

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 7th May 2021 at 10am

PRESENT: Cllr Philip Day (Chairman)
Cllr Rae Frederick (Vice Chairman)
Cllr Gareth Deboos
Cllr Hilary Edge (*from 10:04am*)
Cllr Gloria O'Reilly
Cllr Tony Ring

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

ABSENT: Cllr Andy Briers
Cllr Peter Kelleher
Cllr Glenys Turner

P/5837 PUBLIC PARTICIPATION

There was one member of the public present interested in a planning application.

P/5838 APOLOGIES FOR ABSENCE

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

P/5839 DECLARATIONS OF INTEREST

Although they were not declarable pecuniary interests, Cllr Ring made other members aware that in respect of planning applications 21/00234 and 21/00361, the applicants were neighbours and in respect of 21/10516, the applicant was known to him.

P/5840 MINUTES OF PREVIOUS MEETING

The Committee members present agreed:-

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Chairman's initials

That the Minutes of the Meetings held on 9th April and 20th April 2021, having been circulated, be approved and signed as a correct record.

P/5841

PLANNING APPLICATIONS

Planning application 21/10450:14 Meadow Road, was brought forward for the benefit of the member of the public present. The remainder of the applications were considered in list order.

The Committee members present agreed:-

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

ACTION Nicola Vodden / Jo Hurd

P/5842

NEIGHBOURHOOD PLAN

The Deputy Town Clerk commented that the NP support programme had re-opened and a grant of £5,000 had been applied for to cover the next phase of work to be undertaken by the consultants.

She highlighted the limited amount of officer time which was available to support the group's activities and that there was a need for a co-ordinator role to track what is happening.

She also explained that the Steering Group needs to work with NFDC, which is about to start work on the review of its Local Plan Part 2. This will be looking at similar themes to those being covered by the Neighbourhood Plan, i.e. Town Centre Regeneration, Call for Sites, Climate Change and Green Infrastructure.

The Committee members present agreed:

- 1) That the notes of the Steering Group meeting on 12th April 2021 (*Annex B*) be noted; and
- 2) That the Town Clerk / Deputy Town Clerk, in consultation with the NP Steering Group, be delegated authority to approve expenditure within the agreed budget. This relates to the £5,000 contingency fund, which is not allocated to consultants' fees.

ACTION Jo Hurd

P/5843

RESIDENTIAL TRAVEL PLANS

Cllr Deboos presented a draft 'Residential Travel Plan' and recommended to members that it is a good plan for new developments. He suggested amending the final paragraph to include monitoring measures and there followed a discussion on ANPR, concerns over crime, current

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Chairman's initials

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traffic monitoring devices in the town, data and privacy measures and associated costs. An alternative form of wording was agreed.

The Committee members present agreed:

That a recommendation be made to HCC and NFDC that the measures outlined in *Annex C* be included in all future Residential Travel Plans required for significant (>50) housing development in Ringwood.

ACTION Jo Hurd

**P/5844
STRATEGIC SITES**

A report had been received from NFDC's Monitoring Officer and was circulated prior to the meeting. It was noted that there was no mention of the footpath that is intended to link the north-east corner of the site to Hightown Road. The Deputy Town Clerk confirmed that funding was in place and HCC was responsible for delivery. An update on progress would be requested.

Members also requested the developer communicate to residents the importance of not disposing of anything into Crow Stream, as this will have a direct impact on flooding in the area and reduce the effectiveness of the annual clearance of the stream.

The Committee members present noted NFDC's Monitoring Officer's report in respect of Strategic Sites (*Annex D*).

ACTION Jo Hurd

**P/5845
LOCAL CYCLING AND WALKING INFRASTRUCTURE PLAN (LCWIP)**

Cllr Deboos commented that the work on the LCWIP is ongoing and the team is making progress. A decision had been made to divide the work into three areas in response to feedback received, i.e. that progress with the plan was moving too quickly, the LCWIP has to be considered in the context of the Neighbourhood Plan and because more information is needed from HCC to understand the tools to be used. He indicated that a report would follow in due course.

The Committee members present noted the update on the Local Cycling and Walking Infrastructure Plan (LCWIP).

ACTION Jo Hurd

**P/5846
A31 IMPROVEMENT SCHEME**

The Deputy Town Clerk indicated that there had been no communication with HE since the last meeting and the most recent newsletter had been circulated.

The diversion of the water main has been added to the projects report and a site meeting had taken place with South West Water's contractor to consider the impact on Council land. She had been impressed with the level of engagement with the Council and Carnival and the contractor's flexibility.

There will be a site compound on the southern end of the Bickerley for at least six months from June. Directional drilling will be used across the water meadows, this will change to open trench cutting in Danny Cracknell Pocket Park and work on the two greens will be delayed until the Carnival fun fair has moved off. A second compound will be located in Danny Cracknell Pocket Park for about two months in June/July, but access to the boardwalk and Right of Way will be maintained. When all the piping has been installed, there will be a 5m square testing area on the main green and will remain in place until December/January. Keir will communicate with residents who may be affected by the works.

It was noted that works had been due to start in Mansfield Road in May, but no work had yet commenced.

The Committee members present noted the update on the A31 Improvement Scheme.

ACTION Jo Hurd

P/5847

PROJECTS (current and proposed)

Dewey's Lane wall – The Deputy Town Clerk reported that an informal opinion had been obtained regarding the wall, and it was thought that it could not be rebuilt without taking more of the wall down and could cost in the region of £10,000.

The wall is part of Ringwood's heritage and many other similar walls have been lost, but there was the cost to consider and ongoing liability, also.

Members agreed that the matter should be considered by other councillors for a wider view and the decision was therefore referred to the Policy and Finance Committee to determine whether the repair be approved and, if so, how it is funded.

The Committee members present agreed:-

- 1) That the update in respect of projects (*Annex E*) be noted; and
- 2) That the question of repairing Dewey's Lane wall be considered by Policy and Finance Committee.

ACTION Jo Hurd

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Chairman's initials

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**P/5848
NFDC/NFNPA PLANNING COMMITTEE**

There were no applications to report.

There being no further business, the Chairman closed the meeting at 12.28 pm.

RECEIVED
26th May 2021

APPROVED
4th June 2021

TOWN MAYOR

COMMITTEE CHAIRMAN

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

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Chairman's initials

Ringwood Town Council - Planning Observations - NFNPA

Number	Site Address	Proposal	Observation	Comments
21/00234	Byways, Hightown Hill, Ringwood. BH24 3HG	Dwelling; pool building; stable block; associated landscaping; demolition existing outbuildings	Refusal (2)	The application appears to be contrary to Policy, as identified in the Planning Officer's report, in relation to floor space particularly. The Committee felt the proposal was overdevelopment of the plot in all regards. In respect of the stable block in that it appears to be a move towards commercialisation of equestrian use.
21/00332	Units 1,2 and 7, Forest Corner Farm, Hangersley Hill, Forest Corner, Hangersley, Ringwood. BH24 3JW	Application to vary condition 2 of planning permission 19/00820 for demolition and replace Units 1 & 2 for D1 use (amendments to planning permission 19/00112 & 18/00113); and alterations and change of use of Unit 7 to D1 use (amendment to planning permission 19/00112) to allow minor material amendment	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
21/00333	Unit 6, Forest Corner Farm, Burcombe Lane, Hangersley, Ringwood. BH24 3JT	Installation of 1no. illuminated post mounted timber board sign; 1no. non- illuminated post mounted fascia sign (Application for Advertisement Consent)	Refusal (2)	The Committee had no objection to the smaller sign at all. In respect of the larger sign, there was no objection in principle to the sign itself, but Memebrs felt that it was unnecessary for the sign to be illuminated, as this would not be appropriate in its rural setting.
21/00334	Land at Forest Corner Farm, Hangersley Hill, Ringwood, BH24 3JW	Application to vary condition 2 of planning permission 20/00257 for Electricity sub station, panel housing and generator; removal of wall to allow minor material amendments	Permission (1)	
21/00361	Gorselands, Hightown Hill, Ringwood. BH24 3HD	Outbuilding	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 7th May 2021
Ringwood Town Council - Planning Observations - NFDC

Number	Site Address	Proposal	Observation	Comments
21/10306	Land of 53, Queensway, Ringwood. BH24 1QE	Create new plot to accommodate new dwelling; severance of existing plot; dropped kerb to no 53	Permission (1)	
21/10315	270a Christchurch Road, Ringwood BH24 3AS	RE-CONSULTATION:Replacement of dying hedge with a 2m high feather edge board fence	Refusal (4)	The hedge does not appear to be dying and Members felt that the proposal to replace a hedge with a 2m high fence (as amended) is not in keeping with the locality. The original comments are maintained:- "The proposal would be out of keeping on this rural edge of the town and therefore contrary to the Ringwood Local Distinctiveness SPD that states that overall tall front boundaries should be avoided and, where they are acceptable they should be native hedgerows. There are also concerns about the environmental impact, particularly relating to nesting birds."
21/10352	Land rear of 70, Eastfield Lane, Ringwood. BH24 1UN	Sever land; 2 no 3 bedroom detached bungalows with parking; demolish existing garage	Refusal (2)	The Committee noted the planning history in relation to this site, in particular, the basis upon which the earlier appeal was refused and taking that into consideration, cannot have any objection to the application. A condition to retain the existing hedge should be imposed to address concerns neighbours have expressed about loss of privacy, and to preserve local distinctiveness.

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
21/10369	9, Merlin Close, Hightown, Ringwood. BH24 3RB	Single-storey extension with flat roof and glazed lantern	Permission (1)	
21/10381	42, Hightown Road, Ringwood. BH24 1NN	Installation of 2no conservation rooflights	Permission (1)	
21/10382	42, Hightown Road, Ringwood. BH24 1NN	Installation of 2no conservation rooflights (Application for Listed Building Consent)	Permission (1)	
21/10440	21, College Road, Ringwood. BH24 1NU	Two-storey rear extension	Officer Decision (5)	The Committee had concerns in respect of overlooking and loss of light to neighbouring properties and that officers were in a better position to determine whether the proposals comply with relevant regulations or the issues could be addressed by way of condition, such as obscure glazing.
21/10450	14, Meadow Road, Ringwood. BH24 1RU	Ground floor rear extension	Permission (1)	
21/10483	1, Linden Court, Linden Gardens, Ringwood. BH24 1HQ	Roof Terrace to garage	Permission (1)	
21/10484	134, Hightown Road, Ringwood. BH24 1NP	Roof extension including side hip to gable and rear dormer	Permission (1)	
21/10485	21, Orchard Close, Ringwood. BH24 1LP	Rear extension; roof extension (dormer) to form rooms in roof-space; porch	Refusal (2)	The Committee were concerned that the proposal was overdevelopment of the site and that it would result in overlooking of the neighbouring property to the west and loss of light and amenity to the neighbouring property to the east.

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
21/10514	14, Meadow Close, Ringwood. BH24 1RX	Loft conversion with dormers, single-storey rear extension and update of existing facades	Refusal (2)	The Committee felt that the proposal was overdevelopment of the site. The proposal would impact No12 in terms of overlooking and loss of light. There were also concerns that Parking Standards would not be met.
21/10516	Land adjacent 23, New Road, Ringwood. BH24 3AU	Use of land as open air storage (Lawful Use Certificate for retaining an existing use or operation)		No comment
21/10582	45, Broadshard Lane, Ringwood. BH24 1RP	Erect a single storey rear extension (revised application to 20/10485)	Permission (1)	
CONS/21/0197	The Old Cottage, 14 West Street, Ringwood, BH24 1DZ	Lime x 1 - Reduce European Spruce x 1 - Reduce Goat Willow x 1 - Reduce Sycamore x 1 - Reduce	Permission (1)	
TPO/21/0186	Little Gatton, Linford Road, Poulner, Ringwood. BH24 1TX	Oak x 2 - Reduce Yew 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

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Applications decided under delegated powers : to be noted on 7th May 2021

Number	Site Address	Proposal	Decision
TPO/21/0186	Holly Tree House, Forest Lane, Hightown Hill, Ringwood. BH24 3HF	Prune 1 x Oak tree Fell 4 x Oak trees	Considered under delegated powers:- <u>30.4.21 Refusal (2) Recommend refusal, but would accept the Tree Officer's decision.</u> It is noted that it is a garage that is affected and not the dwelling itself. The damage appears to be covered by insurance and whilst the cost of leaving the trees in place (and perhaps pruning) and underpinning is estimated at £20k against £3k to repair damage if the trees are removed, it appears that there is a solution which would save these mature, protected trees.
TPO/21/0187	Northbury Cottage, Burcombe Lane, Hangersley, Ringwood, BH24 3JT	Fell 2 x Oak trees	Considered under delegated powers:- <u>30.4.21 OD(5) Tree Officer decision.</u> The Chair and Deputy Chair felt they were unable to comment as to whether it is necessary to remove the trees in order to protect the others.

Ringwood Neighbourhood Plan Steering Group

Notes of meeting held on Monday 12 April 2021 at 6.30pm on Zoom

Present: Cllr Philip Day
Cllr Gareth Deboos
Janet Georgiou
Cllr John Haywood (Chair)
Joe Moorhouse
Tim Moxey
Geoff Ridgway
Mark Ruckwood
Chris Treleaven

In Attendance: Jo Hurd, Deputy Town Clerk (DTC)

Absent: Cllr Tony Ring

1. Apologies

Apologies for absence had been received from Cllr Tony Ring.

2. Declarations of Interest

No disclosable pecuniary interests were declared.

3. Notes of Last Meeting

The notes of the meeting held on 29 March 2021 were approved as a correct record.

4. Feedback from RTC Committees

Cllr Day reported that there was an overlap with representations that the Town Council would be making on the strategic sites coming forward. It was noted that there was a special meeting of the Planning, Town & Environment Committee scheduled for 7pm on 20 April to consider planning application 21/10042 for land north of Hightown Road.

5. Working Group updates and proposals

It was noted that the DTC had sent a copy of the Action Plan to the Chief Planning Officer at NFDC, highlighting those actions involving the District Council and asking if appropriate meetings could be arranged. A response was awaited.

- **Town Centre**

A comprehensive report was circulated summarising the team's work to date; responding to the Town Centre Technical Note submitted by O'Neill Homer; and outlining actions required.

It was explained why previous development plans for the old town hall site hadn't progressed and there was some concern that the vision would not be achievable due to longstanding issues. However, it was made clear that there was a need to be aspirational and to have a

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clear vision for the town centre as circumstances could have changed or could change within the life of the Plan.

It was noted that most of the Team were against both pedestrianisation and decked parking. It was important to capture these concerns and understand the reasons why, as it might be possible to deliver these in a way that hadn't been thought about.

As both the Greyfriars Arts Centre project and plans for a cinema in the old Ringwood Regal building had stalled, the need for community buildings should be assessed, bearing in mind the policy requirement for a community hub on both strategic sites coming forward.

- **Design & Heritage**

The team was looking at current proposals for a national design guide and working with Ringwood Society to build on previous work carried out for the listed buildings exhibition.

It was hoped that the mapping from the Ringwood Local Distinctiveness SPD could be obtained from NFDC, as this included character areas, listed buildings, heritage asset etc.

- **Environment**

A Vision Statement was circulated for feedback, together with initial recommendations for inclusion in the NP on sustainability, protecting the special environment, community safety and climate change. This also identified areas of cross-over with the Housing and Design & Heritage teams.

The SG supported a survey of residents of Beaumont Park on local transport and travel to work / school and facilities, which would provide evidence for the LCWIP and connectivity aspects of the NP.

- **Housing & Infrastructure**

The team had agreed an action plan and had identified a list of questions and data required from NFDC.

A standard letter was requested to authorise members of the SG to talk to various partners/agencies/businesses etc.

6. Communications

James Swyer had agreed to join the SG to take on the communications and engagement role. He would be assisted by Cllr Haywood.

It was hoped to develop a website and social media specifically for the NP, and to create a brand that could be used in any marketing material, letter heads etc.

7. Administration

It was noted that there was a need for this community-led project to be more self-supporting in order to reduce the workload of the DTC, and members agreed to work together to cover routine administration. The DTC would continue to liaise between the SG and consultants,

but there was no need to attend every meeting. It was hoped that a volunteer would come forward to assist with routine admin such as arranging and taking notes of meetings and organising documents (by use of a file sharing service such as Google Docs). Cllr Day agreed to set up future meetings in Zoom and said that he and Cllr Haywood could perhaps assist with future grant applications.

8. Date of Next Meeting

It was agreed that the Steering Group would meet monthly on the second Monday of each month in future, and that individual teams would meet as often as necessary.

Upcoming meetings:

Monday 10 May 2021 at 6.30pm
Monday 14 June 2021 at 6.30pm
Monday 12 July 2021 at 6.30pm

There being no further business, the meeting closed at 8.36pm.

Ringwood Town Council - Residential Travel Plan Measures

This proposal by Ringwood Town Council is aimed at providing Hampshire County Council and New Forest District Council with suggested measures that could be negotiated into any future residential travel plans that may be required as part of a Traffic Impact Assessment to minimise traffic for significant (>50 home) residential developments within Ringwood.

Public Transport – The developers will:

- Fund new covered bus stops with real time displays, one for each hundred (or part of) homes;
- Engage with bus operators of Ringwood town bus services (such as the Ringo 1 and Ringo 2) to ensure that either existing routes are modified to service the development or new services are provided to enable parishioners living in the new development to access commercial and service centres in the Ringwood area. These services will operate from the occupation of the first dwelling;
- Fund free travel for 10 years for all journeys commencing or finishing at the development's bus stops for journeys within the Ringwood Parish boundary;
- Fund the purchase of a year's bus network card per dwelling for bus travel for one of the following locations, Bournemouth, Southampton, Salisbury, Fordingbridge and Verwood from the Ringwood bus interchange.

Car Club – The developers will:

- Establish, promote and sustain a car club for a period from the first dwelling being occupied to twelve months after the last dwelling has been occupied;
- Recognise that the car club need not be limited to the development boundary, but will include the wider community if in doing so makes it commercially viable.

Electric vehicle charging points for each dwelling – The developers will:

- Provide one externally mounted electric vehicle charging unit and one e-bike charging unit per dwelling.

Cycle storage – The developers will:

- Offer house buyers the option to purchase a cycle storage solution that would then be erected in a garage for a bicycle or a secure cycle storage solution for erection outside of a garage;
- Ensure that there is adequate cycle storage provision associated with all commercial units on the development.

Safe Cycle and walking routes – The developer will:

- Build segregated cycleways and footpaths within the development in accord with DoT Gear Change recommendations that will allow facile travel to the nearest appropriate primary and secondary schools.

Sustainable Transport Promotion – The developer will:

- Promote sustainable transport alternatives other than by fossil fuelled vehicles as part of the dwellings marketing plan, ensuring that a sustainable transport awareness pack is provided per dwelling sold upon exchange and again within 5 days of move in;

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- In addition to the above sustainable transport promotional material shall be available within the sales office for residents.

Travel Plan Monitoring – The developer will:

- Carry out a residential travel plan survey / personalised travel planner visit per property at six, twelve and eighteen months after first occupation of the dwelling and share the results with RTC and NFDC;
- Monitor traffic flow at the entrance / exits to the housing development using traffic classifier counters. If the projected traffic volumes exceed TA forecasted figures it will trigger draw down of payment for greater infrastructure measures agreed at the time of negotiations with the developer.
- In order to address concerns on new estates related to criminal activity as well as traffic flows, the monitoring measures may include ANPR (or a similar future technology) and the resulting data storage will be GDPR compliant.

RING 3 – Beaumont Park, (Land at Crow Arch Lane and Crow Lane), Crow, Ringwood BH24 3DZ

Planning Permission Refs: 13/11450 Outline Application 175 dwellings

Details granted through: 16/11520 – Phase 1 - 62 dwellings;

17/11358 – Phase 2/3, care home, business use, POS, landscaping;

17/11309 Reserved Matters– Phase 2, 113 dwellings.

18/11648 - Development of 20 dwellings comprised of semi-detached houses; terraces; 1 block of flats, bin & cycle store; detached garages; public open space, landscaping, internal access arrangement and ancillary infrastructure.

Further progress has been made regarding the soft landscaping in the Western SANG although this is not completed yet.

The gate/fence remedials have not been carried out yet and the Planner is chasing the developer regarding these alongside other issues across the site.

The soft landscaping along the Northern boundary ditch adjoining Hightown Road has been carried out. The trees and hedgerow will provide a long-term privacy screen for the residents along that stretch of the site. It has been brought to our attention that residents have been dumping garden waste and soil in the ditch. This is not permitted. The ditch is part of the drainage system across the site and may flood if water is not able to flow correctly along it. The Planner has asked for the residents adjoining the drainage ditch to have a letter addressed to them so they are aware of the situation. I spoke to the resident at the far end while I was on site. Long term, this land will be managed by the management company so they will deal with issues regarding this in the future.

The maintenance access is still due to be constructed. The Planner is chasing this. The construction of the younger children's play area adjoining the Phase 3 development has commenced. The Planner is in discussion with the Developer regarding both this and the other play areas as these are due to be transferred. No transfer can take place before certain criteria are met.

Further occupations have taken place in the affordable housing in the last phase of the development. These will continue in the short term.

Regular monitoring of this site by the Site Monitoring Officer will continue in the short and medium term.

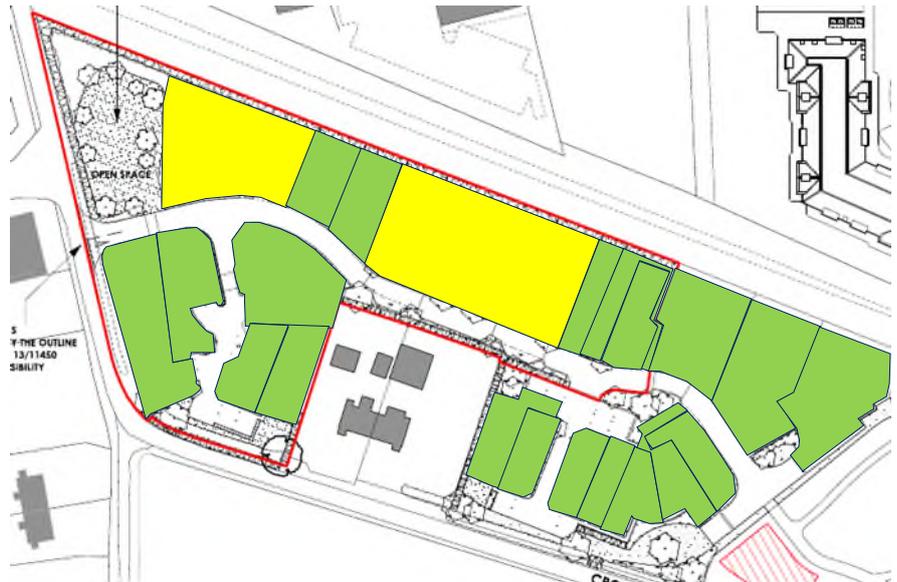
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RING3 – Occupation Status – 23rd April 2021



Phases 1 and 2

Southern Phases



Occupation Status

-  Not commenced construction
-  Under construction
-  For Sale

-  Reserved
-  Exchanged
-  Occupied/Completed

Current Projects Update

No.	Name	Status	Recent developments	Description and notes	Lead Officer/Member	Financing
Full Council						
FC1	Long Lane Football Facilities Development	In progress	Ground survey completed. Pre-application planning advice received. VAT consultant's initial advice on business arrangements received. Discussions on the detail of business and legal arrangements commenced.	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
Planning Town & Environment Committee						
PTE1	Neighbourhood Plan	In progress	Action Plan agreed by Steering Group. Working groups established (Housing; Environment; Design & Heritage; Town Centre). Grant application submitted for next round of funding.	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	HCC has appointed contractors and confirmed works will be carried out in August 2021, following completion of the works in West Street.	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 in 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 ongoing to end July 2021. Works to divert water main to commence May 2021. 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	Work to begin in May with temporary traffic lights in Mansfield Road until August. Route across Bickerley has been confirmed and will be open cut. Work on the trench on the 2 large fields will be delayed until after Carnival. There will be a site compound at the southern end of Bickerley for 6 months (from June), and one in Pocket Park for 2 months (June/July).	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		New footpath to link Beaumont Park with Hightown Road, alongside west of Crow Lane	Hampshire CC	Developers contributions
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	The report that was requested at the Recreation Committee meeting on 7th April will be presented to this committee on 21st April.	To provide youth workers for detached outreach work	Carvers Manager	





PF4	Review of governance documents	On hold - awaiting officer availability		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	A site meeting to assess technical options for future track maintenance was held on 9th March. A specification has been prepared and estimates based on this are being obtained.	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	In progress	The repair has been completed. An inspection and maintenance regime is being devised and a re-dedication ceremony is being planned, with a provisional date of 15th August 2021.	Repair by conservation specialists with Listed Building Consent with a re-dedication ceremony to follow.	Town Clerk	£8,596 spent. Grant award leaves £4,776 to be funded from donations and general reserve.
RLOS2	Bickerley tracks	In progress	A report will be presented to this committee on 21st April.	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	In progress	The Open Spaces Working Party presented its final report and recommendations at the last committee meeting. The recommendation will be considered by the P&F Committee on 21st April.	Review of public open spaces managed by the Council and measures to protect them from unauthorised encampments and incursions by vehicles	Town Clerk	Budget of £5,000 for emergency measures agreed. £933.60 remains uncommitted.
RLOS4	Grounds department sheds replacement	In progress	Cllr 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	Contact has been re-established with the firm previously consulted about building a columbarium	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 will present 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	On hold - until suitable season	Preliminary discussion with Men's Shed	Arranging the re-painting of this bespoke art-work	Town Clerk	
RLOS16	Town Safe	In progress	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	A working party led by Cllr Frederick is developing a visualization for approval by the Carvers Working Party as a basis for public consultation	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	

Staffing Committee

S1	HR support contract renewal	On hold	Will commence in March 2021		Town Clerk
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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
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Proposed/Emerging Projects Update

No.	Name	Description	Lead	Recent developments	Progress / Status Stage reached	Estimated cost	Funding sources
Full Council							
None							
Planning Town & Environment Committee							
	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	Floated as possible future project		
	Signage Review	Review of signs requiring attention - e.g. Castleman Trailway, Pocket Park, Gateway Square	Cllr Day		Floated as possible future project		
Policy & Finance Committee							
	Paperless office	Increasing efficiency of office space use	Cllr. Heron	Discussions with Town Clerk and Finance Manager			
Recreation, Leisure & Open Spaces Committee							
	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		
Staffing Committee							
None							