

## **MINUTES OF THE MEETING OF THE RECREATION, LEISURE & OPEN SPACES 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 Wednesday 7<sup>th</sup> July 2021 at 7.00pm

PRESENT: Cllr Andy Briers (Chairman)  
Cllr Philip Day  
Cllr Gareth Deboos  
Cllr Hilary Edge  
Cllr Rae Frederick  
Cllr John Haywood  
Cllr Peter Kelleher  
Cllr Gloria O’Reilly  
Cllr Tony Ring  
Cllr Glenys Turner

IN ATTENDANCE: Jo Hurd, Deputy Town Clerk  
Charmaine Bennett, Manager of Carvers Clubhouse  
Kelvin Wentworth, Ground Foreman  
Nicola Vodden, Meetings Administrator  
Cllr Jeremy Heron

ABSENT: Cllr Darren Loose

### **OS/6081 PUBLIC PARTICIPATION**

There were no members of the public present.

### **OS/6082 APOLOGIES FOR ABSENCE**

No apologies for absence had been received.

### **OS/6083 DECLARATIONS OF INTEREST**

Cllrs Deboos, Frederick and Haywood indicated that they were directors of Ringwood Coronavirus Assistance, which is mentioned in the report for agenda item 5ii).

### **OS/6084 MINUTES OF THE PREVIOUS MEETING**

**The Committee members present agreed:-**



That the minutes of the meeting held on 2<sup>nd</sup> June 2021, having been circulated, be approved and signed as a correct record.

**OS/6085  
CARVERS**

Clubhouse Manager's report

Carvers Clubhouse Manager added a few comments to her report (*Annex A*) in response to questions raised. Room hire is doing reasonably well. Regarding the possibility of room hire by the Youth Offending Team, this was expected to be at times when the café would not ordinarily be open, but the situation as to whether their presence discouraged the use of the centre by others would be monitored.

The programme of Summer Play at Carvers had been finalised. Many activities are planned, including a Family Festival Day, run by Connect4. A press release had been issued and details can be found on the website.

With regard to anti-social behaviour and vandalism, the Manager indicated that she was in regular contact with and had support from the Policing Team. She had attended a meeting with NFDC officers and the Policing Team with the aim of working together to reduce the anti-social behaviour and crime at the Clubhouse. A quote is being obtained for the removal of the side gate, as it is not serving its intended purpose and an additional CCTV camera will be added to the current system.

The Youth Advisor is trying to engage with young people at the Clubhouse and offers advice as a drop-in service, but is also available for referrals from GP surgeries and schools. There is no cost to the Council as this is run by a separate organisation, which has good coverage across the New Forest and wishes to have a presence in Ringwood. Members were keen to ensure that all those in need of this service had access to it and there was no gap in this provision in Ringwood.

**The Committee Members present noted the Clubhouse Manager's report (*Annex A*).**

Carvers Working Party

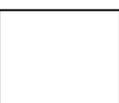
Members considered the recommendations included in the notes of the meeting (*Annex B*) and agreed amended wording, as shown below.

**The Committee Members present agreed to recommend to officers their collective preference as follows:**

- 1) That the notes from the meeting of Carvers Working Party on 16<sup>th</sup> June (*Annex B*) be received.
- 2) That estimates be obtained from landscape architects for the purposes of preparing materials required, in order for the Committee to consider the possibility of a public consultation on the developmental ideas and options for Carvers Open Space; and
- 3) That the memorial tree proposal from Ringwood Coronavirus Assistance be considered as a stand-alone item at a future meeting.

<b>ACTION Cllr Frederick / C Wilkins</b>
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**OS/6086  
EVENTS MANAGEMENT**



Cllr Day reported that due to the uncertainty with the lifting of coronavirus restrictions, the Events Team had decided to cancel the Picnic at the Carvers Park event on Sunday 15<sup>th</sup> August and efforts were now focussed on the re-dedication of the War Memorial, on the same date. Unfortunately, the event does not meet the criteria for a road closure. Ringwood TV have been engaged to film and live stream the service and this will be funded from the events budget.

**The Committee Members present agreed to recommend to officers their collective preference as follows:**

- 1) That the update in respect of events be noted; and
- 2) The cost of filming and live streaming the event (£300) is to be met from the events budget.

**OS/6087  
POULNER LAKES – ACCESS ROAD MAINTENANCE**

Members considered the Town Clerk’s report (*Annex C*). The Grounds Foreman indicated that the current maintenance of the access road to Poulner Lakes is costly and requires a significant amount of the grounds team’s time. He had sought suggestions to resolve the issues and advised Members that there is no easy solution. There are limited materials which could be used and there must be no run-off of into the fishing lakes.

Members agreed that the issue needed to be resolved, the work had to be done properly and the solution needed to have longevity. Tarmac was ruled out as too costly and unpopular due to the carbon footprint. Some felt not all of the road needed attention and the condition was acceptable further along the track, so possibly only the first stretch up to the left turn required improvements.

An idea was put forward for the narrowing of the access road to single lane up to the 5-bar gate, adding a passing point at the half-way point and laying the surface with hoggin, however this had not been costed out. Members favoured the proposal and suggested that a design be drawn up and contractors invited to submit quotes. To contract out the work would free up the grounds teams resources and ensure the required compacting machinery was available. Once the costings were known, the Committee could consider funding options and the possibility of creating a reserve for future maintenance.

**The Committee Members present agreed to recommend to officers their collective preference as follows:**

- 1) That the report on Poulner Lakes access road maintenance be noted;
- 2) That a better maintenance regime is necessary;
- 3) That increasing the spreading of gravel is not sufficient, nor appropriate; and
- 4) That the proposal for narrowing the access road (with passing point) and using hoggin for the surface be explored further and officers seek professional advice on what can be done and the costs involved.

**ACTION C Wilkins / K Wentworth / Cllr DeBoos / Cllr Briers**

**OS/6088  
CEMETERY DEVELOPMENT**

Members consider the Town Clerk’s report (*Annex D*) and the issues for decision therein.

**The Committee Members present agreed to recommend to officers their collective preference as follows:**

- 1) That the provision of a columbarium be explored further, by developing a revival of the previously considered concept of a double-sided wall, in the central location indicated in the report; and
- 2) That officers take the project forward without the need for a Working Party and refer back to Committee for consideration once a proposal and costings are available.

**ACTION C Wilkins**

**OS/6089  
PLAYGROUND SAFETY SURFACING**

The Deputy Town Clerk circulated information on safety surface repairs to Members prior to the meeting, included as *Annex E*. She explained the reasons for requesting the deviation from Financial Regulations and the urgency of the work, which had been flagged up by the recent inspections. The contractor had been engaged previously, had worked to provide a quote resolving priority areas within budget and the quote represented value for money for the Council.

**The Committee Members present agreed to recommend to officers their collective preference as follows:**

- 1) That a RECOMMENDATION be made to Policy and Finance Committee that the departure from Financial Regulations be approved, on this occasion;
- 2) That the quotation for £14,465 for safety surface repairs at Carvers be accepted, subject to 1) above; and
- 3) That a RECOMMENDATION be made to Policy and Finance Committee that further repairs proposed at Toad Corner (£2,800) and Ash Grove (£1,740) play areas be funded from the Play Area Reserve.

**ACTION C Wilkins**

**OS/6090  
PROJECTS (current and proposed)**

There were no further updates to the report presented.

**The Committee members present noted the update in respect of projects (*Annex F*).**

**ACTION C Wilkins**

There being no further business, the Chairman closed the meeting at 8.05pm.

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

RECEIVED  
28<sup>th</sup> July 2021

APPROVED  
1<sup>st</sup> September 2021

TOWN MAYOR

COMMITTEE CHAIRMAN

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Chairman's initials



## RECREATION, LEISURE AND OPEN SPACES COMMITTEE

7<sup>th</sup> July 2021

### Report from Manager, Carvers Clubhouse

It is my pleasure to present my report from Carvers Clubhouse. My last written report was in October 2020, verbal report in April 2021.

#### 1. Room hire

Community centres were officially able to 'open' on May 17<sup>th</sup> although room hire has been dependent on the types of activities that were run and if social distancing is possible. We welcome Sally Adams Danceworks every Wednesday evening who is using the centre for adult group dancing and 1-2-1 dance lessons. Rebel Fitness were planning to return in June but have postponed due to the further extension of restrictions. Twinkles pre-school music class have returned and are running double sessions to meet demand and accommodate the permitted numbers.

We have had 2 new weekly hirers find an alternate venue in the last month due to lack of parking at the centre. We hope to welcome a new boxing group and kick boxing classes in the next few months. We have received enquiries from Foster Parent support groups, Baby Sling Libraries and from Youth Offending Team, all of whom are interested in hiring rooms or using the space during café opening times.

#### 2. Café

We have recruited two new members of staff as assistant Café staff. They work alongside the Café Manager or Supervisor after school and at weekends. Both members of staff are from Ringwood School 6<sup>th</sup> form and are settling in well. This has allowed us to open at the weekends and after school. Takings are comparable to the school summer holidays in 2019 which is excellent and a credit to the team who have worked hard to adapt the menu. We are looking for an additional member of staff for the summer to allow us to open 6 days a week.

#### 3. Summer of Play activity programme

A draft programme is attached as appendix 2. It was inspired by a national campaign to give children the time, space, and freedom to play this summer as COVID restrictions are eased. As such there are both structured and unstructured opportunities for play and fun. Most are planned to be outside. Children, young people and families can choose to come to one of the organised activities or of course come down to Carvers Recreation Ground anytime and enjoy the skate park, play area, new football goals and table tennis table. During café opening hours they can borrow sports equipment (footballs, rugby balls, table tennis bats and balls, even a rounders set) or outdoor games such as Jenga and we will have toys for young children and toddlers.

#### 4. Anti-social behaviour and vandalism

We have experienced a period of vandalism and damage to the building. Bricks have been removed on several occasions from the windowsills of the building, young people have regularly climbed over the side gates behind the building and used the privacy to partake in

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illegal drug use, resulting in extensive damage to the gates. There was also an incident of arson. This does, frustratingly, take up a considerable amount of management time. We have worked very closely with the police and the community team at NFDC and those responsible have been identified. A bricklayer has replaced the bricks with a different, vandal proof design.

I met with the Community Safety Manager, Operations Manager (CCTV team), PSCO and Sergeant Helen Mitchley at Carvers to discuss the vandalism and misuse of the building. They were enthusiastic about our plans for the summer and potential new hirers. It was suggested that we remove the side gates entirely as they are not performing the job that they are there to do.

## 5. Kickstart programme

The Staffing Committee approved a new position of 'Centre Assistant' to be created for 6-month placements for a young person aged between 18-25 through the newly launched government *Kickstart Scheme*. We have unfortunately not had any applications through, indeed many of the schemes are finding it difficult to recruit. I am working closely with the Job centre.

## 6. New football goals

We have put two new footballs goals up on the recreation ground. I am pleased to report that these have been extremely popular and have been used almost constantly. We are very happy to loan out footballs when we are open.

## 7. It's Your Choice

Its Your Choice have a youth advisor who is assigned to work in Ringwood. She is coming to the centre weekly when the café is open after school on a Thursday.

For further information, contact:

Charmaine Bennett, Manager, Carvers Clubhouse  
Direct dial: 01425 484727  
Email: [Charmaine.bennett@ringwood.gov.uk](mailto:Charmaine.bennett@ringwood.gov.uk)

## Carvers Working Party

### Notes of meeting held on Wednesday 16<sup>th</sup> June 2021 at 7.00pm

Present: Cllr Andy Briers (Chair)  
Cllr Hilary Edge  
Cllr Rae Frederick  
Cllr John Haywood  
Cllr Peter Kelleher  
Cllr Jeremy Heron  
Cllr Tony Ring  
Cllr Glenys Turner

In attendance: Christopher Wilkins – Town Clerk  
Charmaine Bennett – Clubhouse Manager  
Cllr Gareth DeBoos

Absent: None

#### 1. APOLOGIES FOR ABSENCE

Not applicable.

#### 2. DECLARATIONS OF INTEREST

No disclosable pecuniary interests were declared.

#### 3. NOTES OF PREVIOUS MEETING

The Notes of the meeting on 10<sup>th</sup> February 2021 were approved for signature by the Chairman as a true and correct record.

#### 4. SERVICES REVIEW

The Clubhouse Manager reported that since the previous meeting in February:

- Interest from potential hirers is broadly increasing, with particular interest from a boxing coach and a kick-boxing coach. However, a couple of potential hirers went somewhere else that has parking.
- The Probation Service plan to resume use of the Clubhouse for interviews with young people.
- It's Your Choice have reported strong demand elsewhere in New Forest District but, curiously, not in Ringwood. This is being investigated.
- The café was very busy over half-term.
- There was a noticeable resumption of vandalism over recent months. It has been very time-consuming to review the CCTV and work with NFDC and the Police to identify the perpetrators and ensure there is follow-up. However, this has been worthwhile and there are signs that this is now diminishing.
- The large logs have been delivered and await cutting up for informal play use.
- The two football goals have been well-used.
- Creating a temporary outdoor shade/shelter has proved more problematic. We don't have the staff resource for anything that would need to be put up and taken down every day but nothing else seems likely to be sufficiently resistant to wind and tampering.
- A draft programme of summer activities has been prepared. However, there won't be an exact repeat of last year's successful fun day because this was run by HCC and although they have offered funding, the conditions are so prescriptive and the process so poorly-designed that it isn't practicable for us to apply.

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- The detached youth work awaits the outcome of the current recruitment by the provider.

## 5. DEVELOPMENT VISION AND PROJECTS

A presentation from Cllr. Frederick reviewed the purpose and progress of the project to develop a strategic vision and plan for the future development of Carvers Recreation Ground and concluded with a display of artworks by a local artist illustrating all the key ideas that have been suggested and discussed at recent meetings. These were (in no particular order):

- i. A new footpath access direct from Southampton Road to the Clubhouse to improve access to the latter;
- ii. A mini skate park
- iii. A splash park
- iv. A nature trail and natural play area
- v. Redeveloping the tennis courts to add provision for basketball and provision for children in the 9-12 age bracket (as per the proposals from Playdale);
- vi. A quiet area of benches and flower-planting (that could include the memorial tree idea suggested by RCA)
- vii. A dog agility area
- viii. A covered area (pergola, extended shelter, etc) to provide shade
- ix. Improved car parking
- x. An outdoor gym

An informal straw poll of those present resulted in suggestions that items i and ix are enabling facilities rather than recreational features and that some support exists for all the others. Although some ideas (e.g. the nature trail and the splash park) seem to be more popular than others (e.g. the dog agility area and the outdoor gym) it was left that all should be kept under consideration for inclusion (in some form) in future public consultation.

It was also noted that regard must be had to the needs of the grounds maintenance team and to the requirements for hosting events (like the fireworks display) on Carvers.

Cllr Frederick suggested that the next step would be to engage an architect, experienced in this type of project, to prepare materials for public consultation. If the Working Party agrees to recommend this to the Recreation, Leisure & Open Spaces Committee, she will research costs ready for a funding decision at Policy & Finance.

The members thanked Cllr Frederick for the hard work she had clearly put into preparing for the meeting.

**The Working Party RECOMMENDED to the Recreation, Leisure & Open Spaces Committee that:**

- 5.1 An architect be engaged to prepare materials for a public consultation on development ideas and options; and**
- 5.2 The memorial tree proposal from Ringwood Coronavirus Assistance be considered as a stand-alone item**

## 6. NEXT MEETING

Details of the next meeting of the Working Party were noted as follows:

Wednesday 8<sup>th</sup> September 2021 at 7pm

There being no further business, the meeting closed at 8.23pm.

RECEIVED  
7<sup>th</sup> July 2021

APPROVED  
8<sup>th</sup> September 2021

COMMITTEE CHAIRMAN

WORKING PARTY CHAIRMAN

DRAFT



**RECREATION, LEISURE & OPEN SPACES COMMITTEE**7<sup>th</sup> July 2021**Poulner Lakes – Access road maintenance****1. Introduction and reason for report**

- 1.1 In June 2019, it was agreed in principle that the Council should negotiate terms with the Anglers' Association to take on a lease of the public access land beside the Council's existing public open space at Poulner Lakes (see the decisions recorded in the minutes under reference numbers OS/5888 – 5<sup>th</sup> June 2019 and F/5703 – 19<sup>th</sup> June 2019). Those negotiations have stalled on the question of maintenance of the access road. The Association has pressed for the standard of maintenance to be improved and so the issues now are what provision to make for future maintenance and whether to improve the roads first.

**2. Background information and options**

- 2.1 The road and parking areas remain as laid out when the Council assumed responsibility for the site in 1994. The surface is now very uneven and pot-holed. Currently, the grounds maintenance team use path gravel to fill holes and grade the surface using a tractor with a simple attachment fabricated from angle iron (we have no machinery capable of compacting it). Recently, budgetary constraints have led the team to fill and grade in alternate years. The gravel is susceptible to rapid wear and being washed away. In practice, there is often little material available to be graded. The effectiveness of this approach is also severely affected by the weather. Grading is much less effective if the ground is baked hard by long dry spells. Potholes that are full of rainwater cannot be effectively addressed until the water has largely dried.
- 2.2 The condition of the access road and parking areas is probably declining under the current maintenance arrangements and leads to frequent complaints. The risk of a vehicle sustaining damage and the Council becoming embroiled in a claim for compensation or suffering reputational damage is significant and growing.
- 2.3 It would be possible simply to buy more gravel and spread it more frequently. This could achieve some improvement but it would increase the annual cost of materials and the workload of the grounds maintenance staff. Scheduling three visits a year to include adequate gravel and grading would, it is estimated, require about 40 tons of gravel (at a cost of about £1,800) and six man-days with the tractor (book cost about £1,000). The total effective cost of about £3,000 a year could be expected to deliver a noticeable improvement in the maintenance standard but the potholes would still recur and the ability to address these would still be hampered by the weather. Complaints would therefore likely persist.
- 2.4 Any alternative would involve changing the road surface in some way. Any proposal of this kind is likely to be constrained to some extent by the existing materials. It is evident from what is visible currently that a variety of materials was employed to create a firm sub-strate and wearing course. We have no precise information about what lies beneath the surface and given the past uses of the site (including gravel extraction and washing and landfill) it would be difficult as well as probably unwise to dig down. Improvement or maintenance could be limited to surface infilling and building up. That might severely restrict the scope new trees or other planting to soften or enhance the areas and/or restrict/calm traffic.
- 2.5 Options such as resurfacing with type one roadstone or hoggin (creating a camber to improve run-off in the process) and, where practicable, re-excavating the ditches (once the grounds team has cleared the fencing and vegetation) to improve drainage, have been considered. The new surface is likely to be more

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hard-wearing than gravel but it would require provision for some reactive maintenance and planned renewal. Adding a tarmac wearing course would reduce the need for reactive maintenance and extend the life of the new surface but would add very significantly to the cost.

- 2.6 The cost of renewing the surface would depend on how much of it is treated and how. Although it hasn't been possible to obtain any estimate, it is already clear that the cost would run into tens of thousands of pounds.
- 2.7 In addition to cost, it would also be necessary to consider the environmental impact of the alternatives.
- 2.8 Any improvement of the surface may result in vehicles being driven at excessive speed and in other ways that damage the surface and endanger public safety. This risk could be mitigated by using build-outs or planters to create pinch-points or chicanes. This may add to the cost but create other opportunities or benefits.
- 2.9 Some alternatives would also increase surface water run-off. This would be managed by clearing and improving ditches as described but could have implications for the local hydrology.

### 3. Issues for decision and any recommendations

**Members are invited to note this report and to:**

- 3.1 Indicate if it is accepted that a better maintenance regime is necessary and, if so;**
- 3.2 Say if increasing the spreading of gravel is considered sufficient and appropriate and, if not;**
- 3.3 Give directions to officers regarding the alternative on which they should seek further advice, specifications and cost for future consideration and approval by members.**

For further information, contact:

Christopher Wilkins, Town Clerk  
Direct Dial: 01425 484720  
Email: [chris.wilkins@ringwood.gov.uk](mailto:chris.wilkins@ringwood.gov.uk)

Kelvin Wentworth, Grounds Foreman  
Direct Dial: 07918 615200  
Email: [kelvin.wentworth@ringwood.gov.uk](mailto:kelvin.wentworth@ringwood.gov.uk)

## RECREATION, LEISURE & OPEN SPACES COMMITTEE

7<sup>th</sup> July 2021

### Cemetery Development

#### 1. Introduction and reason for report

- 1.1 The annual budget for 2021-22 includes provision for a columbarium. Officers have conducted some preliminary enquiries and now seek members' views on some design ideas and options and how to advance the project.

#### 2. Background information and options

- 2.1 As previously reported, the space available for the interment of cremated remains will be exhausted within the next few years (just 18 plots remain unused now). Rather than create a third "Garden of Rest" for the interment of such remains, members expressed an interest in building a new facility for their temporary retention above ground. This possibility had been considered in or about 2014. A proposal was put to members at that time to create a columbarium in semi-circular form (see 2014 Design drawing attached) in the small garden area beside the entrance (edged red on Plan 1 attached and shown in Figure 1 below). This proposal was not pursued at that time but could be revived if desired.
- 2.2 As an alternative, officers invite members to consider a different concept, a double-sided wall in the alternative location shown edged blue on Plan 1 and shown in Figure 2 below. This new structure would replace the existing wall (which will otherwise require attention). Ideally this would incorporate some of the stone from the existing wall, to make it appear more in keeping and neither stark nor "clinical". An example of a similar concept built elsewhere using local materials is shown in Figure 3 below. (This concept has the advantage of being relatively simple to extend or replicate nearby in future.)
- 2.3 Construction would involve a local contractor taking down a 7-metre section of the wall (from the crumbling end to a point a little way short of the crown of the large lime tree) and creating the base. Specialist contractors would then assemble on site the modular structures containing the "niches" and finish with the re-used stone, facings, etc. and new paths either side. The total cost of this (which would incorporate approximately 225 niches) has been estimated at £59,500 or £264 per niche. Each niche could accommodate up to two caskets of cremated remains.
- 2.4 It is normal for niches of this kind to be leased for a fixed period at a cost paid at the outset. At the end of the period the rights owner is invited to remove the casket(s), failing which the right is reserved to dispose of both ashes and caskets so that a fresh lease can be sold. It would be both sensible and sensitive to create an area within the cemetery (which need not be large) where such ashes could be scattered and small memorial plaques fitted as a permanent resting place and memorial. It is also open to the council to direct that the niche fronts can only be decorated with vases, photo-frames, etc, bought from the council (thus preserving a harmonious appearance and creating a further modest income stream).
- 2.5 The annual budget for 2021-22 includes some provision for the capital costs of this project, if pursued. It would be possible to apply for a loan from the Public Works Loan Board instead of or in addition to that budgetary provision. There is considerable flexibility about such loans; as to term, interest rate (fixed or variable) and repayment arrangements.
- 2.6 Current prices in respect of the Garden of Rest are:

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- exclusive right of burial of a double plot: £250 (£1,000 for a non-parishioner)
- Approval of a memorial on adjacent double plots: £160 (£640 for non-parishioners).

Since each niche includes a facing stone bearing a memorial inscription, it ought to be possible to design a scheme of leasing and fees that is no more expensive to local people in overall terms than the current one but is capable of covering the financing costs incurred by this Council.

- 2.7 Further progress of the project therefore requires a decision in principle about location and design concept of the structure but also decisions about the financing of the construction and the future scheme of leasing terms, fees and charges. Members may choose to settle the location, design and funding arrangements and leave the scheme to officers but it might be preferable to form a small working party to go into the options rather more thoroughly and bring a detailed recommendation or options back to this committee for further consideration. Some element of public consultation may also be desirable given the importance and sensitivity of the project.

### 3. Issues for decision and any recommendations

#### Issues for decision:

- 3.1 **How should the need for future accommodation of cremated remains be met (by developing further a revival of the 2014 design concept, the double-sided wall alternative suggested above or in some other way)? and**
- 3.2 **How should this project be taken forward (by giving some directions to officers and leaving all the details to them or by forming a working party to consider and recommend a detailed scheme or options for further approval)?**

For further information, contact:

Christopher Wilkins, Town Clerk  
Direct Dial: 01425 484720  
Email: [chris.wilkins@ringwood.gov.uk](mailto:chris.wilkins@ringwood.gov.uk)

Kelvin Wentworth, Grounds Foreman  
Direct Dial: 07918 615200  
Email: [kelvin.wentworth@ringwood.gov.uk](mailto:kelvin.wentworth@ringwood.gov.uk)



*Figure 1 - Location proposed in 2014*

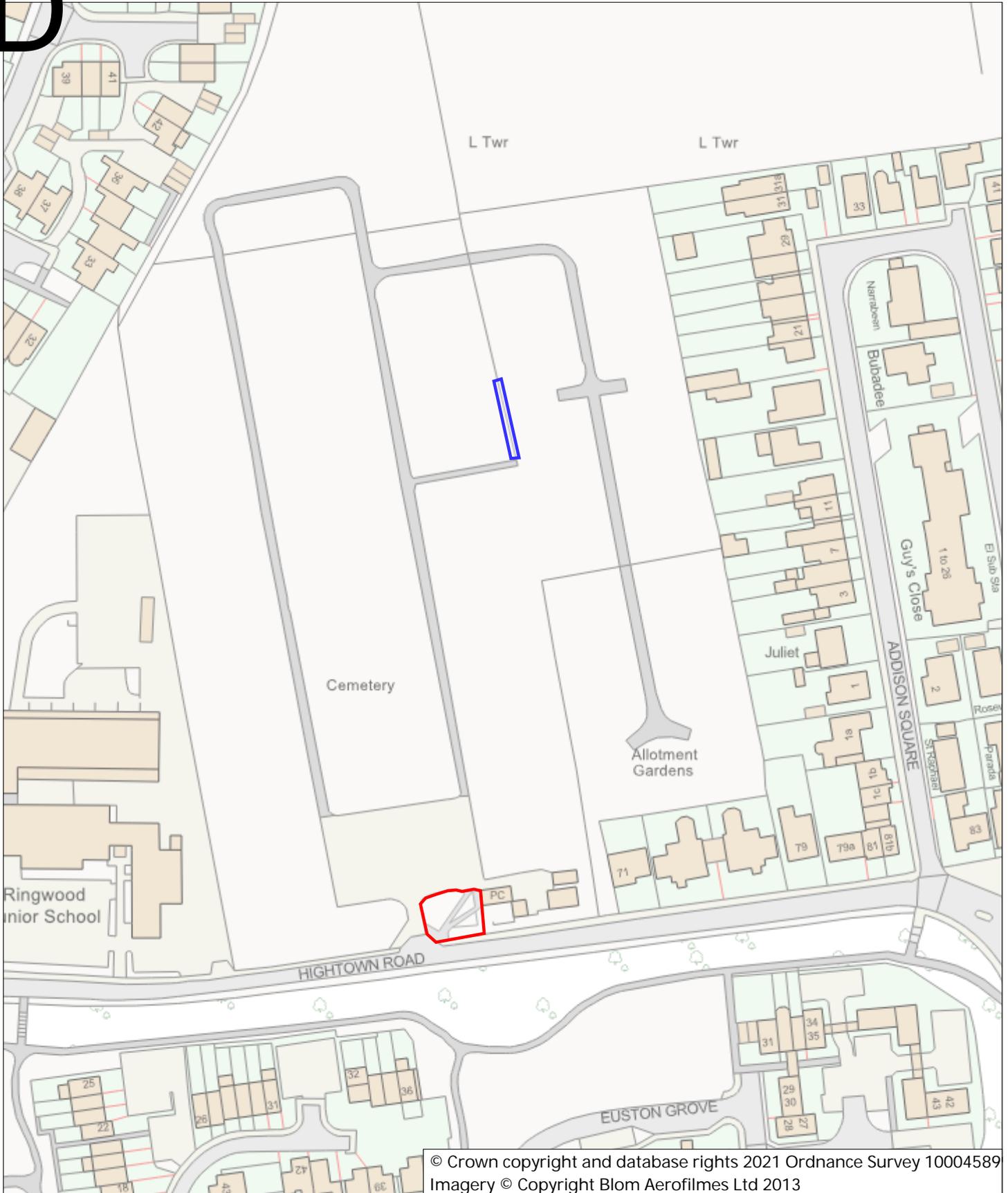


*Figure 2 - Alternative location now proposed*



*Figure 3 Wall columbarium with local stone*

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Imagery © Copyright Blom Aerofilmes Ltd 2013

Notes



**Ringwood Town Council**

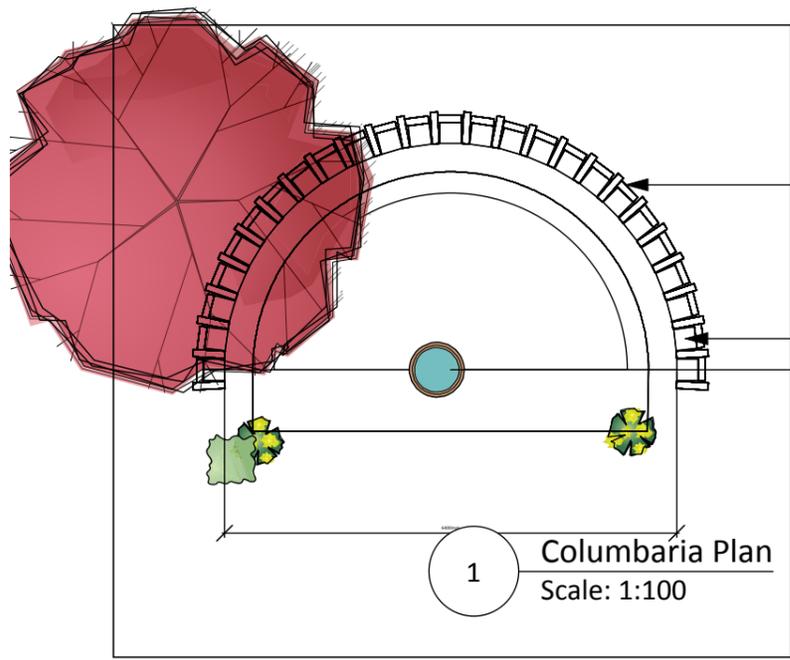
[www.ringwood.gov.uk](http://www.ringwood.gov.uk)

**Print Title**

**chris.wilkins**

**Date** 22/06/21

**Scale** 1:1417

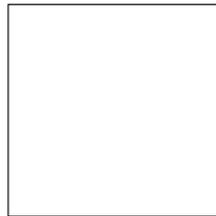


1 Columbaria Plan  
Scale: 1:100

Breeze Blocks - 408 in total at standard size of 450 x 215 x 100mm

Comprising of:  
200 cut to 330mm rather than 450mm for outer spine  
208 at standard size for internal skeleton

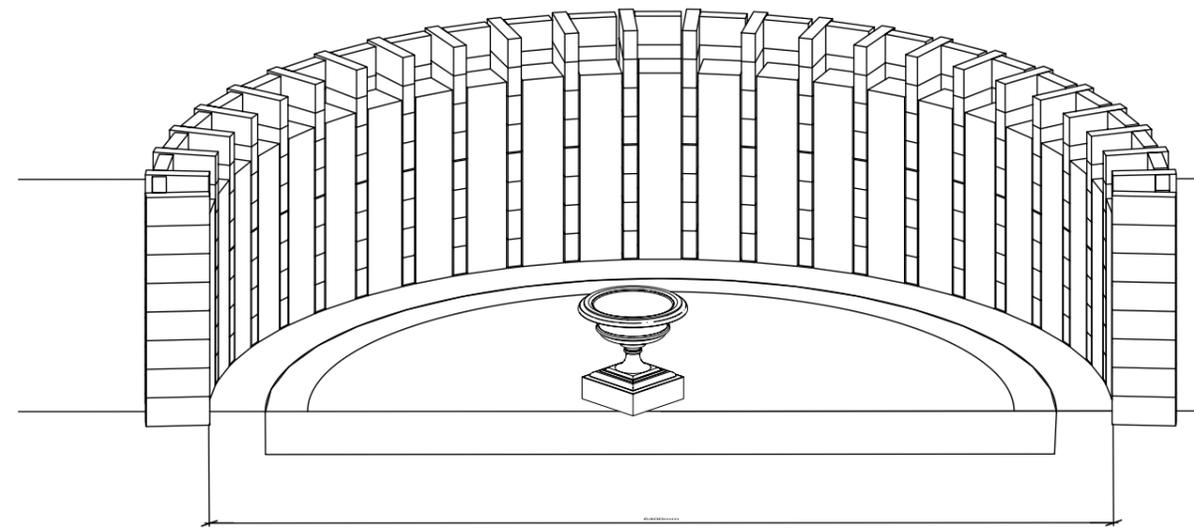
Bosisio Columbaria clad in green marble



Scale 1:10

= Niche 300 x 300 mm  
Houses up to 3 sets of ashes  
4 in a column  
At £195 / unit = £19500  
Continuous  
At £168 / unit = £16800  
Not Continuous

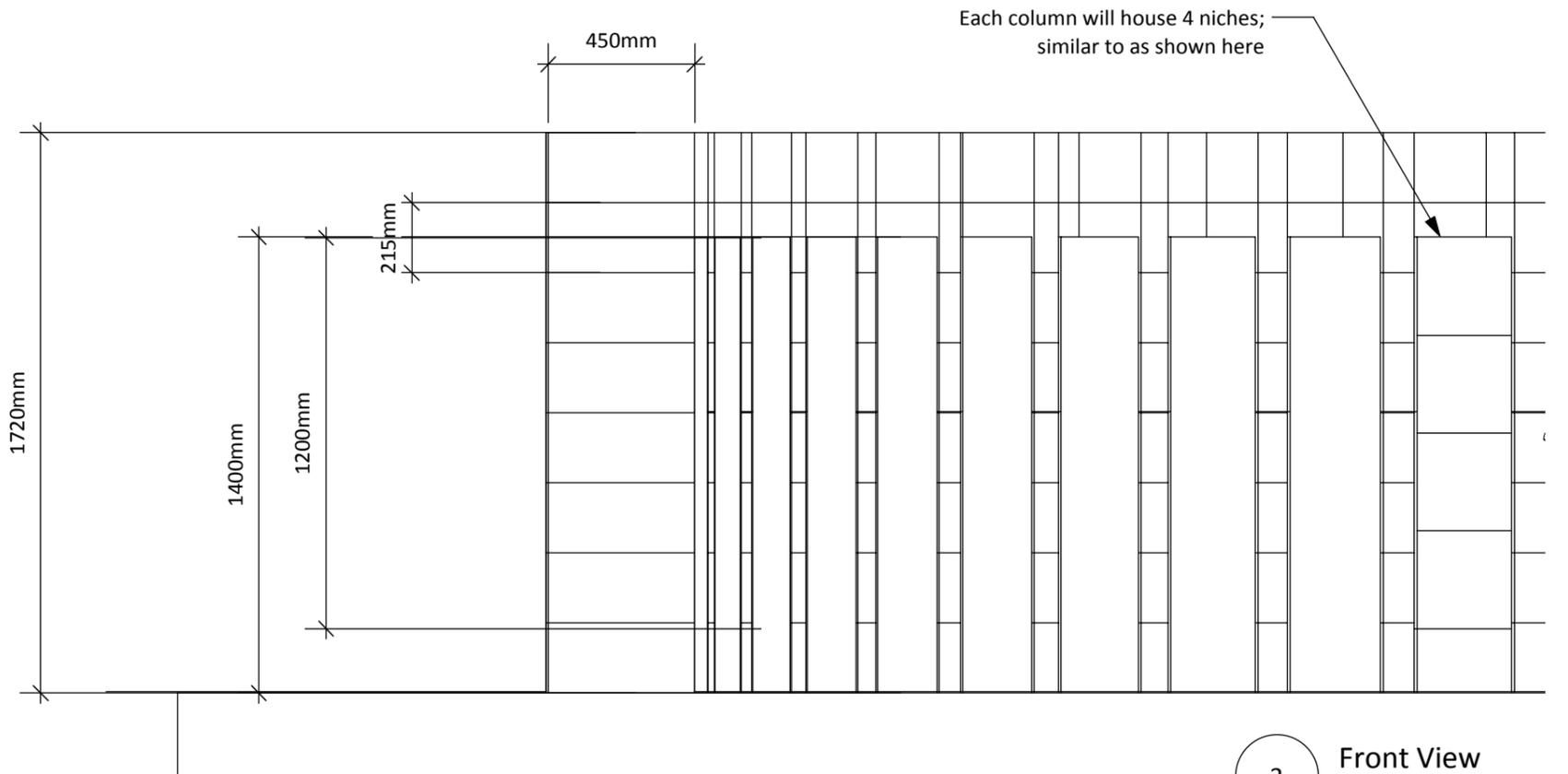
With Carrera marble front



2 Columbaria hidden line drawing  
Scale: 1:50



4 Rendered Segment  
Scale: 1:20



3 Front View  
Scale: 1:20



## Recreation, Leisure & Open Spaces Committee – 7 July 2021

### Agenda item 9 - Playground Safety Surfacing

There is £14,500 included in this year's budget for playground safety surfacing repairs (funded from the play area reserve). This budget provision was based on an estimate received in July 2020. Since then, some additional issues have been identified by the Annual Play Area Inspection carried out in August 2020, and over time some of the surfacing has deteriorated further. In addition, the cost of materials has increased.

Three suppliers (all of whom the Council has used before) were invited to quote for surfacing repairs in all three playgrounds. Only two quotes were received, with the lower quote being almost £21,000.

The Deputy Town Clerk met with a representative of one of the suppliers on site to discuss priorities, with the intention of phasing the works over two years due to the budget constraint.

It was agreed that Carvers should be treated as a priority as the play area with the highest usage and the most issues of concern. It was recommended by the supplier that, rather than carry out further patch repairs to the wetpour, whole areas could be repaired and over skimmed with rubber mulch. This would have the benefit of being more cost effective with minimal ongoing maintenance (the mulch would cover the existing concrete edges so there would be no need for the groundsmen to regularly build up the edges to avoid trip hazards occurring), and the surfacing would look like new. Hard wearing colour wear pads could also be incorporated, for example at the bottom of slides.

A revised quote has been received from this supplier for £14,465 for work at Carvers only. This includes the over skim with rubber mulch in three areas (the small and large multi play units and the roundabout) and repairs to edging and sunken areas around the space net and see saw.

A more serious issue was pointed out on the roundabout surfacing and a temporary repair will be carried out tomorrow at a cost of £280. The supplier has agreed to deduct this from the total if awarded the work outlined above.

If it is agreed to proceed with the work outlined above, this will be a departure from financial regulations as we have not received three comparative quotes, and a recommendation will need to be made to Policy & Finance Committee. It is **RECOMMENDED** that the quotation is accepted in order to achieve best value and to address the safety issues without further delay. The Council has previously tested the market with regard to safety surfacing and there is usually minimal difference between the suppliers.

There is £7658 remaining in the play area reserve. Members may wish to consider use of this to carry out the following additional works:

Toad Corner – replacement of broken see saw and repair of surrounding safety surfacing  
£2800

Ash Grove – repairs to 3 areas of grass mat £1740





## Current Projects Update

No.	Name	Status	Recent developments	Description and notes	Lead Officer/Member	Financing
<b>Full Council</b>						
FC1	Long Lane Football Facilities Development	In progress	Pre-application planning advice received. VAT consultant's initial advice on business arrangements received. Discussions on the detail of business and legal arrangements commenced. Surveys required for planning application ordered. AGP tenders received. Other procurement being planned.	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
<b>Planning Town &amp; Environment Committee</b>						
PTE1	Neighbourhood Plan	In progress	Steering Group met to consider risks associated with NFDC Local Plan Part 2 review; changes in national policy; and resourcing the project. Agreed to continue to prepare NP, with 4 Team leads project managing for the time being. Grant of £5,000 awarded to cover consultants' fees, as per the Project Plan.	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 commenced. 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 in Mansfield Road delayed until September. Pipe laying across Bickerley has commenced. Work to begin in Bickerley Gardens in August. Site compound in place at the southern end of Bickerley until end of year.	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	Developers' contributions paid to HCC to implement.	New footpath to link Beaumont Park with Hightown Road, alongside west of Crow Lane	Hampshire CC	Developers contributions
	Surfacing of Castleman Trailway	In progress	Developers' contributions paid to HCC to implement. RTC carried out clearance on behalf of HCC so that the path is accessible through the summer, prior to surfacing.	Dedication and surfacing of bridleway between old railway bridge eastwards to join existing surfacing	Hampshire CC	Developers contributions
<b>Policy &amp; Finance Committee</b>						
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.	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	Committee decided on 17 Feb 2021 not to seek renewal	Preparing a planning application to renew the lapsed permission for a detached bungalow	Town Clerk
PF3	Youth Detached Outreach work	In progress	A third party provider has been appointed and is recruiting the workers needed.	To provide youth workers for detached outreach work	Carvers Manager
PF4	Review of governance documents	In progress	Intermediate review of Financial Regulations will be undertaken over the summer.	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 report will be presented to the Recreation Committee for consideration at its meeting on 7th July.	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	Completed	Fresh gravel has been laid. No structural change is feasible at present.	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 agreed works have all now been completed and a proposal by community groups to plant the new earth bunds has been accepted.	Review of public open spaces managed by the Council and measures to protect them from unauthorised encampments and incursions by vehicles	Town Clerk	Revised budget of £6,300 for emergency measures agreed.
RLOS4	Grounds department sheds replacement	In progress	Clr 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. A report will be given to the Committee meeting on 7th July.	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 presented 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	Completed	Men's Shed have completed the refurbishment to the specification agreed with the original supplier.	Arranging the re-painting of this bespoke art-work	Town Clerk	
RLOS16	Town Safe	On hold awaiting officer availability	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 recommendation from the Carvers Working Party will be considered at the meeting on 7th July.	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	In progress	Discussions initiated.		Town Clerk
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

## Proposed/Emerging Projects Update

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