers Cllr Philip Day(+ex-officio) Cllr Christine Ford Cllr Jeremy Heron Cllr Gloria O'Reilly Cllr Tony Ring VACANCY Cllr Angela Wiseman | Cllr Darren Loose Cllr Anne Murphy Cllr Gloria O'Reilly Cllr Tony Ring Cllr Jacqui Terry Cllr Tim Ward(+Ex-officio) | Cllr Andrew Briers Cllr Philip Day (+ex-officio) Cllr Christine Ford Cllr Anne Murphy Cllr Gloria O'Reilly Cllr Michael Thierry Cllr Chris Treleaven Cllr Angela Wiseman |
| Ex-Officio Members | | Cllr Tim Ward | Cllr Tim Ward | Cllr Tim Ward |
| | | Cllr Philip Day | Cllr Philip Day | Cllr Philip Day |
| Student Advisors | All Student Advisors | Max Pinfield | Oscar Poules | Oscar Poules |
| | Oscar Jenkinson | Stanley Gulliford | Jack Cheshire | George Creasey |

RINGWOOD TOWN COUNCIL

Representatives on Outside Bodies 2017-18 (from 31/5/17)

| ORGANISATION / POSITION | NUMBER OF MEMBERS TO BE APPOINTED |
|---|--|
| New Forest Association of Local Councils (NFALC) | Cllr A Murphy Cllr M Thierry |
| Blashford Lakes Consultative Forum | Cllr C Ford |
| Community First New Forest | Cllr A Murphy Cllr S Rippon-Swaine (deputy) |
| Flood Wardens | Cllr G O'Reilly Cllr A Wiseman Norman Light (co-opted) Peter Street (to be invited to join) |
| Forest Forge Theatre Company | Cllr G O'Reilly |
| Gateway Project Board | Cllr A Briers |
| Hampshire Association of Local Councils (HALC) | Cllr A Murphy |
| New Forest Consultative Panel | Cllr C Ford |
| New Forest National Park Authority - South West Quadrant | Cllr T Ring |
| Parish Public Transport Representative | Cllr M Thierry |
| Ringwood & District Community Association | Cllr S Rippon-Swaine Cllr P Day (Reserve) |
| Ringwood Business Partnership (formerly Town Centre Working Party – disbanded 8/1/16) | Cllr P Day Cllr C Treleaven Cllr T Ward Cllr A Wiseman |
| Ringwood Twinning Association | Mayor (President) Cllr T Ward Cllr A Murphy |
| Ringwood United Charities | Cllr J Heron Cllr S Rippon-Swaine Cllr T Ward |
| Syrian Refugee Relocation Working Party | Cllr M Thierry Cllr C Treleaven |
| The Ringwood Society | Cllr P Day Cllr A Wiseman |
| Tree Warden | Cllr T Ward |
| Western Escarpment Conservation Area Steering Group | Cllr G O'Reilly |
| WW1 Centenary Working Party (if invited) | Cllr P Day (evenings) Cllr C Ford Cllr A Murphy |

County Council Report May 2017

A period of induction at County.

Meetings with Parish Councils within the Division.

A briefing meeting with Highways Officers related to the A31 Ringwood Town Centre scheme.

MAY DIARY

Thursday May 4th - COUNTY COUNCIL ELECTIONS

Thursday May 11th - INDUCTION DAY AT HAMPSHIRE COUNTY COUNCIL

Thursday May 20th - SOPLEY PARISH COUNCIL MEETING

- Concerns expressed over the speed of traffic through the village. Emphasis on HGV lorries.

Disappointment with the standard of work by Hampshire Highways contractors.

Tuesday May 23rd - ELLINGHAM, HARBRIIDGE & IBSLEY PARISH COUNCIL MEETING

Speeding through the village resulting in the death and injury to animals.

Plea for improved and better signage.

Minor road maintenance.

Concern over the impact of the proposed Ringwood A31 interchange work and the A338.

Thursday May 25th - HCC FULL COUNCIL MEETING

First council meeting ordinary business, change over of chairman and house-keeping matters.

Briefing meeting with Highway Officers related to the A31 improvement scheme.

COUNTY INFORMATION

As part of the programme of works being undertaken by Operation Resilience Hampshire Highways will be undertaking carriageway structural edge repairs in Hightown Hill, Ringwood from Crow Lane to Forestlake Avenue.

The works are programmed to start 12th June 2017 and are expected to last for 5 working days from 09:30 to 16:00. In order to undertake the works safely it will be necessary to close the road, during which time access for residents and businesses will be limited.

Information signs advising road users of the works will be erected approximately 2 weeks before the start of works. A letter will be sent to local residents and New Forest District Council to advise them accordingly.

FORWARD DIARY

Briefing with The Ringwood Regal Action Group

Briefing with Ringwood Arts Centre Steering Group

Briefing with management of Quaker Court

Briefing with HCC Highways (Potholes and Signage)

Briefing with Ringwood Town Council interim Clerk and Councillors' deputation.

COUNCILLOR'S IN-TRAY

Adult Services Care Homes Briefing

Poulner stores footpath to letter box project

HCC Prospective on A31 Safety