

MINUTES OF THE MEETING OF THE PLANNING, TOWN & ENVIRONMENT COMMITTEE

Held on Friday 2nd November 2018 at 10.00am at Ringwood Gateway, The Furlong, Ringwood.

PRESENT: Cllr Christopher Treleaven (Chairman)
Cllr Andrew Briers
Cllr Philip Day
Cllr Hilary Edge
Cllr Christine Ford (*until 11.38am*)
Cllr Gloria O'Reilly
Cllr Tony Ring
Cllr Angela Wiseman

IN ATTENDANCE: Jo Hurd, Deputy Town Clerk
Nicola Vodden, Meetings Administrator
Sophie Emery, Student Advisor (*until 10.55am*)
Accalia Smith, Student Advisor (*until 10.55am*)

ABSENT: Cllr Tim Ward

P/5546 APOLOGIES FOR ABSENCE

The Deputy Town Clerk reported that apologies for absence had been received from Cllr Ward.

P/5547 DECLARATIONS OF INTEREST

No declarations of interest were made at this stage.

P/5548 MINUTES OF PREVIOUS MEETING

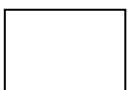
RESOLVED: That the Minutes of the Meeting held on 5th October 2018, having been circulated, be approved and signed as a correct record.

P/5549 PLANNING APPLICATIONS

Members considered the list of applications.

With the agreement of all Members and for the benefit of those present, application 18/11318 Ringwood School was brought forward.

18/11318 – Ringwood School – Representatives from Ringwood School presented the application, detailing the reasons for the application, and answered questions put to them by Members, in relation to the future use of the proposed building and the displacement of the staff car park. The Student Advisors commented on the current



facilities and the benefits that the proposal would bring. The Committee agreed to recommend permission P(1), but would accept the Planning Officer's decision.

The remaining applications were dealt with in list order.

18/11388 – 1, Manor Court – Cllr Wiseman declared a personal interest as her son is a close neighbour. She took no part in the discussion and did not vote.

The Student Advisors left the meeting (at 10.55am).

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

ACTION Nicola Vodden

**P/5550
FLOODING AND DRAINAGE ISSUES**

The Deputy Town Clerk presented the notes of the meeting held on 18th October 2018 with representatives from NFDC (Planning), HCC (Flood & Water Management), Hampshire Highways and Linden Homes. She outlined the issues with :- 1) the culvert at the northern entrance to Linden Homes site off Crow Lane, 2) outfall from SANG, 3) Crow wetland and 4) the roadside ditch at the bottom of Crow Hill.

Members felt that these matters were no further forward and they commented on the lack of progress made particularly in respect of the installation of the non-return valve (to prevent the backflow from Crow Stream) and the opening up of the Moortown Lane system, which had initially been programmed for December 2017.

It was highlighted that developer's contributions are available to improve drainage in the area of the Linden Homes development.

In order to progress matters, the Committee agreed that a meeting of the Flood Action Working Party be arranged and invitations be extended to the relevant authorities to attend.

RESOLVED: 1) That the notes of the meeting on flooding and drainage issues, on 18th October 2018 be received (*Annex B*);
2) That a meeting of the Flood Action Working Party be arranged and representatives from Hampshire County Council (Flood & Water Management) and Hampshire Highways be invited to attend.

ACTION Jo Hurd

**P/5551
HIGHWAYS MAINTENANCE ISSUES**

The Deputy Town Clerk commented that the usual report had not been circulated with the agenda, as no update on outstanding issues had been provided by Hampshire Highways.



She reported that the kerb outside The Cellar had been replaced, but shortly knocked out again by a large vehicle, and subsequently replaced again.

It was noted also that slabs had been levelled in the vicinity of The Old Bank House, where tree roots had made the surface uneven, and that potholes had been filled, in the layby near Moortown House.

RESOLVED: That an update be requested from Hampshire Highways for the next meeting.

ACTION Jo Hurd

**P/5552
PROJECTS**

A2 – Cycle stands – The Deputy Town Clerk hoped to progress this item and provide an update at the next meeting.

A6 – Sign Painting at Friday’s Cross – All contributions have been received and a start date was awaited from the contractor. It was hoped to have been completed by now, however there was an issue with the scaffolding provider, which had caused a delay.

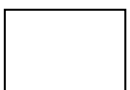
C1 – Pedestrian Crossings, Christchurch Road and C5 – Improved signage for cycle path through Forest Gate Business Park

The Deputy Town Clerk reported that HCC were prepared to include signage for the new cycle route (Town Access Plan PC15), from Wellworthy Way to New Street, in this scheme. Members, however, were in agreement that this be progressed separately by this Council. They requested that a contractor be identified, quotes obtained and an application for funding be made to NFDC to release developers’ contributions, for this purpose.

Members were pleased that the two proposed crossings north and south of the Lidl roundabout, on Christchurch Road, were proceeding to detailed design stage. It was acknowledged that the design of the crossing to the north would have to overcome many issues (including the amount of utilities in the vicinity and the potential for costs to escalate) and they did not wish the installation of the crossing to the south to be delayed by this. It was agreed that HCC be informed of the Council’s view that priority is to be given to the south crossing and that the crossing to the north be progressed as a standalone project.

It was noted that this scheme also included some minor adjustments to the Castleman Way/Bickerley Road roundabout to improve crossing facilities for pedestrians and cyclists.

RESOLVED: 1) That the update on projects be received (*Annex C*);
2) That HCC be informed of the Council’s view that the two proposed pedestrian crossings on Christchurch Road should be progressed separately, with priority being given to the installation of the crossing to the south of the Lidl roundabout ;



3) That the Town Council be responsible for improving the signage for the new cycle path and developers contributions be requested from NFDC for this purpose.

ACTION Jo Hurd

Cllr Ford left the meeting at 11.38am.

**P/5553
COMMITTEE BUDGET 2019/20**

The Deputy Town Clerk reported that next year's budget process had started and would be considered further at the next meeting. She invited Members to give some consideration to items to be brought forward as proposed new projects for inclusion in the Committee's budget for 2019/20.

RESOLVED: That this item be considered further at the next meeting,

ACTION Jo Hurd

There being no further business, the Chairman closed the meeting at 11.40pm.

RECEIVED
28th November 2018

APPROVED
7th December 2018

TOWN MAYOR

COMMITTEE CHAIRMAN

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



Annex A to Planning, Town Environment Committee Minutes 2nd November 2018
Ringwood Town Council - Planning Observations - NFDC

Number	Site Address	Proposal	Observation	Comments
18/11069	23-23A, Market Place, Ringwood. BH24 1AN	Create 1 residential flat; use as one shop	Permission (1)	
18/11070	23-23A Market Place, Ringwood. BH24 1AN	Create 1 flat; remove internal wall to create one shop (Application for Listed Building Consent)	Officer Decision (5)	The Committee commented that it was regrettable that comments from the Conservation Officer were not available for consideration.
18/11300	16-18 Southampton Road, Ringwood. BH24 1HY	Shopfront alterations	Officer Decision (5)	The Committee commented that it was regrettable that comments from the Conservation Officer were not available for consideration.
18/11318	Ringwood School, Parsonage Barn Lane, Ringwood. BH24 1SE	One & two-storey building to be used as assembly hall and associated alterations	Permission (1)	
18/11336	196, Southampton Road, Ringwood. BH24 1JG	Single-storey rear extension	Permission (1)	
18/11348	53, Parsonage Barn Lane, Ringwood. BH24 1PT	Alterations to existing house and annexe to create additional separate dwelling; parking; landscaping	Permission (1)	
18/11349	Sainsburys Supermarket, 24, Meeting House Lane, Ringwood. BH24 1EY	Display 2 non illuminated Wall Panel Signs (Application for Advertisement Consent)	Refusal (4)	The Committee supported the Conservation Officer's comments.

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
18/11370	27, Crow Lane, Ringwood. BH24 3FJ	Single-storey rear extension; change of use of garage to living accommodation and store	Refusal (2)	The Committee made this recommendation as there was no information provided in respect of parking provision, turning space and manoeuvrability for vehicles within the site, following the loss of the garage. Should Officers be satisfied that the proposal is acceptable in this regard, Members would have no objection to the application.
18/11375	2 Link Road, Ringwood. BH24 1TT	Single-storey side and rear extension	Permission (1)	
18/11388	1 Manor Court, Ringwood. BH24 1LW	1m high boundary fence; 1.8m high garden fence	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

Annex A to Planning, Town Environment Committee Minutes 2nd November 2018
Ringwood Town Council - Planning Observations - NFNPA

Number	Site Address	Proposal	Observation	Comments
CONS/18/0981	June Cottage, St Aubyns Lane, Hangersley, Ringwood. BH24 3JU	Fell 1 x Conifer tree Prune 1 x Chestnut tree Prune 4 x Oak trees Prune 1 x Group of Conifer trees	Permission (1)	
CONS/18/1000	Somers House, 63 Southampton Road, Ringwood. BH24 1HE	Prune 1 x American Red Oak tree	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

A

Applications decided under delegated powers: to be noted

on 2nd November 2018 at 10:00 am

Number	Applicant	Site Address	Proposal
18/11152	Mr & Mrs Heathcote	10, The Mount, Poulner, Ringwood. BH24 1XX	Single-storey rear extension; change of use of garage to living accommodation and store.

The initial recommendation for refusal (4) of the application was made on 5th October by the Committee. It objected to the Planning Officer's comment which suggested the resulting lack of parking could be resolved by on-road parking. This application clearly does not meet the Parking Standard for a 3-bed property.

The Deputy Town Clerk was approached following the meeting by the Planning Officer who indicated that the proposal had been changed and this was considered by the Chairman and Vice-Chairman under delegated powers.

On 15th October, the recommendation was amended to P(1) on the basis that the change of use of the garage to living accommodation has been removed from the application, and the proposal is now simply for a single-storey rear extension to replace an existing conservatory, which will neither generate the need for additional parking provision, nor result in the loss of garage space.- amended after meeting

Flooding and Drainage Issues at Crow

Notes of meeting held on 18 October 2018 at NFDC offices, Lyndhurst

Attendees at the meeting included representatives from:

NFDC - New Forest District Council (Planning)

HCC - Hampshire County Council (Flood & Water Management)

HH - Hampshire Highways

RTC - Ringwood Town Council

Linden Homes

1. Culvert at northern entrance to Linden Homes site off Crow Lane

These works, to replace one 900mm pipe with 2 x 525mm pipes, were undertaken outside of the planning application process, as part of the s278 agreement.

It was explained that the requirement for the two smaller culverts arose from the need to increase the depth of the access road to ensure it was structurally sound.

It was confirmed that HCC had given Ordinary Watercourse Consent to Linden Homes for the installation of the culverts. Although the agreed plans did not include an access chamber for maintenance, it was clear from the drawings that access could be gained from the ditch to both ends of the 525mm pipes, and this would facilitate maintenance in future.

It was confirmed that Linden Homes would continue to be responsible for clearing the culverts until the bell mouth and estate roads were adopted by HCC. At that point, probably in about 12 months' time, HH would assume responsibility for keeping the culverts clear. It was noted that some jetting had already been carried out by Linden Homes.

2. Outfall from SANG

It was explained that the purpose of this system was to take water from the ditch into the basins on site during periods of flood. HCC confirmed that the developers had provided a very detailed model of the whole area to show how surface water would be dealt with, in order to meet their responsibility to ensure that no additional surface water leaves the site than it would have done in its undeveloped state, and that the flow rate would not increase. This system had been designed to alleviate flooding in the ditch.

It had previously been agreed to install two non-return flap valves and Linden Homes agreed to confirm when this work had been carried out.

3. Crow Wetland

RTC explained that the Crow Stream, which flowed at a much faster rate than the Crow Lane Ditch, was backflowing into the wetland area south of Crow Crossroads after heavy rainfall, and preventing the ditch from draining. HH had plans to open up the Moortown Lane drainage system this winter and, as part of the investigation into doing this, had recommended "constructing a concrete bag work barrier south of the headwall outfall to the stream to prevent the main river backing up". Despite having recommended this, HH had raised concerns about the effectiveness of this suggestion, and about the future maintenance liability if it were to be implemented.

There was a concern that if the Moortown Lane system was opened up as planned, it could be overwhelmed. Without the recommended non-return flap valve, there will be no improvement to the flow down the Crow Lane ditch from Hightown and, in times of flood,

water will simply continue to flow back through the wetland from the flooded Crow Stream and up into the ditch. As before, the flood relief drain will simply be taking the water from the stream and not from the ditch, and water from the stream will continue to back up in the ditch until the water level in the stream falls.

It was noted that NFDC was holding £50,000 developers' contributions from Linden Homes, that had been allocated specifically for drainage improvements in the area. It was confirmed that use of these funds for construction of a non-return valve would be supported, if all parties were in agreement. It had been suggested that this work could be carried out by the team of volunteers who undertook annual maintenance of the Crow Stream, under the guidance of HCC.

It was agreed that RTC would repeat the request for a non-return flap valve to HH, and put forward the suggestion of this being constructed and maintained by volunteers in the event that HCC maintained their current position.

Post-meeting note – HH are looking in to carrying out further detailed investigations on proposals to prevent backflow from Crow Stream, and opening up the Moortown Lane system.

4. Roadside ditch at bottom of Crow Hill

RTC explained that a ditch to the east of Crow Crossroads and to the north of the road had been blocked by large vehicles overrunning the adjacent narrow grass verge and pushing it in to the ditch. This is the only exit for water coming down Crow Hill, and if it is not cleared all the work previously carried out by HH further up the Hill will have been for nothing.

It was agreed that this information be forwarded to the Flood & Water Management Team for investigation. They would be able to identify the riparian owner responsible for maintenance of the ditch and could take enforcement action if necessary.

Post meeting note – HH said that if the ditch was cleared out/piped, they would provide some roadside markers to try and prevent overrunning.



Item No.	Name	Recent developments	Resource use				Finish in 2018-19?	Notes
			Finance			Staff time		
			Budget	Spent to date	Predicted out-turn			
Projects with budgetary implications (bids included in 2018-19 budget)								
A1	Traffic Assessment	Agreed not to proceed at Full Council 27/06/2018 (C/6167 refers)	£4,000 (Provision)	£0	£0	N/A	N/A	Budget revised from £7,000
A2	Cycle Stands	Site identified near Old Bank House – JH to investigate progressing as a stand-alone project	£500 (Provision)	£0	£500	Minimal	Probable	Included in plans for Market Place improvements
A3	Crow Stream	See separate item on agenda. Stream banks to be sprayed in Spring to control growth of hemlock water dropwort.	£1,020	£459	£1,020	Moderate	Probable	Annual flail and clearance by volunteers carried out in August/September.
A4	Human Sundial	HCC have offered an engineer to project manage the scheme early in the new year.	£8,000	£500	£8,000	Moderate	Possible	Project overseen by Town Centre Working Party To be funded by CIL receipts (Agreed by P&F 13/12/18 (F/5518))
A5	Neighbourhood Plan	Agreed by Full Council on 26/9/18 to proceed towards adopting a NP. Consultants invited to speak at Full Council on 31/10/18.	£3,000	£0	£3,000	Moderate	Possible	
A6	Sign Painting at Friday's Cross	Contractor engaged and deposit paid – awaiting notification of start date.	£1300 + contributions	£756	£1300 + contributions	Moderate	Probable	Ringwood Society project, with contribution and support from RTC Budget increase and procurement agreed by P&F 19/9/18 (F/5606)
A7	Street-lighting in Kings Arms Lane	Awaiting details of options and outline costs from HCC/SSE	£0	£0	£800	Minimal	Possible	To be funded by CIL receipts (Agreed by P&F 19/10/17 (F/5497)) HCC agreed to adopt for maintenance purposes.

Projects with budgetary implications (not included in 2018-19 budget but added since)

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Projects with no budgetary implications

Item No.	Name	Recent developments	Resource use				Finish in 2018-19?	Notes
			Finance			Staff time		
			Budget	Spent to date	Predicted out-turn			
C1	Pedestrian Crossings Christchurch Road	HCC aiming to complete detailed design for crossings to the north and south of the Lidl roundabout by the end of the year, with works expected to be completed by April 2019.				Minimal	Probable	Scheme includes changes to Castleman Way/Bickerley Road roundabout to improve crossing facilities for pedestrians and cyclists Pressure to be maintained for additional crossings further south
C2	A31 improvement scheme	Awaiting decision on bid for designated funds for town centre improvements. Next meeting with HE due early 2019.				Moderate	Unlikely	Start date expected to be end March 2021
C3	Moortown drainage improvements	See separate item on agenda. HCC looking in to carrying out further detailed investigations to prevent backflow from Crow Stream and open up the Moortown Lane system.				Moderate	Possible	
C4	Pedestrian Crossing Castleman Way	Developers' contributions allocated but site does not meet HCC criteria for toucan crossing. Agreed to revisit following promotion of cycle path through Forest Gate Business Park.				Minimal	Unlikely	
C5	Improved signage for cycle path through Forest Gate Business Park	Request to HCC to include in the scheme for C1 above. If this is not possible, JH will investigate RTC undertaking this work with use of developers' contributions.				Minimal	Probable	

C